



INDEPENDENT CONTRACTOR—DO'S AND DON'TS PRECEPTION & CULTURE

Presented by:

Scott Grandys, Vice President of Sales



CONTRACTOR
MANAGEMENT
SERVICES

Independent Contracting the Right Way



Independent Contractor - Do's and Don'ts



SCOTT GRANDYS

Biography

Scott is the Vice President of Sales for Contractor Management Services (CMS), the leading full-service consulting firm that works with companies utilizing the services of Independent Contractors. He has over 12 years experience in the transportation industry, performing or supervising every function of operating a transportation/courier company. Prior to CMS, his experience was in managing and owning operations that utilized the services of ICs as well as implementing IC programs into the Air Freight Forwarding Industry.

Scott works hand-in-hand with CMS' Legal, Compliance and Sales Departments to coordinate education on the proper use of ICs by transportation and courier companies. Two of Scott's primary responsibilities at CMS include: (1) analyzing existing courier and transportation companies to recommend, and assist with the implementation of solutions for the companies to ensure they are protected when utilizing the services of ICs, and (2) analyzing and critiquing audits of transportation and courier companies conducted by CMS' Audit Division to ensure on going quality and thoroughness (an internal audit of the Audit Divisions work).

Working with companies across 43 states and with an Independent Contractor base of over 10,000 members, Scott is well aware of the problems and attacks against the use of ICs that have been increase around the country, and is well versed in the proper way to handle the IC Model





INDEPENDENT CONTRACTOR – DO'S AND DON'TS

**INDEPENDENT CONTRACTOR - DON'TS
PRECEPTION & CULTURE**



Independent Contractor - Do's and Don'ts



INDEPENDENT CONTRACTOR – DO'S AND DON'TS

Independent Contractor - Don'ts: Perception & Culture

- **Careless Errors**
 - No Contracts
 - Free Equipment Rentals
 - Gas
 - No Leases
 - Time Off Requests
 - Deduction Authorizations
 - Employees Paid as ICs





INDEPENDENT CONTRACTOR – DO'S AND DON'TS

Independent Contractor - Don'ts: Perception & Culture

- **Technology**

- GPS
- Signature Capture
- In & Out Times
- E-mail Access
- Equipment Rentals





INDEPENDENT CONTRACTOR – DO'S AND DON'TS

Independent Contractor - Don'ts: Perception & Culture

- **Marketing**

- Uniforms
- Signage
- Delivery Receipts
- Pride: I want to see my logo everywhere!





INDEPENDENT CONTRACTOR – DO'S AND DON'TS

Independent Contractor - Don'ts: Perception & Culture

- **Competition**

- Real Time Information
- Reduce Costs – Use 1099s
- Professionalism – (i.e., Uniforms, GPS, Technology, Logo'd Equipment)





INDEPENDENT CONTRACTOR – DO'S AND DON'TS

Independent Contractor - Don'ts: Perception & Culture

- **Client Requirements**

- In & Out Times
- Dedicated ICs
- Uniforms
- Time Guidelines
- POD's
- Paperwork





INDEPENDENT CONTRACTOR – DO'S AND DON'TS

Independent Contractor - Don'ts: Perception & Culture

- **Training**

- Client Training
- System Training
- Procedures
- Manuals
- Handouts





INDEPENDENT CONTRACTOR – DO'S AND DON'TS

Independent Contractor - Don'ts: Perception & Culture

- **Relationship**

- Control
- At-Will Relationship
- Contract Termination Without Cause
- “Lack of Work”





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**INDEPENDENT CONTRACTOR - DO'S
PERCEPTION & CULTURE**



Independent Contractor - Do's and Don'ts



INDEPENDENT CONTRACTOR – DO'S AND DON'TS

Independent Contractor - Do's: Perception & Culture

- **Uniforms & Logos**

- Magnetic Signs
- ID Badges
- Services to Multiple Companies





INDEPENDENT CONTRACTOR – DO'S AND DON'TS

Independent Contractor - Do's: Perception & Culture

- **Commission Structures**

- Variable
- Negotiated
- Profit & Loss





INDEPENDENT CONTRACTOR – DO'S AND DON'TS

Independent Contractor - Do's: Perception & Culture

- **Exclusivity**
 - Non-Exclusive ICs
 - Multiple Clients





INDEPENDENT CONTRACTOR – DO'S AND DON'TS

Independent Contractor - Do's: Perception & Culture

- **Penalties**

- Contractual & Practice
- Performance





INDEPENDENT CONTRACTOR – DO'S AND DON'TS

Independent Contractor - Do's: Perception & Culture

- **Compliance**

- Know the Laws
- Comply With the Statutes
- Hire a Professional





INDEPENDENT CONTRACTOR – DO'S AND DON'TS

Independent Contractor - Do's: Perception & Culture

- **Reality**

- IC Perception
- Employee Perception
- All In Tune





INDEPENDENT CONTRACTOR – DO'S AND DON'TS

Independent Contractor - Do's: Perception & Culture

- **Environment**

- Embrace an Entrepreneurial Atmosphere
- Encourage Individual Business Development
- Consistently Educate Your People





INDEPENDENT CONTRACTOR – DO'S AND DON'TS

Independent Contractor - Do's: Perception & Culture

- **Verification**
 - Monitor
 - Test
 - Educate

