

WHEN:

Thursday, June 20, 2019
2:00 - 4:00 p.m.

WHERE:

Filippi's Pizza Grotto
5353 Kearny Villa Road
San Diego, CA 92123

COST TO ATTEND:

ASA Members \$75
Non-members \$125

REGISTER ONLINE



ABOUT OUR SPEAKER

SARAH EVANS is a partner with Schwartz Semerdjian Cauley & Moot. She has been practicing law in San Diego since 2000, primarily working on employment law matters. Sarah regularly provides advice to employers to assist in their compliance with all applicable statutes and regulations. She also counsels employers on such issues as harassment and hostile work environment prevention, wage and hour compliance, and disciplinary actions.



SEMINAR

IS YOUR EMPLOYEE HANDBOOK IRONCLAD?

ONE OF YOUR MOST POWERFUL RISK-MANAGEMENT TOOLS IS YOUR EMPLOYEE HANDBOOK ... BUT ONLY IF IT IS UP TO DATE!

When's the last time your company's handbook was updated? This seminar will give you solid advice:

- **Mandatory, recommended, and optional policies to include in your handbook**
- **Common mistakes employers make in their handbooks and how to avoid them**
- **How to be certain your policies and procedures comply with California's new harassment-prevention laws that require all employers with five or more employees to train all workers**



ASA EMPLOYEE HANDBOOK SEMINAR REGISTRATION FORM

COMPANY NAME _____

ADDRESS _____

CITY, STATE, ZIP _____

EMAIL _____

METHOD OF PAYMENT:

BILL ME CHECK ENCLOSED

___ VISA ___ MASTERCARD ___ AMEX

ATTENDEE NAMES

_____ MBR @ \$75 _____ NON-MBR @
\$125 _____

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\$125 _____

_____ MBR @ \$75 _____ NON-MBR @
\$125 _____

GRAND TOTAL OWED: \$ _____

48-HOUR CANCELLATION REQUIRED OR YOU WILL BE BILLED

FAX COMPLETED FORM TO 619-825-9558

MAIL FORM WITH CHECK PAYABLE TO

ASSOCIATED SUBCONTRACTORS ALLIANCE, P.O. BOX 600723, SAN DIEGO, CA 92160

OR REGISTER ONLINE -- [CLICK](#)

EMAIL WITH QUESTIONS: diana@sandiegoasa.org