

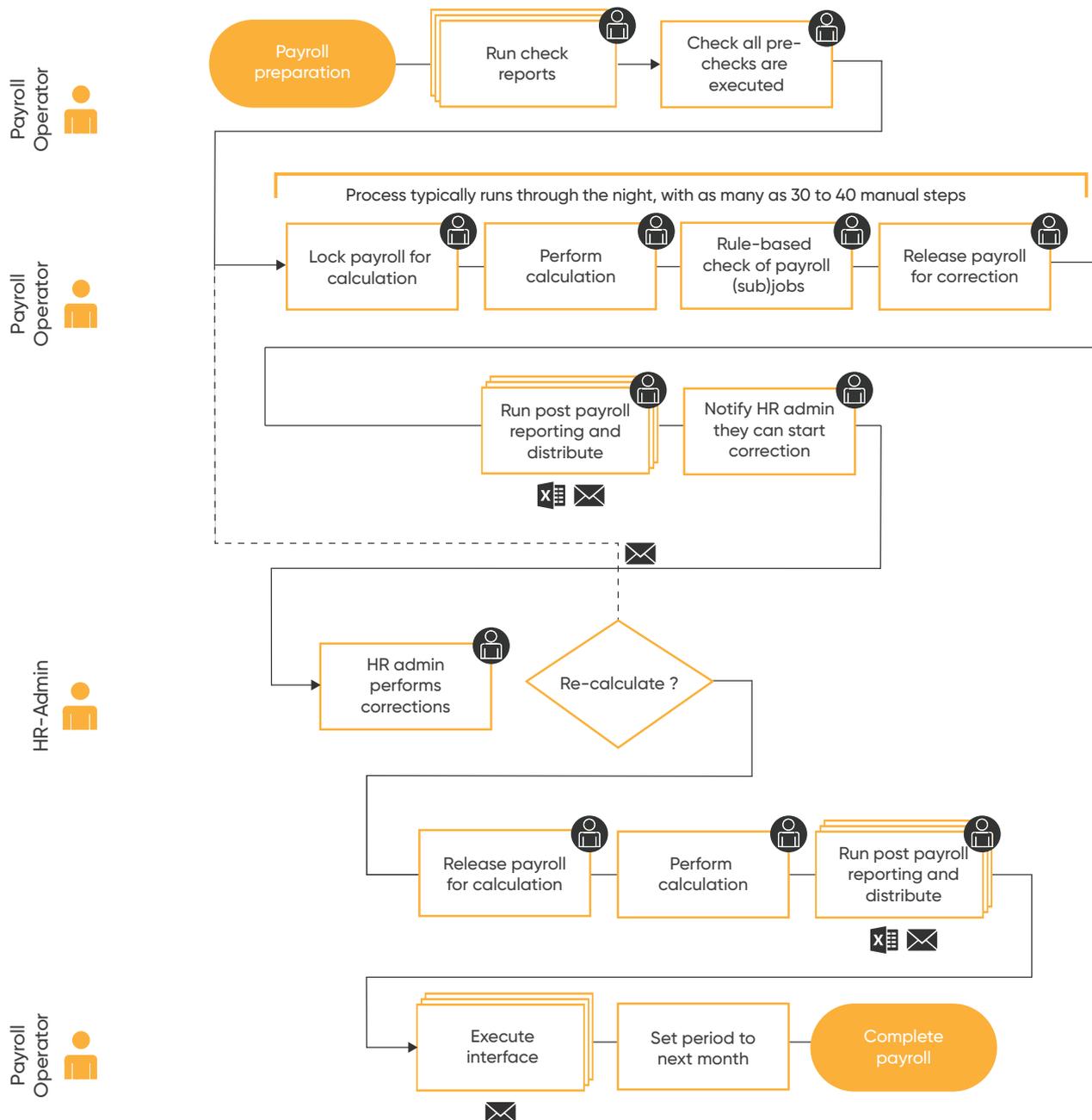
PAYROLL

SOLUTIONS FOR PAYROLL

Managing payroll should be easy for the modern enterprise. But, behind the scenes, it can be anything but simple to make it happen smoothly. The payroll function is commonly outsourced, but for organizations still running their own payroll it can be very labor-intensive. Most of the activities are repetitive, sequential and must be pre-calculated. Given the drop-dead date

and time for executing the calculation and payment runs, a lot of manual effort is used to complete the payroll process to avoid errors and delays. These operations are often executed on a 24/7 basis and any errors must be corrected as quickly as possible, which can make the process even more labor-intensive. In large corporations, payroll can take as long as 10 days from start to finish.

PAYROLL PROCESS BEFORE ROBOTICS



RECOMMENDED OPERATING MODEL

01

Payroll preparation

- Check interfaces
- Check employee data
- Check time calculation

02

Calculation

- Set payroll status to active
- Execute payroll in parallel sessions
- Monitor payroll jobs
- Set payroll status to open for correction

03

Reporting (to different departments)

- Payroll issues
- Financial reporting
- Cost per profit centre
- Wage type reporting (expenses, claims, total payment)
- Headcount

04

Finalize

- Financial bookings
- Print payslips
- Payment
- Interface pension
- Interface to tax

Restart for correction/final run

REPORTING

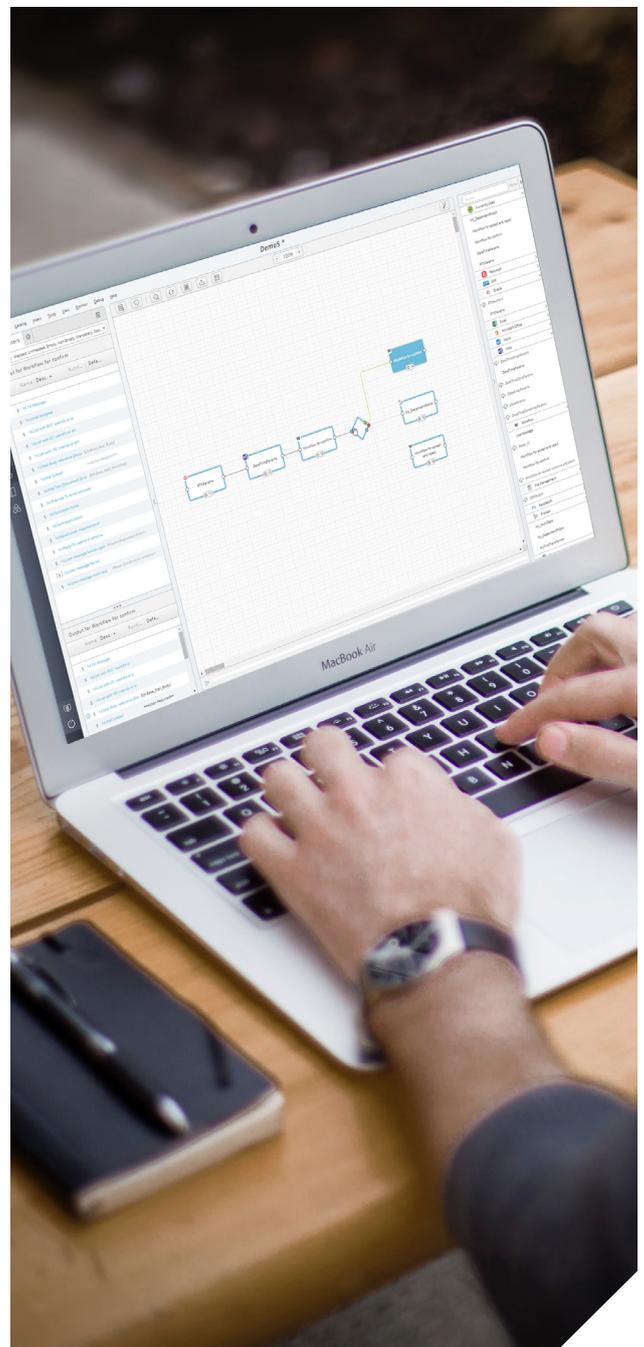
In addition to the time and work required, another issue for larger companies is that the number of reports needed can grow quickly if multiple HR admin staff are involved in different business areas. If there are different financial systems across different business units/regions, the complexity multiplies again. Examples of reporting functions include:

- Financial bookings
- Headcount
- Time reporting (e.g. amount of remaining leave and financial impact)
- Wage type reporting
- Cash payment
- Expenses
- 10% controls (check for differences of more than 10% and whether they can be justified)

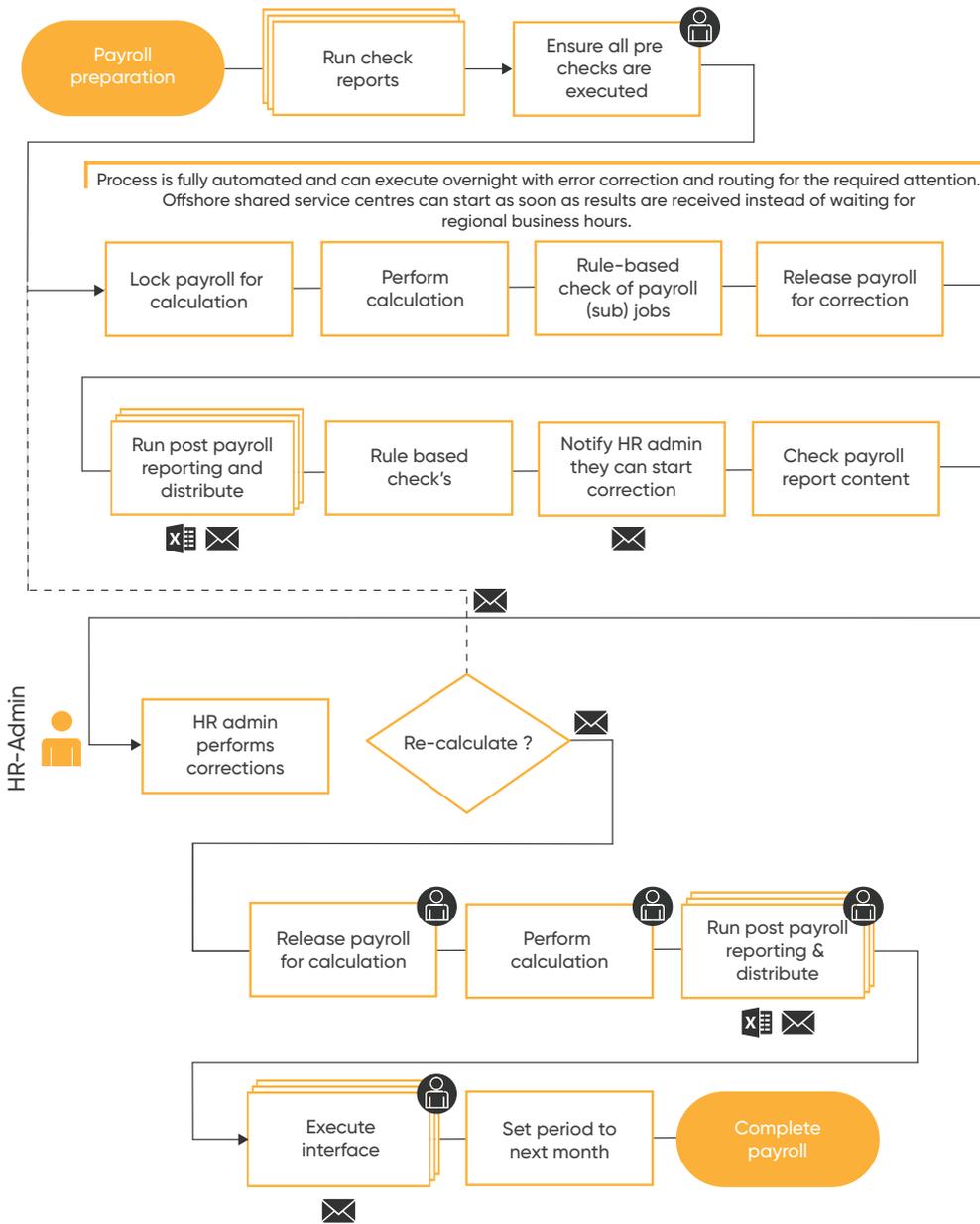
FINAL RUN

The first formal approval is typically required after the final run. The final processes, which are more or less irreversible, begin after that approval. These processes include:

- Self-service web updates
- Payslip printing (physical to external party)
- Payment files to bank
- Pension fund interface
- Tax interface



PAYROLL PROCESS AFTER ROBOTICS



All essential approval and required manual controls remain in place and are rigorously managed by the robotic process. All other repetitive elements are fully automated.

Robotics resolves several issues:

- Robotic processes handle the flexible runtime of the calculations including notifications and initiation of other dependent processes in the chain.
- Gives HR administrators more insight into flagged instances.
- All reporting and other subsequent activities are automated, eliminating the need for management of these tasks.

ERROR FREE PRIVACY

Given the large quantities of highly sensitive data required in the payroll process, eliminating errors is crucial. Processing and transmitting incorrect payroll information or losing the data can have severe consequences.

Well-managed rules and authorization procedures can be the first defense against human error, whether applied by robotic processes or humans. But robotization takes error prevention to the next level. Robotic processes never get tired, never transpose figures and never forget to click a button. That makes them perfect to perform what would otherwise be repetitive and error-prone manual steps for humans

Because robotic processes never get tired, never transpose figures and never forget to click a button, they are the perfect choice to perform the repetitive, error-prone steps.



CUSTOMER STORY: NGA FINDS RELIEF IN ROBOTICS

NGA Human Resources (formerly Northgate Arinso) offers business solutions for HR processes, including HR and payroll outsourcing, and consulting. Over 20% of the Fortune Global 500® are NGA customers. With 8,500 employees, NGA provides HR and payroll services to millions of employees each day in more than 100 countries, including 40% of all people employed in the United Kingdom. Following several large, international acquisitions, NGA's IT infrastructure became more complex, posing challenges to the enterprise IT team.

"We have strict SLAs that we must always support for payroll and other critical HR processes. With our newly combined global enterprise, our landscape became more complex. It was harder to keep everything going without increased manual effort. Our goal was to integrate our network worldwide and automate as many processes as possible."

Ralph Bruner, Global Production Control Services, NGA.



"Thanks to Redwood, we've successfully integrated various core payroll applications in our services landscape, both in the cloud and on premises. We are now automating thousands of processes, including those for payroll, tax provisioning and others"

*Pete Cortes, Technical Director
SAP®*

ROBOTICS TAKES THE PAIN OUT OF PAYROLL

Robotic processing reduces labor-intensive work and eliminates the need to monitor and manage sequential and repetitive activities, resulting in numerous benefits:

- Self-monitoring for errors
- Rules-based self-correction
- Faster, more accurate reports
- Better visibility via multiple reporting options
- Clearer auditability

FOR MORE DETAILS, CONTACT YOUR REDWOOD REPRESENTATIVE OR VISIT WWW.REDWOOD.COM