

Run SAP Payroll simpler and safer...

...with the right tools and processes

Sven Ringling
iProCon Ltd.



About iProCon

- **Offices in the UK and Germany**
- **Focus on HCM solutions from SAP**
 - ▶ Incl. Payroll and Travel&Expense
 - ▶ On-premise as well as SuccessFactors and Concur
- **Knowledge Sharing**
 - ▶ See Appendix
- **Partner of SAP and Concur**



CONCUR
PLATINUM
ADVISOR



- **How does Payroll fit into the simplification agenda?**
- **Review your process**
- **Are you leveraging self services?**
- **How tools can help**
- **Cloud transformation for Payroll and Time**
- **Upon special request:
The new UK holiday pay**
- **Appendix: find more information**

**Simple Payroll with
SAP?**



OK, it sounds funny, but

Payroll systems are often low standard, because

- Customers haven't recovered from the onslaught of legal changes since RTI
- Systems suffer from Support Mode Syndrome

Inefficiency und complexity due to

- Patched up systems in need of a re-fresh
- Ignoring innovation due to lack of budget and knowledge
- Lack of training

Saving money in the short run

- Creates money and time consuming monsters in the long rund

How to run smoothly



State of the art technology



Sound foundation



Well trained people



The right tools

So, what does it translate into?



Review
monthly payroll
process

Review system
change
process

Review support
model

Leverage tools

Keep employee
training up to
date

Check for
automation
opportunities

Use Self
services

User friendly UI

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Take time to go through the whole process together with some users to identify improvement opportunities

System change process

- Differentiate between support, medium and large changes and continuous improvement
- Switching from 3rd party to own employees may now make sense
- Establish jour fixe between payroll, HR and IT
- Use tools (see below) for
 - ▶ Test automation
 - ▶ Cross system consistency
- Establish documentation guidelines
 - ▶ Enforce them
 - ▶ Budget for them

4 principles of efficient payroll

Adhere (and be the drivers of) a clear cut-off date

Simulate everything in SAP as early as possible

Be “data driven” during checking phase

Use SAP tools rather than manual reconciliation where possible

Minimise data entry errors

Train users across whole process

Use configuration to raise warnings and errors

Increase usability

Automate complex activities

Root out risky “workarounds” for system issues

Pick up small improvements

■ Avoid Users Locking Personnel Numbers


- ▶ New feature in SAP Note 2110196
- ▶ Force-Switch users to view-mode after time of inactivity
- ▶ Table T77PAD_TIMER or BAdI determine warning and switch times:

■ User gets:

	MANDT	MOLGA	BUKRS	MINUTES_WARNING	MINUTES_TOGGLE
<input type="checkbox"/>	100	01	1000	0002	0005
<input type="checkbox"/>	100	08	IMUK	0002	0003

 After 3 minutes without activity, you'll be switched into view only



 Switched to viewing mode due to inactivity. Unsaved data lost.

Other improvements from customer connect program



Work schedule finder

Validity period for personnel (sub)areas and employee (sub)groups

Wagetype documentation with one click in infotype 0008, 0014, 0015

Switch from display to maintenance without losing context

Refresh data in infotype

Tool based checks

■ SAP Tools for data checking

- ▶ Wage type reporter
 - Variants for sets of employees (e.g. Hourly, bonuses, commissions)
 - Variants to compare previous payroll period to current – i.e variance reports for Gross Pay, Net pay, Tax paid, Employee NI, Salary sacrifice
 - Reconciliation
- ▶ Payroll exceptions report
 - Variants for SxP payments
 - Custom exceptions for company specific checks
- ▶ New RTI control report

■ Advanced tools are available from the market

■ Tools promote consistency in checks

Take home points

- **RTI and PAE have not added to but multiplied complexity of UK payroll in SAP – old tactics may no longer work**
- **Reduce problems from system changes**
 - ▶ Involve business and technical teams from the start
 - ▶ Test tools and test plans
 - ▶ Use CLCs
- **Manage your monthly process using**
 - ▶ Data entry tools
 - ▶ Clear checking and correction periods
 - ▶ Reconciliation tools
- **Make checks data driven, not payslip driven!**
- **Train users properly – give them an occasional re-fresh**

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Discussion



Which Self Services are you using?

Does it help you?

What keeps you from using more / using them at all?

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Use tools for testing

Copying tool for test data

- From production to test (incl. anonymity feature)
- Or within test

Comparison tool for payroll

- Compare with production (possibly unstable)
- Proven results of given test population in test system (requires some preparation)

Comparison tool for time evaluation

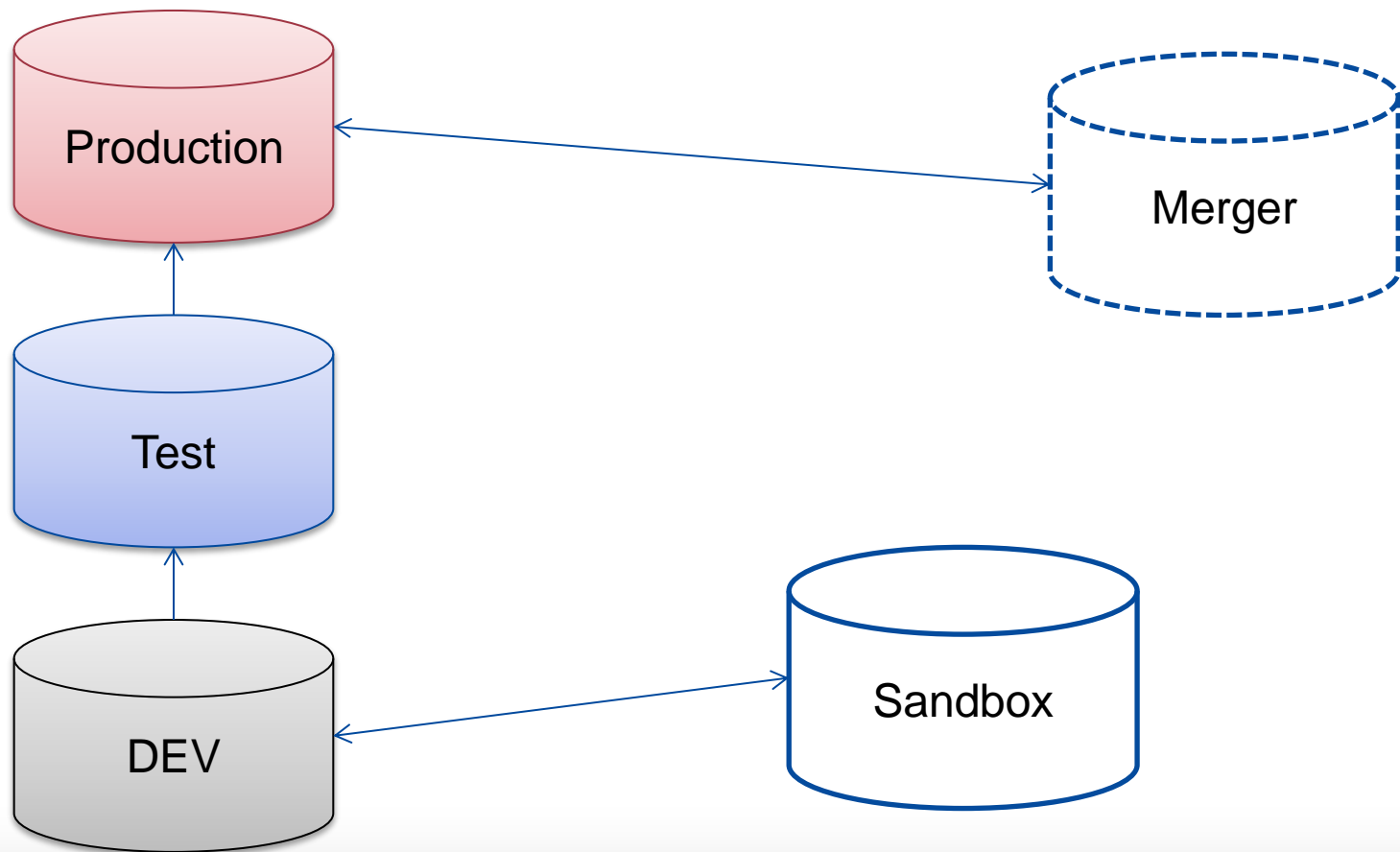
CATT for data entry

- Computer aided test tool
- Simulate data capturing in mass

iProCompare: Reconcile Configuration



Be 100% sure about differences between systems



Comparison tool: iProCon Product



■ Indicates differences in configuration of

- ▶ Schemas
- ▶ Rules
- ▶ Features
- ▶ Tables

■ With various selections

■ In one screen

■ Significant time saver

- ▶ Very simple to get green light

■ Identify risky situations

Live demo: start screen



Feature Comparison

Features (blank: all)

↔ Extra Selection Criteria

to



Schema Comparison

Payroll Schema

↔ Extra Selection Criteria

to



Personal Calc. Rule Comparison

Personal Calc. Rules

↔ Extra Selection Criteria

to



Table Comparison

Tables (blank: none read)

↔ Extra Selection Criteria

to



Comparison Process

➡ Process Comparison

↔ Extract Compare File

RFC Destination to be compared

Comparison File Path


Display Settings


Only show differences?


Live demo: further selection criteria




Personal Calc. Rule Comparison

Personal Calc. Rules to 


 Extra Selection Criteria


Last changed by to 


Last changed on to 


Only if called in Schemas


Table Comparison


Tables (blank: none read) to 

 Extra Selection Criteria

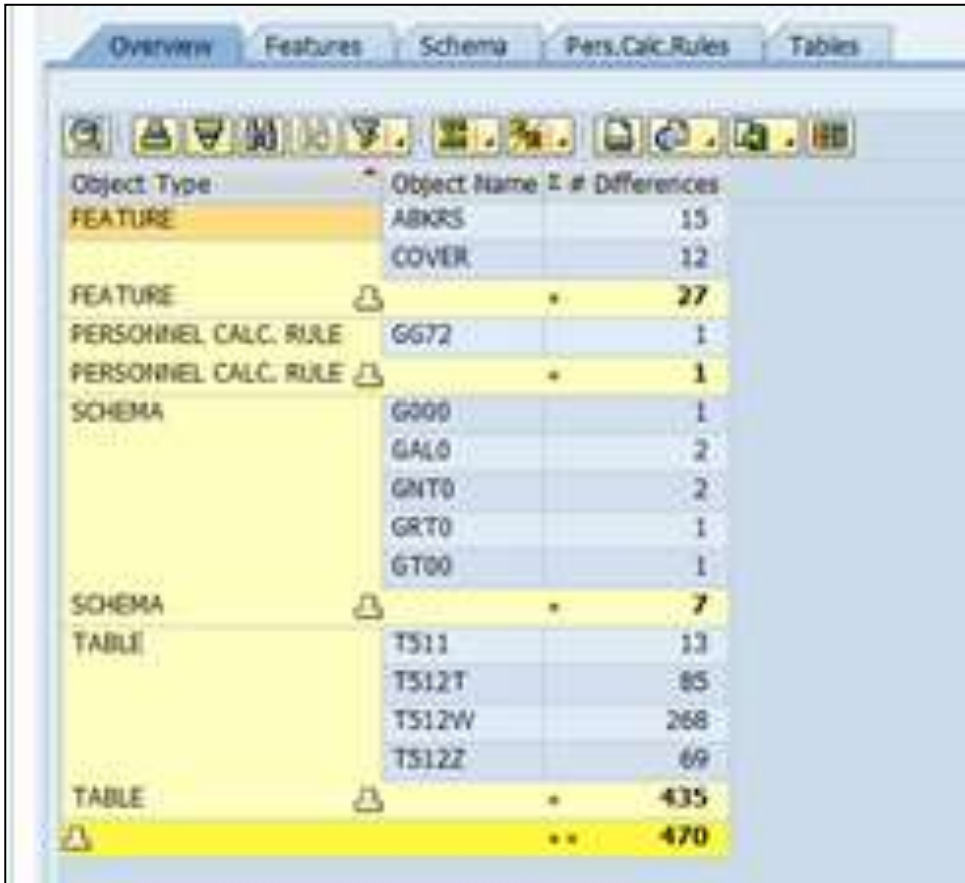
Country Grouping to 

Wage Type to 

End Date to 

Start Date to 

Live demo: results overview



The screenshot shows a software interface with a table of differences. The table has three columns: Object Type, Object Name, and # Differences. The rows are grouped by Object Type. The total number of differences is 470.

Object Type	Object Name	# Differences
FEATURE	ABKRS	15
	COVER	12
FEATURE		27
PERSONNEL CALC. RULE	GG72	1
PERSONNEL CALC. RULE		1
SCHEMA	G000	1
	GAL0	2
	GNT0	2
	GRT0	1
	GT00	1
SCHEMA		7
TABLE	TS11	13
	TS12T	85
	TS12W	268
	TS12Z	69
TABLE		435
		470

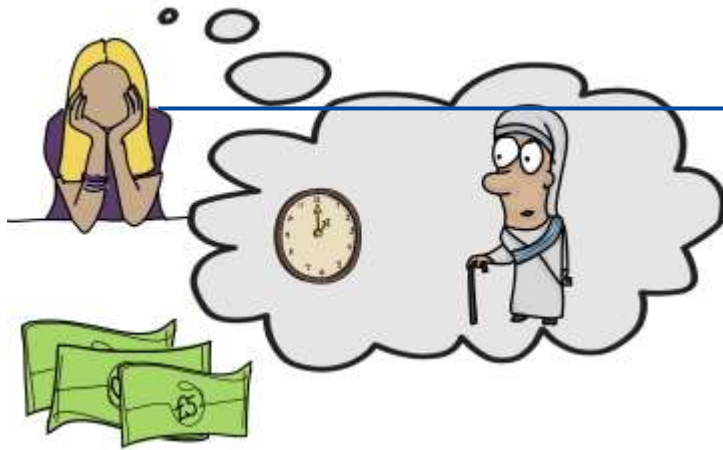
Live demo: results detail - schemas



The screenshot shows a software interface with a tabbed menu at the top: Overview, Features, Schema (selected), Pers, Calc, Rules, and Tables. Below the menu is a toolbar with various icons and a button labeled "G2 Process Schema". The main area contains a table with the following columns: Compare Ind., Schema, Line, Function, Par.1, Par.2, Par.3, Par.4, and D. The table lists several rows with alternating orange and light blue backgrounds.

Compare Ind.	Schema	Line	Function	Par.1	Par.2	Par.3	Par.4	D
ML	G000	013	COPY	XLON				*
MR	G000	013	COPY	XLON				
L	GAL0	013	ACT30	ZSAC				*
ML	GAL0	016	GBLGP	3	2	2		
MR	GAL0	015	GBLGP	3	2	2		*
L	GNT0	029	ACT30	ZSAC				*
ML	GNT0	030	GBAPP					
MR	GNT0	029	GBAPP					*
L	GRT0	013	PIT	8030		NOAB		
L	GT00	050	AVERA					

As-If Simulation: iProSIM



How would my take home pay look like, if

- I go part time
- Increase my pension contribution?

How do I answer this question before the budget meeting at 3:30?



Copy data to test system

CUMBERSOME ERRORS

Change data in production system

RISK

iProSIM

- Runs an as-if simulation
- Without actual data changes
- For backend or ESS
- With real payslip in Splitscreen view

Live demo: selection screen



iProSIM - Payroll Simulation

Personnel Number: 90019246
 Simulation Date: 01.06.2015
 Variant for RPCALCG0: MR Refresh Perm

Name: Ms Wendy ProSim

PS Group/Scale: GRD01 1 | GRD01 1
 M110 Salary: 1,250.00 | 1,250.00
 Cap.util.M (ITB): 100.00 | 100.00

Tax Code: 1060L | 1060L
 Tax Basis: 0 | 0
 NI Category: A | A
 NI Director?: |
 Pension Scheme: IM1 | IM1
 Employee % of lower band: 3.0000 | 3.0000

Employer % of lower band	8.0000	8.0000
Employee % of middle band	0.0000	
Employer % of middle band	0.0000	
Employee % of upper band	0.0000	
Employer % of upper band	0.0000	
A300 Shift allowance	0.00	
CCV1 Childcare Voucher For 40%	0.00	
1001 Bonus	0.00	
A030 Rent allowance	0.00	

Single Payslip View
 Payroll Log?

Two Payslip View
 Payroll Log only shown if error found

Pension Scheme: IM1 | IM1
 Employee % of lower band: 3.0000 | 4.0000
 Employer % of lower band: 8.0000 | 10.0000

Live demo: payslip output



Payslip Output

Old Payslip

New Payslip



PRIVATE AND CONFIDENTIAL

Ms Wendy iProSim

3 Fourth Avenue
Cardiff
CC1 2EF

SAP UK Limited

SAP UK Limited

Pay Date 2015-June-27

Department

Ms Wendy iProSim

Period End 2015-June-30

Pay Number 90013246

Hourly Rate 0,00

Payments		Deductions		Year to Date		
201503	9001 Salary	1,250.00	201503 Tax paid	65.60	201503 Total gross	4,272.92
			201503 EE NIC	69.36	201503 Pre-tax deductions	- 128.16
			201503 1 IMCEEPen	37.50	201503 Taxable pay	4,144.76
			201503 1 PPUCoCar	- 266.67	201503 Tax paid	296.42
					201503 Employee NIC	270.62
					201503 Net dedns/benefits	- 266.67



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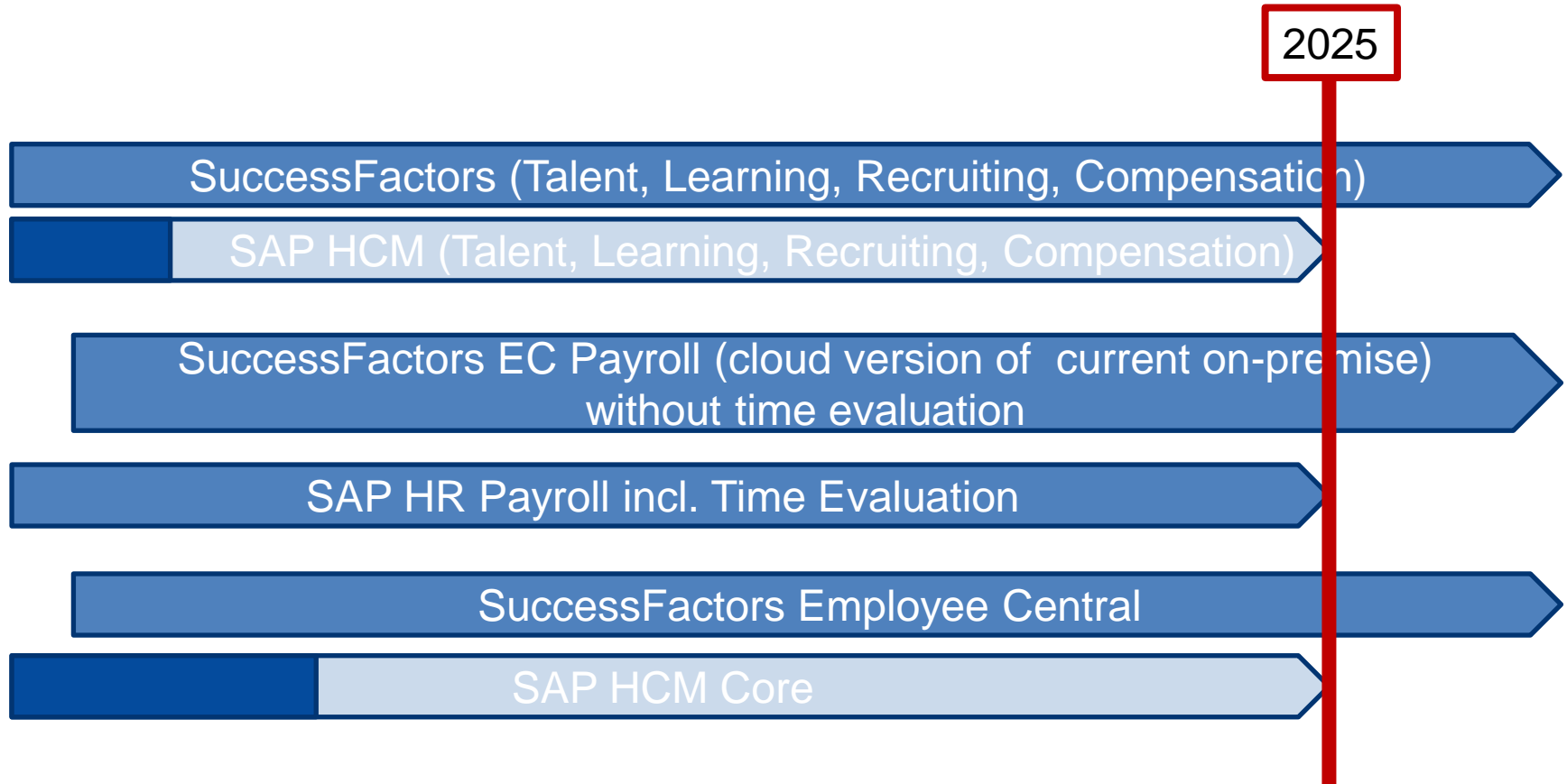
Payments		Deductions		Year to Date		
201503	9001 Salary	1,250.00	201503 Tax paid	63.00	201503 Total gross	4,272.92
			201503 EE NIC	69.36	201503 Pre-tax deductions	- 140.66
			201503 1 IMCEEPen	50.00	201503 Taxable pay	4,132.24
			201503 1 PPUCoCar	- 296.67	201503 Tax paid	296.80
					201503 Employee NIC	270.62
					201503 Net dedns/benefits	- 266.67

Product availability

- **The Comparison Tool is available for all countries for GBP 1900**
- **The As-If-Simulation is available for the UK (GBP 5500) and Germany (EUR 8000)**
- **Deployment via transport**
- **Talk to us to learn more and discuss amendments you may need – pilot customers will get special treatment ;-)**
 - ▶ s.ringling@iprocon.com
 - ▶ +44 7920 840 590

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SAP roadmap as currently communicated



Looking forward to go full cloud...



... as (almost) all worries about infrastructure will be gone

And user interfaces are much easier

However: what about time evaluation?

- SuccessFactor Employee Central:
 - Time off (mature)
 - Time sheet (incl. calculations): new
- Partnership with Workforce Software (WFS)
 - Comprehensive time management
 - Incl. strong shift planning solution

Time in Employee Central

Time off

- Full solution for leave request and leave management
- Includes quota calculation

Employee Central Timesheet

- Simple, rule based solution for capturing time and calculating overtime etc
- Instant calculations.
- Still limited, but strong roadmap
- I expect: at least half of current Time Management customers will be able to use it and achieve considerable simplification
- Demo

Recommendation

- Try to make it your first choice, when moving to EC Payroll
- Great opportunity to simplify processes and get a user friendly, easy to maintain solution

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The new UK holiday pay



Why is there no standard solution from SAP we can just switch on?



Some “survey data”



25
organisations

7 have
implemented

1 believe they
can wait for
legislation

2 believe they
don't need it

5 outsourced

3
implementing

7 evaluating /
hoping /
panicking

6 exactly 20
days

12 all holidays

1 in-period
logic

11 for-period
logic

2 include
current month
7 don't

■ What is Really Required?

■ Interpretation Options and System Implications

- ▶ Which days to pay?
- ▶ Which amounts are going in?
- ▶ Which period to consider?
- ▶ Employee communication

■ How it comes together in SAP configuration

■ What about the dark past?

■ Our solution

Implementation options



Standard

Average
configuration +
Absence config

Flexible

Custom
operation
(programming)

Standard average config



Function AVERA

- Allows partial period parameters, but problems mentioned when no full month above remain
- Config can change over time
- Can deal with change in pay periodicity and off-cycle
- Can freeze average
- Can adjust pay according to pay rise
- More flexibility through a custom function module to determine periods
- New solution recommended by SAP

Operation MEANV

- Can access relevant wagetypes directly without cumulations
- Therefore can work without retro, if sums haven't been calculated in old payroll results
- But AVERA is more powerful and recommended solution

Our solution package



Workshop:
Questionnaire driven



Microsoft Excel
Worksheet

Implementation:
Template driven



Test:
User responsibility

Cost:

fixed price (standard = GBP 4800) based on constraints defined in exploration call

■ Where to find more information

■ Get in touch:

A business card for iProCon. The card features the iProCon logo in the top right corner, which includes the text "iProCon" and the tagline "innovative process consulting" below it. The card is divided into two columns of text. The left column contains the name "Sven Ringling" in a large blue font, followed by "Director" in a smaller grey font. Below this, the contact information "Mobile: +44 7920840590" and "s.ringling@iprocon.com" is listed. The right column contains the company name "iProCon Ltd." in a bold grey font, followed by "part of iProCon Group" in a smaller grey font. Below this, the address "3 More London Riverside", "Regus Business Centre", "London, SE1 2RE" is listed, along with the website "www.iprocon.com".

MBA, Dipl.-Kfm., MCMi

Sven Ringling

Director

Mobile: +44 7920840590
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We share knowledge

SAP PRESS
TM



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and Seminars**

Conference speaker in the UK, US,
Singapore and several European countries..

Customer conferences (last event: May
2015 in London)



International
podcast group *SAP
HCM Insights*

Youtube videos



What to watch next

iProCon Application Overview

Applications by Gender

Legend: F (blue), M (red), U (yellow)

Applicant is Internal?

Applicant is Internal?	
No	88
Yes	45

Sf **BIRT**

Reporting with BIRT Templates in SuccessFactors

by iProCon Ltd. 9 views 2 days ago

Concur Expense Processing Demo
by iProCon Ltd.
48 views 1 week ago

SuccessFactors Dashboard 2.0 and YouCalc Dashboard Builder
by iProCon Ltd.
143 views 3 weeks ago

SAP Payroll as-if simulation: simpler, safer, more efficient
by iProCon Ltd.
77 views 1 month ago

<http://tinyurl.com/iprocon-youtube>

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- Follow iProCon Ltd for updates on LinkedIn
- Join our groups “SAP Payroll UK” and “SAP and Concur” to discuss with peers.
- Engage with our team members on SCN


 Sven Ringling - SCN Member of the Month March 2015

Posted by Caroleigh Deneen in About SCN on Mar 5, 2015 7:12:52 PM

Sven Ringling is the SCN Member of the Month for March 2015. Sven is a Director at iProCon UK, where he is a seasoned SAP HCM consultant. He is polished and witty, and draws on many years of international HR deployment advice, answer questions and write informati

Part 1: Sven Ringling
Top Liked Content (Past Month)

(RP)TIME to Say Good Bye?
18  1 week ago

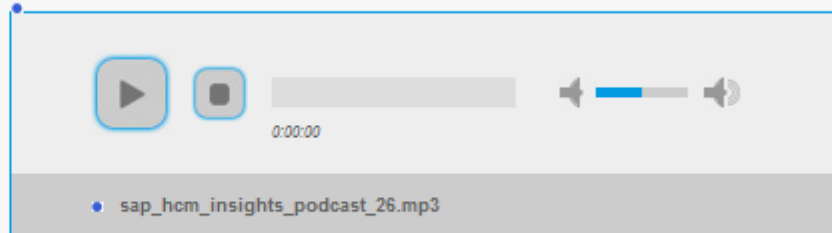
by Sven Ringling 

SAP HCM Insights Podcast



The importance of HR IT architecture and project management goals

In this podcast Steve Bogner, Luke Marson, Brandon Toombs and Sven Ringling discuss the importance HR IT architecture and project management. Should you go with a hybrid cloud/on-premise model, or full cloud, or on-premise only? What are the... - Oct 06, 2013



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