

4 WAYS TO BOOST PAYROLL ACCURACY

When employee salaries account for as much as **70% of an organisation's operating costs**¹, there's no room for expensive errors. Here are 4 ways to boost payroll accuracy across your organisation:



Eliminate time-entry mistakes

We're only human, and manual processes have a higher margin of error. Mistakes include misreading handwritten time data, keystroke errors, and rounding errors.

- Manual processes account for payroll error rates as high as **8%**²
- **48%** of organisations only learn about payroll errors when an employee complains³.

Prevent calculation errors

Failure to comply with national and local wage and hour laws • Misrepresenting hours worked • Incorrect gross pay calculations.

- Automated workforce management drives **over-time costs down by 19%**⁴.



Stop intentional time theft

... such as 'buddy punching,' when employees clock in for their friends who are not present.

- **3 out of 4** companies experience loss from buddy punching⁵
- Buddy punching costs organisations **> 2%** of gross payroll⁶.



Track time-off accruals

Could your employees be taking more annual leave than they've earned? Empower your team to track their own leave balances with real-time visibility.

- Employee absence costs organisations approximately **75%** of replaced workers' salaries⁴
- Without an absence management solution, the average employee takes an additional **1.25 days off**⁶.



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Contact WorkForce Software at +44 (0) 1344 393 330 or visit workforcesoftware.com to learn how our automated workforce management solutions can help boost payroll accuracy and manage your labour spend more effectively.

¹Human Capital Management Institute, "Managing an Organization's Biggest Cost: The Workforce"

²As cited by Mie-yun Lee in "Stop wasting time with paper; create an attendance system"

³WorkForce Software and Workforce, "2015-2016 Workforce Management Trend Survey"

⁴Aberdeen Group, "Improving Productivity and Reducing Labor Costs with Automated Absence Management"

⁵Nucleus Research, "Automating Time and Attendance With Biometrics Reduces Payroll Error and Boosts Productivity"

⁶Nucleus Research, "Leave Management: Cutting Labor Costs"