

# SPECIAL OFFER



COLONY  
NETWORKING

SOCIAL  
MEDIA

## SOCIAL MEDIA AUDIT

**It's time to ensure that your employment documents are in order.**

As a special offer to members of Colony Networking, EML will undertake one hour's free audit free of your documentation in relation to social media to ensure that you are legally compliant and protected.

In addition, should you have any employment related questions we do offer an hours free advice 'try before you buy' so don't hesitate to call.

Contact Adelle on [adelleh@employeemanagement.co.uk](mailto:adelleh@employeemanagement.co.uk) 01942 727200 or speak to any member of the team quoting **Colony Audit**

Documentation  
Audit

Ask yourself:

- Is your IT policy/Social Media Policy up to date in relation to social media?
- Does the social media policy clearly set out the rules and consequences?
- Do your disciplinary rules adequately cover social media enabling you to take necessary action?

