



# Tackling Compliance

## OVERVIEW

*When looking at your company's overall HR compliance gaps, it's important to identify what you know you're already doing correctly as well as what you aren't. Looking at the lists in contrast to each other can help your team assess what needs to be tackled right away and what can wait.*

*Some items will be easier than others. You may know of some things that you're doing well with already, compliance-wise. Others will be trickier and will require some research on your part to fill in. You may surprise yourself after a bit of research and be able to add items that were previously unknown to you, but you were still meeting required compliance standards.*

Fill in the chart to identify the following for your company:

- Areas that you know you're compliant
- Areas that you know you aren't compliant
- Areas that are unknown to you and you're compliant
- Areas that are unknown to you and you're not compliant

	Known	Unknown
Compliant		
Not Compliant		