



6YbY WUfmFYgci fW'GYfj JWg

d`Ubb]b[žVtd]b[`k]h` [f]YZUbX` bUbVU`i bWfHU]bh]Yg`H\ Uhgk \m6`i Y`7fcggUbX`6`i Y`G\JY`X`cZ ``]bc]g`c Yfg`6YbY WUfm
FYgci fW'GYfj JWgžU`dfc[fUa` h\UhVta V]bYgZJa]mk Y`bYggUbX`gYWf]miUhhY`a cghX] W`hcZhja Yg`GYfj JWg]bWl XY`
[f]YZUbX` bUbVU`Vti bgY]b[žZ bYfU`d`Ubb]b[ž`Y[U`gi ddcfhžUgk Y`Ug`cb]bY`k]`dfYdUfUh]cb`6YbY WUfmFYgci fW`
GYG : UW!hc!: UW`K cf_]b[`GYgg]cbg!



:]Y`ZUW!hc!ZUW`k cf_]b[`gYgg]cbg`UFY`Uj U]UV`Y`hc`h`Y`
G\YdY`g`Vti bgY`cfg`UFY`Uj U]UV`Y`&(`ci fg`U`XUhz` *) `XUhg`
U`mYUF`5`W`g`UFY`Vta d`YH`mVtb XYbh]U`

5'k]`jg'cbY'cZkY'a cgh]a dcfHUbhXcW'a YbHg'Yj YfmiUXi`h`
g\ci`X`Uj YzUbX`WYUhb[`cbY`Ug'bYj YfVYYb`YUg]Yf`
bgi fYXg'UbX`h`Y]f`ZJa`j]Yg`Uj`Y`UWVgg'hc`U`Z`""Y[U`"]VfUfm
k`h`a`UbmiYghUHY`d`Ubb]b[`XcW'a`YbHgZ]bW`X]b[`Ub`cb`]bY`
k`j`"" bgi fYXg`Wb`WYUHY`h`Y]f`ck`b`k`j`g`cb`]bY`]b`U`gUZY`UbX`
gYW`fY`k`Uhzf][`h`Zca`h`Y]f`ca`Yg`h`Y`k`j`Wb`VY`gUj`YX`
UbX`i`dXUHYX`Ug`ZJa`]mg]h`Uh]cbg`W`Ub[`Y`"7fYUhb[`U`k`j`"
dfcj`jX`Yg`gYW`f]miUbX`dYUW`cZa`]bX`Zc`f`gY`YfU`fYUgcbg`

5ddc]bHg`U`[`i`UfX]Ub`Zc`f`W`X]XfYb
7cbf`c`g`k`Y`fY`dfcdYffmUbX`UggYhg[`c`
Dfcj`jX`Yg`ZJa`]mgYW`f]m`

**EMPLOYEES CAN ACCESS THESE
VALUABLE RESOURCES, BY VISITING**

VYbY`VUfmfYgci`fW`"Vta`

I`gYfbUa`Y.`VYbY`VUf`m`

bgi fYXg'UbX`VYbY`VUf]Yg`Uj`Y`UWVgg'hc`Ub`cb`]bY`Z`bYfU`
d`Ubb]b[`g]h`h`UhZYUhi`fYg`Uj`Uf]YfmcZ`Y`dZ``h`c`g`UbX`
]bZc`fa`Uh]cbZgi`W`Ug`

5`Xck`b`c`UXUV`Y`Z`bYfU`d`Ubb]b[`i`]XY`Zc`f`]bgi`fYXg`hc`

k`Yb`a`U_]b[`bU`UffUb[`Ya`YbHg`

7U`W`Urc`fg`hc`Yg]h`a`UHY`UbX`Vta`dUFY`YI`dYbgYg`Zc`f`
j`Uf]ci`g`hmlYg`cZZ`bYfU`UffUb[`Ya`YbHg`

bZc`fa`Uh]cb`cb`Z`bYfU`fYei`]fYa`YbHg`UbX`j`Uf]ci`g`

]bgi`fYX`g`UFYU`

bgi fYXg`Wb`WYUHY`U`k`j`"cf`UWVgg`h`Y`cb`]bY`Z`bYfU`
d`Ubb]b[`k`YVg]h`Vmj`]g]h]b[`VYbY`VUfmfYgci`fW`"Vta`
UbX`YbhYf]b[`h`Y`i`gYfbUa`Y`dfcj`jX`YX`"

5XX]h]cbU`]bZc`fa`Uh]cb`]g`dfcj`jX`YX`i`dcb`Ybfc`"a`YbH`"

*May include face-to-face sessions, over-the-phone sessions or time taken for research or document preparation.

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