



# GLOBAL PAYROLL AND COMPLIANCE SERVICES

In today's competitive environment, expanding beyond India to take advantage of favourable resources and markets is an absolute necessity. Companies expanding overseas need to take extra 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 law differs significantly from another. 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 leads to divergence in reporting formats and incompatibility with ERP.

### 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 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 of 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 and due to non-compliances. 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 provided
- 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

- 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 for management decision-making
- Performance comparisons between country operations (accuracy, timelines, cost, quality, etc.)

# The SKP Advantage

With our consultative approach, we can assure you accuracy, time savings and peace of mind.

- 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
- 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 local government 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, final review and last-mile connectivity for representation/litigation

# About Us

SKP is a long established and rapidly growing professional services group located in seven major cities across India. We specialise in providing sound business and tax guidance and accounting services to international companies that are currently conducting or initiating business in India as well as those expanding overseas. We serve over 1,200 clients including multinationals, companies listed on exchanges, privately held and family-owned businesses from more than 45 countries. To know more, visit [www.skpgroup.com](http://www.skpgroup.com).



## Contact Us

Partha Pant, Associate Director

T: +91 22 6617 8100 | E: [partha.pant@skpgroup.com](mailto:partha.pant@skpgroup.com)

## SKP

19 Adi Marzban Path | Ballard Estate | Fort | Mumbai 400001 | India

T: +91 22 6730 9000 | E: [skpgrp.info@skpgroup.com](mailto:skpgrp.info@skpgroup.com)

Mumbai | Pune | Hyderabad | New Delhi | Gurgaon | Chennai | Bengaluru

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