



# 10 Steps Your Dealership Should Take Right Now

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Here are ten areas where many dealers continue to have problems year after year. Do not try to do them all at once. Pick one or two a month. Then, by the end of 2007, you will have made your dealership a lot less vulnerable to lawsuits and a much better place to work.

- Update your employee handbook
- Update your sales pay plan
- Check on your wage and hour compliance
- Fine tune your "no harassment policy"
- Audit your safeguards compliance program
- Train your managers
- Review your new employee package
- Adopt an arbitration policy for employee disputes
- "Union proof" your service department
- Make sure your managers understand FMLA

These steps are easy to take and will ensure your dealership has done all it can to comply with all laws to operate efficiently and effectively.

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