



305-1200 Portage Ave.
Winnipeg, MB. R3G 0T5
PH: 204 - 832 - 7337
FAX: 204 - 947 - 2932

CODE OF CONDUCT

Reaching E-Quality Employment Services (REES) is a non-profit, community-based service which promotes and facilitates the employment of people with physical disabilities and/or health conditions. There is no charge for the services offered and participants make a choice regarding whether or not to use the services.

If participants choose to use the services, they are also making a choice to conduct themselves in a positive, respectful manner while at REES and can expect that staff and volunteers will conduct themselves in a similar manner.

The following Code of Conduct is expected of all REES participants. If a participant's behavior does not reflect the Code of Conduct, his/her eligibility for services will be reviewed and may be suspended or revoked.

1. Show respect for fellow REES participants, employers, staff and property associated with REES.
2. Be honest and courteous in all communication.
3. Be willing to address any barriers to employment identified by participant and/or employment counsellor.
4. Participate actively in developing and revising employment related goals and following through with the steps required to reach the goals.

I agree to follow the Code of Conduct noted above.

Date: _____

Name: _____
(Please Print)

Signature: _____

Witness: _____



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RELEASE OF INFORMATION FORM

I hereby authorize Reaching E-Quality Employment Services to access information from third parties (such as community agencies and service providers, government departments, training institutions, former employers, medical practitioners, etc.) and to obtain information as necessary for my benefit in my employment search. I further authorize Reaching E-Quality Employment Services to provide relevant information to third party organizations and employers as deemed necessary for my benefit in my employment search.

I hereby also authorize representatives of Community Partnerships, Skills and Employment Partnerships, Manitoba Education and Training to access personal information in my file for the purpose of evaluating Reaching E-Quality Employment Services' success in assisting participants to obtain and keep employment.

If applicable, I also hereby authorize Reaching E-Quality Employment Services to release information related to my attendance and progress, with my EIA or CPPD case coordinator/counsellor.

Under the provision of the Freedom of Information and Protection of Privacy Act and the Personal Health Information Act, individuals have the right to protection of and access to their personal information.

Dated at Winnipeg Manitoba this ___ day of _____, 20 ____

Participant's Signature: _____

Witness: _____

Reaching E-Quality Employment Services (REES) is committed to protecting your privacy. We will only use your name and address to inform you of REES events and activities (e.g. newsletters, events, etc.) we do not sell, trade or barter our mailing lists.