



Human Resources
& Workplace Mediation



your workforce
matters

Peace of mind whilst maximising the power of your workforce



Are you concerned about whether you have the correct HR policies and procedures in place? Do your employees have up to date contracts? Would a professional pair of hands give you the peace of mind that your HR issues are being handled correctly?

Many managers of small and medium sized businesses are so busy running the company that they aren't able to give HR the time and attention it deserves. In most cases people are an organisation's most valuable asset. They also represent the highest risk so it is important that HR is given some consideration. HR Protocol can help.

Here at HR Protocol we are practical, professional and experienced. We tailor our services to your requirements so you only pay for what you need. From longer term strategic planning to urgent contract amendments or ongoing support and guidance we can provide a sensible and efficient solution. We help you to maximise the power of your workforce as well as keeping you compliant with ever changing HR legislation.

You concentrate on running the company

Ongoing support - Engaging HR Protocol is like having your own HR Manager without the commitment or overheads so there is no risk. We are your human resource expert, available for you to use when you need us. We provide advice, site visits and hands on help.

Adhoc requirements - If you would prefer to work with us on a project by project basis we will create a bespoke solution to meet your needs. From recruitment campaigns to staff satisfaction projects, employment law advice to disciplinary issues – we are here to help.

- ✓ HR advice – *giving you peace of mind*
- ✓ Strategic and operational support - *we are hands on so you can concentrate on what you do best*
- ✓ Grievance, discipline and dismissal - *handle these delicate issues in the right and proper way*
- ✓ Employment policy and procedure development - *maximising your workflow and keeping you compliant*
- ✓ Change management - *guidance and support for restructuring/redundancies*
- ✓ Performance management - *be passionate about performance and get the best out of your workforce*

Workplace mediation: Rebuilding working relationships

If there is an issue in your company that is causing stress, de-motivation or reduced productivity, mediation may be the solution.

HR Protocol provides a cost effective, independent mediation service which can resolve disputes, retain valuable staff, reduce absence, re-engage de-motivated employees, improve your working environment and much more.

Confidential and impartial, mediation is focused on the future. It is a means to help people to move forward in a way that is mutually beneficial. The overall benefit of workplace mediation is that it helps to increase profits for your business because it is designed to be motivating, fair and supportive for all parties involved.



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I am always very impressed with HR Protocol and have used them for more than 5 years. Lisa Poole is always very professional with a fantastic level of knowledge and meticulous attention to detail. I would certainly recommend HR Protocol

- Peter Crump, Managing Director, Vipa Designs Ltd

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Call Lisa Poole at HR Protocol today for more information or to arrange a complimentary HR audit.

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