



hrLoop's Compliance Audit Information

<p>Hiring Employees</p> <ul style="list-style-type: none"> • Interviewing Processes and Procedures and Compliance Training • Credit / Consumer and Background Check Report Processes and Procedures • Hiring Processes and Procedures • Offer Letter/Employment Agreement Compliance • Immigration Processes and Procedures • Independent Contractors Processes and Procedures • Temporary Employees Processes and Procedures • EEO Compliance • FLSA Compliance • I-9 Compliance • W-4 Compliance • Compliant Employee Folders • Records Retention Processes and Procedures and Compliance • HRIS Compliance 	<p>Employee Management</p> <ul style="list-style-type: none"> • Attendance Processes and Procedures • Confidentiality Processes and Procedures • Employee Handbooks & Acknowledgement form Compliance • Orientation Processes and Procedures • Personnel Records Processes and Procedures • Privacy Processes and Procedures • Training Processes and Procedures • Labor Relations Processes and Procedures • Required Postings and Notices • Preventing Discrimination Processes and Procedures & Training • Preventing Sexual Harassment Processes and Procedures & Training • ADA Compliance • Employee Documents Compliance • Labor Management Compliance • Retention Management • Employee Relations Processes and Procedures and Compliance
<p>Compensation & Performance</p> <ul style="list-style-type: none"> • Alternative Workweek and Schedules Processes and Procedures and Compliance • Employee Classifications Compliance • Exempt & Non-Exempt Compliance Processes and Procedures • Makeup Time Processes and Procedures • Overtime Processes and Procedures • Taxes Processes and Procedures • Time Off Processes and Procedures • Wage and Hours Processes and Procedures • Performance Program Compliance • W-2 Preparation Processes and Procedures 	<p>Employee Benefits</p> <ul style="list-style-type: none"> • Benefits Processes and Procedures • COBRA, HIPPA, ERISA Processes and Procedures • Disability Insurance Processes and Procedures • Unemployment Insurance Processes and Procedures • Family Leave Processes and Procedures • Medical Leave Processes and Procedures • Vacation and Sick Time/PTO Compliance • 401K Plan Compliance
<p>Workplace Safety</p> <ul style="list-style-type: none"> • Ergonomics Processes and Procedures • Safety Processes and Procedures • Violence in the Workplace Processes and Procedures and Training • Workers Compensation Processes and Procedures and Compliance • OSHA Compliance 	<p>Termination & Discipline</p> <ul style="list-style-type: none"> • Discipline Processes and Procedures • Performance Processes and Procedures • Reduction in Force (RIF) Processes and Procedures • Terminations Processes and Procedures • Exit Interview Process and Procedures • Unemployment Processes and Procedures and Compliance • Employee Release Agreement Processes Procedures and Compliance • References for Terminated Employees Compliance