

Employment Seminar Hot Tonics

Thursday, November 6, 2008

Managing Your Paid and Unpaid Leave Policies

The Place At Innsbrook
4036 Cox Road, Glen Allen
For directions see our website: www.sandsanderson.com

8:00 - 8:30 a.m. Networking & Continental Breakfast
8:30 - 9:30 a.m. Presentation

Now in our 10th year.

ATTN: Human Resources Department
Time sensitive materials:
November 3 registration deadline



Post Office Box 1998
Richmond, Virginia 23218-1998

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Managing Your Paid and Unpaid Leave Policies

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Presenters:

**C. Michael DeCamps, Esq.
Henry C. Spalding, Esq.**

Who Should Attend

Human Resource Professionals, Supervisors, Attorneys, In-house Counsel and Risk Managers

Save the Date for our Next Sessions:

**March 5, 2009
April 2, 2009**

Employment Seminar Hot Tonics

Fall 2008

SANDS ANDERSON
MARKS & MILLER 

Managing Your Paid and Unpaid Leave Policies Thursday, November 6, 2008

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Sick Leave – Military Leave – Vacation Leave – Jury Duty – Bereavement – FMLA – Workers' Compensation. Keeping track of all of this can be overwhelming and leave an employer short-handed. The solution is writing good leave policies and managing them effectively. In this session, attorneys C. Michael DeCamps and Henry Spalding will provide tips and insights for the proper management of leave policies.

What you will learn:

- What should be in your written leave policies
- When you can treat paid and unpaid leave concurrently
- How to handle intermittent leave requests
- How to address accrual and pay-out issues

Mike DeCamps has practiced in the labor and employment field for over 25 years and is recognized across Virginia as one of the leaders in the field. He has been selected by his peers for the last six years among Virginia Business magazine's Legal Elite, has been listed in all three issues of Virginia Super Lawyers and is included in the 2009 edition of Best Lawyers in America.

Henry Spalding has represented dozens of employers in a wide array of employment cases involving federal statutes such as Title VII, Family and Medical Leave Act, Fair Labor Standards Act and the Americans with Disabilities Act.

Register below or on our Web site: www.SandsAnderson.com/events, just click on the seminar name.

Return registration form with credit card information or a \$25 registration fee made payable to **Sands Anderson Marks & Miller, PC**. Please put date and session on your check.

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I cannot attend this session. Please keep me on your mailing list for future Hot Topics Seminars.

RSVP by November 3, 2008

Registration

Send completed form with
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