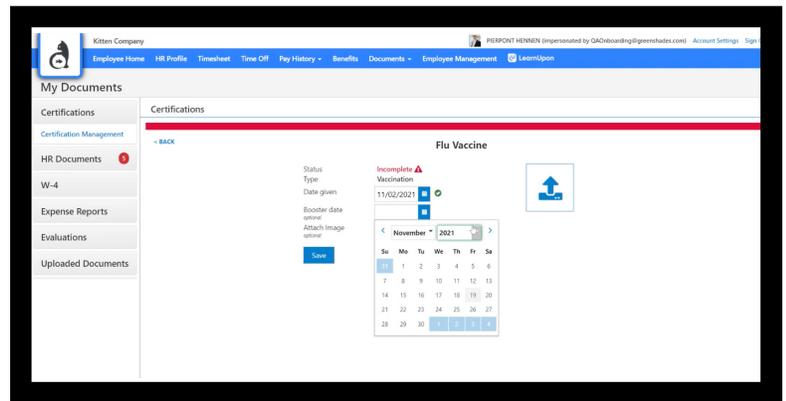Designed to help you maintain both workplace safety and regulatory compliance, Greenshades Certification Management delivers all the functionality you need to create, manage, and maintain employee credentials of any kind. From equipment operating licenses, to professional credentials, to medical clearances such as proof of vaccination, Certification Management has you covered.
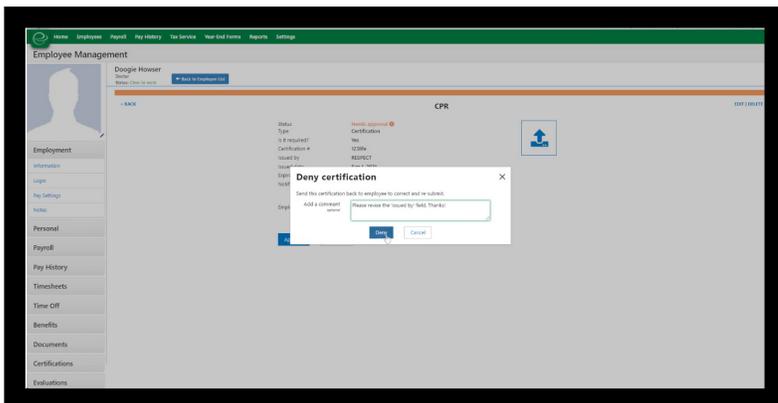
SIMPLE RULE CREATION

Through a brief series of simple, on-screen prompts, creating and assigning certifications becomes a simple and straightforward process. Simply select the certification type, give it a name, define the employee roles to whom it will be applicable, and set notifications. Once completed, the appropriate employees (or administrators, if that's the workflow you define) will be notified and prompted to complete attestation and upload any required documentation.

CLEAR EMPLOYEE INTERACTIONS

Upon creating a rule for certifications, applicable employees will be notified via text, email, as an alert on their home screen, or any combination you choose. From this view, they can access details about the certification, as well as instructions they need to follow to meet the requirements you've defined. Administrators can also enter this information on an employee's behalf, or add an individual certification, directly via their Employee Card.

STREAMLINED ADMIN & REVIEW PROCESS

Once the employee has responded and uploaded the required documentation, administrators are notified they have information ready for review and approval. A dashboard view provides a clear snapshot of the certification status of the workforce, as well as gives administrators a simple and straightforward way to review and respond to employee certification data. If additional information is needed, administrators can note and specific corrective action that needs to be taken and share that directly with the employee. If all is in order, the administrator approves, and the certification is now in force. Through this same interface, administrators can also produce a report that shows compliance with any rules, policies, or mandates.

COVID COMPLIANCE

Track employee vaccination status and details such as type, vaccination date, booster requirements all in the Greenshades Certification Management module. In the event an employee chooses to not get vaccinated, the system will assign and track weekly COVID tests and results. In addition, the employee self-service capabilities notify and empower employees to upload required documentation such as tests or vaccination requirements.

A VERSATILE TOOL FOR CHANGING TIMES

As employers continue to navigate their way through a constantly evolving regulatory landscape, the Greenshades License Management tool simplifies and automates the entire certification management process. For more information, visit Greenshades.com or call us at 888.255.3815.

2,700,000 Employees Served Through the Platform	2,000,000 W-2 & 1099 Tax Forms Printed & Mailed for Clients Last Year	35,000 Corporate Entities Using Our Platform	55.6 Net Promoter Score, December 2020 *HR Services Benchmark is 15*