



What is ComplyWorks?

ComplyWorks is a Canadian company that helps employing organizations manage their suppliers. We work across Canada and internationally to manage health, safety, environment, financial and other pre-qualification processes of suppliers. To do this, we collect and manage the supplier compliance information required by employers throughout the lifecycle of the project engagement. Our cooperative approach accommodates employers' needs to utilize their regulatory and industry-defined standard requirements while successfully meeting each employer's unique company requirements. At the same time, we add value to suppliers by helping them better understand what employers require, and reduce the time and cost of meeting those requirements.

What value do I get from ComplyWorks?

ComplyWorks enables employers, suppliers and workers to use relevant compliance to build mutually beneficial relationships that provide value to everyone.

Employers—ComplyWorks lets you apply your industry standards with best practices and compliance requirements universally across all business disciplines, communicate your policies and practices to your prequalified suppliers and then monitor and manage compliance with those policies and practices.

Suppliers—ComplyWorks enables you to access employers' current compliance requirements, demonstrate that you meet those requirements—in real time—and get more work by allowing any number of employers to see your compliance profile.

Workers—ComplyWorks lets you quickly learn what requirements Employers want you to have to work for them. You can then upload requisite certification documents and other qualification information to meet job site requirements, and receive alerts and notification in advance of when your qualifications need to be refreshed.

How did you get my name?

Most employing companies use us to maintain a "preferred supplier" list. At one time you have worked for one of these companies and are therefore on its vendor list. An employer has given us its list and asked us to collect specific information from all companies on it, including you. This information is required to determine whether you meet its compliance requirements and to keep you on its preferred supplier list. If you don't meet its compliance requirements, this company may not continue to do business with you.

Why do I have to pay for a membership?

ComplyWorks uses a shared cost/shared benefit model. Just as our Employer members save more money than the cost of their memberships, the cost of a Contractor membership is offset by savings in the time and cost of



requesting employers' compliance requirements, contacting the employer for clarification and manually submitting the required information. For suppliers with more than one employer, the savings are many times the cost of their ComplyWorks memberships. However, our Contractor members consistently tell us that the greatest value they receive is knowing when they fall out of compliance with an employer so they can take immediate corrective action and avoid losing work.

Can I give you my credit card number over the phone?

ComplyWorks accepts credit card information over the telephone. For Visa, MasterCard and Discover credit cards we must ask for the 3-digit number on the back. For American Express credit cards we must ask for the 4-digit number on the front. It is now mandatory to provide these codes for telephone transactions. If you are not comfortable providing us with that information, we suggest you log on to your ComplyWorks profile and fill out your credit card information yourself. We use InternetSecure (www.internetsecure.com), a reputable payment services provider for secure credit card transactions.

What does the employing company see?

Each employer looks for different data. Once you have released your information to an employer, it can view all of the information in your profile including uploaded documents. You can also make your information available to all of our Employer members. Many of these members use ComplyWorks to find suppliers when their usual providers are unable to provide a service or when they start doing business into new territories.

Can I send my information to non-ComplyWorks members?

Yes. ComplyWorks was designed to be a compliance management tool for suppliers as well as employers. The information in your profile is yours. Using tools built in to ComplyWorks you can easily send the information in your profile to anyone you want, including non-ComplyWorks employers.

About ComplyWorks

ComplyWorks provides relevant compliance with active communications to companies in a wide variety of industries in Canada, the United States, Europe and South Africa. Our customers include over 175 employing companies and 16,000 suppliers and contracting companies that rely on ComplyWorks solutions to strengthen employer/supplier/worker relationships, mitigate risk, and monitor and improve health, safety, environmental, security, financial and other indicators. ComplyWorks does this by managing the supplier pre-qualification process, and tracking the life of the engagement through procurement into the supply chain, completion of work and accounting, and finally performance measurement, internal feedback and continuous improvement planning. Incorporated in 2004 as Canadian HSE Registry Ltd., ComplyWorks is headquartered in Calgary, Canada.