



cutting through complexity

**Your employees
manage your global
business.**

**We help you manage
your employees
globally.**



Powered by KPMG LINK Enterprise Assignment Manager

Mobile employees, streamlined 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 complex are your international assignments?

Odds are, even if you've planned well, serving your mobile employee population before, during and after their assignments is difficult, time-consuming and open to errors.

By simplifying your mobility management through automated and organized processes (including candidate selection, global compensation collection, and tax services authorization through integrated workflow processes designed around the assignment lifecycle) you can quickly streamline your processes and mitigate risks. Data can be entered once in a single global database, assignment and cost projections can be accurately and easily prepared, mobility-related correspondence is managed electronically, and much more.

With KPMG LINK Enterprise Assignment Manager (LINK Enterprise) acting as a web-based global data repository, you can create an automated work environment that supports you throughout the assignment lifecycle – from payroll to human resources to emails, systems and reports – helping to enable you to reduce complexity and streamline your processes.

Global support, from start to finish

Demographics

Experience robust, built-in workflow and case management, authorized tax services, role-based functionality, and powerful, drag-and-drop reporting.

Cost Projector

Design and project total costs of compensation packages.

Compensation Manager

Create or update balance sheets and payment requests.

Compensation Collector

Track and collect assignee costs and payments.

Self-Service Portal

Enable assignees to update details and manage aspects of their assignment.

Demographics module



Data ready

You have all the data; now make the most of it.

Designed to house all data related to your global mobility program, the Demographics module helps collate, organize and store both employee and assignment data in a centralized system.

Demographic information and custom reports can then be built, as required, from the data.

Your processes built-in

Effective workflow tracking should be consistent, reliable and flexible, especially when your assignee is on the other side of the world.

From the moment a user logs in, their workflow begins and assignments (once defined) are available to both the assignee and management, helping facilitate real-time status updates.

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.

The Demographics module is the backbone of LINK Enterprise, tracking over 300 standard data elements (demographic and assignment) in one system and reports tailored to specific users including HR, line management or tax vendors.



Tax-ready

The Demographics module gives you the ability to automate the generation of your authorization list, track foreign tax credit amounts and other relevant tax services, all while tracking the status of tax equalizations.

Robust reports

Are your assignments cost-effective?
Are there options to cut costs?

The Demographics module enables you to report and perform sophisticated data queries with its powerful drag-and-drop ad-hoc report writer.

In addition to generating management reports, it is also possible to increase the automation of your reports and directly email them to specified recipients, whether an individual or an entire business team.

Cost Projector



Streamlined and online

Providing convenient 24-hour access, the Cost Projector is accessed through LINK Enterprise and 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 65 countries to keep your reports as accurate as possible.

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.



Secure

Security is essential when dealing with private and corporate data. Especially on a global scale.

To foster availability, integrity, and confidentiality of your data, all information within the Cost Projector is stored in encrypted, secure databases.

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.

In addition, single-year hypothetical tax calculations can be generated, showing take-home pay.

Compensation Manager



Compensation control

When it comes to compensation, it has to be correct.

With the Compensation Manager you can easily control what is reported on local earnings statements through memorandum updates to home and/or host payrolls. It is also possible to withhold tax for any of your employees who are working abroad but still on your local payroll.

You can also determine that regularly occurring payment instructions (by individual payee) are automatically calculated in accordance with your policies, business rules and third-party data imports – all of which can be electronically sent to your home or host payrolls. Exceptions to policy can be applied to any recurring, one-time payroll or third-party transaction before, during and after the assignment.

The system also seamlessly handles multiple currencies, split payroll and tracks policy exceptions.

Conveniently manage policies and create (or update) your compensation balance sheets and one-time payment requests based on home and host amounts. By setting up Compensation Manager with your policies and business rules, you can easily facilitate shadow payroll, end-of-year compensation collection and retroactive payments – in different currencies and for different pay periods.



Retroactive payments

Change is a fundamental part of dealing with international assignees and this includes their payments.

With Compensation Manager, retroactive payments can be made to employees to conveniently compensate for unforeseen changes and updated pay increases.

Applied specifically to employee payments, the retroactive functionality of Compensation Manager leverages transactions and worksheets that are contained within the system.

Compensation Collector



Taking stock

Best results come when we are all on the same page. Prior to any implementation, we work closely with you to clearly understand your compensation collection needs and define, agree upon and document the processes and scope of the project.

Common ground

Receiving data from multiple sources can result in numerous irregularities and duplication issues. By converting the data to a common cost code language and organizing it, Compensation Collector can help protect your data's integrity, and provide greater clarity, accuracy and completeness.

The Compensation Collector module is an ideal tool to track assignee costs and payments and effectively capture recurring or one-off payments from third party vendors, accounts payable or payroll departments even if they are from multiple locations or in multiple currencies.



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.

Report ready

Compensation Collector can provide the reporting insights you need. With current, consolidated and complete data you'll be better able to perform accurate analysis and help you make critical business decisions.

Self-Service Portal



Role-based

Featuring role-based security, the Self-Service Portal lets you control what your employees need to see by providing appropriate company and country user rights.

Once established, your employees can only access information that you want them to; including checklists, expense reimbursement screens, documents and reports.

Your employees can quickly update their own personal information and manage aspects of their assignment, including expense submissions and updated key tasks with the user friendly Self-Service Portal. They can also conveniently retrieve and upload assignment documents.



Quick, effective communication

Being able to access data quickly is essential when doing business across borders.

By enabling your users to access data that is integrated with your payroll, human resources, and e-mail systems, the Self-Service Portal enables automatic distribution of alerts and reports.

Users will have the information they need, when they need it.

24/7 access

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



An industry leading practice approach

Developed using industry-standard technologies and incorporating user requirements from a range of global organizations, LINK Enterprise has been in operation since 1999 and is now used by over 100 multinational companies.

This maturity 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 LINK Technology support center. Trained to resolve support issues, the support team can utilize business analysts and development team members, as required.

With LINK Enterprise 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 Enterprise Assignment Management solution.

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