

## PolicyHub HR Integration

PolicyHub is our best-in-class policy management solution that's relied upon by enterprises to simplify the considerable complexities of managing and communicating policies and procedures. PolicyHub is known for its amazing ease of use and this feature is no exception.

*Reduce Stress* 

*Save Time* 

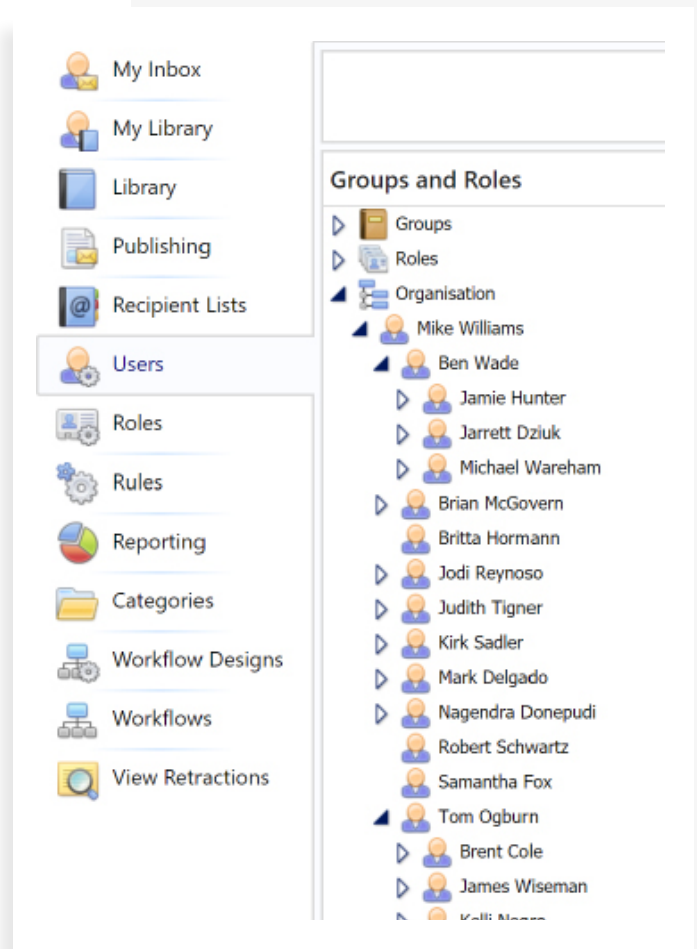
*Ensure Compliance* 

### Ensure Compliance at Every Organizational Level

The PolicyHub HR integration enables clients to see their management hierarchy from within PolicyHub. Get a comprehensive, top-down view of policy compliance throughout your organization making it even easier to streamline policy management efforts and ensure compliance at every level.

### Reduce Stress for Compliance Teams

With our HR integration, PolicyHub gives compliance teams the option to delegate the management of policy compliance to line managers across the business rather than having to manage it themselves for the entire organization. Monitoring individual compliance becomes a thing of the past as managers are empowered to drive compliance efforts across their direct reporting lines.



With a simple CSV import, you can now see the organizational structure under the Users tab in PolicyHub.

# Features that Make Policy Management Easy

While compliance teams may delegate the execution of policy attestation to line managers, they are still responsible for reporting on policy compliance.

The PolicyHub HR integration has flexible reporting options to make this an easy task. Tailor reports to get the exact data required including the compliance status of specific line managers, just their direct reports, or everyone within a line manager's organization.

Compliance teams can also customize automatic email notifications to line managers letting them know of any policies that their reports have yet to attest to - saving compliance teams countless hours of chasing down non-compliant employees and making it easy for managers to identify who needs to attest to what policy.

Save time and improve efficiencies with the PolicyHub HR integration. Our ease of use and built-in features, like this integration, empower proactive, cost-effective policy management.

## Contact Us

PolicyHub is part of the Mitratesch Enterprise Compliance Suite, end-to-end solutions for data privacy and information governance. Reach out to learn more about the PolicyHub HR integration or schedule a demo.

[www.mitratesch.com](http://www.mitratesch.com)  
[info@mitratesch.com](mailto:info@mitratesch.com)

### Manager escalation email settings

Enable manager escalation emails

Schedule the email  weekly  monthly  yearly  once

#### On the following month(s)

January  February  March  April  
 May  June  July  August  
 September  October  November  December

Repeat the schedule on  week of the month  calendar day(s) in the month

On a week of month  1st  2nd  3rd  4th  Last

#### On the following day(s)

Monday  Tuesday  Wednesday  Thursday  
 Friday  Saturday  Sunday

Starting on

21/11/2017 13:13

and ending on (optional)

and ending on (optional)

The Chief Compliance Officer can schedule an email to be sent to each manager when they have direct reports who are non-compliant with one or more policies

Publication	Status	Policy	Version	Employee	Email
Online Training	Expired December 14 <sup>th</sup> 2018	Online Training	1.00	John Smith	John.Smith@mitratesch.com
				Jenny Smith	Jenny.Smith@mitratesch.com
Accounts - Global	Expired January 14 <sup>th</sup> 2020	Health & Safety Policy	1.00	John Smith	John.Smith@mitratesch.com
				Jenny Smith	Jenny.Smith@mitratesch.com
				Joe Smith	Joe.Smith@mitratesch.com
				Jill Smith	Jill.Smith@mitratesch.com
				Jane Smith	Jane.Smith@mitratesch.com

Each manager will receive an email listing any of their direct reports who are not yet compliant and lists each policy that they have not yet affirmed.