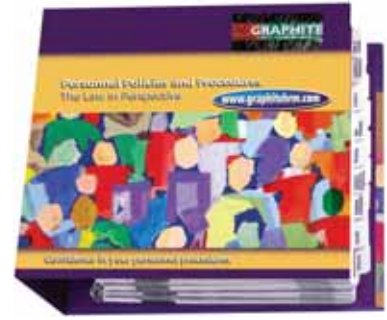


People Are The Number One Asset



Graphite HRM is a specialist human resource solutions company, committed to improving the business performance of clients by aligning people with strategy. We specialise in delivering a unique HR service, specifically designed to ensure you have confidence in your HR practices and get expert advice whenever you need it. With our support, organisations are able to manage, perform and compete more effectively. Graphite HRM is Ireland's leading independent provider of:

- Employment Law Compliance Products
- HR Best Practice advice and information
- HR Consultancy support

Every day we support 1,500 Irish organisations and are the supplier of choice for 41 out of the Top 50 Irish companies. We are dedicated to providing practical, results-orientated solutions to our clients.

- Our Core Services Include:
- Employment Law Compliance
- HR Best Practice
- Personnel Policies & Procedures
- Manuals & Policy Handbooks
- HR Consulting
- Employee Surveying
- Management Development & Training

We provide expert interpretation and practical advice on everyday employment law situations. Our HR compliance consultancy, training and resources enable our clients to be legally compliant and up-to-date with best practices.

We also support clients through HR Audits to ensure businesses are up-to-date with legislation and HR best practices, while we also assist with the resolution of disputes through facilitation and mediation, and provide an independent investigation service into employment-related claims such as harassment or bullying.

Research And Analysis

Graphite's research and analysis of new legislation and emerging trends keeps us at the forefront of HR practice in Ireland. We publish and continually update an Irish employment law reference guide called 'Personnel Policies and Procedures - The Law in Perspective'.

'Personnel Policies & Procedures' is a comprehensive guide to Irish employment law, benchmarked against HR best practice and current trends. With over 1,000 pages of legislation and practical applications, it is continually updated to ensure that clients are always compliant. This service is also supported with online access to HR resources and telephone consultations with a team of experienced human resource professionals.



Anne O'Callaghan,
Head of HR Compliance,
Graphite HRM

TJ Byrne, Head of
Consulting, Graphite HRM

Graphite can also develop a customised employee handbook and employment contract templates for your organisation, compiling specific policies and procedures for each unique operating environment.

Training Programmes

Graphite HRM is a specialist in developing and delivering training programmes, both public and inhouse, which enable owners and managers of organisations to stay up-to-date and skilled in implementing good practices. A sample of these courses include: 'Implications of Employment Law'; 'Performance Management'; 'Discipline and Grievance'; 'Interviewing Skills' and 'Investigator Training'.

Graphite's HR Consulting Solutions are focused on improving the effectiveness of an organisation's HR function and maximising the performance of its human capital. We can deliver this through strategic HR support, which covers the core elements of effective people management. We design performance management models which are proven to maximise the performance of a company's employee pool.

Sign up to one of Graphite's HR Compliance support services by the end of January 2008, and be eligible to enter a draw for a holiday voucher worth €1000. Offer is subject to terms and conditions.

For details of the different service levels we provide, please visit our web site at www.graphitehrm.com or call us on **01-6627099** for further information.