GATEWAY OF HOPE – Policy & Procedures Manual

**Langley, BC**

2.1.35 Reference Letters

Department: Human Resources

Approved By: Planning Team

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Gateway of Hope does not provide reference letters to past or present employees seeking employment elsewhere.

Gateway of Hope will provide a letter of verification of employment upon request from current or recently past employees.

Please also refer to and be guided by Employee Relations Policy and Procedure Manual section 1.8.