



Voluntary Human Resources and Safety Audits

AgSafe conducts voluntary human resources and safety program audits. Each is designed to provide employers with valuable insight into the overall effectiveness, as well as compliance, of their human resources and safety programs. A company may choose from two different audit formats:

Written Program Review – an organization’s written human resources program, including employee handbook, new hire packet, and other applicable policies and/or injury and illness prevention program with subsequent supporting documents are reviewed. A company may have their human resources program reviewed, their safety program reviewed or both programs reviewed. The written program review will include communication, both by phone and in writing, on observations found and recommendations.

Written Program Review and Onsite Evaluations – in addition to the review of an organization’s human resources and/or safety program documents, AgSafe will perform an onsite evaluation including employee interviews. In a human resources audit, this can include a review of all current employees’ I-9s as well as reviewing other documents. The safety audit can include a walk-through hazard assessment if all facilities and equipment with photographic documentation

Both types of audits include a follow-up written report noting observations made, recommendations for changes the company may consider and any applicable supporting documents, such as samples and templates.

The scope of each audit is customized with each company and based on their individual needs.

Audit costs vary depending on a variety of factors including audit type, company size, travel and AgSafe membership status.

For more information contact Rosie Cano, Outreach and Membership Services Manager at 209-526-4400 ext. 405 or rosie@agsafe.org.