



## Conducting Workplace Investigations

**June 6-7, 2019**  
**8:30 a.m. to 4:30 p.m.**

**Whitehorse, Yukon**

**Member Rate: \$650**  
**Non-Member Rate:**  
**\$850**

Register online at [www.ipma-  
aigp.com](http://www.ipma-<br/>aigp.com) or email the registration  
form on the reverse side to  
[national@ipmaigp.ca](mailto:national@ipmaigp.ca)

### **OVERVIEW:**

***AS HR Business Partners we are called upon to conduct investigations.***

Learn what an investigation entails; the role of the HR practitioner; the role of others in the process; understanding the investigation process; the checklists to consider and general discussion with experts to discuss lessons learned.

The objectives of the two days are:

- Demonstrate an understanding of the complexity of conducting workplace investigations;
- Identify the major components included in an investigation; and
- Be able to manage the critical processes required at each stage of the investigation

### **OUR PRESENTER:**

***Holly Hobbs, IPMA-ACP***

Holly is an experienced Human Resource professional with more than 20 years of experience in the areas of labour relations, employee relations, training and development and project management. Her work has included many years of experience at a senior and executive level in both the Human Resources and Management fields with a variety of organizations.

Her areas of expertise are in negotiations, workplace investigations, mediations, change management and facilitation. She has a passion for not only connecting with individuals but also helping them grow as individuals as well as in their career. Therefore, she is also very involved with mentoring, from designing and implementing mentoring programs to one-on-one mentoring in her areas of expertise.

Holly understands the importance of preparation and planning to ensure that projects progress as smoothly as possible and is able to adapt as new information or requirements arise. Preparation in all of her undertakings includes responding to these needs which allows the project to continuously progress with little or no delay.

Holly's strong knowledge base combined with her extensive and diverse career allows her to draw from a variety of experiences and provide clients with innovative thinking and sound decision making. She tackles problems by using logic, quantitative support and consequential thinking to propose defensible solutions. Holly's integrity and considerate approach to any situation immediately puts people at ease so the focus quickly moves to resolving the issue at hand.

# Registration Form

## Conducting Workplace Investigations

Name	
Position	
Organization	
Email	
Telephone	
Member Rate	\$650.00 plus applicable taxes
Non-Member Rate	\$850.00 plus applicable taxes
VISA/MC/AMEX	
Expiry Date	
Signature	
Invoice Me At:	

**Cancellation Policy:**

**Substitutions will be allowed but no refunds will be issued unless written notice is received prior to March 31, 2019. IPMA-Canada reserves the right to cancel and refund registrations within seven (7) days of the start of the workshop.**

**Forward Payment to:**

**IPMA-Canada  
20 Edwards Place  
Mount Pearl, NL  
A1N 3V5**

