

2018 May Newsletter

Considering Summer Hours?

With a tight labor market, employers are looking at different ways to attract applicants. With children out of school and vacations planned, offering Summer Hours can be a great way to show appreciation and help create a work-life balance for employees.

Summer Hours, which includes compressed or reduced work weeks, is a commonly offered benefit. An example of a compressed work week may be changing employee work hours to work an additional hour from Monday-Thursday, and leaving four hours early on Friday, giving employees an early start to the weekend. A written policy defining the program is recommended to prevent any confusion.

What is E-Verify?

In the March 6th Texas primary elections, Republicans voted to require employers to use E-Verify. Although the results are not binding, the strong response could prompt the state legislature to consider the bills next year.

- ***What is E-Verify?*** E-Verify is an Internet-based system that compares information entered by an employer from an employee's Form I-9, Employment Eligibility Verification, to records available to the U.S. Department of Homeland Security and the Social Security Administration to confirm employment eligibility.
- ***Does E-Verify replace the I-9 paperwork?*** No – employers still need to follow their I-9 procedures.
- ***Why would E-Verify be required?*** While the I-9 verifies eligibility to work in the United States, employers do not have to confirm that the information provided is correct. With E-Verify, the information provided on the I-9 is matched with the government records.
- ***Does E-Verify cost?*** E-Verify is the only free, fast, online service of its kind that electronically confirms an employee's information against millions of government records and provides results within as little as three to five seconds.

To learn more about the verification process, visit [E-Verify Information](#)

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EEO-1 Deadline Extended to June 1, 2018

Private employers with at least 100 employees or federal contractors with 50* or more employees are required to file EEO-1 survey annually with the EEOC. The original deadline to file was March 31st, but the deadline has been extended to June 1st to allow employers more time. For more information, go <https://www.eeoc.gov/employers/eeo1survey/index.cfm>

**Federal Contractors should review all guidelines to see if they must file*

What is GDPR?

General Data Protection Regulation, or GDPR updates personal data protection rules in *Europe*. Beginning May 25, 2018, GDPR includes new obligations on companies for collecting personal data on individuals and gives individuals more power about how to access the information about them. If you have offices in Europe or do business in Europe, you should be familiar with the new regulations.

For help with any of your human resource and benefit needs, a free one-hour consultation or information on any of the above items, please contact info@humanresourcesolutionsllc.com

"As we express our gratitude, we must never forget that the highest appreciation is not to utter the words, but to live by them."

John F. Kennedy



Have a Safe Memorial Day Weekend!

This newsletter is intended to provide general guidance about recent topics in Human Resources. It is not a legal opinion. For answers to your specific questions, please consult with counsel.