

# Due Diligence Assessments



## About Due Diligence Assessments

If you are anticipating Merger and Acquisition activity within your business, chances are you have already commissioned a legal, financial and commercial due diligence program.

However, it is our experience that often unknown human resources, industrial, cultural or talent-based problems can also be large impediments to a smooth Merger or Acquisition. Why not engage HC to give you a completely objective assessment of any people-related problems BEFORE you sign that sale and purchase agreement?

## Our Solutions

Henricks Consulting offers structured assessments to help you gather people-related information and to identify potential problem areas before it's too late. Only consultants with 10 years experience in the industry are engaged to conduct HC due diligence assessments, so you can be confident your organisation will be in the best hands possible.

- **Organisational Matters:**
  - Organisational layers and structure
  - Job descriptions
  - Major organisational changes
- **Staff Member Data:**
  - Census Summary
- **Working Conditions:**
  - Absenteeism trends
  - Staff turnover
- **Remuneration, Benefits and Compensation:**
  - Incentives, rewards and bonuses
  - Severance
  - Pension and Superannuation
  - Insurance and welfare plans
  - Leave
- **Contracts:**
  - Individual employment contracts
  - Contractors and subcontractors
- **Executives and Directors:**
  - Benefits, bonuses, entitlements received
  - Loans of financial assistance
  - Restrictive covenants/restraints
- **Payroll Issues:**
  - Payroll archives
  - Recent audits
  - Outstanding tax issues
- **Employee Relations:**
  - Union Infrastructure
  - Awards and Collective Agreements
  - Industrial climate and issues
- **Organisational Development:**
  - Training
  - Recruitment
  - Succession planning/talent management
- **Litigation**
  - Litigation initiated by the company
  - Litigation initiated against the company
- **Privacy - HR Information Management**
  - Employment record keeping policies
  - Security of files
- **HR Compliance**
  - Audit policies and procedures
  - Responsibility and control mechanisms
- **HR Structure**
  - Strategies and plans
  - Shared services
  - Governance structures
- **Regulation and Legislation**
- **Workers Compensation**
- **Occupational Health and Safety (OH&S) and Environment**



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