

**EMPLOYEE AND FAMILY ASSISTANCE PROGRAM**

Section:	Human Resources (HR)
Subject:	Compensation and Benefits
Legislation:	
Effective:	November 25, 1982
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**APPROVED:** \_\_\_\_\_  
**Chair, on Behalf of SAIT's Board of Governors**

## **POLICY**

The policy of the Board of Governors is to provide confidential and professional assistance to employees and family members who experience personal problems affecting their daily lives and job performance through the SAIT Employee and Family Assistance Program (EFAP), under the direction of the vice president responsible for employee services.

### **DEFINITIONS**

**Personal problems** Emotional, physical and/or situational difficulties where there has been some type of shift from an individual's usual functioning abilities.

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