KPMG LINK Mobility

Let digital labor and robotic process automation help manage your mobile workforce.

Mobile employees, automated processes

There is little doubt that managing a globally mobile workforce is a significant challenge. Whether your business is small, large, centralized or decentralized, you need the right people in the right place at the right time.

How technology can handle your complex international assignments?

Global mobility is at a crossroad. Technology, offshoring, outsourcing, changes in assignees' expectations and cost constraints are changing the make-up of global mobility teams around the world. Global mobility teams have to switch from a back office function to be an active, consultative arm of the human resource department. How can you reengineer your team to strive in this new environment?

Our answer is digital labor & robotic process automation using KPMG LINK Mobility. Our latest technology solution leverages digital labor and robotic process automation to automate all back office tasks. This efficiency gain can be translated into cost savings and/or reallocation of resources to other value adding services.

With KPMG LINK Mobility, our service request, web-based, workflow driven tool enables all actors of mobility i.e. home and host HR, management, assignees, etc. to request any service such as:

- Cost Projections
- Assignment and vendors Initiations
- Assignment Letters and Addendums
- Updates, Extensions and End of Assignments
- Balance Sheets and other management reports

The request can be handled without any human intervention. The workflow component of the tool assist the mobility consultant to ensure everything is delivered on time and accurately.

"One stop shop", from start to finish

Workflows

Map all your processes to our out of the box, but configurable workflows to track request status, allocate tasks send reminder and have a complete overview of your mobility program.

Towards Full Automation

Leverage digital labor and robotic process automation to automate all your back office functions so your mobility team can spend more time with your assignees.

Cost Projection

Design and project total costs of compensation packages. Compare costs between different policies at a glance. Assess incremental costs in case of assignment extensions.

Assignment Package

Submit requests to generate/update balance sheets, Assignment Letters, Addendums, In-house enrollment forms, one-time payment requests and all other services needed.

Self Service

Enable all actors of your mobility program to share and access information in KPMG LINK Mobility based on the access rights you have granted them.

Vendor Initiations

Trigger initiations for relocation, immigration and tax services. Customize your own initiations based on your company policies.
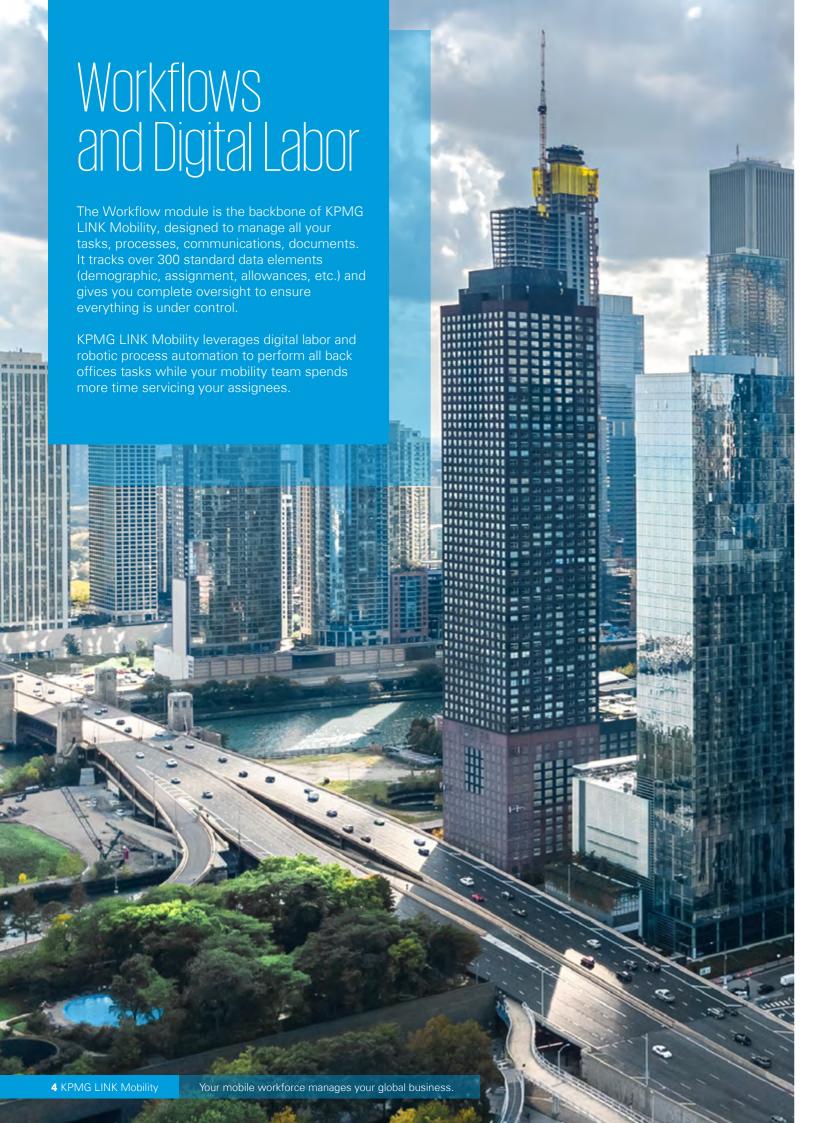
Data Analytics

Leverage this global repository of your mobility program data to assess cost and effectiveness of your mobility program as well as model "what-if" scenarios.

Talent Management

Leverage strategic human resource planning to improve business value and ensure your mobility program helps your company reach its goals.

Workflows and Digital Labor

The Workflow module is the backbone of KPMG LINK Mobility, designed to manage all your tasks, processes, communications, documents. It tracks over 300 standard data elements (demographic, assignment, allowances, etc.) and gives you complete oversight to ensure everything is under control.

KPMG LINK Mobility leverages digital labor and robotic process automation to perform all back offices tasks while your mobility team spends more time servicing your assignees.

Catalogue of services
KPMG LINK Mobility provides you with a catalogue of services to chose from to make your requests. The catalogue holds all common tasks needed to manage an assignment from beginning to end. We can configure the existing services to meet your needs or add your company specific tasks to ensure your processes are fully automated.

A workflow for each request
Each service has a predefined workflow that can be configured to meet your specific needs. From the moment a user logs in, their workflow begins and a predefined set of assignment data is available to the mobility team, assignee, management, vendors, etc. thus helping facilitate real-time status updates and collaboration. A flexible checklist can then be utilized to replicate and enforce your mobility processes. In addition, you can create and maintain non-recurring task items, assign tasks to other users and track status updates.

Inbuilt chat functionality
KPMG LINK Mobility is the center for all communication. In addition to document upload/download and email generation, KPMG LINK Mobility provides you with a secure chat functionality shared among all users to ensure that all communication are saved in one place. In addition using the chat functionality and the document upload/download functionality ensure that you have the upmost security contrary to using emails.

Complete oversight
With KPMG LINK Mobility in addition of having a complete oversight on all requests and their status you can configure SLAs and KPIs for each request. KPIs can be set even on a more granular level where every step in a workflow would have a predefined SLA. Reminders can be configured and generated by workflow so that KPIs are met. KPMG LINK Mobility provides you with a detailed dashboard as well as a powerful data analytics engine.

Cost
Projection

What are the real costs of assigning employees overseas? Where can you reduce the costs of such assignments? The easy-to-configure Cost Projector module is developed around your policies. With no limit to the policies the system can handle, you can quickly develop detailed cost projections for every stage of the assignment.

Streamlined and online
KPMG LINK Mobility includes configurable options based on your specific cost projection setup and policies. You can then make the most of its easy-to-use design with all inputs following an organized and logical flow, enabling swift deployment of tax law updates and integration with other systems.

Automated and on-time
When it comes to dealing with a range of different tax regimes, you need to be confident that the information you have is correct. By providing regular updates, Cost Projector can help ensure your calculations use the most up-to-date tax law information from over 84 countries to keep your reports as accurate as possible.

Budgeted vs. Actual Costs
By using your payroll codes we are able to map actual paid amounts against the expected amounts from your finalized cost projection. This helps facilitate accruals and policy management. You will easily be able to quantify where exceptions have driven costs higher than expected.

Custom reports
Cost Projector enables you to enter unlimited custom allowances, including the ability to set taxation and proration for each allowance entered. Each allowance appears on different screens and on all reports – with separate year detail screens displaying national and social tax calculations. Single-year hypothetical tax calculations can be generated, showing take-home pay. Express CP module, generates reports comparing not only costs between different policies but also incremental cost.

Assignment Packaging & Payroll

Conveniently manage policies and create (or update) your compensation balance sheets and one-time payment requests based on home, host or any other locations amounts. Generate, review and share Assignment Package (Balance Sheet, Assignment Contract, Addendum Letter, other enrollment forms)

ASSIGNMENT PACKAGE

When it comes to document generation (Balance Sheet, Assignment Contract, Addendum letter, other enrollment forms), it must be correct, tailored to the policy and able to handle exceptions. Initiate an assignment in KPMG LINK Mobility and get all your documents, based on policy and get notified via workflow that the documents are ready to be reviewed. The system also seamlessly handles multiple currencies, split payroll and tracks policy exceptions.

RETROACTIVE PAYMENTS

Change is a fundamental part of dealing with international assignees and this includes their payments. With Retroactive request, payments can be calculated in KPMG LINK Mobility considering all differences in past periods and included in pay instructions upon approval via Workflow. Global Mobility Managers get a detailed report of how retroactive payments were calculated for given pay items. This is a fully automated process.

PAY INSTRUCTION & PAYROLL COMPLIANCE

KPMG LINK Mobility can work seamlessly with our industry leading Global Payroll Manager (GPM). Compensation and Demographic data is transferred to GPM each month once payroll cutoff date is reached. GPM will review payroll instruction based on previous months and policies prior to instructing payroll. In addition GPM will analyse actual payment versus instruction to ensure accuracy and proper tax and social security treatments. Payment instructions to banks are also possible.

NO RECONCILIATIONS NEEDED

Our dynamic hypotax engine ensures that your hypotax is recalculated every month to take into consideration any new payments or changes to the assignee status or length of the assignment that would impact the hypotax calculation. In other word our monthly hypotax calculation is actually a monthly reconciliation that ensures that end of the year reconciliations are no longer needed.

Vendor Initiations and Data Sharing

KPMG LINK Mobility lets you trigger vendor initiations via interfaces and track their status via configurable workflows.

As your centralized tool KPMG LINK Mobility let's you share data on a granular level with any user you wish. Sharing data can be done with automated interfaces, data export, direct access to the application, web forms and emails.

Vendors initiation
Vendors Initiations e.g. Relocation, Immigration, Tax Service, Health Insurance Enrollment, Pension Plan Enrollment etc. can be triggered in KPMG LINK Mobility manually or automatically depending on your vendor sophistication. Similarly to all others activities in KPMG LINK Mobility, the workflow engine keeps you up to date on all data exchange and ensure all request are delivered in a timely manner.

Data sharing
Share documents like visa, certificate of coverage, work permit, passport copies with all users and interact with them using built-in Chat Functionality. Define set of data that should be shared with users and at what phase of Assignment to ensure complete data security. KPMG LINK Mobility is also fully compliant with GDPR requirements and can be configured to comply with your organization's specific needs.

Automated vendor communication
Leveraging robotic process automation our vendor initiation module will complete pdf or online forms on your behalf. Robotic process automation is also used to order and import any third party data (Mercer, Airinc, ECA, etc.) that you may require or a new assignment.

Report ready
Generate reports to track the status of various initiations, assigned to you, your team or a set of population.

Self Service

Your employees can quickly update their own personal information and manage aspects of their assignment, including expense submissions and updated key tasks though a friendly user interface. They can also conveniently retrieve and upload assignment documents.

Role-based
Featuring role-based security, the Self-Service functionality lets you control what all actors of your mobility program need to access by providing appropriate company and country user rights. Once established, each actor of your mobility program (mobility team, employees, home and host HR, tax, immigration and relocation vendors, etc.) can only provide or access information that you want them to; including workflows, checklists, expense reimbursement screens, documents and reports. Allowing access to all actors of mobility ensures that each subject matter expert provides their information directly, ensuring better quality and a more efficient process.

Quick, effective communication
Being able to share data quickly is essential when doing business across borders. By enabling your users to provide and access data that is integrated with your payroll, human resources, and e-mail systems, the Self-Service functionality enables automatic distribution of alerts and reports. Users will share the information they have and have the information they need in the most effective manner.

24/7 access
Web-based and user-friendly, the Self-Service functionality is ready when you are. Users, regardless of where they are based, can gain immediate access to necessary data while you receive updates of their updates the moment they input them.

An industry leading practice approach

Developed using the latest technologies and incorporating user requirements from a range of global organizations, KPMG LINK Mobility has been in operation since 2017 and is the continuation of our technology developed since 1999 and used by over 100 multinational companies. This solution is enhanced through a comprehensive and flexible security model, incorporated logic for tax calculations and processes, and regular updates for the latest tax and legislative changes provided by KPMG's worldwide network of firms. The system is fully backed by a leading KPMG support team who provides assistance through our KPMG network.

Trained to resolve support issues, the support team can utilize business analysts and development team members, as required.

With KPMG LINK Mobility you can gain a fully integrated global mobility management technology that is further enhanced when used in conjunction with the KPMG LINK suite of global mobility tools and KPMG's Global Mobility Services practice which provides advisory, compliance and administrative services.

Global reach, local know-how

KPMG is a global network of member firms providing objective, practical and timely professional services to leading organizations, governments and private enterprises.

We fully encourage our network of professionals to seek international experience. This means we also need to determine that our global mobility processes and assignee management is efficient and accurate. It is through this real-world experience that we have developed the KPMG LINK Mobility solution.

Let digital labor help manage your mobile workforce.

Contact us:

Thomas Efkemann
Partner
T: +49 621 4267-629
E: tefkemann@kpmg.com

Matthias Wiemann
Senior Manager
T: +49 89 9282-3071
E: mwiemann@kpmg.com