

Employee handbook template

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ready Internal Control Strategies A Mid to Small Business Guide clearly explains the latest PCAOB SEC and COSO guidance providing you with an effective tool and reference guide for successful implementation of sections 302 and 404 of the Sarbanes Oxley Act Extremely knowledgeable and insightful author Julie Harrer brings practical clarity to this complex topic leading you step by step in addressing the challenges associated in bringing your business in compliance with SOX

Manual, 1993 **Making Microfinance Work** Craig Farren Churchill, Cheryl Frankiewicz, 2006 This training manual provides an overview of the key management principles necessary to optimize the services of microfinance institutions MFIs and brings together useful lessons from numerous MFIs worldwide to help managers strengthen the performance of their unit branch or institution Either used alone or as part of a management training course Making Microfinance Work offers various tools and advice The markets and marketing of MFIs are examined and looks at the different ways in which managers can communicate the value of their products and services It introduces effective methods for enhancing efficiency and productivity which minimize the trade offs MFIs invariably face as they try to provide services over the long term The topic of managing risks is also covered This manual offers strategies to prevent risk from occurring and if it does occur explains how to rectify the situation Practical techniques for allocating costs and determining prices are also highlighted as well as the importance of plans budgets and reports Illustrations and case studies are used to assist managers in applying the concepts outlined in the text An extensive list of additional reading and useful Internet resources is also provided **Tool and**

Manufacturing Engineers Handbook: Machining Thomas J. Drozda, 1983-05-02 Part of the renowned Tool and Manufacturing Engineers Handbook Series the Machining Vol 1 helps you apply cost effective techniques to achieve the best results for over 100 traditional and nontraditional machining processes Chapters include Principles of Metalcutting and Machinability Tolerance Control Cutting Tool Materials Sawing Broaching Planing Shaping and Slotting Turning and Boring Milling Grinding Threading Gear and Spline Production Nontraditional Machining Machine Loading and Unloading Machine Rebuilding and much more

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