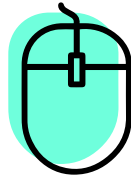# TOP HR CLICKS FOR EMPLOYEES

LEARNING

Access ESDC's learning options through **ILMS/Saba**

Common learning for the federal public servants is available through the Canada School of Public Service's **GCcampus**

MENTORING

Want to learn more about **Mentoring?** Check it out!

OFFICIAL LANGUAGES

Learn more about **Official Languages** requirements, language training, tools and resources available to help you.

DUTY TO ACCOMMODATE

Want to learn more about **Duty to Accommodate?** Visit their page!

WORKPLACE HEALTH AND SAFETY

All resources on:
Occupational Health and Safety
Mental Health in the Workplace
Employee Assistance Program Services

OFFICE OF INFORMAL CONFLICT MANAGEMENT

Your first contact: **Office of Informal Conflict Management**
Other resource: **Conflict Resolution**

HARASSMENT PREVENTION

For details concerning the process and the steps, consult **Harassment Prevention.**

VALUES & ETHICS

Values & Ethics
Confidential Report

COMPETITIVE PROCESSES

Want to learn more about competitive processes, career development and preparing a cover letter? Check out the **Employee's Toolkit** on staffing. And keep your eyes open for the latest **Micro Missions**.

PERFORMANCE MANAGEMENT

Check out the latest information on the **Performance Management** page.

Other resources:
Talent Management
TBS Application Portal

RECOGNITION

Ways to provide **Recognition** to your colleagues

COMMUNITIES OF PRACTICE

Here is a list of all the **Communities of Practice** within ESDC.

PAY

Your resources:
Phoenix
Pay Centre
Help chart if you need help

HRSC

Go to the **Human Resources Service Centre (HRSC)** to submit your HR service requests, including: Salary overpayment, Pay escalation, Employment Confirmation Letter and Separation Clearance.

LEAVE

Your resource: **MyEMS (PeopleSoft)**

EMPLOYEE'S GUIDE TO HR REQUESTS

Have questions on an HR request? The **Employee's HR Guide** outlines the most important details. And, don't forget to read about the **New ESDC Staffing Direction**.

For all other HR services, have a look at our **Catalogue**!