



## Global Payroll and Compliance Services

In today's competitive environment, more and more companies are thinking of international expansion to take advantage of favorable markets and resources. Companies expanding overseas need to take care with respect to the applicable compliances, especially when they relate to employees.

With more than a decade of experience, we provide a single hub for payroll processing, statutory and regulatory compliances and a helpdesk for employees across countries. We combine our experience in tax consulting with robust processing and compliance capabilities which allow you to focus on your business.

### Challenges faced by CFOs having international employees

#### Compliance issues

Legal compliances can be difficult as each country's labour laws differ significantly. While some countries are overly bureaucratic, others may have laws open to interpretation.

#### Adapting to changes

Adapting to frequent changes in tax regulations in multiple countries can prove to be a serious challenge.

#### Non-uniform practice

Non-uniform practices followed by multiple vendors lead to divergence in reporting formats and incompatibility with ERP systems.

#### Employee mobility

Creating a sustainable framework to manage payroll process like calculation of taxable salary, income tax, social security tax, net salaries, etc. of employees travelling to client locations for short-term assignments may be time-consuming and requires specialised knowledge.

#### Expansion

Identifying suitable agencies for new regions/countries may be expensive, time-consuming and troublesome.

#### Multiple vendors

Multiple payroll vendors in different countries may result in information gaps, bureaucracy issues and language barriers.

# Our Approach

## Initial set-up and regular processing

Setting up payroll in a new country can be very cumbersome and frustrating. We help you streamline the process through our expert view on:

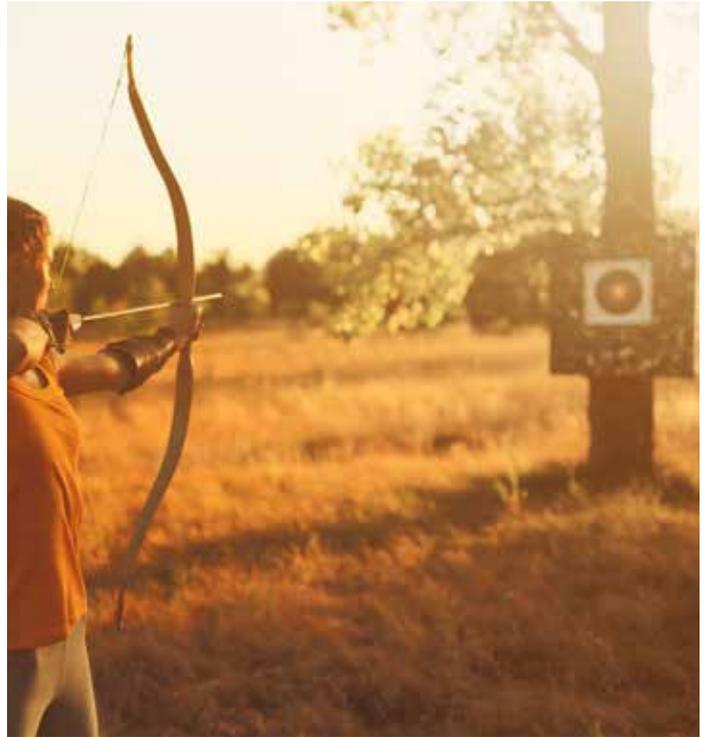
- Input and output formats
- Timelines for the input and output
- Calculation of taxes, social security, and periodic statutory compliance
- Setting up process to handle change instructions.

## Process health check

Analysis of the 'as is' process in light of the country-specific tax provisions which helps identify risks in the existing process due to non-compliance. Our customised health check finalises the position and remediation plan in case of deviations and also provides a 'should be' position matrix for future reference.

## Tracking and analysis of updates

We regularly monitor and analyse significant changes and updates to proactively help you manage your needs.



# Our Services

We provide expert services that address all aspects relevant to a business, from conceptualisation to implementation and continuance.

## Salary computations

- Calculation of gross salaries based on salary structure and variable payments
- Calculation of net salaries, issue of pay slips and carrying out statutory deductions
- Dedicated employee helpdesk to ensure prompt responses.

## Compliance assistance with payroll matters

### Income tax

- Registrations and declarations required as an employer for withholding tax purposes
- Advisory on the taxability of cash and non-cash remuneration/perquisites
- Structuring ESOPs, their taxability and reporting requirements
- Preparation and filing of periodic returns and issue of necessary salary certificates
- Assisting in domestic withholding requirements on salary paid in home country in the case of split payrolls.

### Social security

- Computation of social security contributions
- Preparation and filing of periodic returns.

### Other taxes/levies

- Employer and/or employee contributions
- Wage/payroll tax on employers
- Preparation and filing of periodic returns
- Country tax and social tax laws.

### Business advisory

- Support in revenue audits, enquiries, investigations, etc.

### Management information system

- Effective and meaningful analysis of data to help the management in decision-making
- Performance comparisons between country operations (accuracy, timelines, cost, quality, etc.).

## SKP Advantage

- Understanding the client's business requirements
- While a service-level agreement sets the baseline for performance, our approach, based on client interaction, helps deliver solutions far beyond our contracted scope
- Ensuring client involvement to determine standards that meet their business needs
- Involvement at the planning stage of salary structuring to optimise 'cost to company', specifically for internationally mobile employees having a 'tax equalised' structure
- Assisting local/expatriate employees in fulfilling their tax obligations in line with the local government's regulations
- Dedicated research specialists for individual countries, coordinating with local partners to provide relevant solutions
- ISO-certified Quality Management System (QMS) and Information Security Management System (ISMS)
- Our strong network of local partner firms in their respective countries gives in-country specialisations such as language support, reviews and last-mile connectivity for representation/litigation.

## About SKP

SKP is a global professional services group with its principal areas of operations in business advisory, end-to-end finance and accounting solutions including attest function and taxation, business process management, and IT risk advisory. SKP's focus is to provide solutions which result in tangible business benefits and performance improvements.

Our multi-disciplinary teams serve clients from various geographies and industries ensuring global standards. With over 80% of our client-base being international, we truly understand the needs of global companies and their expectations and our customized global solutions are designed to factor in local nuances. Our commitment is rooted in a passion for solutions, empowering our people and clients to achieve more.



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