

Integrated Compliance Programs for SMEs and not-for-profits

All your compliance needs in one cost-effective package

Contact:

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Program Features

- **Comprehensive compliance programs**
- **Practical and cost-effective**
- **Designed for you and your clients**

Features

- Compliance policies, manuals, tools & resources
- Compliance risk assessment
- Compliance framework & schedule
- Compliance & risk management training
- Contract & sales management training
- Industry-specific compliance consulting
- Compliance management consulting
- Contract management consulting
- Regulatory update service
- Commercial, legal & business templates
- Compliance audit reports
- Industry and competitor benchmarking
- Enterprise-grade secure online portal
- Version control & document approval workflow
- Tasks, activities & message tracking
- Compliance support service
- and more...

“We help you run a legally compliant and high-performing business in order to achieve **maximum revenue and customer satisfaction**”

Our Advantage

- **Integrated program** – the only integrated compliance documentation, training, management and reporting program provider in market
- **Cloud-based service** – access your documents anytime, anywhere
- **Quality content** – written by our expert compliance consultants
- **Comprehensive training** – compliance, risk management, contract and sales performance training modules for upskilling your team
- **High performing business** – we focus on maximising our clients’ revenue potential
- **Cost-effective** – most cost-effective program in market

“We know it takes more than just software or content or processes to make a compliant, high performing business – it needs an **integrated approach**”

Basic Compliance Program

➤ **Recommended for organisations:**

- who need to implement a corporate compliance program required by regulations to manage compliance and risks;
- have internal or external representatives that have a good understanding of the design and implementation of compliance management systems; and
- are seeking compliance resources for their program

➤ **Simple, cost-effective way** to comply with legislative obligations **and** receive quality legal, compliance and business documents

WHAT YOU GET

- **Compliance documentation templates** – all compliance resources and templates in our Compliance Library
- **Compliance training courses** – all online compliance training courses in our Compliance Library
- **Contract & sales management training courses** – all online contract & sales management training courses in our Compliance Library
- **ISO and ACCC-compliant program** – self-guides and resources for designing and implementing a compliance program to ISO and ACCC standards
- **Regulatory update service** – access to all *Focus* publications
- **Compliance support service** – ask questions on our compliance program, documentation, training, general compliance obligations etc*

**Our compliance support service is manned by our compliance team, no specific legal advice given*

Business Compliance Program

➤ **Recommended for businesses who:**

- require a compliance risk assessment and report;
- prefer guidance with design and implementation of compliance program and compliance management system;
- need customised compliance documentation and compliance training modules

➤ **Supported compliance program** with quality compliance documents and compliance, contract and sales management training

WHAT YOU GET

➤ **All inclusions in the Basic Compliance Program PLUS:**

- **Dedicated workspace** – your own dedicated workspace on a secure online platform*
- **Unlimited document storage** – ability to store all your high value content in one central repository from the workspace
- **Compliance risk assessment report** – we conduct a compliance risk analysis for your business using our proprietary tools and resources, and provide you with a compliance risk assessment report
- **Compliance framework & schedule** – we help you implement a framework and schedule for managing your compliance obligations through our pre-filled compliance schedule
- **Priority compliance support service** – priority service for Business Compliance Program clients

Enterprise Compliance Program

➤ **Recommended for businesses who:**

- need to implement a compliance management system according to international standards as part of their integrated corporate governance, risk management and compliance program;
- require consulting services in relation to the design and implementation of the system; and
- need to have their compliance documentation and compliance training modules customised to their requirements.

➤ **Fully managed compliance program** with compliance consulting services

WHAT YOU GET

➤ **All inclusions in the Business Compliance Program PLUS:**

- **Compliance program consulting** – recommendations and advice on the design, implementation and management of –
 - an integrated compliance management system covering key compliance areas e.g. WHS, consumer protection, record-keeping requirements and more
 - a complaints handling system
 - a remediation program for non-compliance

➤ **Annual compliance audit report** (where required or accepted)

➤ **Industry and competitor benchmark report**

➤ **Dedicated compliance support** – dedicated compliance support service for clients on our Enterprise Compliance Program

Contract Preparation Services

- **Additional support** for your business
- **Highly experienced commercial and corporate lawyers** – you get the benefit of having your organisation's regulatory and contractual obligations reviewed at a fixed-fee by a highly experienced team

WHAT YOU GET

- **Contracts review and analysis** – review of all your existing contracts and identify risks, adverse clauses and provide commercially-focused advice*
- **Contracts drafting and updates** – we prepare, draft and update your contracts, proposals, terms and other legal documentation for you*
- **Business documents preparation** – we prepare, draft and update your other high value business content including business cases, white papers, case studies, user and customer manuals and more
- **Unlimited revisions** – receive unlimited revisions for the next 6 weeks after we deliver the first draft to you

**All legal documentation are drafted and prepared by our partner law firm, Inveiss Legal, a specialist corporate and commercial law firm, while all business documentation are prepared and reviewed by our business consulting team.*

Other Brochures

- Compliance Documentation Brochure
- Compliance Training Brochure
- Contract and Sales Management Training Brochure

Visit our website for more information

www.tpmcompany.com.au/demo/#howitworks

Disclaimers

Compliance Programs

All document and training content and updates (collectively, 'content') supplied by The Performance Management Company Pty Ltd (TPM) are supplied on an "as-is" basis. Update schedules vary depending on legislative and policy changes.

Whilst every care is taken in their preparation, TPM makes no representation that the content supplied or any other standard features or services supplied by us as part of our Compliance Programs is fit for your particular purpose, and accepts no responsibility for any loss or damage or cost incurred as a result of your use of the content or subscription to either Program or any parts thereof.

Except for written recommendations and advice provided under the Enterprise Compliance Program, no advice, legal or otherwise, is provided by TPM and you are strongly advised to consult a compliance expert for the application and implementation of any compliance obligations or any legislation, rules or regulations to you, your business or your organisation respectively.

TPM takes no responsibility for formatting or other errors resulting from software errors, defects, incompatibility or viruses, or for any failure on your part to create any backup copies of your files including any content customised for

The supply of all content, modules and programs by TPM is subject to our [Terms or Service](#).

Compliance Consulting Services

All compliance consulting services supplied to you, including those supplied through our Enterprise Compliance Program, are covered by professional indemnity insurance.

Take Action

Get one step closer to building that high performing team you've always wanted

Our **all-inclusive compliance programs** are not available anywhere else in Australia and are the most **cost-effective** in the market.

Equipped with a **dedicated compliance support service**, it's a hassle-free solution perfect for SMEs and their clients.

[Get Pricing](#)

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Or contact us now for more information

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