



Outsource Human Resources
Build Company Value

CPEhr
Your Human Resources Partner

A LETTER FROM THE PRESIDENT



Dear Business Owner:

I am often asked by others to describe what distinguishes CPEhr from other Human Resource providers. Although there is much to share, my comments always center on our exceptional people.

Our employees consistently practice the CPEhr 12 Standards of Professional Service. These standards apply not only to our dealings with our valued clients, but also to the employees of our clients, and to each other. What makes these Standards really work is that they were developed and implemented by nominated members of the CPEhr family and are embraced by all who we employ.

CPEhr is 25 years strong and has served thousands of businesses, yet we proudly still cherish our one-on-one customer relationships. I believe that this approach to conducting business is the key to our success.

We recognize the importance of selecting the right business partner and we are confident that you will make the right choice with CPEhr. I invite you to get to know us better and thank you for your time and interest.

Please feel free to contact me or any of our business consultants to discuss how we can help support your business and assist you with your future growth.

*Sincerely,
Faith Branvold*

*Faith Branvold
President*

INVESTING IN PEOPLE

is a vital piece to solving your business puzzle.



THE CHALLENGE OF EMPLOYMENT

The Reality:

It is a proven fact that successful organizations invest in their employees. *Studies support that organizations that invest in human resources strategies gain more than a 40 percent increase in shareholder value. Ensuring a motivated and talented staff, committed to the mission of its organization, not only gains customer satisfaction, but builds long-term profitability.

Dedicated employees see themselves as an extension of the organization. They are eager to support business strategies by ensuring excellent customer service, by producing results in an efficient manner and maintaining a work ethic that directly influences the organization's profitability.

The Challenge:

Managers are increasingly challenged by an ever-changing business environment, fueled by consumer needs, advancement in technology and the rise in complex employment regulations. For these reasons many organizations are not seeing their full growth potential. They spend too much money on employee relations and back office functions rather than producing higher quality products and services.

THE GROWING BURDEN OF EMPLOYMENT REGULATION

"In the last 100 years regulatory issues... have skyrocketed from two concentrations of case law and common law issues to over fifty separate areas..."



Our risk management staff will keep your workplace safe.

With CPEhr Benefits, your employees are protected.



THE OUTSOURCING SOLUTION

To solve this critical business challenge, more and more employers are turning to Human Resources Outsourcing. For over 25 years, CPEhr has been providing Human Resources support for hundreds of employers. From small entrepreneurs to large corporations, CPEhr takes each client's needs into consideration and a personalized program is designed and implemented. Employers are assigned a team of specialists in the areas of Human Resources compliance, employee benefits, risk management and payroll.

We will provide you and your staff an infrastructure of proven HR systems and processes. We can become your Human Resource Department, or work with your existing HR team to strengthen your staff. Join CPEhr so you can focus more time on your competitive advantage, developing your employees, and bringing your business to the next level.

SMALL BUSINESS SOLUTIONS

As a small business, the more energy and resources you can focus on developing your service or product, the better. Many entrepreneurs find themselves distracted by employment obligations and newfound growth. By outsourcing the Human Resource functions to CPEhr, you will experience a reduction of internal operating costs and gain the time you need to focus on profitability and growth.

Reduce Administrative Burdens

CPEhr will streamline your employment processes, from hire to termination. From new hire documentation and open enrollment, to workers' compensation and unemployment claims, we will help remove the employee paperwork from your plate and in its place, give you the time you need to grow your business.

Remain in Compliance

No matter the size of your business, you will be assigned a team of specialists to ensure your compliance in all aspects of Human Resources. You will have direct access to our employment and safety experts for the most up-to-date information that affects your employees. They will review your policies and files for proper compliance and are always available if any employee situation should arise.

Offer Premium Benefit Plans

Your employees deserve the best. By joining our program, you may gain access to CPEhr's premium benefit programs, typically only available to the largest employers. Enjoy our economies-of-scale for preferred pricing and large corporate benefits. Let CPEhr handle the paperwork while your staff enjoys the benefits.

*Our management training programs
reduce your employment liability.*



LARGE COMPANY STRATEGIES

In today's economy, large employers must do everything possible to stay ahead of the competition. They have to attract the best talent, motivate their staff, and remain in compliance with all the necessary regulations. CPEhr's hands-on consulting and flexible HR systems will meet the unique needs of every large client.

Attract Top Talent

Attract the most selective candidate. From major medical, dental and life, to voluntary plans, 401 (k) and pre-tax Section 125 plans, CPEhr offers a robust benefits package that will be the envy of your competitors. Offer premier employee benefits, without the administrative worries.

Motivate Your Staff

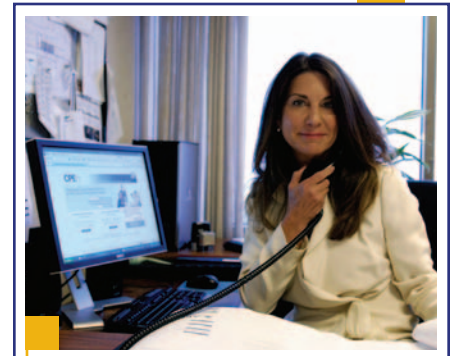
Inspire your employees to excel. CPEhr provides comprehensive Management Training courses and advanced employee incentive programs. Arm your staff with the knowledge they need to excel on the job and reach higher levels of commitment and dedication to your company.

Minimize Employment Liabilities

From time to time, even the most diligent employer will need to consult with an expert. CPEhr will assign you a dedicated specialist who will work closely with your current management and staff. They will ensure your compliance with all necessary policies and procedures, documentation and employment protocol. Never be left wondering if you're doing the right thing.

Financial Services

Every company has accounting and finance related needs. CPEhr will take that burden and develop a seamless system of daily financial reporting.



*Our management team works
to develop your staff.*



*CPEhr's recognition program
makes me feel appreciated.*

ABOUT CPEhr

With over 25 years in the California marketplace, and over 15,000 serviced employees, CPEhr is one of the largest and oldest privately held Human Resources Outsourcing firms in California. Its strength, coupled with the flexibility afforded to a privately held corporation, enables CPEhr to provide personalized services with the back-end support of a large corporation. CPEhr is proud of its renowned customer service and client satisfaction.

A PERSONALIZED COMMITMENT TO SERVICE

On any given day, you can walk through the offices of CPEhr and observe a team of committed employees whose mantra is, "results matter." CPEhr is a caring environment that understands the challenges that you face running your business. We are a hands-on organization that prides itself on being accessible to assist you in your human resources needs. Our entire organization lives by the "CPEhr 12 Standards of Professional Service" that was developed by our very own team.

1. My customers are clients, employees, & co-workers.
2. I make customers' needs and objectives come first.
3. I make myself available and accessible to all.
4. I greet customers courteously, using my name.
5. I put myself in my customer's shoes.
6. I listen, interpret, clarify, and pursue solutions
7. I never say "no," I seek solutions.
8. I treat complaints and objections as opportunities.
9. I express appreciation.
10. I follow through by communicating and confirming.
11. I do so because I want to, not "have to."
12. The customer is my greatest priority!

CPEhr

Your Human Resources Partner

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Celebrating 25 Years



MISSION STATEMENT

- To be the cost-effective strategic partner and human resources arm for our clients
- To protect our clients against labor-related exposures
- To facilitate the success of our clients by enabling them to focus on their core business
- To support the welfare and well-being of our clients and worksite employees
- CPEhr will make reasonable promises and deliver them meticulously with care and consideration