

## **CHUBBWORKS – FREE TRIAL ACCESS**

Future **Chubb Employment Practices Customers** now have the ability to preview this fabulous resource at no charge for 60 days. Simply follow these easy instructions:

- 1) Go to [www.chubbworks.com](http://www.chubbworks.com)
- 2) Click **Register** in the Log in box.
- 3) Enter the Pass Code / Organization Code – **123Chubb**
- 4) Complete the brief registration form
- 5) Click/Accept the User Agreement

### ***What users should know ...***

The individual that registers on behalf of the organization can designate him or herself as the Site Administrator or they can designate another individual within the company. Typically, a Director of Human Resources is selected as the Site Administrator. The Site Administrator then has the discretion to register other employees within the organization.

### ***What are just some of the benefits ...***

- Web-based training modules on preventing discrimination, preventing sexual harassment, preventing wrongful termination, promoting ethical behavior in the workplace, and incident management.
- Ability to track and maintain records of employee training for compliance purposes.
- Model employment policies, procedures, and forms. Download employment policies into English or Spanish.
- Site customization so that you can store existing corporate policies, handbooks, and other materials for easy employee access in one central location.
- Employment practices “Checklist” data bases for human resource professionals, executive management and front-line supervisors.
- Access to a whole library of employment practices articles, links to federal and state laws ... and so much more.

### **Best of all ... it's free for Chubb EPL Customers!!**

If you have any questions, simply contact your local underwriter for assistance.

For additional information regarding all of Chubb's Loss Prevention Services you can visit

<http://www.chubb.com/businesses/csi/chubb993.html>