

# PolicySmart™

## Changing the way companies create and maintain compliant handbooks



### Creating and maintaining compliant handbooks is a daunting task.

Your company's employee handbook is an invaluable tool that helps shape company culture, communicates operational policies, and minimizes the risk of employment-related legal liability. A well-written and legally compliant handbook is essential to keeping the HR process running smoothly, and most employers would agree that keeping up with federal, state, and local employment laws can seem overwhelming.

### PolicySmart takes handbooks to the next level.

PolicySmart is an intuitive handbook compliance tool that provides employers with national and state specific policy models, a unique compliance timeline, and so much more.

Fueled by the subject matter expertise of Littler, the world's largest employment law firm and built on Neota Logic's AI-powered platform, PolicySmart allows users to easily create and maintain legally compliant handbooks that are cost effective, fully customizable, and delivered on demand.

## Key Features Include:

1

#### Federal and State Compliant Policy Models:

A comprehensive library of federal and state-specific templates, specific policy models that are fully customizable, depending on your workforce and operational needs.

2

#### Innovative Compliance Timeline:

Provides an up-to-date timeline of important legal changes that will soon take effect in your selected jurisdictions, helping to ensure that policies are updated at the right time.

3

#### Handbook Policy Checklists:

Gain access to jurisdiction-specific checklists that tell employers which policies are required by law to appear in their handbook and who is covered by each policy.

4

#### Automated Monthly Emails:

Receive a summary and analysis of relevant legal developments that impact your workplace, with guidance on how to revise policy language.

## Easy to Use

Whether updating your existing handbook or creating a new one, PolicySmart makes it easy to stay compliant across federal, state, and even in some municipal jurisdictions. And because we update PolicySmart as legislative and regulatory changes occur, you can be confident that the results and guidance you receive are accurate and up-to-date.



Simple User Interface



Tailored to Your Jurisdictions



Intuitive, Comprehensive Templates



Upcoming Legal Changes at a Glance

## Keep Calm and Stay Compliant

PolicySmart is a part of CHR's Navigator Suite, the only on-demand suite of intelligent compliance applications focused on helping companies address the ever-changing federal and state employment law requirements on minimum wage, overtime, independent contracting, FMLA/leave and more.

We provide employers of all industries, sizes, and locations with easy to use solutions that empower employers to handle complex compliance issues with less time, cost, and complexity than traditional methods. Navigator Suite cuts out the complications in employment law compliance, so you can accomplish even the most daunting decision-making with a few simple clicks.

## Meet the Suite

<b>Navigator IC</b>	<b>Navigator OT</b>	<b>Navigator Leave</b>	<b>Navigator Onboarding</b>	<b>Navigator Pay Practices</b>	<b>PolicySmart™</b>
Determine Independent Contractor Status with Confidence	Expertly Conclude Employees as Exempt or Non-Exempt	Reduce the Risk and Administrative Burden of Leave Management	Lay the Groundwork for Smooth Onboarding	Effectively Conquer the Burden of Wage & Hour Compliance	Create and Maintain a Legally Compliant Handbook

## Want to Subscribe?

Create confidence in your compliance decision-making with a subscription to Navigator Suite. Contact us at [info@compliancehr.com](mailto:info@compliancehr.com) and we can get you started today.