

WHAT CONCERNS BUSINESS OWNERS THE MOST WHEN EMPLOYING STAFF?

In fact, of all the employment related concerns, several independent and unrelated pieces of research have found that it is the burden of maintaining up-to-date employment documentation and integrating those changes into the day to day business that grinds the business owner down the most.

Cleardocs is an online provider of custom legal HR documents. What's so great about that? At first glance, probably not much. However, the findings of a recent survey strongly suggest otherwise.

A representative sample of company owners and senior managers across England and Wales were asked about their employment related challenges. The survey found that over of quarter do not have written employment contracts for staff, and that just over a third do not have any sort of grievance or disciplinary procedures in place.

80% of the respondents went on to report that when an employee calls in sick on a Monday they secretly wonder whether it's a hangover, and that the major barrier to tackling such behaviour is the perception that disciplinary action by an employer leads to legal action by the employee. The survey then asked whether having appropriate and up to date grievance and disciplinary policies and procedures in place, would significantly reduce the employer's fear of legal action by the employee: over 65% agreed that it would.

The need to have up-to-date, relevant and effective employment related contracts, policies and procedures working for you suddenly becomes very clear.

But, that's not where it stops: not by a long shot. Having got your employees signed up to a contract and having a staff handbook in place to create a shared vision of how employer and employee work together, comes the unenviable task of keeping both the documentation and employees up to date with the constant stream of government and EU changes. In fact, of all the employment related concerns, several independent and unrelated pieces of research have found that it is the burden of maintaining up-to-date employment documentation and integrating those changes into the day to day business that grinds the business owner down the most.

There are a number of options to the employment documentation dilemma. You could ignore the issue, but at the worst

possible moment, chances are, it will come along and bite you. Another possible solution is a document template or smartform; however these forms are generic and become out of date very quickly. Larger HR consulting firms have developed their own software so you can create employment documentation and they add a charge for a system up-grade facility, which ensures that when a critical clause within your staffs' contracts is changed, you get to know about it: and what a great service this is...if you have thousands of pounds to spend on software licenses and IT infrastructure management.

THERE IS AN ALTERNATIVE

Combining the convenience of the internet, a pay-as-you-go, cost-effective, first of a kind document engine technology and the legal expertise of Ashfords, one of UKs leading full service law firms, Cleardocs provide bespoke, legally compliant employment documentation.

ACTUALLY WE DO A LOT MORE THAN THAT

Having created an employment contract or staff handbook specific to your businesses' needs, you can change, archive, then receive in email your ready to print and sign legal document. You are kept up to date with legal changes through free email alerts, which not

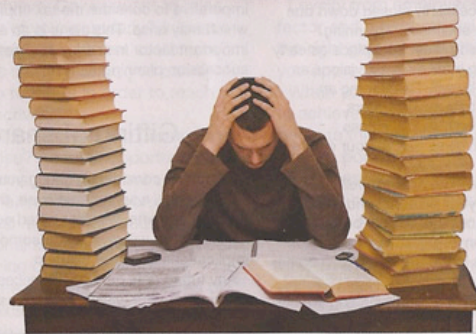
only let you know the facts, the intelligent Cleardocs system also delivers a free email template with an explanation of those changes in a suitable format for you to send to your employees. All you need to do is copy & paste the content of the email and send it to your staff along with the up-dated document ready to sign.

Registering with us is free, our products come with a free helpline and for questions related to the Cleardocs document you can talk to a fully qualified and practicing employment specialist...yes, that's right, for free. You pay for each document as you go, there are no software agreements, tie-ins, minimal terms or other overheads.

Creating a document with us is easy, first you need to register. Then you select the document you wish to create, respond to the questions – if you're unsure about something, call us 01256 338414. You can edit or amend your answers as many times as you like, save the document, pay, print and sign.

What's the catch? There isn't one, and we have thousands of satisfied customers who have been enjoying the Cleardocs concept in Australia for the last five years.

Our approach is innovative, straightforward and refreshing, and now available in England and Wales at www.cleardocs.co.uk.



Cleardocs
clarity | simplicity | ease of use