

Revised HR policies

Revised Policy	Replaced Harmonised or Local Policy or Guidance	
Attendance and Leave	Annual Leave Career Breaks and Sabbaticals Flexible Working Sickness Absence Management (part) Special Leave	Unauthorised or Unplanned Absence Volunteering Guidance Working Time BBSRC Flexible Working Application (A3.3)
Code of Conduct	Code of Conduct	
Ending Work	Guidance on Ending Fixed-Term Appointments Notice Period Redundancy Policy Framework	Retirement BBSRC Redundancy selection (Guidance note) BBSRC Leaving us (A14)
Family Leave and Pay	Maternity Adoptive Maternity Support Parental Leave Foster Care Guidance	Guidance For Staff Undergoing Fertility Treatment
Grievance, Harassment and Bullying	Grievance Harassment and Bullying	BBSRC If things go wrong – grievance (A12c)
HR Policy Framework		
Managing Performance and Conduct	Capability Disciplinary	BBSRC If things go wrong – capability (A12a) BBSRC if things go wrong – disciplinary (A12b)
Personal Property	Damage to or Loss of Personal Property	
Probation	Probation	
Recruitment	Recruitment and Selection Temporary Promotion	Transfer and Secondments (Transfers only)
Safeguarding		
Sickness Absence	Sickness Absence Management (part)	
Travel and Subsistence	Travel Subsistence and Expenses BBSRC Travel Food and Accommodation	BBSRC Detached duty, late working and home-to-workplace journeys (A11.1)
Ways of Working	Guidance on Working Arrangements in the Event of Adverse Weather	Home Working Guidance BBSRC Working Time (A9.3)
Working Location	Field/Mobile Working Policy Mobility	Relocation BBSRC Relocation expenses (Guidance note)

HR Policy Statements

Equality, Diversity and Inclusion Learning and Development Wellbeing	Revised policies will be developed and published before the end of March 2020. In the meantime, policy statements are being published showing the intended scope of the revised policies, with the existing harmonised and local policies remaining in force until the revised policies are introduced
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Current Governance, Assurance and Risk policies remaining in force

Conflicts of Interest Gifts and Hospitality Modern Slavery Act Whistleblowing-Freedom to Speak Up	These are not HR policies but appear on the Information Hub alongside the HR policies.
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Current HR Policies and Guidance remaining in force – These policies and guidance remain in force as they cover Pay and Reward; fall within the scope of Equality, Diversity and Inclusion, Learning and Development or Wellbeing; or are scheduled to be reviewed in due course.

Acceptable use of ICT Systems and Services Appraisal and Personal Development Review Counter Fraud and Bribery Data Protection Employee Intellectual Property, Consultancy Work and Conflicts of Interest Equality and Diversity Equality and Diversity Guidance for Research Funding Guidance on Supporting Transgender Employees in the Workplace Pay and Reward Personal Use of Social Media BBSRC Pay and Allowances (A7 – A7.1 to A7.15) BBSRC If things go wrong – litigation (A12e) BBSRC Health, attendance, wellbeing and safety (A9 – A9.1 to A9.14 except A9.3 and A9.4)	Prevention of Illegal Working Professional Subscriptions Transfers and Secondments (Secondments only) Guidance on Managing Bereavement in the Workplace Health Promotion Health and Safety Investigating Allegations of Misconduct in Research Learning and Development BBSRC Promotion Opportunities (A6 – A6.1 to A6.9) BBSRC Information and copyright (A13) BBSRC External Work which could impact on your duties (A10 – A10.1 to A10.11, except 10.2)
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Withdrawn Policies and Guidance – Policies and guidance in this section have been withdrawn as they are out of date and are no longer relevant or have previously been replaced.

BBSRC Living in establishment accommodation (A2.3) BBSRC If things go wrong – Whistleblowing (A12d)	BBSRC External Work which could impact on your duties (A10.2 – Gifts and Material Hospitality)
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