

The GIMA Guide to Personnel Management

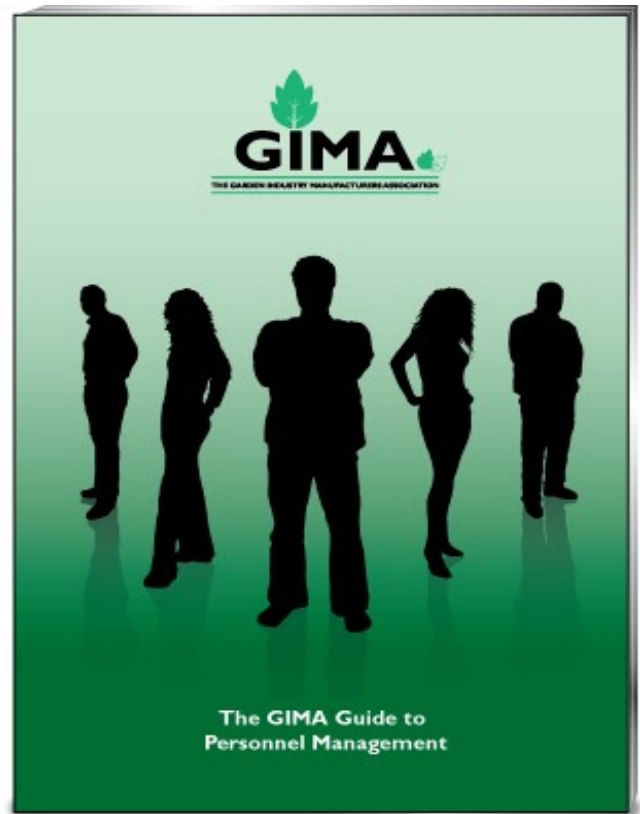
Struggling to keep up to date with employment legislation?

Don't have your own HR department?

Look no further than the GIMA Guide to Personnel Management, containing clear, concise advice about:

- Contracts of Employment
- Holiday Entitlement
- Sick Pay
- Maternity / Paternity Leave
- Disciplinary Procedures
- Risk Assessments

.... and much more.



I would like to order my copy of the GIMA Guide to Personnel Management.

Please invoice me for a total of £75 + VAT. (£88.13) I understand that an annual charge of £55 + VAT (£64.62) will be made each subsequent year for updated information.

Name

Company

Address

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Signed Date