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## Human Resource Compliance

WORKER DATA FILES UPDATED ANNUALLY. WORKER/MANAGEMENT NOTIFIED AUTOMATICALLY OF ANY EXPIRATION DATES. WORKER CERTIFICATIONS AND TRAINING COMPARED AT POINT-OF-HIRE TO ENSURE EMPLOYER JOB REQUIREMENTS MET.

### UPDATE WORKER HIRING INFO

1. Member Certifications
2. Member Restrictions
3. Member Incidents
4. Member Years-Of-Service
5. Member Training Information
6. View Member Profile or Upload Hiring Documents

### CREATE COMPLIANCE REPORTS

1. Member Job Types (Excel file)
2. Member Data List (Excel file)