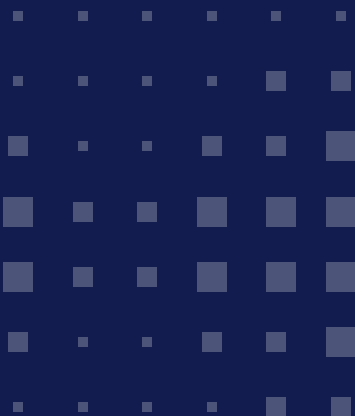




Always Designing
for People®



Your payroll efficiency
checklist for successful
overseas expansion



“When Amazon acquired Souq.com in 2017 we suddenly needed to support employees at scale in countries where we had very little history, including Saudi Arabia, Egypt, Jordan and Kuwait. Integrating a new country at scale is one of the more difficult challenges our payroll teams faced, and ADP’s global tech and in-country experts helped us get each step right.”

Greg Harmer,
Global Leader of Payroll

“Our request to ADP was simple: transition 47 countries to a single global payroll in nine months. ADP accepted the challenge and proved to be up to it. We are better organized and more efficient internally because we know we can depend on ADP to manage and deliver.”

Joe Williams,
Global Payroll Director, Lenovo

Whichever path your company is taking towards international growth — organic, inorganic or a blend of both — at some point you’ll be tasked with paying the staff you’re relocating abroad or recruiting from scratch in your new countries.

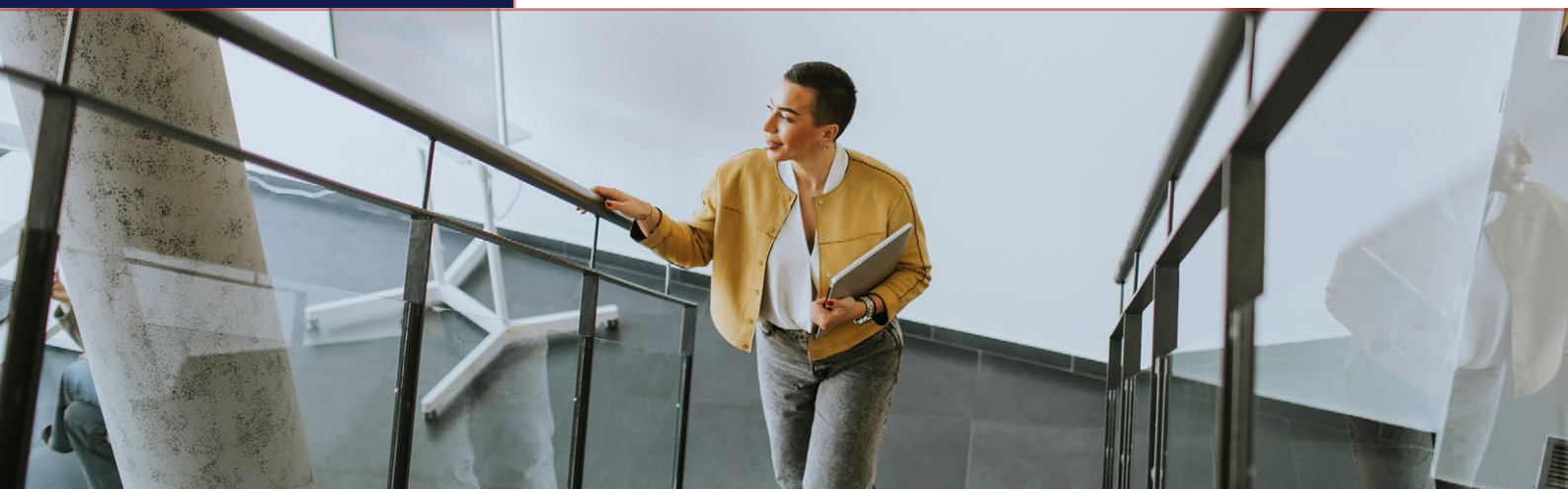
Being able to pay your people correctly and in compliance with labour laws isn’t just vital to morale, reputation and talent retention, though these are all paramount. You need a robust payroll operation up and running from the outset to deliver immediate efficiencies that will allow you to make headway in your new markets quickly, while offering assurance around the long-term efficiencies essential to sustainable business performance.

33% of finance, HR and payroll leaders say they **don’t have a payroll system to support their plans for growth** or geographical expansion¹, while an increasing number of employees report that they’re “always or often” underpaid².

Whatever the current maturity level of your payroll operations, ADP has the expertise, multi-country presence and highly scalable payroll processing technologies to support you in growing your business and priming your payroll function so that it’s fit for international expansion.

Payroll transformation impact

Phase one Optimisation	Phase two Visibility	Phase three Agility
Make payroll streamlined and predictable, to release significant cost efficiencies	Build informed finance and HR practices to drive powerful insights	Deploy agile systems ready to seamlessly deliver pay, adapting to business and regulations
Releasing significant cost efficiencies >	Driving powerful insights >	Adapting to business and regulations



Phase one: Optimisation

Streamlined systems

How ADP will develop your payroll potential

If you're managing multiple payroll vendors ...	You'll no longer have to manage contracts and relationships with multiple providers, and will gain a reliable, consolidated view of your global payroll spending
If your company has recently expanded and you've inherited a mishmash of inefficient legacy payroll systems ...	All users of ADP Global Payroll within your company will benefit from a single, unified global experience, with no need to cobble disparate data together for a reliable perspective on payroll
If your IT team is having to spend time on maintaining/upgrading legacy payroll systems ...	With ADP Global Payroll, all of the technical maintenance and upgrades are handled for you
If your payroll platform is wedded to a static location with limitations on access ...	Cloud technology makes it easier to set up payroll in your new business markets, for 'anywhere' accessibility
If you need multiple passwords to access different HR and payroll applications ...	Single sign-on with ADP means your staff will be able to access their personal information easily, without having to remember separate login credentials

Employee query management

If your staff are spending too much time on HR admin and responding to pay-related queries from employees (emails and phone calls) ...	The contextual help options in ADP Global Payroll's myView portal allow you to present all payroll-related advice and explanations in situ, so that your employees can be more self-sufficient and even enjoy the experience of interacting with their payslips. Your HR teams will receive fewer queries on pay concepts and calculations as a result, freeing them up for more meaningful interactions
If your self-service portal for managers, employees and contract workers doesn't work from mobile devices...	Your staff will be able to access their personal payroll information from any device they like, giving them a sense of ownership and control of their own data

Simplifying payroll processes

If you're using spreadsheet templates to process payroll ...	With the demise of spreadsheets your team's productivity will increase as they spend less time manually inputting details and having to standardise formatting from multiple data sources
If your staff are spending valuable time on payroll reconciliation ...	ADP designs tools to do this for you. With such intelligent, automated functionality, you can expect to see a significant reduction in the time your staff spend on manually validating and reconciling payroll information
If you're unable to offer your staff digital payslips ...	You'll be improving your company's ESG (environmental, social and governance) credentials in moving to ADP Global Payroll. All of your employees can access their payslips electronically through our highly configurable portal, with paper payslips available in territories where this remains a legal requirement
If your payroll staff typically work a lot of overtime ...	ADP uses artificial intelligence and machine learning to automate data collection and time tracking, absence management and scheduling, helping to take the burden off clients' payroll teams
If a high percentage of their time is spent on manual input; loading (and correcting) time and attendance data ...	ADP Global Payroll integrates with our global time & attendance solution, so that you can access your employees' time data across all countries where your business operates. Being able to sync and see time and attendance data in this way will lessen the load on your payroll team — as well as helping you comply more easily with working hours regulations around the world
If only few of your end-to-end payroll processes and workflows have been automated (for example, through robotic process automation) ...	ADP has one of the most comprehensive internal robotic process automation programs in the world. Our virtual workforce now includes 500 RPA bots, handling hundreds of processes from data validation to sickness management. These innovations reduce errors and make us more efficient so that we can improve accuracy and reduce both manual effort and costs for our clients
If you have multiple pay dates, which you're finding hard to manage ...	ADP Global Payroll's configurability means it can easily accommodate differing pay dates. You will be able to combine pay groups for employees belonging to different entities within the same country — optimising operations with just one payroll to process for them all

Manage and mitigate payroll errors

If your average payroll error rate is high (or you don't track it all) ...	With ADP Global Payroll's analytics tools, you will be able to see if there are any errors and whether these relate to different salary types (e.g., hourly, commission, contractor)
If you only find out about payroll errors through employee complaints or audit findings ...	Pre-payroll 'exception reports' will flag any potential errors so that you can check and resolve them ahead of time

Cybersecurity planning

If your data security protocols have proven vulnerable to cyberattacks or fraud (or been flagged as insufficiently robust in audits) ...	ADP Global Payroll is founded on a cloud platform, with multi-country payroll technology run from multiple data centres. We've located our data centres around the world not only to provide the best performance, but also to help meet regional data privacy requirements. Your data is also made secure through our multi-layer data security firewalls. All these capabilities are provided from ADP's own hosting services
If you find yourself struggling to reassure staff that their personal, sensitive information is adequately protected from identity theft ...	ADP's focus on tech security is so highly regarded that our CEO Carlos Rodríguez was recently invited to a White House cybersecurity summit, alongside specialists from other world-leading technology and data companies. ³

Phase two: Agility

Analysing and reporting on performance

How ADP will develop your payroll potential

If you lack a user-friendly view of payroll performance across all the countries where your company operates ...	With ADP Global Payroll you can access dynamic payroll dashboards that break down performance across countries and alert you to potentially problematic areas in advance — so you can intervene to resolve them
If your payroll team can't easily or quickly provide credible pay-related information to senior managers, or other departments ...	They'll see a leap forward once you're using ADP Global Payroll. Real-time reporting, advanced analytics and forecasting pay-related trends all become much more straightforward, helping inform your business' workforce decisions
If non-technical users find it difficult to visualise and customise data for internal reporting purposes ...	Your non-technical colleagues will find huge relief in ADP Global Payroll's pre-built reporting templates, taking the pain out of data analysis

A comprehensive view of compliance

If your company doesn't have the local legal resource needed to monitor the myriad regulatory changes in all countries where your company operates ...	ADP employs local experts on legislative changes in all of your company's geographies, who work with government agencies and can take over this complicated and time-consuming work for you
If your payroll system doesn't send you real-time alerts on the risk of non-compliance ...	ADP Global Payroll does. You will receive notifications as regulations (both globally and locally) are enacted and updated in real-time, helping you assess the risk of non-compliance from time and attendance and payroll systems

Phase three: Visibility

HR/payroll ecosystem connectivity

How ADP will develop your payroll potential

If your payroll software isn't integrated with your HR, time & attendance or ERP systems ...	ADP has longstanding partnerships with most major HR technology providers, and we continuously invest in innovating integration technology that will enable ADP solutions to map and translate data from external HR platforms. ADP Global Payroll also integrates with ADP's global time solution, giving you a mobile, intuitive and intelligent way to manage your workforce
If your HR and payroll systems aren't connected and your staff have to waste time resolving input with unreliable data ...	With ADP, your employee data can be extracted from your HR system and exchanged with ADP Global Payroll through our standardised file transfer process. Running compliant payroll becomes much more straightforward, and being able to automate, schedule and send employee data via interface to ADP at regular intervals frees up your teams from this laborious undertaking

Ease of entering new markets

If the efficiency of your global payroll processing has decreased in the past whenever your company has expanded overseas ...	That's a strong sign that your business would benefit from partnering with ADP. We will help you create a well-planned overall strategy for the greater visibility, control and efficiency that your payroll function needs
---	---

"99.9% of our employees are now paid on ADP, and our payroll problems are at an all-time low. Now we have clean general ledgers, stable general ledger files, and everything seems to be on track. Our recent employee survey saw significant improvement"

Traci Memmott,
Global Head of Payroll, PayPal

"The decision to partner with ADP to adopt standard global practices was relatively straightforward, but it was the detail within each region that added complexity to the process. With different fiscal systems, fast-changing local regulations, and tax compliance for each country, ADP's expertise in regional compliance and global standardisation was fundamental to transform the payroll processes of CCEP. ADP's unique expertise from a payroll to core HR integration perspective enabled us to benefit from a seamless end-to-end integrated process."

Nico Orie,
VP, People & Culture Function Strategy and Service, Coca Cola European Partners

1. ADP, The potential of payroll: Global payroll survey 2021

2. ADP, People at Work 2022: A Global Workforce View

3. CNBC, 'Biden to host tech, finance and energy CEOs for security summit at White House following wave of cyberattacks', 2021

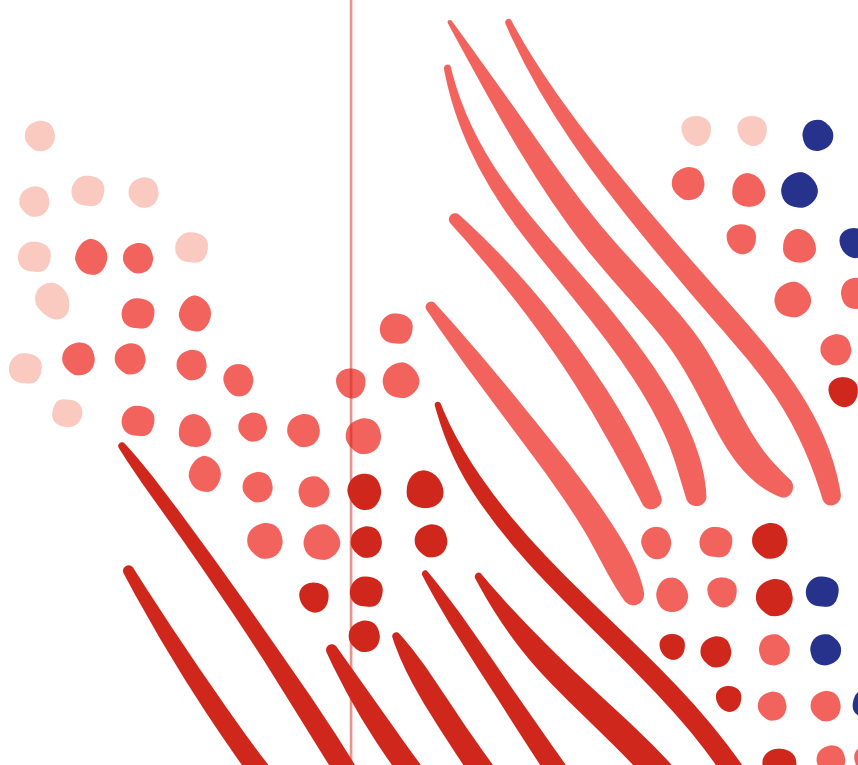
For more information on how ADP Global Payroll can help you optimise your payroll operations as you get ready to expand

visit us at:

uk.adp.com

or call us:

0800 1707 677



About ADP

Designing better ways to work through cutting-edge products, premium services and exceptional experiences that enable people to reach their full potential. HR, Talent, Benefits, Payroll, Time and Compliance informed by data and designed for people. Learn more at ADP.com.

ADP, the ADP logo and Always Designing for People are registered trademarks of ADP, Inc. Copyright © 2022 ADP, Inc. All rights reserved.

WF 1192153



Always Designing
for People®