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ES&A

A LAW CORPORATION

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ADVISING ORGANIZATIONS AND EMPLOYERS ON:

Labor and employment . Government contracts
and grants . Corporate governance

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ES&A is a Certified Women-Owned Small Business (WOSB).



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*Works under the direction
of a Hawai'i-licensed attorney

ES&A legal services

LABOR AND EMPLOYMENT LITIGATION

- Wrongful Termination
- Equal Employment Opportunity
- Labor Law
- Wage and Hour Law
- Employee Benefits
- Safety and Health
- Proprietary Rights
- ERISA Litigation

BUSINESS TRANSACTIONS, INVESTMENTS & ADVICE

- ERISA
- Equal Employment Opportunity
- Labor Law
- Wage and Hour Law
- Employee Benefits
- Business Transactions, Strategic Planning and Organizational Development
- Human Resources Management
- Safety and Health
- Proprietary Rights
- Workplace Privacy

GOVERNMENT CONTRACTS & GRANTS

BUSINESS ADVICE AND TRANSACTIONS

- Contract Competition and Formation
- Contract Administration

CORPORATE GOVERNANCE

FORMING AND GOVERNING THE COMPANY

- Entity Formation (for-profit and nonprofit)
- Corporate Governance (for-profit and nonprofit)
- Parliamentary Procedure

RUNNING THE BUSINESS

- Strategic Planning and Business Counseling
- Operations
- Mergers and Acquisitions (labor, employment and benefits issues)
- Technology (intellectual property rights, transfer, licensing, export controls; cybersecurity, privacy)

CLOSING BUSINESS INTERESTS

- Dissolution and Wind-Up
- Litigation and Dispute Resolution

Fixed, flat, and hourly fees

LABOR/EMPLOYMENT

FIXED MONTHLY RETAINER (see rate structure below)

- UNLIMITED TELEPHONE AND EMAIL ADVICE
- ASSISTANCE WITH ROUTINE FORMS AND CONTRACTS including handbooks, job descriptions, employment contracts, and settlement agreements

LABOR/EMPLOYMENT/CORPORATE GOVERNANCE

FIXED MONTHLY RETAINER (see rate structure below)

- LABOR/EMPLOYMENT RETAINER SERVICES plus
- CORPORATE GOVERNANCE advice on fiduciary duties, updates of corporate documents, unrelated business income tax and related tax matters
- CONTRACT AND GRANT ADMINISTRATION

FIXED MONTHLY RATES BASED ON:

COMPANY SIZE

- less than 50 employees
- 50-99 employees
- 100-249 employees
- 250-499 employees
- 500+ employees

RATE LEVEL:

- MAINTENANCE LEVEL for assistance with routine compliance and operational issues OR
- CHANGE LEVEL for troubleshooting; assistance with restructuring, downsizing, mergers and/or acquisitions; and for initial 1st-month assessment for new clients.

FLAT RATE PRODUCTS

- Training series (customizable)
- Handbook
- AAP (includes logs)
- Substance Abuse (State, DOT)
- Summary Plan Description
- Indiv. Agrmt (Simple, Exec)
- Job Descriptions
- Entity Formation (Simple)
- Entity Dissolution (Simple)

HOURLY FEES

- Government agency investigations and audits
- Litigation
- Litigation (EPLI)
- HR Reviews
- Nonprofit Reviews

NEGOTIABLE RATES

- Training seminars
- Strategic Planning
- Collective Bargaining
- Entity Formation (complex)
- Entity Dissolution (complex)

Discounts available for nonprofits and government entities.

Training series and seminars

BASIC TRAINING SERIES (First Line Supervisors & Up)

3 sessions, 2-1/2 hours each; customized for your company

- Discrimination, Harassment & Retaliation Claims; Basic Risk Management
- Recruitment, Interviewing & Selection; Communicating with Employees; Attendance & Timekeeping
- Investigations; Coaching, Discipline & Termination

MANAGEMENT TRAINING SERIES (Mid./Sr. Mgrs)

7 sessions, 10-1/2 hours total; customized for your company

- Bullying to Harassment to Violence; Diverse Workforces
- Wrongful Termination vs. Effective Management
- Reasonable Accommodations; Benefits & Leaves
- Workplace Privacy
- Compensation and Staffing
- Unions
- Strategic Issues: Technology; Employment Law Outlook

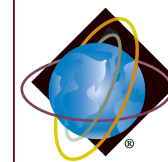
TARGETED TRAINING SEMINARS

Select target areas from a wide range of topics in labor and employment, government contracting. Contact us for details.

STRATEGIC PLANNING RETREAT (Executives)

We give you the tools to help design and build your company's strategic plan. Please contact us for details.

All training conducted onsite or at ES&A Training Room.



**EMPLOYMENT
LAW ALLIANCE®**
Helping Employers Worldwide®

The Employment Law Alliance is a network of over 3,000 attorneys in more than 135 countries as well as in all 50 U.S. states, pre-screened for quality and responsiveness. As the sole ELA member in Hawai'i, ES&A offers clients direct access to the strength and experience of this global resource. To learn more about ELA, go to www.employmentlawalliance.com