

Global Human Resources System of Record

ADP Workforce Now®

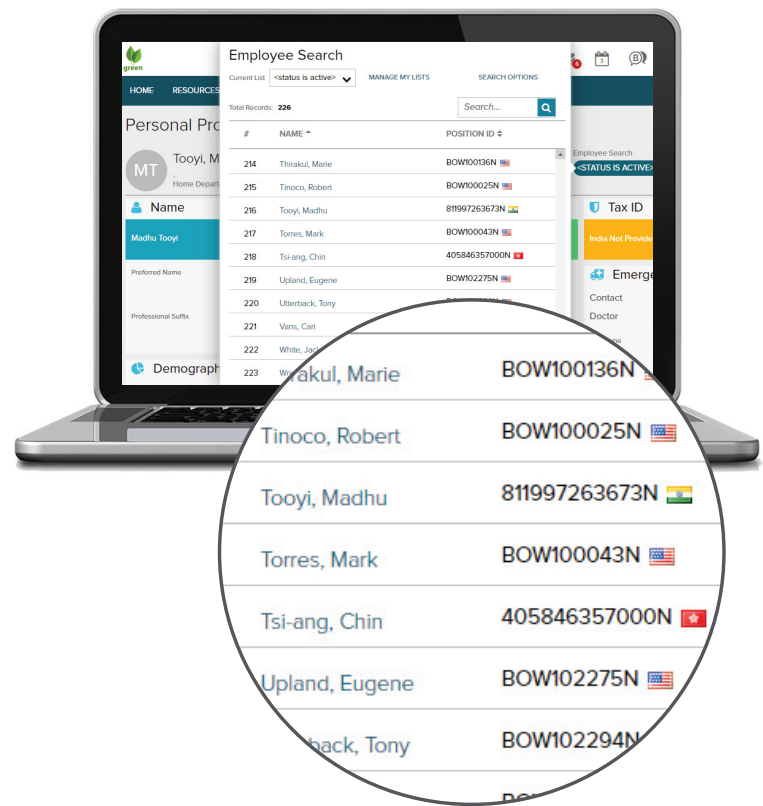


A more human resource.™

Way to go – your business has gone global. You have the world at your fingertips, but you also have a world of new challenges to face. Doing business in multiple countries can increase your organization’s complexity and potentially reduce visibility into your personnel, while also introducing new risks. The pressures are real, but ADP Workforce Now® can help.

Here are some of the ways ADP Workforce Now’s integrated approach to global human capital management (HCM)* can help you confidently track and manage your people across borders:

- Use a global system of record to manage data and standardize practices across HR and Talent Management, giving you new insights and more control
- Get a single view of your employee data to help you plan and manage your global workforce more easily
- Take a more efficient approach to headcount integration during mergers and acquisitions
- Facilitate rapid expansion into new countries supported by the system using a centralized approach to HCM
- Create access permissions and business rules for workflows using country-specific attributes
- Adopt processes and tools that are unified and integrated, using the same look and feel around the globe, to help increase efficiency



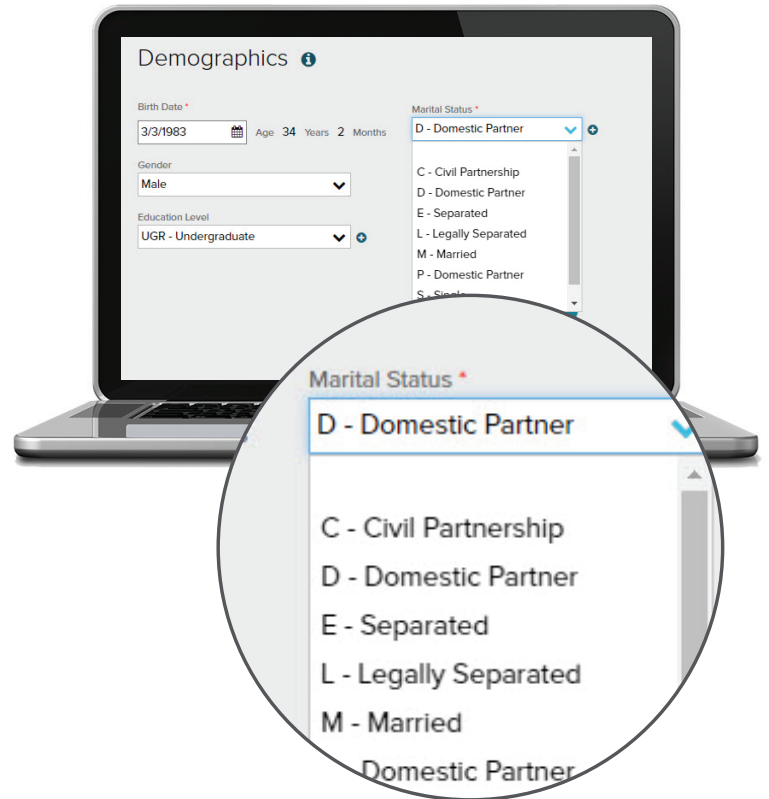
With ADP Workforce Now, companies can track and report on employee and personal information, performance-related information, policy acknowledgements, and time and attendance information for international employees.

Key components of the system that enable the global system of record include:

- Global Suitability and Country-Specific Custom Fields*
- Currency Conversion
- International Address and Tax ID Support
- Global Reporting
- Data Protection

Global Suitability and Country-Specific Custom Fields

Using a system like ADP Workforce Now for employee recordkeeping purposes in countries outside the United States requires an understanding of what information may be collected and maintained by an employer in the country where employees are situated. This requires an analysis of the legal requirements and restrictions on a country by country basis. When a recordkeeping system has been reviewed from a "suitability" perspective, this means that it has been designed to enable employers to collect and/or maintain only information permitted pursuant to the legal requirements in a given country. For example, if a country by law or regulation limits the marital status options that an employer can ask an employee about, then only those approved options will be visible to employees in that country.**



Currency Conversion

HR Practitioners and Managers can support multiple currencies within ADP Workforce Now for tracking information and converting pay rates and pay grades. Currency can be selected for each pay rate and changed at any time, based on the effective date entered by the Manager or Practitioner. In addition, clients can manage and edit currency conversion rates on their own. And, in the Workforce Now Talent module, currency fields are available in recruitment for compensation questions, salary fields and requisition costs.



Data Protection

Privacy regulations and laws governing data privacy and transfers not only continue to grow more complex, they also can vary greatly across the globe. ADP's privacy pros are committed to staying on top of the latest privacy developments to meet the compliance challenges of privacy and data protection, and ADP's Global Security Organization (GSO) helps to ensure that our products and practices reflect our commitment to the highest standard of protection and security.

ADP's privacy program and global capabilities are driven by two critical initiatives to meet the terms of privacy laws and to enhance our privacy efforts:

- European Union (EU) General Data Protection Regulation (GDPR) Compliance: The EU's revised approach to standardizing its privacy laws
- Binding Corporate Rules (BCRs): The "gold standard" for data protection compliance worldwide

ADP is one of the few HCM companies to design its products, practices and processes to comply with stringent data protection compliance rules such as GDPR and BCRs.

With all of your data in a single, global system of record, you'll be well-positioned to make strategic improvements across the board, such as

- Have a consolidated and consistent view of global HR data for tracking, auditing, reporting and analysis
- Manage, relocate or hire a global workforce
- Reduce the amount of time your HR resources spend on administrative tasks
- Use your HR department's data and activities to implement and support other aspects of your global human capital management strategy

**Want to learn more about how
ADP Workforce Now can help you go global?**

**Contact your ADP representative today, or go to
www.adp.com/workforcenow**

*Available in select countries.

**ADP Workforce Now® Human Resources and Talent modules have generally been designed to assist clients to comply with U.S. laws and regulations. However, ADP completed privacy and suitability reviews for more than 50 countries, and developed ADP Workforce Now® to align with the human resources and talent recordkeeping requirements in those countries. ADP makes no representations about whether its systems are compliant in those countries. Such compliance must be determined by client.

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