

## OneGroup's Human Resources Assessment Can Help Your Organization Gain Efficiency and Reduce Expenses

**A human resources assessment is an effective way to examine the current environment and gain efficiencies, it uncovers opportunities to reduce expenses, works to prepare your organization for impending Department of Labor (DOL) audits, and avoid potential employee lawsuits. ONEGROUP provides human resources expertise to review and assess current human resources policies, procedures, and practices.**

In addition to pointing out key areas of correction that should be made, the human resources (HR) assessment process would offer opportunities to gain efficiency, reduce costs, implement best practice procedures and policy improvements. OneGroup will also review all pertinent areas to evaluate an organization's level of compliance with all federal and state laws and regulations.

There are many different assessment components that can be included in this process. OneGroup has developed the following roadmap to illustrate our approach to the different areas reviewed during the human resources assessment.

1. Policy Compliance & Employment Practices
2. Record Keeping
3. Benefits Compliance
4. Position Descriptions and Fair Labor Standards Act (FLSA)
5. Staffing and Retention
6. Training and Development
7. Safety and Security
8. Overall Efficiency and Best Practices
9. HR Strategic Plan

The assessment process can be customized as appropriate to fit the specific needs of an organization.

OneGroup can structure the assessment in a manner that focuses on one or more areas of interest based on company size, industry, past experience, or general concern.

Once the full scope of the assessment is determined, OneGroup will conduct the assessment and review all applicable components. As a next step, we then compile and review a summary of the findings and recommendations, as well as strategize to develop a plan for the short- and long-term objectives.

The HR assessment will provide a better understanding of the applicable laws and regulations and how they affect an organization. Additionally, the assessment will outline a practical plan for ensuring various federal and state legal requirements are addressed in HR policies, forms, and other documentation and by management on a day-to-day basis.

After the assessment is completed, OneGroup can be available for ongoing consultation, spot checks, policy development, implementation of any changes, communications or other HR needs that an organization may have.