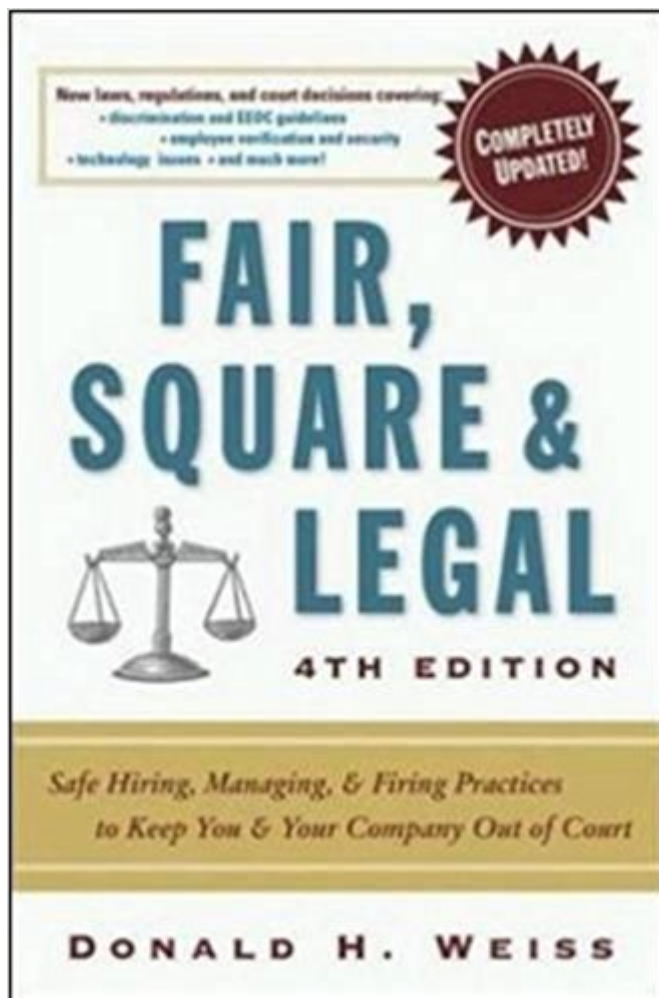


The book was found

# Fair, Square & Legal: Safe Hiring, Managing & Firing Practices To Keep You & Your Company Out Of Court



## Synopsis

Fair, Square & Legal has long been the essential resource for organizations seeking to stay within the law and avoid violating the rights of their employees. This new, extensively updated edition reflects the latest regulations and court decisions, while retaining all the indispensable information readers have depended on for more than a decade. Readers will find information on a wide variety of legal issues including: \* recruitment and hiring \* sexual harassment \* violation of privacy \* evaluations and promotions \* affirmative action issues \* discipline and firing The book covers the latest discrimination and EEOC guidelines, employee verification, and technology issues. It also updates topics including management best practices and recruitment. Comprehensive and up-to-date, Fair, Square & Legal is still the very best guide to keeping an organization out of hot water.

## Book Information

Hardcover: 384 pages

Publisher: AMACOM; 4th edition (April 23, 2004)

Language: English

ISBN-10: 0814408133

ISBN-13: 978-0814408131

Product Dimensions: 6 x 0.9 x 9 inches

Shipping Weight: 1.4 pounds (View shipping rates and policies)

Average Customer Review: 3.7 out of 5 stars 5 customer reviews

Best Sellers Rank: #852,895 in Books (See Top 100 in Books) #112 in [Books > Law >](#)

[Constitutional Law > Discrimination](#) #258 in [Books > Law > Specialties > Labor Law](#) #290

in [Books > Law > Business > Labor & Employment](#)

## Customer Reviews

Midwest Engineer: "With employees' growing awareness of their legal rights and lawsuits against companies increasing at an alarming rate, managers need a useful handbook like Fair, Square & Legal at hand to know how to follow the rules. This is an easy-to-use reference manual that belongs on every manager's desk."

Fair, Square & Legal has long been the essential resource for organizations seeking to stay within the law and avoid violating the rights of their employees. This new, extensively updated edition reflects the latest regulations and court decisions, while retaining all the indispensable information

readers have depended on for more than a decade. Readers will find information on a wide variety of legal issues including: \* recruitment and hiring \* sexual harassment \* violation of privacy \* evaluations and promotions \* affirmative action issues \* discipline and firing The book covers the latest discrimination and EEOC guidelines, employee verification, and technology issues. It also updates topics including management best practices and recruitment. Comprehensive and up-to-date, Fair, Square & Legal is still the very best guide to keeping an organization out of hot water."

I had to buy this book for my Legal Issues for Supervisors college class. It has some really good information in it. I recommended anyone in a supervisory position keep this book on there shelf for a great reference. No one wants a negligent hiring/firing lawsuit.

The book came in good condition but I am not real happy with the book as a guide in my college class. Found the internet to be a better place to get information.

I am new with the HR legal requirements in United Stated, this book has been very helpful, it provides examples that I can apply by daily basis

Required for school

This is the Fourth Edition of an exceptionally valuable book which was first published in 1991. Weiss has updated his material to accommodate new laws, regulations, and court decisions which are directly relevant to discrimination and EEOC guidelines, employee verification and security, technology issues, sexual harassment, negligent hiring practices, management of people with disabilities, affirmative action, discipline and termination policies and procedures, defamation, violations of privacy, the Family and Medical Leave Act, evaluations and promotions, sex and age discrimination, and labor law. As is also true of previous editions, the subtitle correctly indicates that Weiss explains "safe hiring, managing & firing practices to keep you & your company out of court." He organizes the material as follows: Part I Safe Hiring Practices [re recruiting, interviewing, and employment decisions] Part II Safe Management Practices [re evaluations and promotions, preventing sex discrimination and sexual harassment on the job, employee action laws and labor rights] Part III Safe Firing Practices [re discipline and firing practices, public policy, management of older employees] With Weiss's guidance, it is possible for the decision-makers in any company to

complete what amounts to a comprehensive "audit" of any and all areas in which that company could be vulnerable to litigation. Of at least equal importance, the same "audit" will help the company to determine precisely what its obligations are as an employer as well as what the legal rights of each employees are. Perhaps it would be helpful to those who read this commentary if I now provide a brief excerpt which is representative of the quality of Weiss's counsel throughout the entire book. I have deliberately selected an especially troublesome area, one which has been the focal point of countless lawsuits: Employee Performance Evaluation. According to Weiss:

Subjective rating systems in themselves are not illegal. The EEOC and the courts recognize subjective job standards such as communication and leadership skills) and that the words [in italics] good, satisfactory, poor, and unsatisfactory [end italics] carry within them subjective elements. So where do they draw the line? 1. When standards are unequally applied or do not exist at all; and 2. When someone shows that the standards or their absence produces disparate treatment in promotion and compensation policies, as for example: ? When sex stereotyping tainted the process by which a woman was denied a partnership in a [major] accounting firm or ? When subjective decision making torpedoed promotion policies that have disparate impact on minorities. EEOC and court rulings encourage objective performance appraisals, but they discourage using them as a subterfuge for discrimination.? Weiss devotes all of Chapter 6 to explaining HOW to formulate policies and procedures so that all evaluations and promotions are ?safe.? That is, they are in full compliance with all applicable regulatory laws, rules, and regulations. Throughout this brilliant book, as Weiss rigorously and thoroughly examines hiring, managing, and firing practices which are both ethical and legal, he explains What You Can Do and What You Cannot Do. However, with all due respect to Weiss, qualified legal counsel should be consulted to ensure that all of a company's policies and procedures are "fair, square & legal." One of the many value-added benefits of this updated edition is that Weiss identifies a number of ?Cases? at the end of each chapter to which his readers and their legal counsel are referred. There are 17 cited at the end of Chapter 6. An organization's policies and procedures concerning employment law must then be carefully explained to all of its employees as well as contained within an employee manual. If at all possible, the same policies and procedures should be readily available online. Of course, they must be rigorously and consistently enforced. Even so, there may yet be frivolous lawsuits but at least the company has done everything possible to prevent them and is thus much better prepared to obtain a favorable decision in a court of law if and when involved in litigation.

[Download to continue reading...](#)

Fair, Square & Legal: Safe Hiring, Managing & Firing Practices to Keep You & Your Company Out

of Court Employment Law: A Guide to Hiring, Managing, and Firing for Employers and Employees  
Employment Law: A Guide to Hiring, Managing, and Firing for Employers and Employees, Second  
Edition Employment Law: A Guide to Hiring, Managing, and Firing for Employers and Employees  
(Aspen College Series) FBI Special Agent Hiring Guide - Phase Two: FBI Hiring Guide The Insiders  
Guide To Hiring A World-Class Dental Team: A Revolutionary Approach To Recruiting, Hiring,  
Training, and Retaining, World-Class Dental Professionals American Bar Association Guide to  
Workplace Law, 2nd Edition: Everything Every Employer and Employee Needs to Know About the  
Law & Hiring, Firing, ... Maternity Leave, & Other Workplace Issues Small Time Operator: How to  
Start Your Own Business, Keep Your Books, Pay Your Taxes, and Stay Out of Trouble (Small Time  
Operator: How to Start Your ... Keep Yourbooks, Pay Your Taxes, & Stay Ou) Topgrading, 3rd  
Edition: The Proven Hiring and Promoting Method That Turbocharges Company Performance  
INTERNET PREDATORS - How To Keep Our Children Safe Online (internet predators,,Safe  
Children,predators, Predators,Online Predators) How To Take Care of Your Swimming Pool: A  
simple, concise guide to help you keep your pool safe, clean and enjoyable with a minimum of time,  
effort and expense The Kids' Guide to Working Out Conflicts: How to Keep Cool, Stay Safe, and  
Get Along Fair is Fair Grave Mercy: His Fair Assassin, Book I (His Fair Assassin Trilogy) The  
Pre-Paid Legal Story: The Story of One Man, His Company, and Its Mission to Provide Affordable  
Legal Protection for Everyone Emergency Food Storage & Survival Handbook: Everything You  
Need to Know to Keep Your Family Safe in a Crisis Your Amazing Itty BittyÃ Â® Eldercare Book :  
15 Key Steps on How to Keep Your Elderly Parent At Home Ã¢â Safe & Comfortable Win  
Your Lawsuit: Sue in California Superior Court Without a Lawyer (Win Your Lawsuit: A Judges  
Guide to Representing Yourself in California Supreior Court) Bug Out Bag: The Ultimate Bug Out  
Bag - How to Make a Flawless 72-Hour Disaster Survival Kit that WILL KEEP YOU ALIVE Every  
Landlord's Guide to Managing Property: Best Practices, From Move-In to Move-Out

[Contact Us](#)

[DMCA](#)

[Privacy](#)

[FAQ & Help](#)