

EMPLOYMENT PROCESS AUDIT TRAINING

LEARN HOW IMMIGRATION REFORM LAWS
May Result in Penalties and/or Loss of Business License

Date: OCTOBER 1, 2013	Location: ON-LINE	Instructor: Karen Smith
Duration: 60 Minutes	Time: 10:30 am OR 2:30 pm	REGISTER NOW!

"I-9 is America's most complicated government form!"

- ⇒ Did you know that 80 common errors are made on the Form I-9?
- ⇒ Did you know that the typical organization has errors on more than 55% of their I-9 forms?

If you answered **"NO"** to either of these questions, then you should attend an informational seminar conducted by **NOVAD** and **Khafre Ward**.

Areas Covered in the Seminar:

- ⇒ Identify the status of current compliance data.
- ⇒ Identify gap(s) in the process and articulate goals to fill the gap(s).
- ⇒ Improve and develop the skill set of HR personnel to impact future compliance performance.
- ⇒ Understand the relationship between E-Verify and Form I-9.
- ⇒ Coach and facilitate methods to identify and overcome self-limiting and counterproductive behaviors that undermine productivity and performance relating to the on-boarding and verification/authorization process of new employees.

Who Will Benefit:

- ⇒ Business Owners/Corporate Leaders
- ⇒ Operations Directors
- ⇒ Managers/Supervisors
- ⇒ Human Resources Directors and Staff Personnel

NOVAD Management Consulting and The Khafre Ward Corporation have created a synergetic partnership to provide information and advice to HR professionals, business owners and corporate leaders in a comprehensive solution-based model to help organizations become even more productive and efficient at meeting state and federal requirements for employment verification, authorization, and workforce compliance needs. Training sessions, educational opportunities and process recommendations are provided to help meet Federal and State employment requirements. NOVAD and Khafre Ward collectively bring more than 40 years of experience providing results-oriented outcomes to their clients across private industry and government sectors.



*According to the **Immigration Reform and Control Act of 1986 (IRCA)**, all organizations engaged in business within the United States are required to establish the identity and eligibility of any employee hired after November 6, 1986.*

The government's best bet at enforcing compliance is through on-site audits, which are now at a record high and expected to increase. Workshop will cover identification of an organizations' exposure to risk for penalties, fines, and workplace investigations.

Contact us today to register or for more information about how to protect your assets:

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