

Hamilton Police Services Board

Disconnecting from Work Policy – Board Staff

Policy P-002

It is the policy of the Hamilton Police Services Board (HPSB):

1. To commit to the health and wellbeing of Board Staff and provide support to ensure they achieve a healthy work-life balance.
2. That Board Staff are not required to respond to work-related emails or communications, or be expected to complete work-related tasks outside of their standard working hours, unless there has been a previous agreement to do so, or if there are urgent or extenuating circumstances as determined by the Board Chair or Vice Chair.
3. Should Board Staff have concerns surrounding their standard working hours, or they are unable to disconnect from work, they shall notify the Board Chair or Vice Chair to resolve any concerns.
4. All new Board Staff are to be provided with a copy of this Policy within thirty (30) days of their hire.
5. All existing Board Staff are to be provided with a copy of this Policy, and any amended versions of this Policy, within thirty (30) days of amendment.



Chair Pat Mandy

July 28, 2022

Date

Hamilton Police Services Board

Approved: July 28, 2022

Repealed:

Revised:

Reviewed: