



EPL INTELLIGENCE™

H.R. Risk Management and Loss Control Services

Essential Human Resource Tools at your fingertips

In response to the needs of our clients, Woodruff-Sawyer & Co. is pleased to announce the expansion of our strategic partnerships to include **EPL Intelligence™**.

EPL Intelligence™ is an Internet based H.R. management and compliance service provided by YourHRdepartment, Inc.* Its goal is to help employers solve routine H.R. management issues quickly and easily, in order to help prevent claims before they happen.

Federal and State Compliant Resources

EPL Intelligence™'s Internet-based system provides H.R. "best practices" that comply with both federal and state employment laws and regulations; contains over 300 on-line H.R. management forms; and step-by-step procedures for many H.R. issues including: pre-hire and hiring issues, discipline and termination procedures, Family Medical Leave and other leave requests, performance reviews, etc.

Unlimited HR support via telephone and e-mail

H.R. professionals will provide unlimited telephone and e-mail HR support to enrolled Woodruff-Sawyer & Co. clients.

On-line Training

EPL Intelligence™ includes on-line training programs for managers, supervisors and line employees. These training programs include Anti-Harassment/Anti-discrimination programs and is an easy and inexpensive method of reducing the frequency and severity of harassment and discrimination claims. **EPL Intelligence™** training programs have been approved by various State Agencies for required mandatory training purposes (such as California's AB 1825).

Toll-Free Employee Complaint Hotline

This complaint line can prevent employee concerns from becoming an employee lawsuit.

Electronic Notification of Changes

Updates are sent via e-mail to keep users informed of changes in employment standards in their state as well as changes to the services and resources provided by **EPL Intelligence™**.

Monthly Newsletters

Informative monthly newsletter and sent via e-mail and contain essential H.R. information and updates.

EPL Premium Discounts & Fee for Service

Woodruff-Sawyer & Co. has negotiated EPL premium discounts of up to 10% (upon proof of enrollment in this service) with several of our EPL insurance carriers. In most cases, the EPL premium credit will off-set the cost to purchase this program. In order to receive your credit, you will need to enroll at or before such time that EPL coverage is bound. Premium credits are not available after coverage has been bound.

Calculating the annual fee for **EPL Intelligence™** is easy. Just multiply the total number of employees (including both full-time and part-time) by \$15.75. There is a minimum fee of \$550 and a maximum fee of \$3,000. Thus, the annual fee will never exceed \$3,000.

Commitment to Client Service

EPL Intelligence™ service provided by YourHRdepartment, Inc.* is committed to providing first class client service. Most questions can be answered "on the spot" or within an hour. Advice is conservative and is designed to help keep you, the employer, out of court and reduce potential claims. On your first call, your H.R. consultant will provide his or her direct dial telephone number and email address in order to ensure that you will receive timely and responsive service.

For additional information, please contact Liz Horn, EPL & Fiduciary Team Leader, Woodruff-Sawyer & Co. at (415) 399-6326.

Or, fax the following enrollment form to Liz Horn's attention at (415) 989-9923.



Insurance Services
Risk Management
Employee Benefits

CA License 0329598

* YourHRdepartment, Inc. is an independent company, and includes a team of employment-law attorneys and HR professionals that provide substantial and progressive loss prevention services for a fee. Woodruff-Sawyer & Co. does not receive a fee for this service.

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