



Employment Tools

SixFifty's Employee Handbook and Employment Agreement tools guide you through creating policies, contracts and documents using the highest caliber legal language. Having robust and accurate tools are important since it avoids:

- Discrimination and other employment claims
- Invalid employment agreements and policies
- Fines from administrative agencies such as OSHA such as the \$8.3 M penalties assessed by Cal/OSHA since August 2020.
- Civil fines or misdemeanor criminal liability
- Diversion of company resources to stay updated, answer questions, and handle disputes

“The state-level information included in the handbook would take a legion of lawyers to stay current. There’s no way a company like ours could do that credibly.”

—Norm Tonina, HR Advisor, Level



Our technology takes on complex legal issues by providing customized contracts, policies, and documents to people and businesses. We continuously monitor dynamic areas of the law to update our tools in real time so you can too. Our customers enjoy the dual benefit of innovative technology powered by human expertise.

The law is complicated. SixFifty makes it easy.

Employment 2.0

50 State Hiring Kit

Employment Agreements

Offer Letter
Employee Contract
Arbitration Agreement
NDA Generator (employment-specific)
Independent Contractor Agreement
Separation Agreement
Separation Acknowledgment

Employee Handbook

State by State Policy Assessment
Policy Explanations
Employee Handbook
Handbook Acknowledgment
Affinity Group Policy
Arbitration Policy
At-Will Employment Agreement
Background Check Policy
Business Expense Reimbursement Policy
Bereavement Leave Policy
California Supplemental Paid Sick Leave (SPSL) Policy
Company Property Policy
Confidentiality and Trade Secrets Policy
Crime Victim Leave Policy
Desk Hoteling Policy
Direct Deposit Policy
Domestic Violence Victim Leave Policy
Dress Code Policy
Drug and Alcohol Abuse Policy
EEO and Anti-Discrimination Policy
Electronic Devices While Driving Policy
Emergency Services and Civil Service Leave Policy
Employment of Relatives Policy
Employee Benefits Policy
Employee Classification Policy
Employee Dating Policy
Employee References Policy
Exit Interview Policy
Expense Reimbursement Policy
FMLA Policy
Gifts Policy
Health and Safety Policy
Holiday Policy

Immigration Law Compliance Policy
Jury Duty Leave Policy
Lactation Accommodation Policy
Marijuana Policy
Meal and Rest Break Policy
Military Leave Policy
Medical Donor Leave Policy
Off-Duty Use of Facilities Policy
Outside Employment Policy
Overtime Policy
Paid Time Off and Vacation Policy
Payment of Wages Policy
Payroll Deduction Policy
Parental Leave Policy
Performance Review Policy
Personnel Files Policy
Pet Policy
Progressive Discipline Policy
Public Relations Policy
Punctuality and Attendance Policy
Protected Activity Not Prohibited Policy
Salary Pay Policy
School Leave Policy
Sexual Harassment Policy
Sick Leave Policy
Social Media Policy
Solicitation of Literature Policy
Technology Systems Policy
Telecommuting Policy
Temporary Relocation Policy
Timekeeping Policy
Vaccine Policy
Visitor Policy
Video Conferencing Policy
Voting and Election Official Leave Policy
Witness Duty Leave Policy
Workplace Violence Policy
Workers' Compensation Policy
Work Schedules Policy
Zoom Background Policy

COVID Workplace Policies

Workplace Readiness Assessment
COVID Workplace Policy
Employee Certification
Employee Screening
Employee Survey
Reimbursement Policy

Sick and Family Leave Policy
Telecommuting Policy
Travel Policy
Vaccine Policy
Vaccine Religious Exemption Form
Vaccine Medical Exemption Form
Vaccine Self-Attestation Form

California OSHA Documents

California Supplemental Paid Sick Leave (SPSL) Policy
Cal/OSHA Assessment
Cal/OSHA COVID-19 Prevention Program
Cal/OSHA Hazard Identification Worksheet
Cal/OSHA Investigation Report
Cal/OSHA Outbreak Guidance
Cal/OSHA Major Outbreak Guidance

New York Hero Act Plan

Diversity, Equity, and Inclusion

DEI Assessment and Action Plan
Anti-Discrimination Policy
Candidate Evaluation Form
Affinity Group Policy
Exit Interview Form
DEI Vision Statement

Recruitment Documents (Coming in 2022)

State New Hire Registration Requirements

Privacy 2.0

CCPA Document (California) (updated in 2022 for CPRA)

CCPA Compliance Policy
CCPA Data Handling Policy
CCPA Consumer Rights Policy
CCPA Contract Addendum
CCPA Website Privacy Policy
CCPA Limited Privacy Policy

GDPR Documents (Europe)

GDPR Compliance Policy for Controllers
GDPR Compliance Policy for Processors
GDPR Contract Addendum for Controllers
GDPR Contract Addendum for Processors
GDPR Website Privacy Policy
Data Protection Impact Assessment (DPIA)
Legitimate Interest Analysis

PIPL Documents (China)

PIPL Compliance Policy for Entrusted Parties
PIPL Compliance Policy for Handlers
PIPL Contract Addendum for Entrusted Parties
PIPL Contract Addendum for Handlers
PIPL Impact Assessment
PIPL Website Privacy Notice

VCDPA Documents (Virginia) (Coming in 2022)

VCDPA Data Handling Policy
VCDPA Consumer Rights Policy
VCDPA Contract Addendum for Controllers
VCDPA Contract Addendum for Processors
VCDPA Website Privacy Policy
VCDPA Limited Privacy Policy
VCDPA Impact Assessment

CPA Documents (Colorado) (Coming in 2022)

CPA Data Handling Policy
CPA Consumer Rights Policy
CPA Contract Addendum for Controllers
CPA Contract Addendum for Processors
CPA Website Privacy Policy
CPA Limited Privacy Policy
CPA Impact Assessment

Combined US Privacy Documents (CA, CO, and VA)

US Data Handling Policy
US Website Privacy Policy

UK Privacy Documents (Coming in 2022)

UK Privacy Compliance Policy for Controllers
UK Privacy Compliance Policy for Processors
UK Privacy Contract Addendum for Controllers
UK Privacy Contract Addendum for Processors
UK Privacy Website Policy
Data Protection Impact Assessment (DPIA)
Legitimate Interest Analysis

The law is always changing, have confidence in your SixFifty documents staying up to date.

For more information
visit sixfifty.com/solutions
or scan QR code



7050 S Union Park Ave, Suite 400 A,
Midvale, UT 84047