

Are you **Compliant?**



SAFETRAC

online legal compliance and training
performance management systems

MinterEllison

LAWYERS

SAFETRAC

compliance reduces risk



SAFETRAC is a market leader in online legal and policy compliance services, with courses authored and regularly updated by Minter Ellison lawyers.

Standards Compliant

SAFETRAC's online Legal Compliance and Training performance management systems have been designed to meet the requirements of the Australian standard for compliance – AS3806.

Global Coverage – A culture of Compliance

Launched by Minter Ellison Lawyers in 1999, SAFETRAC is internationally recognised, providing compliance solutions for a wide range of industries, including financial services, government departments and agencies, transport, utilities, health services and manufacturing, globally.

SAFETRAC Training Services

SAFETRAC's training services include Legal Compliance Training Courses, Compliance Training Courses and delivery of client authored material. A comprehensive set of management reporting tools are always accessible online.

SAFETRAC Legal and Essential Compliance Training

Authored by Minter Ellison lawyers, a comprehensive suite of legal compliance courses has been developed by SAFETRAC. These courses are regularly updated and contain detailed manuals, tutorials and tests. They are designed to ensure that each employee understands and complies with relevant laws and regulations.

As organisations also need to understand their broader obligations, such as trade practices, privacy, equal opportunity and occupational health and safety laws, a further suite of courses has been developed to enable organisations to meet their required duty of care as responsible employers. Compliance also means avoiding costly business disruptions that may arise from defending alleged breaches.

Financial Services

A customised set of courses dealing with various aspects of the financial services industry designed to ensure that all employees understand and comply with their obligations.

Public Sector

A specialised set of courses designed to assist public sector managers and their staff understand and meet their compliance obligations. SAFETRAC also ensures proof of compliance training when audited.

Corporate Compliance Training

Courses prepared and updated by subject matter experts covering topics which, in combination with legal compliance courses, extend the effectiveness of compliance management. Applied Risk Management, Fraud Awareness and Incident Awareness are examples of these courses.

SAFETRAC Client Authored Training

Courses authored and maintained by the client unless otherwise arranged. Topics include organisational policies, procedures, product knowledge and induction related information. Process audit checklists and behavioural audits are also supported.

'It's hard to put it into words...

The new user interface gives the individual a clear view of their training plan and outstanding obligations.

From a risk management perspective it is very easy to demonstrate a company's commitment to compliance particularly when you attach a Key Performance Indicator to the test results completion for a group or the entire company.'

*Mining industry,
Western Australia*

Client Value Adds

Client specific configuration

SAFETRAC can be set up as your compliance assistant through your organisation’s compliance, risk and company policies.

SAFETRAC has changed the way compliance management learning systems operate. SAFETRAC is an ‘advanced’ compliance system that is driven by your specific technical and performance requirements, and can link to all existing technology platforms.

Time saving

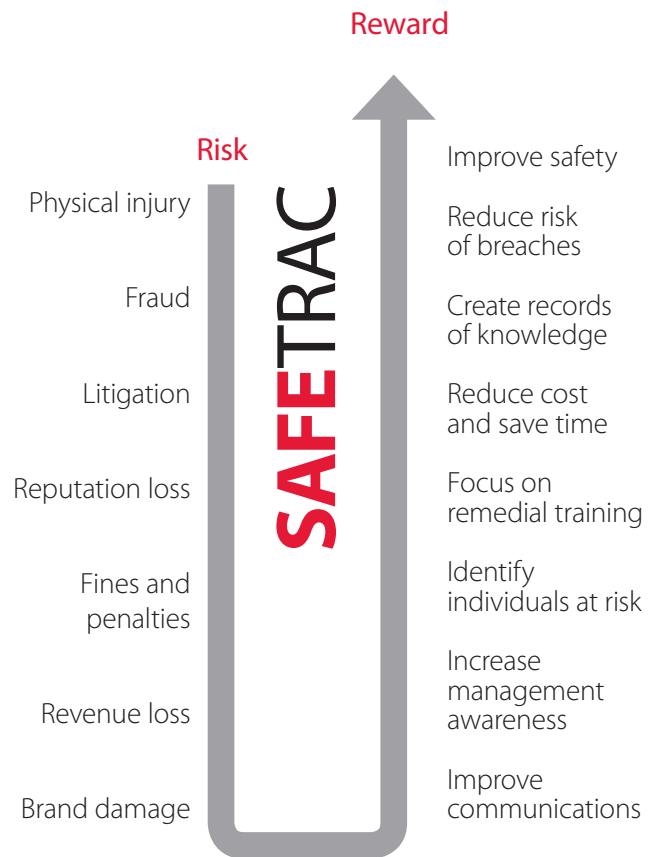
SAFETRAC’s automated email and reporting means you can reduce the time you spend on administration, and ensures that all employees know what they need to do and when to do it.

Identification of hidden risks

SAFETRAC identifies exceptions and hidden risks without the need to review individual employee records.

Support of your compliance plan

SAFETRAC allows for configurable reporting frequency and distribution. The system allows you to create powerful, timely and accurate reports, allowing for the development of flexible training plans.



SAFETRAC Services

SAFETRAC Training

Legal Compliance Training Courses

All content authored and maintained by lawyers i.e. Trade Practices, Privacy, Equal Opportunity, Occupational Health and Safety etc

Essential Compliance Training Courses

All content authored and maintained by subject matter experts i.e. Applied Risk Management, Fraud Awareness, Incident Awareness etc

Client Authored Training

Policy and Procedures

Assessments based on your organisation’s policy and procedures

Induction Program

Courses based on your induction requirements

Product Knowledge

Courses based on your product and industry information

Questionnaire

Management and employee feedback

Behavioural Assessment

Identification of risks

Audit Report

Checklist of licence and regulatory obligations

Reporting (accessible online 24/7)

Enrolment

Progress

Completion
(pass/fail)

Audit Trail

Email Alerts

Training Schedule

Exceptions

Risk Analysis

Client service

SAFETRAC is committed to the successful implementation and ongoing delivery of training and testing results. Our client services team offer ongoing support and guidance. This includes training plan implementation, training realignments, or company reorganisations. With a dedicated Client Relationship Manager and Help Desk, we ensure that all of your SAFETRAC requirements are handled swiftly, expertly and with minimal disruption.

Knowledge and experience

SAFETRAC has a strong track record of delivering compliance regulation solutions. We work with organisations in many different industries, including financial services, government departments and agencies, transport, utilities, health services and manufacturing.

Multilingual capability

SAFETRAC's multilingual capability allows you to implement Legal Compliance Courses in multiple languages, including Chinese and Japanese. Language choices can be made by an organisation or an individual employee. The SAFETRAC Reporting and Management System supports multiple jurisdictional/language and global implementations.

Worldwide delivery of training and services

SAFETRAC delivers in excess of 64 Legal Compliance Training courses to client organisations in Asia Pacific, Europe and the Americas. Content is based on SAFETRAC's Legal and Essential Compliance Courses, which are tailored to deliver 'best practice' based on Australian law, or modified to ensure compliance within other specific jurisdictions.

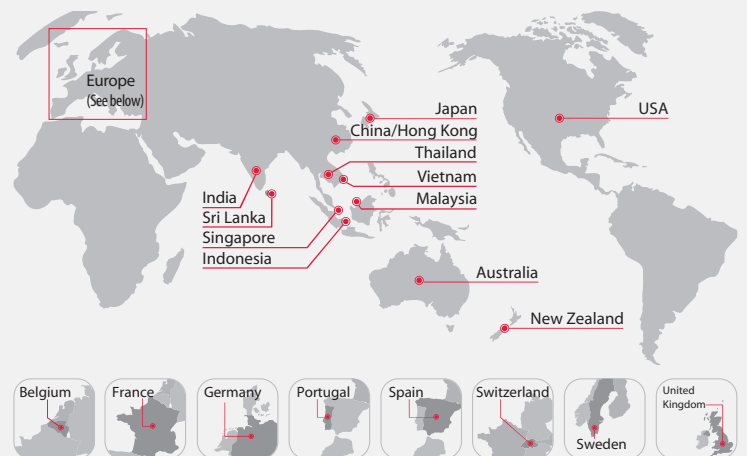
'SAFETRAC makes my job easier, simplifying management of records of employee compliance.'

Every step of the way has been easy (over two years). The team at SAFETRAC are approachable, friendly and willing to help.'

*Government/Finance,
Queensland*

'The roll out of SAFETRAC across nine countries of our company's Asia footprint was done cost effectively and expeditiously as the robust software platform enabled trouble-free integration with our own IT systems.'

*Steel industry,
Victoria*



Further Information

SAFETRAC can supply you with further information and advice on any of our training services. Our experts can tailor a SAFETRAC program to fit your organisation.

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L A W Y E R S

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