

Aurion PayGo



Aurion

PEOPLE & PAYROLL SOLUTIONS



Take off with **AURION PAYGO**

For over 30 years, we've been delivering People & Payroll solutions helping our customers to make their work lives easier.

Now we're delivering our first ever tailored solution for small to medium-sized businesses – Aurion PayGo.

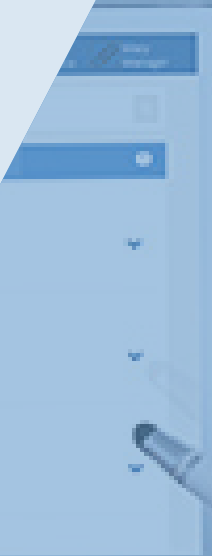
Aurion PayGo offers all of the features you expect from a leader in People & Payroll solutions –100% guaranteed secure, compliant and accurate payroll management from a dedicated team of payroll experts – making it easier than ever to pay your people, no matter what size your business.

PAYROLL MADE EASY //

For the first time, Aurion PayGo offers small to medium-sized business owners the opportunity to experience the same outsourced payroll service excellence we deliver to large enterprise, tailored to the needs of your growing business.

With Aurion PayGo, you hand your payroll processing to our expert team. Get industry-leading support whenever you need it from our Customer Support team, as well as our technology and security specialists - all committed to helping your business succeed.

Aurion PayGo is delivered using the Aurion People & Payroll software solution, built and delivered wholly onshore in Australia using best-in-class cloud technology to ensure your safety and security. Your Aurion PayGo solution will include all software, technology and upgrades, including to maintain legislative compliance, for the life of your service.



100% GUARANTEED SECURE, COMPLIANT AND ACCURATE

Our secure payroll services are designed to help organisations with limited in-house expertise, or those looking to reduce Payroll service delivery costs while ensuring 100% guaranteed compliance, accuracy and reliability.

YOUR SAFETY & SECURITY ASSURED

Our ISO-certified and ASAE-accredited certified solutions and services offer the ultimate assurance of reliability, accuracy and service excellence. Our security measures ensure the safety of your highly confidential information, with our entire team of dedicated service professionals providing comprehensive management and support.

ALL-INCLUSIVE SERVICE PACKAGE

Your Aurion PayGo service is a complete solution, delivering all the products, services and expertise you need for a simple fixed-price per employee/payslip.

Your Aurion PayGo service includes:

- + Compliance
- + Payroll processing and administration
- + Business Process Automation (BPA)
- + Service and support
- + Quick assisted implementation
- + Technology

WITH YOU EVERY STEP OF THE WAY //



Your Aurion PayGo journey is supported every step of the way - from initial setup through your business evolution. With in-depth knowledge, we fully understand how to setup, process and optimise payroll for your unique business conditions.

Setup of your Aurion PayGo service will be completed with your key business stakeholders and our expert Aurion team. Our easy, guided setup process ensures we get to know you and your business requirements, and start the journey to reliable, set-and-forget payroll right. You'll be ready to go within one pay cycle.

As part of your setup, we will migrate all employee data and configure business rules required to manage your payroll obligations. You'll receive change management and key user training that will guide you through the setup phase and into business-as-usual operations.

Your partner in business success, we actively look for ways to deliver the most cost-effective solution for your business as you evolve. Your service support team can provide advice and assistance on your business journey.

THE AURION PAYGO SETUP PROCESS

Setup

Data import
and configuration



Pre Go-Live

Testing, training
and change
management



Go-Live

Aurion PayGo live
service commences



MAKING THE COMPLEX SIMPLE WITH BUSINESS PROCESS AUTOMATION

Aurion's Business Process Automation (BPA) tools automate and simplify Payroll processes. Our service team use BPA and automated workflow to streamline communication with your business for key business-critical payroll transaction processes, ensuring efficiency, accuracy and compliance with service standards.

BPA processes included in your Aurion PayGo service automate the following transactions:

- + New starter onboarding
- + Termination management
- + Employee rehire
- + TFN declaration and tax variations
- + Superannuation Choice of Fund Management

DETAILED SERVICE INCLUSIONS //

Compliance

- + ISO9001:2015 certified
- + ASAE3402 accredited
- + ATO BAS Agent and ATO Digital Service Provider
- + Compliant with all Australian and New Zealand legislative requirements, including Single Touch Payroll (STP) and New Zealand Inland Revenue (IRD) PayDay reporting
- + Delivered onshore in Australia

Payroll Processing

- + Employee/Manager Self Service
- + Leave management
- + New starters/termination management

Payroll Administration

- + Payrun processing, including trial pay and pre-payrun approval reporting
- + Post-payrun processing, including reconciliation and reporting
- + Costing and export to external Finance journal
- + Security user management

Superannuation

- + Pay-by-pay reconciliation and STP reporting
- + Pay-by-pay upload
- + Quarterly superannuation reconciliation

Business Process Automation (BPA)

- + New hire (employee)
- + Rehire employee
- + Termination
- + TFN declaration and tax variations
- + Superannuation Choice of Fund Management

Service Monitoring

- + Defined SLAs and KPI Reporting

Service and Support

- + Access to Aurion Service Centre (24/7 online support) and Service Desk (business hours)
 - + Simple payroll and leave enquiries
 - + Incident management, including software issue reporting and password reset
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Additional Services (Optional)

- + Complex terminations, including redundancy
- + Variation payroll processing (non-Self Service)
- + Advances
- + Overpayment management
- + Stop pay
- + Disbursements
- + Advanced systems administration - complex reporting and bulk processing
- + Complex payroll and leave enquiries

Additional Features

- + Jobs and People - organisation structure management
- + Automated workflow
- + Integration with external mail system *(subject to Aurion support for your preferred application)
- + Integration with external finance system *(subject to Aurion support for your preferred application)
- + Integration with external network directory *(subject to Aurion support for your preferred application)
- + Access to Aurion integration toolkit
- + API Integration
- + Configure preferred organisation display and theme

Technology

- + Backed by Aurion People & Payroll cloud software solution
- + AWS cloud deployment
- + All software updates and maintenance
- + Cloud infrastructure maintenance
- + Business continuity and disaster recovery

Pricing

- + One-off assisted implementation fee
- + Fixed per employee/payslip charge
- + All software, infrastructure, service and support included in fixed fee

Service Setup and training

- + 2-day assisted service setup
 - + Key user training
 - + Access to Aurion E-Learning and self-education materials
 - + Optional change management package
 - + Optional extended training
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Aurion is a pioneer of HR & Payroll Software and for over 30 years we've been a market leader helping hundreds of organisations drive efficiency and productivity.

Aurion designs and deploys Best Practice People & Payroll Software that works on any device that makes complex things simple.

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AURION.COM