

# Pembroke Regional Hospital

# MEMO

**To: All Employees**  
**From: Ralph Hatem, Manager, Human Resources**  
**Date: August 1, 2024**  
**Subject: Launch of the New HR Website**

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We are excited to announce the launch of our new Human Resources (HR) website, designed to provide you with easy access to important HR information and resources. The website can be accessed at the following link: [HR Website](#).

Key Features of the HR Website:

- **Collective Agreements:** Easily access the latest version of the Collective Agreements at any time.
- **Benefits Information:** Information about your benefits, including the employee and family assistance program (EFAP).
- **Forms and Documents:** Easily download and submit HR forms and documents.
- **Frequently Asked Questions (FAQs):** Here you will find common questions and inquiries, along with the answers.
- **Contact HR:** Quickly find contact information for HR team members who can assist with your questions and concerns.

This website is part of our ongoing effort to improve communication and streamline access to important HR information. We encourage you to visit the site and familiarize yourself with the available resources. Your feedback is valuable to us, and we welcome any suggestions for improvements.

Should you have any questions or need assistance navigating the site, please do not hesitate to reach out to me at [ralph.hatem@prh.email](mailto:ralph.hatem@prh.email)

Thank you for your continued dedication and hard work. We hope you find the new HR website to be a helpful and convenient resource.