

**PART 1: PERFORMANCE EVALUATION**

- [Performance Evaluation Form](#)
- [Stay Interview instructions and Sample Questions](#)
- [Employee Engagement Checklist](#)
- [Managing a Multi-Generational Workplace Infographic](#)

**PART 2: CORRECTIVE ACTION**

- [Coaching Plan Template and Example](#)
- [Performance Improvement Plan \(PIP\)](#)
- [Corrective Action Report](#)
- [Decision Making Leave Explanation](#)
- [Decision Making Leave Worksheet](#)
- [Employee Discipline Job Aid](#)
- [See Something, Say Something Guide](#)

**PART 3: HR INVESTIGATION**

- [Employee Complaint Worksheet](#)
- [Employee Statement Worksheet](#)
- [Witness Statement Worksheet](#)
- [HR Investigation Job Aid](#)
- [Harassment and Discrimination Prevention – Huddle Handout](#)
- [Harassment and Discrimination Prevention – Online Training Recording](#)
- [Harassment and Discrimination Prevention – Training Acknowledgment](#)

**PART 4: PERFORMANCE RECOGNITION**

- [Employee Recognition Self-Review](#)
- [Personalized Recognition Questionnaire](#)

**Additional Resources:**

- [Job Aid – Employee Record Retention](#)
  - [Webinar – Performance Communication Made Easy](#)
  - [Webinar – Performance Documentation Made Easy](#)
  - [Webinar – HR Investigations](#)
  - [Webinar – #METOO: Handling Employee Harassment Claims Correctly](#)
  - [Webinar – Records Retention and Policy Updates](#)
  - [Webinar – Managing Social Media in the Workplace](#)
  - [Training Roster](#)
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