



# Ethical and Legal Aspects of Supervision

May 12, 2021



# Vensure Employer Services and our PEO Partners



# Agenda

1 Employees' Rights

2 Employees' Responsibilities

3 Q&A

# Instructions for Submitting Questions with GoToWebinar



› When you launched GoToWebinar, a control panel and a screen share window opened up



› In the control panel, there is a dropdown section entitled, “Questions”



› Open up that section and type your question into the dialog box and hit enter. **If you are a client, please put “CLIENT” in your question**



› Please note that you will not see the questions or comments of others



› We will try to answer all the questions within the allotted time; however, if you did not get your question answered or if you come up with a question after the webinar ended, please contact [webinarHRhelp@Vensure.com](mailto:webinarHRhelp@Vensure.com)

## Our Panelist



**Robin Paggi**  
Training and Development Specialist

# 1

## Employees' Rights

## Employees' Rights

- › Get Paid Properly Per State and Federal Law, Including Overtime
- › Receive Mandatory Meals/Breaks
- › Complain About Unlawful Acts without Suffering Retaliation, Discrimination, or Harassment
- › Protect Confidential Information

# Employees' Rights

Take Medical Leave without Losing Their Job

Be Reasonably Accommodated for Their Disabilities

Discuss Conditions of Employment with Other Employees

Unionize



giòn ngon

GIÒN  
ngon



## Employees' Rights

- › Be Absent From Work for a Variety of Reasons
- › View Personnel File and Make Copies of Anything They've Signed or Disciplinary Action
- › Work in a Discrimination-free Environment
- › Refuse to Sign Any Unlawful Agreements

# 2

## Employees' Responsibilities

# Employees' Responsibilities

- › Show Up for Work Regularly
- › Accurately Report Time Worked
- › Perform the “Essential Duties” of Their Job with/without Accommodation
- › Perform Tasks as Requested by Their Supervisors
- › Follow Generally-Applicable Employer Workplace Policies
- › Respect the Legal Rights of Their Co-Workers







## Employees' Responsibilities

- › Perform Their Duties in the Best Interests of Their Employer
- › Keep Employer Trade Secrets Confidential
- › Protect Employer Equipment Entrusted to Them
- › Work Safely
- › Report Accidents/Injuries/Safety Problems

# Q&A

# Instructions for Submitting Questions with GoToWebinar



› When you launched GoToWebinar, a control panel and a screen share window opened up



› In the control panel, there is a dropdown section entitled, “Questions”



› Open up that section and type your question into the dialog box and hit enter. **If you are a client, please put “CLIENT” in your question**



› Please note that you will not see the questions or comments of others



› We will try to answer all the questions within the allotted time; however, if you did not get your question answered or if you come up with a question after the webinar ended, please contact [webinarHRhelp@Vensure.com](mailto:webinarHRhelp@Vensure.com)

**Thank You for  
Your Time**

