HOW TO AVOID A WRONGFUL DISCHARGE

Seven Rules:

1. Reasonable Rule
   Employees are entitled to know what is expected of them. Clear rules must be established that are effective, enforceable, reasonable and reasonable applied.

2. Notice
   Employees are entitled to have advance notice of the employer’s rules and be informed of the consequences of violating them.

3. Investigation
   Employers must investigate the cause for the termination promptly to make sure that the employee did, in fact, violate a rule.

4. Fair Investigation
   Employers must make a fair and objective investigation to ensure that the supervisor who recommends discharge is not prejudice against the employee and that the discharge is not based upon either personal conclusions or emotions.

5. Proof
   The burden of proof rests with the employer in the discharge cases. Charge must be consistent with evidence.

6. Equal Treatment
   Employers must apply rules even-handedly and consistently.

7. Penalty
   Disciplinary penalties must be reasonably related to both the seriousness of the proven offense and the record of the employee.

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