## **Human Resource Management Support**

## OFFERING HRM support

- Completion of the HR Audit / Social Audit
- Check the consistency of internal practices with the labor code
- Write the different legal documents (contracts, certificates, minutes of hearings, sanctions ...)
- Develop a plan for legal and social compliance
- Establish clear flowcharts describing interactions with HR department in the company
- Establish processes that serve the interests of internal and external customers.
- Establish clear procedures for performance.







