## MITRATECH

# HR Risk Management Through the Employee Lifecycle

It's imperative for human resources departments to identify and address potential risks at every stage of the employee journey. From recruitment to separation, this visual guide will provide you with valuable insights into managing HR risks effectively.



#### Recruiting

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Ensure adherence to legal, ethical, and industry-specific regulations throughout the hiring process, including OFCCP compliance.

#### Interviewing

Complete a fair and legally compliant assessment of candidates while avoiding discriminatory practices and bias

### Screening

Screen candidates thoroughly and lawfully, while protecting sensitive personal information.

### Hiring

Adhere to fair employment practices, including accurate compensation, benefits, and contractual terms.

#### 5 Onboarding

Complete all paperwork, including proper I-9 verification to ensure adherence to immigration laws.

#### Development

Deliver required training programs, documentation of completion, and adherence to industry regulations.

### Reward

Design an equitable and transparent process for recognizing and rewarding employees.

### Retention

Utilize fair and legal practices in fostering employee engagement, satisfaction, and retention strategies.

### Separation

Adhere to legal requirements, including proper documentation and handling of employee termination or resignation.

### 10 Employee Data

Ensure secure storage, proper handling, and adherence to privacy regulations to protect sensitive information.