

**CASE STUDY**

# Centralized HR Document Management Leads to Better Compliance Controls

## The Challenge

This American supermarket chain expanded quickly, and managing HR files across an increasingly spread-out footprint became more time-consuming and difficult.

### **Distributed locations**

Management had limited centralized visibility of HR documents at the store level, and rapid expansion compounded the issue.

### **High volume of employees**

The HR team was spending too much time on administrative work, including audit preparation and response, instead of focusing on strategic activities.

### **Industry-specific compliance**

Food and grocery retail certifications and accompanying documentation were difficult to monitor to proactively maintain strict compliance.

### **HCM software limitations**

The HR team was unable to easily identify missing documentation in employee records or securely share files.

## The Solution

### A Consolidated Platform for Digitally Capturing All Employee HR Documents

---

<b>Industry</b> Grocery	<b>Location</b> U.S. and Europe
<b>Employees</b> 90,000+	<b>Solution</b> FileBRIDGE for HR



FileBRIDGE for HR has made our HR reps much more efficient. Previously, we were totally reliant on in-store HR or leadership to access local employee files. Now, regional and corporate HR can access employee files from anywhere, even if there's nobody available to help us at the store.

**- Team Member Services Specialist**

#### Centralized and digital

The company's entire library of employee HR files is stored on a single secure, cloud-based platform, regardless of where the file originates.

#### Secure and permissioned

Employee files can be securely shared and accessed by authorized users, eliminating the need to mail physical copies and improving the accuracy of employee records.

#### Insight across the employee base

The FileBRIDGE for HR reporting dashboard aids compliance by quickly identifying missing and incomplete documentation and certifications and identifying compliance hot spots.

#### Easily integrated with HCM software

FileBRIDGE for HR fills a crucial management and productivity gap and integrates effortlessly with existing HCM software solutions, allowing for seamless and efficient tracking of employee documentation, regardless of original format and point of capture.

#### About FileBRIDGE for HR

FileBRIDGE for HR lets HR spend time on people and strategy — not on paperwork.

To find out how Access and FileBRIDGE for HR can help your business, contact us at 877.345.3546.