

***Business  
Solutions***

***to HR  
Problems***

***BackupHR™***

**We're**  
**Hands-on**

**You're**  
**Hands-free**

**BackupHR™**

*We solve HR problems for SMEs.*

*For small organisations, we take away the headache of HR legislation that ties them in knots.*

*And we give larger employers the expertise to stay ahead of the HR minefield. We let them make the practical, commercial decisions that are best for their business.*

# Real

# People

# Practical

# Experience

**Cathy Norton**  
**BSc FCIPD CMIOSH LLM**  
One of the most experienced HR and Safety consultants in the UK, Cathy is our head of BackupHR.



**Guy Liddall**  
**BA(Law) PMA**  
Our Group MD, with over 25 years in recruitment and people consultancy, Guy is also a qualified Mediator.



**Peter Stanway**  
**BA MCIPD LLM**  
Our legal and tribunal expert. Peter joined us in 2008, after extensive experience in commerce and 8 years as a consultant.



*"As an experienced HR Director myself, I find BackupHR's opinion, perspective and experience invaluable when facing difficult business issues, especially when they're unusual or unexpected."*

**Sally Barton**  
HR Director, COMPUTERLINKS  
(Sunday Times Best Small Companies)

# **Customised Solutions**

# **Satisfied Customers**

*"When HR was given to me to run alongside finance, BackupHR proved absolutely crucial to managing this effectively"*

**Simon Piff,**  
Financial Controller  
Environmental Control Systems  
(Anglia) Ltd

*"We think of BackupHR as part of our management team – I value their advice and honesty and often use them as a sounding board."*

**Sam Horncastle**  
Director  
West's Garage Group

# *Our Recipe*

*Use the*

*Right  
Ingredients*

## **Correct Documentation**

- *Contracts*
- *Handbooks*
- *Policies*
- *Offers*
- *Forms*

## **Robust Procedures**

- *Equal Opportunities*
- *Discipline*
- *Health & Safety*
- *Grievances*
- *Dismissals*

## **The Right Advice**

- *Employment Law*
- *Tribunals*
- *Redundancy*
- *Discipline*
- *Grievances*

## **Continuous Development**

- *Staff Training*
- *Legal Updates*
- *Remuneration*
- *Appraisals*
- *Performance*

# **Pick'n'Mix - Build**

## **your own Service**

### **HR Support**

*Expert help from a qualified, dedicated consultant.*

### **Health & Safety**

*Full, practical support, delivered with your HR service.*

### **Professional**

*Extra, expert resources for HR professionals.*

### **Development**

*Training, mentoring, coaching and management development.*

### **Advocacy**

*Complete claims management and tribunal representation.*

### **Mediation**

*A constructive, quick solution to workplace conflict from qualified mediators.*

### **Outplacement**

*Great support for leavers - get them back to work quicker. A win-win for everyone.*

### **Consultancy**

*Use our full range of expertise the way you want on any project or assignment.*

# *Remember Our Details*

*You might  
Need us*

**BackupHR™**

**BackupHR™**  
**Parkway House**  
**London SW14 8LS**  
**London 020-8876 6075**  
**Cambridgeshire 01480 677980**

[www.backuphr.com](http://www.backuphr.com)

**BackupHR** is a trading division of:  
**MTS Management Services Ltd**

Company registered in England: **05120417**  
Registered Office: c/o Shefford Business Centre  
71 Hitchin Road, Shefford, Beds SG17 5JB