

# Payroll

## Meeting Your Unique Requirements

Lawson® Payroll offers comprehensive U.S. and Canadian payroll functionality, including regulatory reporting and compliance, garnishments and court order management, flexible automated deduction creation, Tips and Absence Management integration.

Today all organizations are faced with increasingly cumbersome payroll processes. There are new laws with which to comply, additional tax regulations, and highly complex benefit plans. In addition, more organizations than ever are operating in more than one country.

Payroll rules and regulations are unavoidably complex, but Lawson Payroll can make managing them much easier.

Lawson Payroll is a proven solution that processes payments and provides regulatory reporting for some of North America's largest companies. Lawson delivers a product set flexible enough to meet the unique payroll processing needs of your business, taking away the usual stresses of compliance and reliability. It allows users to setup multiple deductions to support ceiling taxes and automates pension payout processes and employee history corrections.

### Complete Integration

Payroll delivers a rules-based setup, creating a system flexible enough to support a variety of methods for managing benefits and automating compensation and deductions. Payroll seamlessly supports multiple time entry systems — from the Lawson self-service Web time entry and electronic check deposit to traditional pen-and-paper entry and paper checks printing and distribution.

Plus, it easily handles time-sensitive information, such as time entry, check or receipt printing, off-cycle payments, quarterly filings and withholding forms.

Payroll is fully integrated with other Lawson solutions including Absence Management, Personnel Administration, Benefits Administration, Financials and Accounts Payable. For example, when an employee is hired through Lawson e-Recruiting, the employee information is instantly made available in Human Resources and Payroll. Benefit plan changes, made in Benefits Administration, automatically update payroll deductions without manual calculations or additional data entry.

### U.S. and Canadian Support

For companies operating in Canada, the United States or both, Payroll features simultaneous payroll run capability, flexible adjustments, and advanced processing features, including automated tax assignment to support the most complex taxation scenarios and local compliance for Canada and the United States.

Lawson Payroll allows you to spend less time maintaining employee taxes and increase your tax calculation accuracy with automated transfers and taxing authority synchronization. The solution complies with US and Canadian statutory requirements; including vacation and pension plans, garnishments, workman's compensation, and taxation. Lawson Payroll also features flexible setup capabilities for multiple government agency identifiers, which support federal, state, provincial and local jurisdictions.

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## Tip Allocation

Lawson Tips captures, calculates, allocates and reports tip information, ensuring compliance with legal reporting requirements. Further, the system capabilities include minimum wage verification with tip processing to ensure FLSA compliance in the U.S.

## Self-Service Payroll Functions

Payroll functions can be accessed through Lawson Employee and Manager Self-Service, which provides managers and employees 24x7 self-service access via the Web. Employees are empowered to make changes directly and view information such as:

- Setting up direct deposit accounts
- Viewing paycheck history
- Checking time-off balances
- Changing withholding status
- Creating “what if” scenarios to see the effect of withholding or benefit changes on their paycheck

Managers can approve employee entries — such as time entry — and view critical information related to their employees.

## Scalable to Accommodate Any Size Organization

Payroll readily handles even the largest payrolls, even if you choose to process your whole company at one time using concurrent payroll runs. It handles special runs for bonuses, commissions and other company-defined pay types. Payroll also performs automatic calculations for retroactive and overtime pay based on employee or union pay schedules.

## Reporting

Payroll offers a variety of standard reports specific to the U.S. and Canada, including reports dedicated to Canadian payroll requirements. Payroll reports and online queries assure balanced payroll records, helping you generate accurate tax payments and quarterly and year-end wage reporting. Payroll also supports electronic government reporting.

Lawson Payroll gives you a single, powerful system to handle all your payroll needs — from standard, routine operations to exceptions and pension accounting. It reduces cost by allowing your employees the flexibility of entering their information and easy access to payroll data.

## Contact Lawson

For more information about Payroll and other Lawson business solutions, call 1-800-477-1357, direct at +1-651-767-7000, international at +44 (0) 1344 360273, or visit [www.lawson.com](http://www.lawson.com).

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