

# ADP Total Compensation Statements



Provide your employees with a comprehensive picture of valuable benefits and hidden compensation

In a tight labor market or in a slowing economy where cost containment is in the forefront, your organization's ability to build a committed, productive workforce is essential. The benefit package that your organization offers allows you to remain competitive, improve morale and attract and retain good employees. Providing personalized employee communications, such as ADP's Total Compensation Statements, is one way your organization can show your employees not only what their benefits are, but what their total worth is to the company.

## The ADP Solution

Benefits are often overlooked but are a very important portion of an employee's total package – not only in terms of dollar value, but also in terms of the protection and security they provide. Most employers cite data gathering and lack of internal resources as the primary obstacle in producing total compensation statements. ADP's experience with employee data and our knowledge of benefits solutions simplifies the data-gathering process. In addition, ADP's proven expertise includes the ability to coordinate complex data feeds and prepare the information for design, layout and distribution.

## Designed for Your Organization's Culture

ADP's solutions are tailored to your needs and specific communications objectives. ADP Total Compensation Statements can range from simple to elaborate and can be distributed in various formats: from single-sheet summary, full-color brochures or via the Web – it's your choice.

## Personalized

Employees appreciate the comprehensive information provided in ADP's Total Compensation Statements – an all-in-one view of their compensation and benefits information ranging from health care coverage to future retirement income, in a format that can be shared with family.

Retirement planning education is becoming a significant part of the total compensation message and can be incorporated into the statements ADP prepares. Detail on profit sharing, stock purchase and 401(k), among other programs, can be used to assist employees with retirement planning as part of their overall portfolio.

## Comprehensive Information

ADP Total Compensation Statements are not a one-size-fits-all solution. You choose the information you want to provide your employees and bring every important compensation detail into focus with:

- A comprehensive overview of total compensation and benefits
- An explanation of benefit value, including a detail of employer and employee contributions
- Health, disability and life insurance information — the employee's current coverage and benefit highlights
- Retirement plan information — the employee's balances and projected value at potential retirement ages
- Company stock information — a summary of the employee's current portfolio
- Additional benefits: employee assistance plan, tuition reimbursement, adoption assistance, etc.

## Online delivery of ADP's Total Compensation Statements gives you even more. It's:

- Current — Data can be refreshed as often as every pay cycle
- Convenient — Accessible any time through a secure ADP-hosted Web site
- Cost-effective — Feature-rich solution with a reasonable fee structure

## TODAY ADP

- Serves over 30 million employees worldwide every payday
- Touches another 15–20 million employees through benefits and HR services
- Serves 5,000 large employers (with more than 1,000 employees), including both public sector organizations and multi-national companies
- Moves half a trillion dollars annually through payroll and tax operations
- Prepares and submits employers' quarterly payroll tax returns to about 2,000 U.S. federal, state and local regulatory agencies
- Stands as the only information technology company and one of only a handful of global companies with a "AAA" rating from the leading investment ratings agencies