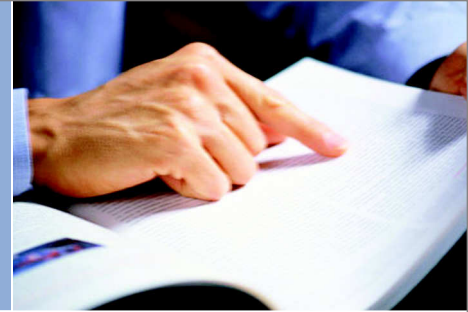


Leverage the Total HR Power of TriNet



For two decades, TriNet has served over 1,800 small to medium-sized businesses by supplying them with total HR services. We offer a cost-effective, all-in-one HR outsourcing package that:

- Equips your firm with “big company” benefits and services.
- Positions your organization as a destination for in-demand talent.
- Turns your HR function into a strategic advantage.

TriNet Resources and Services at a Glance

HR Management and Consulting Services

- ▶ Strategic HR consulting
- ▶ Online compensation analysis and reports
- ▶ Pre-employment screening
- ▶ Complaint process & investigation
- ▶ Termination review & guidance
- ▶ Visa administration
- ▶ Compliance guidance & support
- ▶ Customized policies & workplace procedures
- ▶ Safety plans & workplace communications
- ▶ Employee record & file management

Also available on a pay-as-you-go basis:

- ▶ International services for expatriates and local/nationals
- ▶ Talent Acquisition services
- ▶ Online performance management
- ▶ Payroll Time & Attendance services
- ▶ Career Transition Services
- ▶ Leadership Training & Development
- ▶ Background Checks
- ▶ Salary Compensation Analysis

Comprehensive Benefits Plans & Services

- ▶ Pooled purchasing of healthcare & other benefit plans
- ▶ Eligibility management
- ▶ Plan provider payments & reconciliation
- ▶ Total benefits administration
- ▶ COBRA & HIPAA administration
- ▶ Workers compensation management
- ▶ Multiple health plan options
- ▶ Dental & vision plans
- ▶ Life, accident & disability plans
- ▶ Work/life solutions program (EAP)
- ▶ Flexible spending accounts

End-to-End Payroll Services

- ▶ Multi-state payroll processing & filing
- ▶ Payroll deductions, including retirement plans
- ▶ Tax remission, reporting & compliance
- ▶ Standard payroll reports
- ▶ Garnishment administration
- ▶ Leave administration

CONTINUES ▶

Online Self-Service Tools

For Managers

- ▶ Payroll entry
- ▶ Company data & reports
- ▶ New hire processing
- ▶ Pay & status changes
- ▶ Pre-employment screening & visa administration
- ▶ Specialized content, services & forms
- ▶ Leave approval
- ▶ Dashboards & alerts
- ▶ Report writing capabilities

For Employees

- ▶ Electronic paychecks, tax withholding & direct deposits
- ▶ Personalized benefits & other HR data
- ▶ Health & welfare benefits enrollment
- ▶ Case Management System supported by PeopleSoft Help Desk for HR
- ▶ 401(k) enrollment & maintenance
- ▶ Employee handbook/company policies
- ▶ Materials & forms
- ▶ Orientation & training
- ▶ Leave requests

TriNet Delivers These Services Via:

Technology Resources

HR Passport Online Portal: online access to self-service tools and data for employees and managers alike. See the online demo at www.trinet.com/demo

Integrated Oracle and PeopleSoft HRIS technology platform managed by TriNet: efficient enterprise-level platform without having to install or maintain your own.

TriNet Service Team

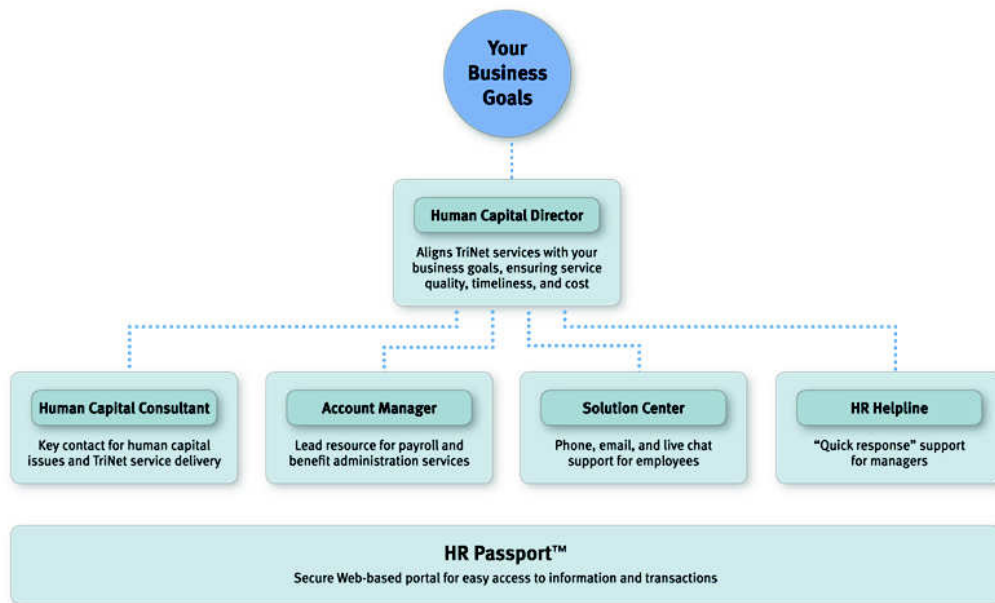
On-site HR Professional: experienced at resolving the specific HR issues you face.

Account Management Team: for day-to-day customer support.

Toll-Free Employee Solution Center: a dedicated call center to answer all HR questions.

Read TriNet's Customer Testimonials online at www.trinet.com/who_we_serve/testimonials.htm

TriNet's Service Delivery Model at Work



For more information contact:

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