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Section Title: Peel Senior Link

Section Name: Human Resources

Policy Title: Fraudulent Publicly Advertised Job Postings

Purpose:

The purpose of this policy is to prevent, identify, and address fraudulent job postings that falsely represent employment opportunities associated with Peel Senior Link. This policy aims to protect job seekers, employees, and Peel Senior Link's reputation from fraud, misrepresentation, and related risks.

Scope:

This policy applies to:

- All employees, contractors, and recruiters acting on behalf of the Peel Senior Link
- All job postings advertised publicly or privately using Peel Senior Link's name, brand, or identity
- All recruitment platforms, including websites, job boards, social media, and third-party recruiters

Definition of Fraudulent Job Postings

Fraudulent job postings include, but are not limited to:

- Unauthorized job advertisements claiming to represent Peel Senior Link
- Postings that request money, fees, personal financial information, or sensitive personal data from applicants
- False representations of job roles, compensation, benefits, or company affiliation
- Job postings created by individuals or entities without approval or authority from Peel Senior Link

Policy Statement

Peel Senior Link has zero tolerance for fraudulent or misleading job postings. Any unauthorized or deceptive use of the organization's name, logo, or identity for recruitment purposes is strictly prohibited.

Authorized Recruitment Practices

- All official job postings must be approved by the Director, Human Resources & Privacy Officer before being advertised
- Job postings must only be published through authorized platforms and official communication channels
- Only designated employees or approved third-party recruiters may represent Peel Senior Link in recruitment activities

Reporting Fraudulent Job Postings

Employees, applicants, or third parties who become aware of suspected fraudulent job postings

Date Developed: December 19, 2025

Date Review/Updated:

Approved By: Sean Weylie



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should report them immediately to:

- HR Department / Director, Human Resources & Privacy Officer

Reports should include, where possible:

- The platform or website where the posting appeared
- Contact details used in the posting
- Screenshots or copies of the advertisement

Investigation and Response

Upon receiving a report, Peel Senior Link will:

- Promptly investigate the suspected fraudulent posting
- Take reasonable steps to request removal of fraudulent content from third-party platforms
- Notify affected applicants when appropriate
- Cooperate with law enforcement or regulatory authorities if required

Disciplinary and Legal Action

Any employee found to have knowingly created, shared, or supported fraudulent job postings may face disciplinary action up to and including termination.

Any contractor found to have knowingly created, shared, or supported fraudulent job postings may face legal action. Peel Senior Link reserves the right to pursue legal remedies against individuals or entities involved in fraudulent recruitment activities.

Applicant Awareness

Peel Senior Link will:

- Clearly communicate official recruitment practices on its website
- State that it does not charge fees or request sensitive financial information during recruitment
- Encourage applicants to verify job postings through official channels

Policy Review:

This policy will be reviewed periodically to ensure compliance with applicable laws and best practices.

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