

TriNet HR Compliance Client Resources

TriNet clients have access to HR compliance resources as part of the TriNet-client relationship. These resources are accessible through the [TriNet platform](#) (login.TriNet.com) and can help you with your HR needs and initiatives. They are supplemental to consultative discussions you have with TriNet.

TriNet Reference Library

The TriNet Reference Library provides HR Authorizer role holders with HR best practice resources, including:

- Summaries of federal and state laws
- Multi-state compliance charts and employment notices
- Self-audit questionnaire
- Step-by-step employment checklists and templates
- Workplace Safety Program documents
- A policy tool which crafts written, federal and state-compliant policies and handbooks. All policies are reviewed for compliance at least twice per year and updated as necessary.

The TriNet Reference Library focuses on state and federal requirements. If you need local or industry-specific information, please contact [Connect 360](#).

TriNet Navigator Suite

The TriNet Navigator Suite provides HR Authorizer role holders with tools that drive efficiency and consistency in important compliance processes. The TriNet Navigator Suite includes rapid reference compliance guidance, automated assessments and customizable document generation, including:

- Onboarding forms: offer letters, employment applications, Non-Disclosure Agreements (NDA)
- State and local paid sick leave requirements
- Wage and hour requirements: state-by-state and local guidance on minimum wage, meal and rest breaks, travel and on-call pay
- Actionable risk assessment for employee or independent contractor determinations
- Actionable risk assessment for exempt and non-exempt determinations

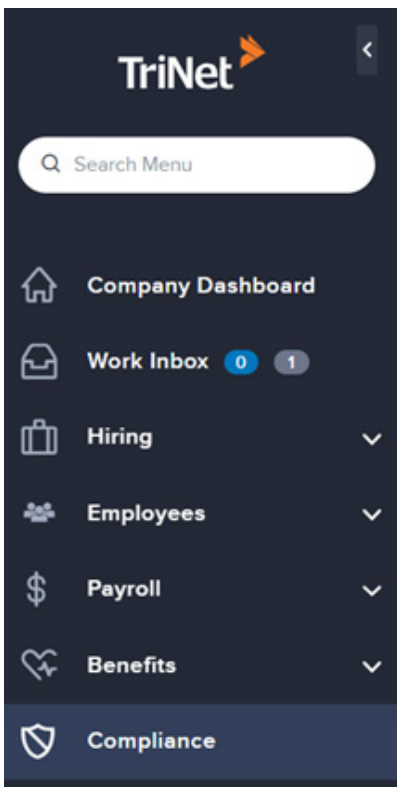
The tool may be utilized for resources which are compliant at state and federal levels, and potentially the local level.



Navigation

HR Authorizer role holders may access the TriNet Reference Library and the TriNet Navigator Suite by logging on to [TriNet](https://login.TriNet.com) (login.TriNet.com) and navigating to the Admin/Manager view. From the side panel, click Compliance > select the compliance tool. Once you have selected the compliance tool, a prompt will appear, notifying you that you will be redirected to a third-party site. Click “Continue.”

Step 1



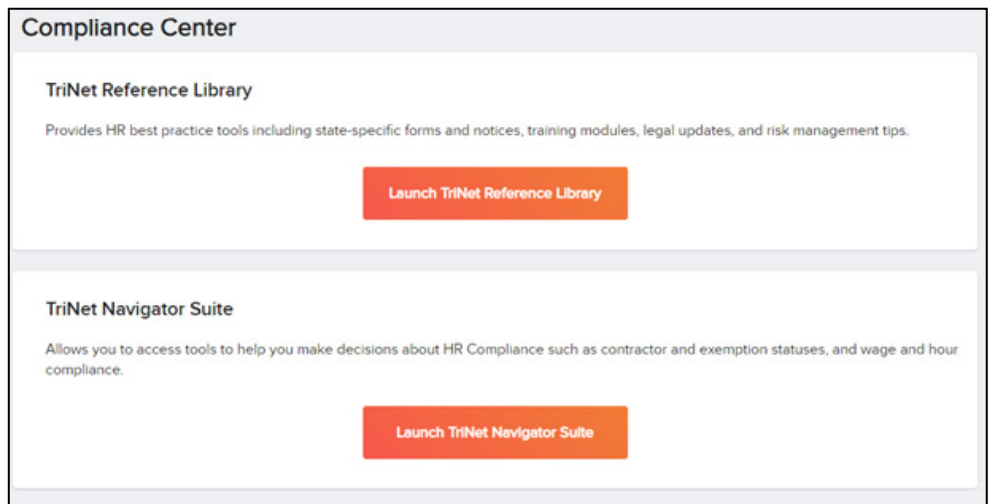
Questions?

If you have additional questions or would like support with customizing a policy template, contact Connect 360:

- Chat: Log in to [TriNet](https://login.TriNet.com) (login.TriNet.com), navigate to the Admin/Manager View and click Contact TriNet > Live Chat, available 24/7*
- Phone: Call 800.638.0461, Monday through Friday 6 a.m.–midnight ET (3 a.m.–9 p.m. PT)*
- Email: Connect360@TriNet.com

*TriNet is closed on select U.S. holidays.

Step 2



Step 3

