



Happy Holidays!



Compliance Corner

2016 ACA Reporting

If you are an ALE (Applicable Large Employer) of 50 or more employees remember that by Feb 1, 2016 you are required to file Form 1095-C to each ACA full-time employee and a 1094-C to IRS by Feb 29, 2016. You can apply for a 30

Dear Friends, Clients and Colleagues,

As this year draws to a close....

it is often the busiest time of year for most companies. There are end of year reports, last minute deals/negotiations and accounting tasks to be completed, in addition to normal day to day business. With all that you do, we are here to alleviate the stress and work of taking care of all of your compliance needs and employee management so you can get back to what matters - your business.

As the holiday season approaches, we'd like to take this opportunity to thank you for your continued support, confidence and loyalty and grateful to all of you who have placed your trust in us.

May your holiday season and the new year be filled with much joy, happiness and success.

day extension by using form 8809. For more information and assistance, contact New Life HR Solutions

NYC Employers Required to Offer Pre-tax Transit Benefits - 295-A

NYC companies with 20 or more full-time employees will be required to offer pre-tax transit benefits effective January 2016. Companies that do not comply will be subject to a civil penalty, but will have 90 days to fix the violation before it is imposed.

DOL FINAL Rules Regarding Employee Overtime Eligibility

If you have been anticipating the final Department of Labor rules regarding employee overtime eligibility, you will have longer than expected to wait. The DOL has announced that they do not expect to release this information until late in 2016. And nothing definite on whether employers will be expected to comply in late 2016, or have a phase-in effective date sometime in 2017.

Minimum Wage Increase

Check your state to see if you are in compliance with Minimum Wage from the table created by NCSL. Keep in mind that some states increase in minimum wage affect the administrative and executive salary threshold for exempt status. For more information on whether your state is affected, contact New Life HR Solutions or go to:

[State Minimum Wage Rates](#)

For more information and guidance in all areas of Human Resource Management and Compliance contact us for a free consultation:

We look forward to working with you in the coming year and hope our business relationship continues for many years to come.

All the best to you and your family,

*Lucille Mavrokefalos
President & Founder
New Life HR Solutions*



'Tis the season to be jollybut be careful with parties and gifts

Holiday parties can be fun but there is undoubtedly that one employee, or more who drink too much and says or does something that he or she is sure to regret later. Unfortunately, that employee could possibly land him/herself and their employer in legal hot water.

Before your holiday party, remind everyone that company policies and procedures will apply at the party. The most important policy to remind employees of is your anti-harassment and policy regarding alcohol use.

If you do decide to serve alcohol take these steps to keep employees and the public safe.

- Have plenty of nonalcoholic beverages available
- Arrange for alternative transportation for employees who have had too much to drink
- Stop serving alcohol before the party officially ends
- Have designated management employees keep an eye on those employees who may be indulging a bit too much and intervene if necessary

Holiday gift giving is a fun way to celebrate and is a tradition in many workplaces. Keep in mind that there are some legal and compliance issues to consider.

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Remind employees that some gifts could violate your harassment policies. A gift card to a department store is harmless, but a gift card to a lingerie store might be unwelcoming and inappropriate.

Also there may be some tax consequences for employees, depending on the value of the gift - i.e. gifts of cash would be considered additional wages to the employee.

Lastly, you want your employees to enjoy the festivities of the holiday season and by providing guidelines to your employees for office holiday fun you will help prevent holiday disasters.



New Life HR Solutions' is a Human Resource consulting firm founded in 2011 by Lucille Mavrokefalos. Our mission is to provide superior service and legal compliance guidance in the areas of compensation, benefits, recruitment, employee relations, employee handbooks, policies procedures and strategic planning to small and mid-sized businesses. New Life HR Solutions will work on a project basis or provide HR Management support on or off-site where little or no HR function exists.

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