

Memo

HAVEN
OF REST
Transforming Lives Since 1964

To: Haven of Rest Paid Employees

From: HR Department

c.c.: Stu Butler

Date: April 25th, 2017

Re: 2017 Children in the Workplace Policy Memo

Policy: Haven of Rest employees are not to bring children to the workplace.

In all cases of children in the workplace, Haven of Rest Ministries is not responsible for ensuring the child is safe and well supervised.

Haven of Rest Ministries is committed to providing a safe work environment for their employees and volunteers. When considering the presence of children in the workplace, there are safety, health, and environmental concerns. Appropriate limitations and guidelines are required to protect safety and health to maintain work productivity.