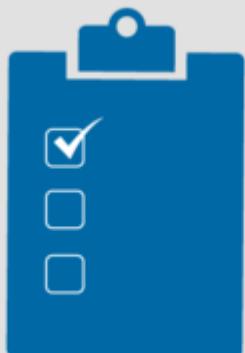


Terminations Checklist



Termination poses a number of payroll, benefits, administrative and other organizational challenges. This Checklist, which comes from the Canadian Payroll Association, sets out the internal steps to take when terminating an employee.