

Mine HR Policy

Mining, Metals & Minerals

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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

Draft an HR policy for a mining/quarry business — attendance and shifts, leave, conduct and discipline, safety obligations, grievance, and PoSH — tailored to a field workforce with direct and contract workers. Fill in your context below.

Purpose of this tool & output

Set fair, clear workplace rules

How the output is used

Use it to set fair, clear workplace rules — a mine HR policy covering conduct, attendance, leave and grievance.

Who receives it

The policy applies to all mine employees and is acknowledged by them; a copy is kept on record.

Important cautions

AI-generated policy; align to the Mines Act, labour law and PoSH Act.

Companion documents

- Mine Manpower Plan
- Contract Labour Compliance Guide
- Mine Worker Hiring Kit
- Mine Wage & Statutory Compliance
- Mine Worker Training Programme
- Shift & Attendance Plan

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.