Our Business
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## POLICIES AND PROCEDURES

### LEADERSHIP AND PLANNING

### USING THIS TEMPLATE
- Essential Real Estate Template .ERET. Information Document
- Attached files of the Essential Real Estate Template
- Sample new topic

### BUSINESS PLAN TEMPLATE
- Business Strategy
- Company Overview
- Exit Payback Strategy
- Financial Plan
- Marketing Plan and Strategy
- Market Opportunity
- Product Strategy
- Vision, Mission, Goals and Objectives

### COMPANY POLICIES
- Accident Reporting Policy
- Attendance and Punctuality
- Code of Conduct
- Complaints and Grievances
- Confidentiality
- Equal Opportunity and Non-Discrimination
- Family Policy
- First Aid Policy
- Health and safety policy
- Is an action acceptable?
- License and Statutory Requirements
- Litigation and Professional Indemnity
- Manual Handling Policy
- Mobile Phone Usage
- Motor Vehicle Policy
- Occupational Health and Safety
- Quality Policy
- Privacy Policy
- Private Use of Company Resources
- Return to Work Policy
- Sexual harassment policy
- Smoking and Alcohol

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**Your Estate Agency**

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