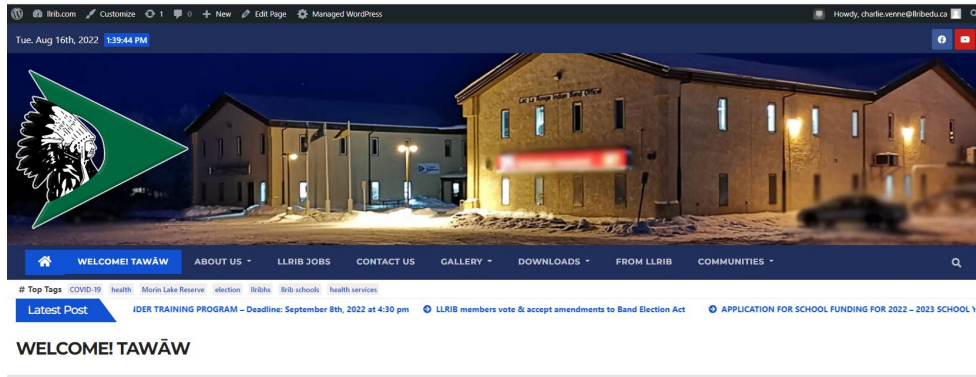


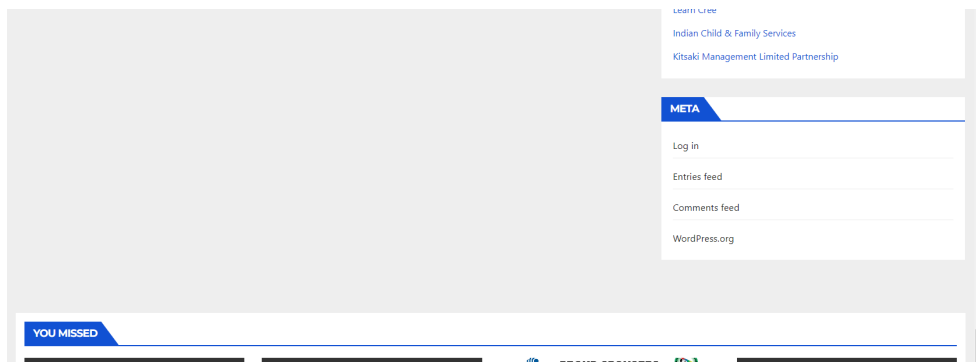
How to view the Online Personnel Policy Manual

Please follow instructions carefully.

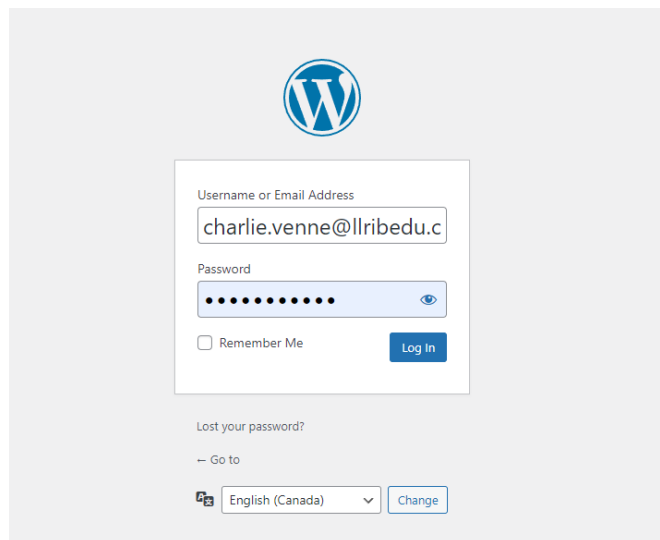
Go to LLRIB website (<https://llrib.com/>)



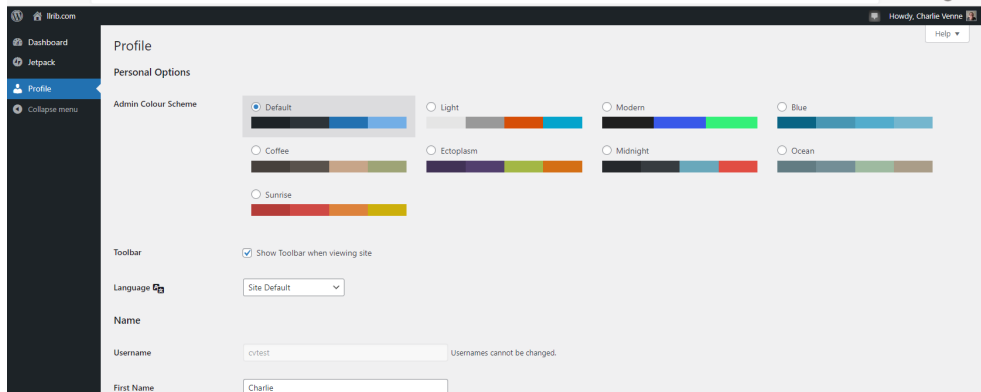
Scroll down until you see META in a blue tab, click “Log in.”



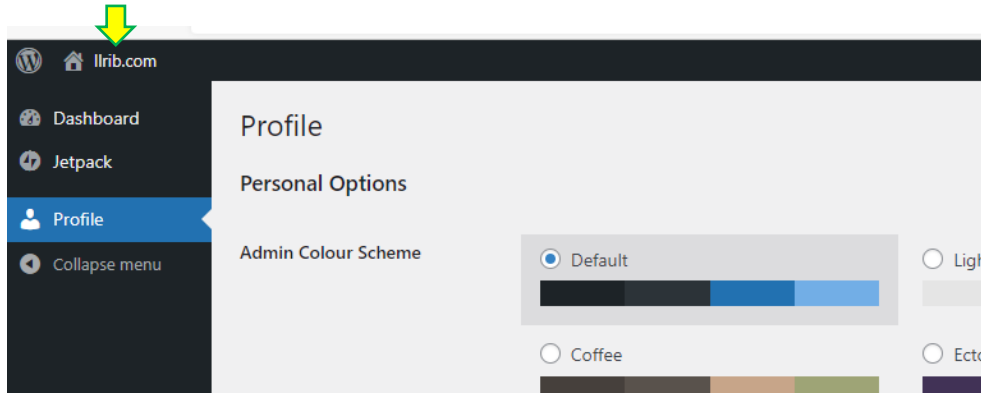
It will take you the login page. Login with your work email and password. Check “Remember Me,” to stay logged in to your computer.



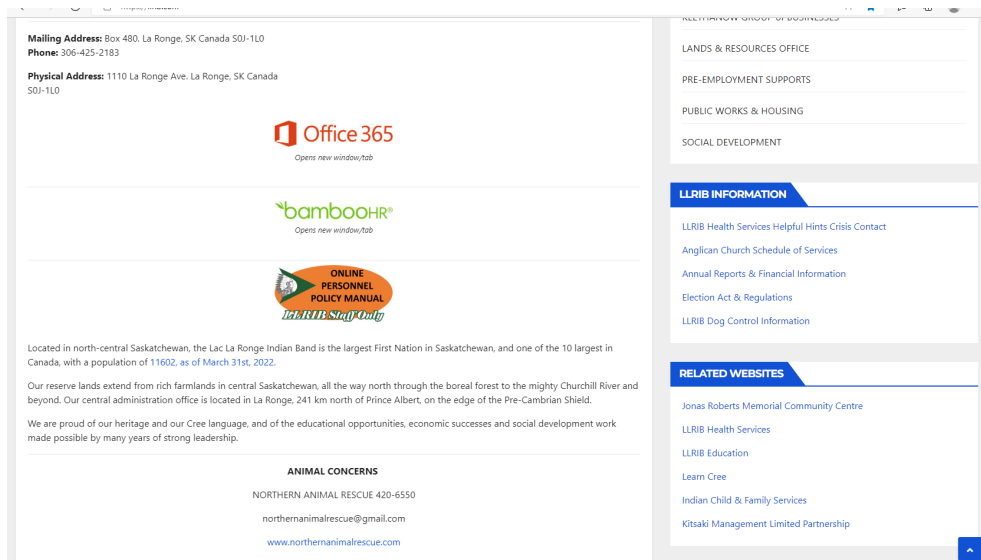
You will see your Profile page



Click where it says "llrib.com", in the top-left corner.



Back to the main website page, scroll down until you see the ONLINE PERSONNEL POLICY MANUAL icon, click it



You will then be on the PPM page:

The screenshot shows the LLRIB Personnel Policy Manual webpage. The header includes navigation links: WELCOME! TAWAW, ABOUT US, LLRIB JOBS, CONTACT US, GALLERY, DOWNLOADS, FROM LLRIB, and COMMUNITIES. A search bar is located in the top right corner. The main content area features the LLRIB logo and the title "PERSONNEL POLICY MANUAL" for the LAC LA RONGE INDIAN BAND. Below the title is a "Table of Contents: PPM TOC" with a list of chapters from 1 to 21, including Preface, Purpose, Definition, Hours of Work, Payroll, Recruitment, Hiring & Transfer, Leave, Professional Development, Performance Evaluation & Job Reassignment, Discipline, Termination, Appeal, Employee Code of Conduct, Workplace Violence Policy, Employee Health & Safety, Cell Phone & Computer Use, Drug and Alcohol Policy, Employee & Family Assistance Program, Duty to Accommodate, Employee Privacy, Company Car and Vehicle Allowance, and Revision to Personnel Manual. An "Edit" link is at the bottom of the table of contents. On the right side, there are two sections: "RECENT POSTS" with links to "APPLICATION FOR SCHOOL FUNDING FOR 2022 – 2023 SCHOOL YEAR: Each Band Member Attending School Off – Reserve For Grades K-12", "2022 Woodland Cree Gathering Schedule", "LLRIB SCHOLARSHIPS – Deadline: Sept 15, 2022", "FIRST RESPONDER TRAINING PROGRAM – Deadline: September 8th, 2022 at 4:30 pm", and "LLRIB members vote & accept amendments to Band Election Act"; and "LLRIB DEPTS." with a list of departments: ADMINISTRATION, COMMUNITY DEVELOPMENT PLAN, EDUCATION, TRAINING & EMPLOYMENT BRANCH, Health Services, INDIAN CHILD and FAMILY SERVICES, JONAS ROBERTS MEMORIAL COMMUNITY CENTRE, JUSTICE UNIT, KITSAKI MANAGEMENT LIMITED PARTNERSHIP, and KEETHANOW GROUP of BUSINESSES.

Next time you want to view the PPM, just click on the orange icon on the homepage of LLRIB.COM:

