



# Pay Recon™

## Save time reconciling taxes

### Pay Recon solves the challenges of reconciling SAP to your ADP tax filing

Customers using SAP HCM and ADP GlobalView have two systems for Payroll and Taxes that require reconciliation. EPI-USE Labs' world-class Pay Recon solution can solve this challenge.

Pay Recon combines Payroll data from SAP with configuration from Pay Recon-specific tables and ADP tax file (or any Third-party tax filing solution) to identify details of employees that don't balance, highlighting errors for attention and action.

### The key benefit

Pay Recon allows you to access the Payroll information in a single place, using live SAP Payroll data, as opposed to a manual reconciliation of extracting the data from both systems and doing a cumbersome Microsoft Excel-type Vlookup. The manual approach is time-consuming and error prone. It's also risky, as it takes the data outside of the confines of your secured SAP system for the analysis part.

With Pay Recon you have the ideal secure solution, regardless of whether you do your own taxes or use a Third-party vendor like ADP.

### How does it work?

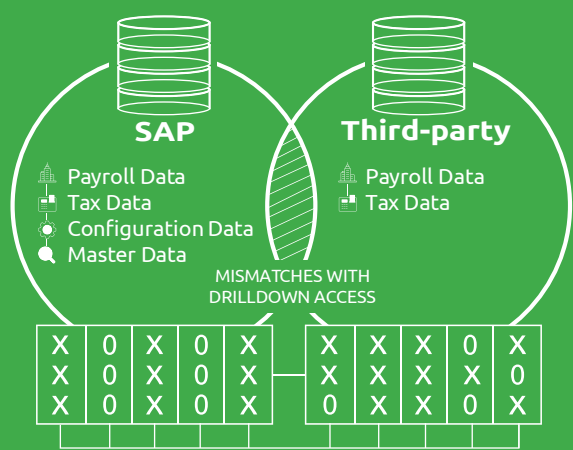
As part of the reconciliation process, Pay Recon provides you with an analysis which gives detail of all the different errors that occur.

Errors identified could include:

- Taxable income that doesn't match
- Tax withholding out of alignment
- Box values incorrectly reported
- Retirement box not checked
- Medicare amount discrepancies between systems

This is important, because if you file your taxes improperly, your organization may be subject to hefty fines. You want to give your employees timely and correct W-2s, so they can file their taxes on time. Also, balancing properly throughout the year means that the Payroll department's work isn't end-loaded at year end.

From the analysis screen, you can drill into the detail for an employee to see the detail per person, allowing you to make any necessary corrections proactively.



## Pay Recon: Performing Payroll and tax balancing

Even for Payroll professionals, Payroll and tax reconciliation processes can be difficult. The problem occurs when totals don't match. This leads to running multiple reports, downloading to Excel and processing Vlookups to get the information you need.

## Save time with in-depth access to differences

By providing an overview of all tax data and out-of-balance situations, Pay Recon makes it easy to probe the cause of differences all the way down to the employee level. By showing results at the person level, you are able to easily identify the root causes of variances resulting in increased payroll process efficiency.

## Benefits of Pay Recon

- Highlights differences between Payroll, FI and Third-party postings, SUI, 941 and W-2
- Enables period-by-period balancing
- Fosters hassle-free year end
- Explains complex paystubs and W-2s to employees
- Helps ensure the completeness of your payroll process

## Dynamically reconcile payroll and tax

Pay Recon is an easy-to-use reconciliation workbench for proactive balancing of SAP HCM and FI transactions. It shows detail by person between the Payroll results, FI postings, Third-party postings, W-2, SUI and 941 tax data. It is ideal for a rapid analysis of results, and for pinpointing and resolving differences.

## Reduce year-end stress with proactive balancing

With period-by-period balancing, Pay Recon helps reconcile payroll and financial results throughout the year, so that by year end, your data is more accurate, and the adjustments required for fully balanced system are minimal.

## Explore and reorganize results

Pay Recon's reconciliation reports surpass SAP standard reports with an interactive pivot table, allowing you to investigate your payroll, postings and Third-party data easily. The flexible pivot table allows you to select results, filter by data source, change data source grouping or navigate into details.

## The more often you reconcile, the better off you are

Reconciling and balancing regularly is the key to a successful Payroll. Many customers balance every period; others monthly, or quarterly. The sooner you identify problems, the faster you can correct them. By balancing throughout the year, you'll streamline your quarterly and year-end process, resulting in more accurate data for your employees and the government.

## Explaining paychecks and W-2s to your employees

When an employee has questions about a paycheck, you may have to search through multiple transactions to find answers. Errors are costly for the organization, so you spend a great deal of your time investigating and fixing them.

With Pay Recon, we can pinpoint retroactivity, and forward navigate directly to the source of the changes, making analysis a breeze.

## EPI-USE Labs

EPI-USE Labs provides superior solutions to enhance data management and optimize SAP environments. If you would like more information on how our products make your business more efficient and profitable, please contact us at [info@labs.epiuse.com](mailto:info@labs.epiuse.com) | [www.epiuselabs.com](http://www.epiuselabs.com)

# Get a personalized demo

The best way to experience Pay Recon™ is to see it in action. Request a personalized demo via our website: [www.epiuselabs.com/payrecon](http://www.epiuselabs.com/payrecon)