

Pre-Hire Policies	
Review Document Task - Policy	Employee Population
APG CCTV Policy/ APG Prepaid Gift Card Purchasing Policy/ USAG Attendance Policy/ No Apprehension Policy -Store (4)	All NAPA Employees
Travel & Entertainment Policy (1)	All Salaried Employees
Drive-Cam Event Recorders Policy (1)	All NAPA Employees

Post-Hire Policies	
Review Document Task – Policy	Employee Population
GPC Phishing Policy (1)	All Salaried Employees
NAPA Auto Parts Employee Discount Program (1)	NAPA Employees
GPC Vacation Policy - Hourly (1)	Hourly Employees
GPC Vacation Policy - Salaried (1)	Salaried Employees
Fleet Safety Policy Addendum - Drive Cam / Fleet Safety Policy / GPC Employee Handbook (3)	All employees
Arbitration Agreement Policy (3)	Non-California employees
GPC Biometric Information Security Policy (1)	Employee type is hourly & location state equals Illinois, Texas, or Washington
Kronos Voluntary Use Policy (1)	Hourly and Uniform Eligible
401(k) (1)	All Employees
GPC Employee Publicity Waiver/ Summary Description Plan (2)	All employees
Equifax Compliance Center (1)	Specific States
Commuter Benefits Program (1)	Specific States
ACA Marketplace Notice/ COBRA Initial Notice/ GPC FMLA Leave Rights/ GPC HIPAA Privacy Notice/ GPC Notice of Creditable Coverage/ Social Computing Policy/ Wellness Program Notice/Security Policy/Information Security Policy (9)	All employees
APG Appearance Policy/ APG Credit Card Acceptance Policy/ APG Pricing Policy/ APG Rewards Policy/ APG Scheduling Policy (5)	All employees who are uniform eligible
GPC Mobile Device Policies (1)	All Salaried Employees