

# LABOUR NEWS

ISSUE: MAY 2025

HR Onboarding: Secrets, Lies, and a  
Fairer Workplace

**SOUND ADVICE &  
FAIR LABOUR PRACTICE**



072 349 9596 (T)



admin@contactlabour.co.za



www.contactlabour.co.za





## Welcome to Onboarding...and Lies by Omission

Starting a new job is exciting—for everyone. But what happens when your new hire brings more secrets than skills?

What happens when new hires forget to mention a few *important* details—like a criminal record, a chronic condition that impacts work, or a creative rewrite of their CV?

Let's explore the slippery world of dishonest disclosures during onboarding, and what HR can do to stay one step ahead.

### Medical Conditions: The Unspoken Impacts

Not every health condition needs to be disclosed during onboarding. But when a medical issue directly impacts job performance or safety, things get tricky.

#### What you CAN do:

- ✓ Create a Standardized Medical Disclosure Form.
- ✓ Implement Pre-Employment Health Assessments for Specific Roles.
- ✓ Adopt a "Fit for Work" Approach.
- ✓ Training for Hiring Managers on Medical Sensitivity.
- ✓ Build Clear Policies on Accommodations.
- ✓ Encourage Voluntary Disclosure (Not Forced).
- ✓ Legal Compliance and Record Keeping
- ✓ Offer Ongoing Support Post-Hire
- ✓ Regular Review of Medical Disclosure Processes

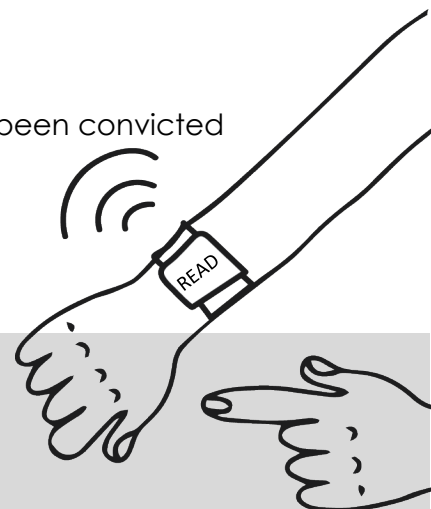
### Criminal Records: What They Don't Say Can Hurt You

If you're not asking about criminal history—the right way—you might never know.

Different jurisdictions treat this differently, but roles involving finance, security, or vulnerable people often require disclosure.

#### What you SHOULD do:

- ✓ Include criminal record declarations in onboarding paperwork.
- ✓ Run criminal background checks when the role justifies it.
- ✓ Ask job-related, not open-ended, questions: "Have you ever been convicted of a crime that may impact your ability to perform this role?"



## The CV Makeover

Exaggerating a little on your CV might seem harmless, but fabrication is a real issue. Inflated titles, invented degrees, and ghost employers? It happens.

### What you can DO:

- ✓ Use reference checks for employment dates and responsibilities.
- ✓ Consider qualification verification services.
- ✓ Add a fraudulent misrepresentation clause in contracts—so if someone lies, you can act.

### DID YOU KNOW?

In South Africa, misrepresenting qualifications on a CV can lead to **dismissal for gross dishonesty**, even years after employment.

Read more about it [here](#).

## Prevention is Your HR Superpower

Truthful onboarding doesn't start with hope—it starts with process.

### Build a Better Barrier:

- ✓ Use conditional job offers pending health/criminal checks
- ✓ Implement probation clauses tied to accurate information
- ✓ Ask "capability-based" health questions—not diagnosis-based
- ✓ Use disclosure forms and get signed confirmations
- ✓ Train hiring managers to spot red flags—without crossing legal lines

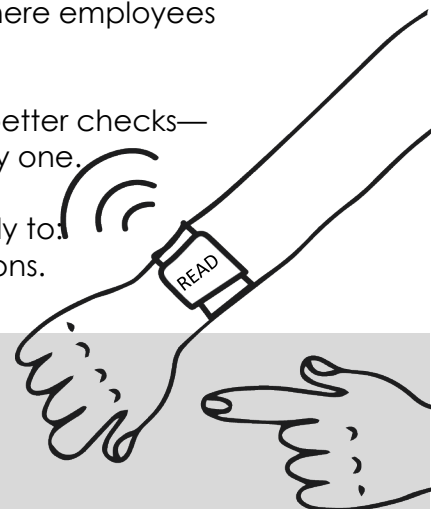
## Set the Tone: Culture of Openness > Culture of Fear

In HR, what you don't know *can* hurt you—but creating a culture where employees are afraid to speak up hurts even more.

The best defence against dishonesty isn't just stronger contracts or better checks—it's **building a culture of psychological safety** and openness from day one.

When employees feel safe, respected, and heard, they're more likely to:

- ✓ **Disclose medical conditions** that may require accommodations.



- ✓ **Come clean** about past mistakes or legal issues before they become HR landmines.
- ✓ **Ask for help** instead of hiding problems that affect performance.

When don't they feel safe? You get silence, secrets, and ultimately, surprise issues you didn't plan for.

#### **FUN FACT:**

Companies with a strong cultural alignment experience a 30% increase in employee performance and a 20% rise in retention rates. This underscores the significant role that a positive organizational culture plays in enhancing both individual and organizational success.

Read more about it [here](#)

#### **Final Thoughts**

In a world of polished CVs, withheld disclosures, and onboarding surprises, one thing remains constant: a culture built on openness, transparency, and trust outperforms one built on fear.

Whether it's a forgotten criminal record, an undisclosed medical limitation, or a conveniently enhanced skillset, dishonest onboarding doesn't just create legal risks—it damages team cohesion, morale, and long-term business success.

But with smart processes, tactful questioning, and a workplace culture that encourages honesty rather than punishes it, you can protect your organisation—and empower your people to show up as their whole, authentic selves from day one.

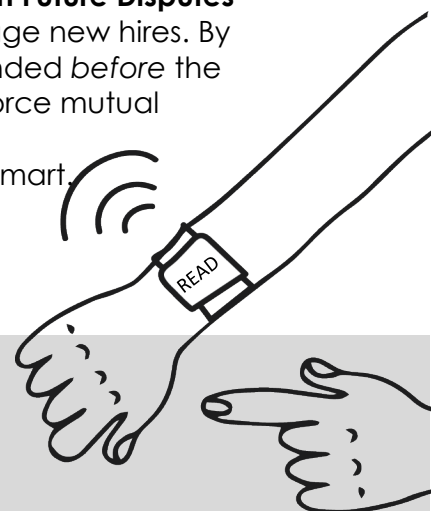
Because when truth leads the way, performance and trust follow.



#### **CALL TO ACTION:**

##### **Strengthen Your Onboarding Process—Shield Yourself from Future Disputes**

Take the next 30 days to review and refine how you engage new hires. By introducing our [New Employee Engagement Form](#), extended *before* the offer letter is issued, you can set clear expectations, reinforce mutual accountability, and protect your business from potential misunderstandings down the line. Start strong—onboard smart.



*N Stoltz*

Sincerely yours!  
Natalie Stoltz

**Contact us today to learn how we can assist your organization in creating a harmonious and productive work environment.**

Do you know about our new Facebook and LinkedIn Business pages we just launched for Contact Labour. This is where we will be sharing our best tips to help with any Labour Relations problems or queries you might have. We would really appreciate it if you like our new pages and if you do, you will get our best content first.

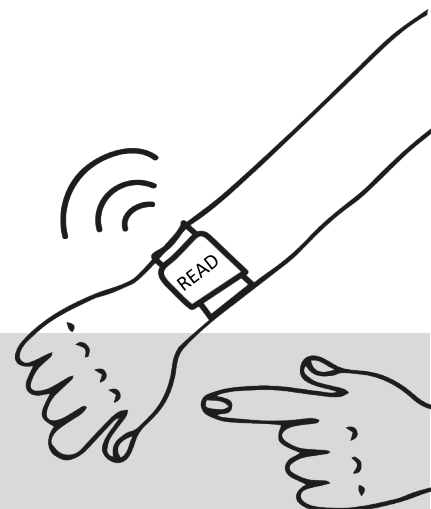
Here are the links:



<https://www.facebook.com/contactlabour>



<https://www.linkedin.com/company/contact-labour/?viewAsMember=true>



## Endorsement for Zappas Restaurant

### Celebrate Mother's Day at Zappas!

Treat Mom to something special this Mother's Day — enjoy a **free coffee**, a **delicious buffet**, and **live music** from **12:00 to 16:00**.

Join us for great food, great vibes, and an unforgettable afternoon she'll love.

