

CASE STUDY

Centralized HR Document Management Leads to Better Compliance Controls

The Challenge

This American supermarket chain expanded quickly, and managing HR files across an increasingly spread-out footprint became more time-consuming and difficult.

Distributed locations

Management had limited centralized visibility of HR documents at the store level, and rapid expansion compounded the issue.

High volume of employees

The HR team was spending too much time on administrative work, including audit preparation and response, instead of focusing on strategic activities.

Industry-specific compliance

Food and grocery retail certifications and accompanying documentation were difficult to monitor to proactively maintain strict compliance.

HCM software limitations

The HR team was unable to easily identify missing documentation in employee records or securely share files.

The Solution

A Consolidated Platform for Digitally Capturing All Employee HR Documents

Industry	Location
Grocery	U.S. and Europe
Employees	Solution
90,000+	CartaHR



CartaHR has made our HR reps much more efficient. Previously, we were totally reliant on in-store HR or leadership to access local employee files. Now, regional and corporate HR can access employee files from anywhere, even if there's nobody available to help us at the store.

- Team Member Services Specialist

Centralized and digital

The company's entire library of employee HR files is stored on a single secure, cloud-based platform.

Secure and permissioned

Employee files can be securely shared and accessed by authorized users eliminating the need to mail physical copies.

Insight across the employee base

The CartaHR reporting dashboard aids compliance by quickly identifying missing and incomplete documentation and certifications.

Easily integrated with HCM software

CartaHR integrates effortlessly with existing HCM software solutions, allowing for seamless and efficient tracking of employee documentation, regardless of original format and point of capture.

About Access

Access is the largest privately-held records and information services provider with operations across the United States, Canada, Central and South America. Access enables clients to better manage their information, control their risks and transform their businesses. Access' comprehensive suite of information governance services includes records storage and information management in physical and digital formats, data protection, secure destruction, scanning and digital document conversion, and data breach reporting services as well as CartaHR, Access' cloud-based HR document management software.

To find out how Access and CartaHR can help your business, contact our team today at 1.877.345.3546

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