

HR & OD POLICIES

human resources and organisational development

RESOURCE PACK

Secondment

FACT SHEETS

[HR Briefing](#)

December 2005 Briefing to be considered in conjunction with the Policy and Procedure

FLOWCHARTS

[Secondment Process](#)

Flowchart showing the different steps of the Secondment Procedure

TEMPLATES

[Personal Development Plan](#)

Example for Seconded and Secondment Line Manager to use when creating a Personal Development Plan

[Secondment Agreement](#)

Example for Seconded and Secondment Line Manager to use when creating a secondment agreement

[End of Secondment Report](#)

Example for Seconded to use when creating an end of secondment report for Line Manager

