## **Policies and Procedures**

## **Overview**

Most UK employers will have workplace policies and procedures in the form of an employee handbook.

We regularly draft, update and advise generally on the application of employment policies, such as the following:

- Disciplinary and performance improvement
- Grievance
- Sickness absence
- Diversity/equality
- Maternity, paternity, shared parental leave, adoption and parental leave
- Data protection
- Communications and IT
- Whistleblowing
- Homeworking
- Health and safety at work
- Flexible working
- Travel
- Expenses
- Anti-bribery and corruption

## How Katten can help

We advise on the full range of contentious and non-contentious UK employment law matters—from advising on senior executive employment, to partnership and investment documentation, managing disputes and exits as well as team moves, advising businesses on restructurings involving TUPE, and advising on all the employment issues associated with a corporate transaction or outsourcing, as well as managing the above in an international context.



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