



naphthens  
solicitors



**HR<sup>3</sup>**

Employment • Helpline • Insurance

## Employer Protection Scheme

# HR<sup>3</sup>

## The complete solution for employers

*"We have found Napthens HR<sup>3</sup> Service extremely useful...  
the HR<sup>3</sup> team has always given outstanding service."*

Iain Francis, MD,  
Cuerden Consulting Ltd

As an employer, trying to keep up to date with changes in legislation is time consuming and a distraction from the real aim – running a business.

But a successful claim against your business could be extremely damaging, in terms of the financial cost and the reputation of your business.

With the growth in employee litigation and increasing levels of award - getting it wrong can be costly.

That's why Napthens has created HR<sup>3</sup> – incorporating the unique iToolkit with 24 hour online support.

HR<sup>3</sup> is tailored to the size and needs of your business and designed as a fixed-cost, anxiety free solution to the risk of employment law litigation.

**No surprises – no hidden costs**

# HR<sup>3</sup>

Advice when you need it

There are **3 levels of service** available within **HR<sup>3</sup>**, enabling you to select the level of support that is right for you and your business.

## iToolkit

Enjoy 24 hour access to our unique iToolkit - an online resource giving HR<sup>3</sup> subscribers access to fact-sheets, HR Managers' guidance notes, precedent documents, letters, training and more...Receive regular news and e-updates on employment law issues and invitations to free seminars during the year.

We will carry out a comprehensive review of your standard contracts of employment, company handbook, policies and procedures, drafting new ones where necessary. We will update your documents when there are any changes to the law.

Level<sup>1</sup>



## HR Support

Enjoy access to day to day HR support and advice. Your enquiries will be dealt with by a specialist employment lawyer, either by phone or face to face. Our service includes review meetings to ensure we understand your issues and you receive a personalised service to meet your needs. HR<sup>3</sup> Online also allows you to see your HR<sup>3</sup> case file detailing the advice we have given and the documents we have drafted.

Plus all the benefits of level 1 service.

ACAS Early Conciliation fixed fee\*  
If you require support through the ACAS early conciliation process we will conduct this process for you including: guidance on strategy, guidance on business impact, negotiations with the nominated ACAS conciliator and drafting of any COT<sup>3</sup> agreement.

Level<sup>2</sup>



## Insurance

Additional peace of mind with effective risk management - indemnity against awards of compensation and legal fees up to £100,000 per claim and £1m per year.

Includes H&S insurance which indemnifies companies against prosecutions under Health and Safety legislation.

Plus all the benefits of level 2 service.

Level<sup>3</sup>



# HR<sup>3</sup>

## We deliver every time

At the heart of **HR<sup>3</sup>** is our aim to deliver an excellent service every time. So you'll be reassured that 96% of our clients rated our service levels 9/10 for speed of response and clarity of advice.

**HR<sup>3</sup>** is precisely tailored to the size and needs of your business as you choose the level of service that is right for you.

In addition to the core **HR<sup>3</sup>** service, we also offer a range of complementary training and consultancy packages.



## Add on Packages

### HR<sup>3</sup> OnSite

Conducting investigations and appeals can be time consuming and stressful for managers. That's why we have created **HR<sup>3</sup>OnSite** - an on-site HR consultancy service for your business, providing our HR expertise in complex situations and taking the strain off you and your management team.

**HR<sup>3</sup> OnSite** provides support in the following:

- Holding and conducting investigations, meetings and appeals
- Attendance at redundancy and TUPE consultation meetings
- On-site coaching and mentoring prior to meetings

### HR<sup>3</sup> Academy

Napthens **HR<sup>3</sup>** is delighted to introduce the **HR<sup>3</sup> Academy** – a new range of employment law training packages. From half-day workshops to a full 12 month in-house training programme, our training packages are aimed at coaching line managers and HR teams to manage a variety of HR and employment issues. Comprehensive presentations by employment experts are combined with real life examples and practical guidance that you can take away and implement in the workplace - ensuring that your business stays protected.

# HR<sup>3</sup>

## 24 hour access to the iToolkit

Subscribers to HR<sup>3</sup> have access to the Napthens' iToolkit giving you 24 hour access to a range of practical HR guides, documents, news and training information.



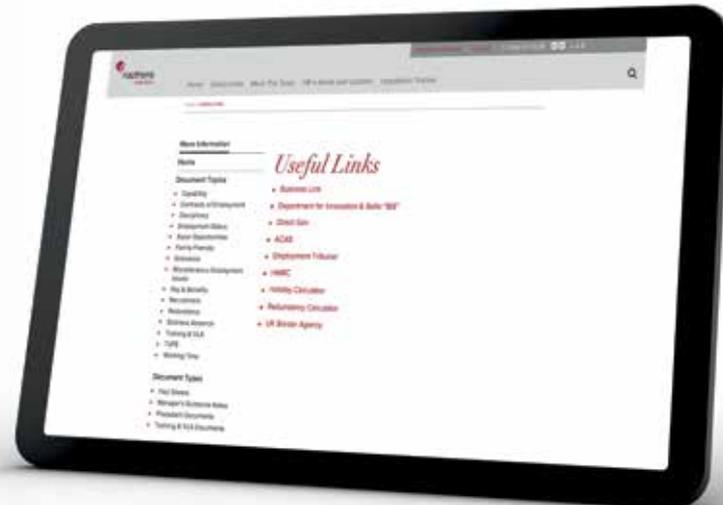
## Find out more

To discuss how HR<sup>3</sup> could help you and your business please contact a member of the Napthens' team.

[HR3@napthens.co.uk](mailto:HR3@napthens.co.uk)

*"We would have no hesitation in recommending the HR<sup>3</sup> scheme."*

**Paul Mathison, MD,**  
Create Construction Ltd



Contact us:

**HR3@naphens.co.uk**

**www.naphens.co.uk**

**Preston:** 7 Winckley Square, Preston, PR1 3JD. DX 714572 Preston 14 T: 01772 888 444 F: 01772 257 805

**Blackburn:** Greenbank Court, Challenge Way, Greenbank Business Park, Blackburn BB1 5QB T: 01254 667733 F: 01254 681166

**Blackpool:** Libra House, Cropper Close, Whitehills Business Park, Blackpool FY4 5PU T: 01253 622305 F: 01253 295591

**Penrith:** Ground Floor Offices, Agriculture House, Cromwell Road, Penrith CA11 7JW T: 01768 807040

**Southport:** 38 Hoghton Street, Southport PR9 0PQ T: 01704 500024

**Kendal:** Bridge Mills, Stramongate, Kendal LA9 4UB T: 01539 760560

Napthens LLP, registered office: 7 Winckley Square, Preston, Lancashire PR1 3JD.

Napthens LLP is a limited liability partnership registered in England and Wales: OC325775.

Napthens ® is a registered trade mark of Napthens LLP. The term "Partner" indicates a member of Napthens LLP who is not in partnership for the purpose of the Partnership Act 1890. A list of members is available from our registered office.