

Lavoro Group Presents:

Introduction to Employee Navigator



A Proven Track Record

- 2+ million employees on the platform
- 8+ billion in active insurance premiums
- Average employer size of 25-500 employees

Centralized Technology & Local Support

- Lavoro Group partnered with Employee Navigator to combine best in class benefits & HR technology with superior local support provided by directly from Lavoro Group.
- Other vendors will centralize support forcing HR to deal with 1-800 numbers and call centers.
- Using this system, HR will be able to deal with Lavoro Group directly in a fast and efficient manor.

Benefits Administration



- All-in-One Benefits Solution

- Get new hires enrolled quickly
- Compare and select plans
- Review coverage status for all employees
- Monitor employee enrollment status and deadlines
- Manage contribution levels
- Store, review, and acknowledge important plan documents



- Say Goodbye to the Paper

- Simple HR & employee self-service portals
- Review benefits & plan details 24-7-365
- Real-time reports for your administrators

New Hire Onboarding

- Superior Task Management
 - Intuitive self-service tool
 - Customizable for your business
 - Comprehensive audit trail
 - Simple to set-up & manage
- Easily Complete New Hire Forms
 - Make your onboarding process electronic
- Safety & Training Modernized
 - Modernize training, improve worksite safety, and reduce workers comp costs
- Compliance Simplified
 - The online digital file makes tracking policies a walk in the park

Time-Off Tracking



- Build the Perfect PTO Policy
 - HR & Manager approvals & permissions
 - Approve requested PTO with one click
 - Customize company policies
 - Configure company holidays
 - Ensure accurate accruals
 - Review your team's time off history



- Employee Self-Service
 - Request time off in seconds
 - View available PTO and time off history
 - View pending time off requests
 - Track all your company holidays
 - Real-time insights

Asset Tracking



- Key Benefits
 - Manage and track all your assets from procurement to retirement
 - Reduce the likelihood of assets getting lost or stolen
 - Easily assign assets to new hires and retrieve them from terminated employees
- One Dashboard
 - Inventory your assets on one central dashboard
- Detailed Tracking
 - Track asset details like serial numbers, costs, descriptions, & more
- Easy to Use
 - Manage employee asset assignments with ease

ACA Reporting



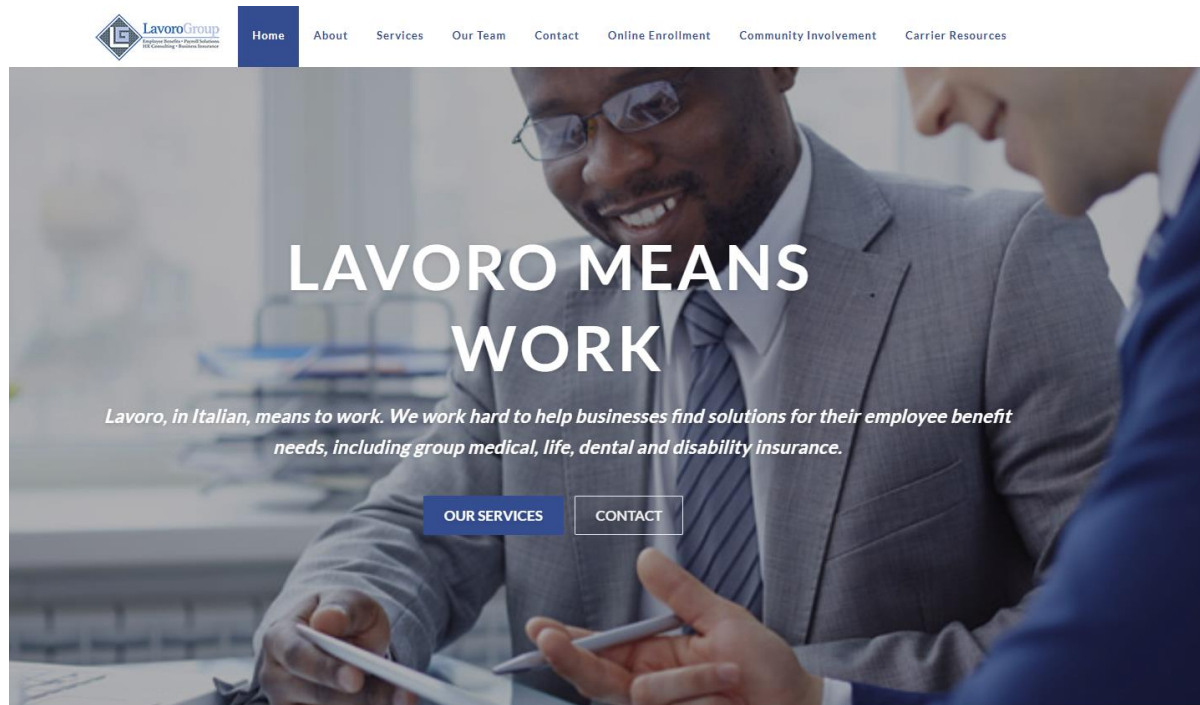
- Eligibility Tracking for Hourly Employees
 - Set-up stability and administrative periods
 - Easily track hours during measurement periods
 - Quickly identify eligible employees
 - Simple import of hours
- Tool for 1094/1095 Reporting
 - Track and categorize your employees
 - Import health plan enrollment data
 - Calculate affordability & monthly FTE
 - Generate and send 1094-C & 1095-C reports
- What Else is Included?
 - An interactive guide to help navigate the process step-by-step
 - ALE & Affordability calculators
 - Eligibility reports
 - Simple management for variable hour employees
 - Full pre-transmission audit

Ease Of Use



- All-in-One Website

- We make it easy for employers and employees to use the system by incorporating it in with our own website
- First time users are provided with instructions and How-to videos



Security

- SOC2 Type II
 - Completed Fall 2016
- Certified Data Center Locations
 - The subservice organization provides security and environmental controls for the Employee Navigator platform. These controls include providing security equipment, recording and monitoring physical access to the Employee Navigator platform systems, as well as providing environmental controls including power, cooling, flood control, fire suppression and detection. Rackspace also provides the infrastructure supporting the application layer, including: physical and virtual network, storage, computing, operating system, and managed security services.
- System Backup & Recovery
 - The data center and hardware co-location provider provides daily backups of systems and data via disk to disk replication and backup techniques to an alternate disaster recovery site
- Data
 - Employee Navigator does not share customer data stored in Employee Navigator with external third-parties, unless requested by the customer or required by law.
 - Employee Navigator does not perform any data classification on behalf of licensees
- HIPAA
 - Employee Navigator has undertaken an internal review and will be documenting its controls environment as a potential Business Associate.
 - Employee Navigator has undertaken, where appropriate, to provide and document its control environment to meet the substantive requirements of the security rules for clients concerned with these issues.
 - Employee Navigator is not a health plan, covered entity, clearinghouse or governmental entity.

* For more detailed information, [please follow this link](#).

Follow the link below to watch a brief demonstration of the system:

[Click Here](#)

