

At MWH Law Group, we recognize the pivotal role that well-crafted employment handbooks play in establishing a harmonious and legally compliant work environment. Our team of committed employment attorneys is dedicated to offering comprehensive guidance in crafting, updating, and interpreting tailored employment handbooks that align precisely with your business's distinct requirements.

A meticulously crafted employment handbook is an essential tool for employers, offering a roadmap to navigate the complexities of employment relationships. Our attorneys work closely with businesses to develop customized handbooks that reflect their values, policies, and legal obligations. Our services include:

- **Policy Development** - Drafting clear and concise policies that align with federal, state, and local employment laws.
- **Legal Compliance** - Ensuring that your handbook is up to date with the latest legal requirements, minimizing the risk of disputes.
- **Employee Communication** - Implementing effective communication strategies to convey policies and expectations to your workforce.

We understand that each business is unique, and our approach to crafting employment handbooks reflects that. Our team ensures that your handbook addresses key components such as:

- **Code of Conduct** - Establishing clear expectations for employee behavior and ethical standards.

- **Anti-Discrimination, Harassment, and Retaliation** - Creating a safe and inclusive work environment by addressing discrimination and harassment issues.
- **Benefits and Compensation** - Outlining the company's policies on compensation, benefits, and other employment perks.
- **Leave Policies** - Detailing policies related to sick leave, vacation, and other types of employee leave.
- **Termination Procedures** - Clearly defining the procedures for disciplinary actions and termination.

Employment laws are dynamic, and keeping your handbook current is crucial to legal compliance. Our firm provides ongoing support by:

- **Regular Updates** - Keeping your handbook in line with changes in employment laws and regulations.
- **Compliance Checks** - Conducting periodic reviews to ensure ongoing legal compliance.

Empower your business with a meticulously crafted employment handbook that serves as a valuable resource for both employers and employees. Contact us to schedule a consultation and let us guide you through the process of creating a handbook that sets the foundation for a successful and legally sound workplace.

Recent Representative Matters

- **Authored** a comprehensive employment handbook tailored specifically for an automotive dealership located in the Quad Cities, crafted from inception to completion.
- **Track** changes and managed updates to existing policies while offering tailored advice and strategic counsel to employees across multiple bank locations spanning various states.
- **Updated** companywide policy changes while delivering personalized advice and strategic counsel to a technology company with operations spanning 26 states.
- **Managed** updates to existing policies while providing tailored advice and counsel to a cross-cultural marketing consulting agency across 18 states.
- **Managed** updates to existing handbook policies and safety manuals for an excavation and utility contractor.
- **Made** document revisions to existing policies and procedures for a veterinary clinic. Maintained a detailed record of all policy changes, ensuring transparency and accountability throughout the process.
- **Drafted** a comprehensive Department of Transportation drug and alcohol testing policy and procedure manual for a longstanding construction company with 45 years of industry experience.
- **Provided** guidance on updates to Illinois and Minnesota time-off and wage laws and the Fair Credit Reporting Act for a regional restaurant chain spanning 13 states with over 300 locations.
- **Drafted** a detailed supplement tailored specifically to Puerto Rico regulations for the employee handbook of one of the largest supplemental insurance providers.

Learn more about MWH, our professionals, and our experience at mwhlawgroup.com.

MILWAUKEE

WEST DES MOINES

CHICAGO

INDIANAPOLIS

NEW YORK CITY