

Employee Solutions Made Easy



A more human resource.™

The success of your small business depends on the engagement and performance of your employees. With automated and integrated employee solutions customized just for you, ADP® can help you streamline your HR tasks, better manage your employees and navigate employment laws.



HR Solutions

The average small business owner spends 25% or more of their time handling employee-related paperwork. This increases to 35-45% if the tasks include recruitment, hiring, and new employee training.¹

- HR Business Advisors help with addressing employee management challenges and offer best practice information on employment law compliance
- Resources and wizards to help you create and update custom job descriptions and employee handbooks
- Tools and resources for improving employee engagement, performance and productivity
- Solutions to simplify the hiring, screening, and on-boarding processes



Electronic Time and Attendance

43% of hourly workers admit to exaggerating the amount of time they work during their shifts.²

- Help reduce labor costs, improve productivity and manage wage and hour compliance.
- Mobile and automated attendance to help decrease time collection errors and increase pay accuracy.



Pay-by-Pay® Premium Payment Program for Workers' Compensation*

Help improve your cash flow by integrating your Workers' Comp premium payment with payroll.

- Accurate premium payments with no large, upfront deposits*
- Reduces the risk of lump-sum year-end audit adjustments
- Print certificates-of-insurance anytime and anywhere from RUN Powered by ADP®



Health & Benefits*

44% of employers believe their company's benefits offerings highly influence their employees' satisfaction.³

- Through ADP's licensed affiliate, Automatic Data Processing Insurance Agency, Inc (ADPIA), can offer competitive health care plans from its portfolio of national and regional carriers.
- ADPIA's Licensed Agents are available to provide service and support to you and your employees.
- Access to the Employee Advocacy Center which specializes in handling employees' health plan questions – so you won't have to.



Retirement Plan Solutions**

72% of employees say a retirement plan is a "must have" benefit.⁴

- Seamless payroll interface with automated contributions and money movement
- Tools and resources to support plan sponsors and their employees
- Financial wellness programs

For information on ADP's products please contact:

DM Name
DM Email
DM Phone

Unlicensed ADP representatives cannot discuss insurance products but can request that an ADPIA representative contact you.

*All insurance products will be offered and sold only through Automatic Data Processing Insurance Agency, Inc. (ADPIA), its licensed agents or its licensed insurance partners, 1 ADP Blvd, Roseland, NJ 07068. CA license #0D04044. Certain services may not be available in all states, with all carrier partners of Automatic Data Processing Insurance Agency, Inc. Clients must be using ADP's tax filing service to take advantage of Pay-by-Pay. While premium deposits may be eliminated with most carriers, state assessments fees may still apply.

**Only licensed representatives of ADP Broker-Dealer, Inc. (Member FINRA), an affiliate of ADP, LLC, One ADP Blvd, Roseland, NJ, or, in the case of certain products, of a broker-dealer firm that has executed a marketing agreement with ADP, LLC may offer and sell ADP retirement services products or speak to retirement plan features and/or investment options available in any ADP retirement product. Unless otherwise agreed to in writing with a client, ADP, LLC and its affiliates do not endorse or recommend specific investment companies or products, financial advisors or service providers; engage or compensate any financial advisor to provide advice to plans or participants; offer financial, investment, tax or legal advice or management services; or serve in a fiduciary capacity with respect to retirement plans. Investment options are available through the applicable entity(ies) for each retirement product. Nothing in these materials is intended to be, nor should be construed as, advice or a recommendation for a particular situation or plan. Please consult with your own advisors for such advice.

For information specific to retirement products offered through ADP Retirement Services please visit us at adp.com/401k.

(1) Business and Legal Resources, 2013 HR Policy Survey Date, available at www.hr.blr.com. (2) "How Software Can Reduce Payroll Losses Industry View 2015", Software Advice (3) 2014 Aflac WorkForces Report <http://workforces.aflac.com>. (4) Opportunity is Knocking: How Benefits Lay the Groundwork for a Thriving Workplace. MetLife's 15th Annual U.S. Employee Benefit Trends Study, 2016. <https://benefitrends.metlife.com/us-perspectives/opportunity-is-knocking/>

The ADP logo, ADP, Pay-by-Pay and RUN Powered by ADP are registered trademarks, and ADP A more human resource. is a service mark of ADP, LLC. Copyright © 2017 All rights reserved.