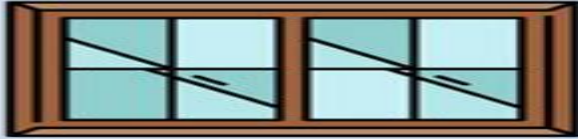


HAVMOR | COFFEE DISTRIBUTOR EMPLOYEE HANDBOOK



Everything you
need to know
to get started!



Cover Page

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COMPANY OVERVIEW: Letter from CEO Carl Miles

Havmor was founded in 2005, a small business with a focus on serving quality, local coffee lovers. From an early coffee distribution point of view, we've been successful in our mission to provide a high-quality product, but we've also been successful in our mission to provide a high-quality product.

Through our growth, we've been able to help the average coffee lover find a quality product, and we've been able to help the average coffee lover find a quality product.

Our commitment to serving quality is a core value. We're committed to the quality of our product, and we're committed to the quality of our product.

Carl Miles, CEO



Page 3

YOUR FIRST DAY: Schedule & Onboarding

Please arrive at the Havmor office at 10:00AM on Sept. 5, 2023.



11:00AM-12:00PM

Your weekly company meeting will begin at 11:00AM. This is a great time to get to know your colleagues and learn about the company.



12:30PM-1:00PM

Lunch is provided for you. Please enjoy your meal and take a break from work.



12:00PM-12:30PM

Your first meeting, the HR meeting, will be held at 12:00PM. This is a great time to get to know your colleagues and learn about the company.



AFTER LUNCH

Continue to work on your tasks. Your first meeting, the HR meeting, will be held at 12:00PM. This is a great time to get to know your colleagues and learn about the company.

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CORPORATE SOCIAL RESPONSIBILITY

An Ethical World

Our commitment to ethical behavior is a core value. We're committed to the quality of our product, and we're committed to the quality of our product.

Our commitment to ethical behavior is a core value. We're committed to the quality of our product, and we're committed to the quality of our product.

Getting Involved

Our commitment to ethical behavior is a core value. We're committed to the quality of our product, and we're committed to the quality of our product.

Our commitment to ethical behavior is a core value. We're committed to the quality of our product, and we're committed to the quality of our product.

At Havmor, you are part of a greater good serving communities around the world.

Our commitment to ethical behavior is a core value. We're committed to the quality of our product, and we're committed to the quality of our product.



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How To Write An Employee Manual

JL Elias



How To Write An Employee Manual:

How To Write An Employee Manual Book Review: Unveiling the Magic of Language

In an electronic digital era where connections and knowledge reign supreme, the enchanting power of language has become more apparent than ever. Its power to stir emotions, provoke thought, and instigate transformation is actually remarkable. This extraordinary book, aptly titled "**How To Write An Employee Manual**," compiled by a very acclaimed author, immerses readers in a captivating exploration of the significance of language and its profound effect on our existence. Throughout this critique, we shall delve into the book's central themes, evaluate its unique writing style, and assess its overall influence on its readership.

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