



(your logo here)

Human Resource Policy (DRAFT)

Title: Workplace Gambling and Excessive Gaming Policy		Number:
Reference: Employment Conditions	Adopted by Board of Directors Date: Effective:	Supersedes:
Prepared by: CEO/General Manager		

Policy Intent

The Corporation and its Governing Board are committed to promoting a productive and healthy work environment for all employees.

1. Policy

The Corporation seeks to create a supportive workplace environment in which employees feel comfortable and supported in seeking assistance and recovering from a variety of behavioural health issues; including problem gambling and/or excessive gaming. The purpose of this policy is to increase awareness of problem gambling and gaming and to provide guidance for employees and management in addressing problem gaming/gambling issues and their effects in the workplace.

To reduce the negative effects of gambling and gaming in the workplace, no employees may participate in any gambling activity while working or using Corporate-provided equipment during work hours, during breaks, during lunch periods, while traveling on Corporate business, at company functions or while entertaining clients. Gambling paraphernalia is not permitted on Corporation facilities or in corporate vehicles. Gambling includes, but is not limited to: poker, horse betting, fantasy football bets, etc. Employees are permitted to play non-gambling games during breaks and lunch breaks, if desired.

Any drawings, contests or similar advertising promotions are to be approved by the human resources (or legal) department to ensure the promotion is not an illegal lottery.

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Employee's desks, lockers, Internet usage and/or email may be inspected to ensure compliance with this policy. Employees are expected to cooperate with any investigation and employees who violate this policy are subject to discipline, up to and including termination.

Help for Employees and Family Members: If you feel you or a family member has a gambling problem, free, confidential treatment for gambling problems is available throughout the Province of Saskatchewan via the *Saskatchewan Problem Gambling Help Line* at 1.800.306.6789 or in the Province of Alberta via the *Alberta Health Services Help Line* at 1.866.332.2322.

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