

HR Policy Drafting

HR & WorkTech

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This guide explains what the tool produces, how to use the output, and what to watch for. The actual output (draft/report) is generated on the tool page.

Background

Drafts a complete, ready-to-implement HR policy on the topic you pick — WFH, leave, code of conduct, POSH, travel, social media and more — compliant with Indian employment law. Use it for a single named policy. For a POSH policy plus Internal Committee kit specifically, use the POSH Policy + IC Kit.

Purpose of this tool & output

Name your policy and we draft a complete, compliant policy document

How the output is used

Use it to draft a complete, compliant policy document for any HR policy you name.

Who receives it

It is a company policy owned by HR/management, applied to the relevant employees and shared through the handbook or intranet.

Important cautions

AI-generated policy. Have a labour lawyer review before implementation.

Companion documents

- POSH Policy + IC Kit
- Leave Policy Generator
- Attendance & WFH Policy
- Moonlighting Policy
- Grievance Redressal Policy
- Social Media Policy

This is AI-assisted guidance. Verify with a qualified professional before any binding decision. Fees, authorities and processes vary by state and change over time — confirm with your state authority.