

OK at Work: Record-Keeping and Employee Documents

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This week on OK at Work, [Russell Berger](#) and [Sarah Sawyer](#) discuss the importance of record-keeping and some policies and practices around keeping employee documents, including documents pertaining to hiring, firing, and compensation. Companies must be mindful of adequately maintaining documentation relevant to their workforce as failure to do so can have weighty legal consequences. Listen to learn more about how long businesses must maintain records and the benefits of having document retention policies and procedures in place.