

## What is outsourcing?

Businesses can outsource their whole payroll function or enjoy bespoke tailored service from an external provider that allows a company to focus on their own expertise. Outsourcing payroll has become an option that many organisations are looking at after the introduction of RTI and automatic enrolment.

## Why IRIS?

IRIS has specialised in payroll for over 30 years and this experience means we fully understand all aspects of payroll to be able to offer you a first class service ensuring you are legislatively compliant whilst paying staff accurately and on time. For IRIS Managed Payroll, we use our own, market leading, HMRC accredited payroll software which easily enables us to tailor your payrolls to your individual requirements.

## 5 Reasons to outsource your payroll

Outsourcing your payroll to an external provider could bring a number of benefits to you and your business.

### 1) Minimise auto enrolment stress

The workplace pension reform in 2012 shook up the world of pensions like never before. Alleviate yourself of this burden rife with complexity by outsourcing the responsibility to IRIS.

### 2) Save Time

Time and money are regularly seen hand in hand and by outsourcing your payroll to IRIS, you can free up vital time that can be spent focusing on your business.



### 3) Reduce your costs

According to Totaljobs.com, the average salary of a payroll manager is £32,500\*. Combine this with the cost of printing payslips, sealing machines, payroll software and regular training for legislative updates, outsourcing your payroll could save you a vast amount of money.

### 4) Utilise the experience of our payroll professionals

IRIS payroll experts can put your mind at ease that your payroll will be in safe hands. With a vast range of knowledge, experience and expertise at their disposal, you never need worry about payroll again.

### 5) Improve efficiency

Outsourcing to IRIS enables you access to a large amount of reports which can be specialised to suit your business' needs. This can help to streamline internal processes in other areas of the business and allow you more time to concentrate on efficiency.

"Honestly, we've never had any problems since moving to IRIS, it's all been really easy! The team are incredibly knowledgeable; when RTI was introduced the switch was so seamless we barely noticed any different!"

**Viki French, ACT Teleconferencing**

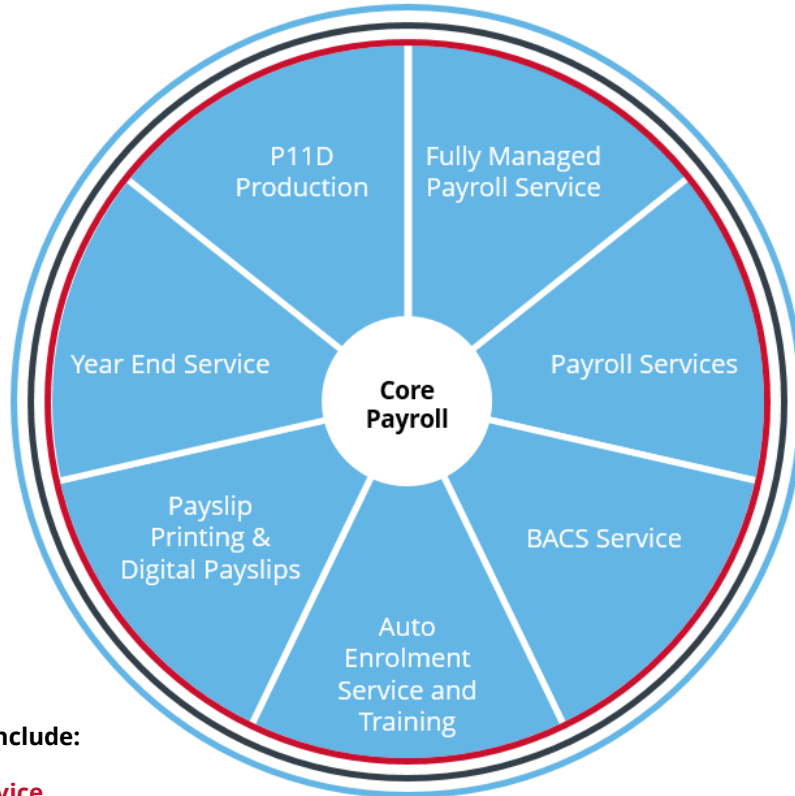
"IRIS are very helpful whenever I ring them up or send them an email and they always come back to me extremely quickly which gives me peace of mind that everything is under control."

**Raksha Pandya, Practice Manager at JS Medical Centre**

\*Correct at time of print

Call **0843 357 1822** or visit [iris.co.uk/managedpayroll](http://iris.co.uk/managedpayroll) to see how we can help you

## The IRIS Managed Payroll Service



### IRIS outsourcing options include:

#### Fully managed payroll service

This includes processing your payroll, payslips printing/email payslips/electronic payslips, BACS processing, Year End service (Including P11D production).

#### Payroll services

Payroll processing and production of BACS file for processing. A backup file can also be provided so that payslips or BACS can be taken care of by yourself.

#### BACS service

Our BACS accredited bureau can make all BACS payments on your behalf to your employees. The service is completely secure and you can be of the peace of mind that payments will be processed correctly and on time.



#### Auto enrolment service and training

IRIS Auto Enrolment service will take care of all of your assessment and communications needs as well as the production of pension files for you to upload to your pension provider. If your pension provider isn't supported, no worry, we can create a bespoke file type upon request. We also provide a number of different training courses that you can either attend in person or as an online webinar, from the comfort of your desk!



#### Payslip printing and Digital payslips

We will print and seal your payslips and then either send them to you or direct to your employees. Payslips will be printed in a secure environment with professional laser security payslip printing. You can take advantage of IRIS OpenPayslips with our managed service where you can access payslips, P60s and pension communications via a secure web portal. You can also access via smartphone, tablet and PC. Apps available for free on the App Store, Google Play and Windows Store.



#### Year End service

This service includes processing PAYE tax and NI contributions, P60 production for employees, filing Employer Annual Return (P35 and P14s), filing expenses and benefits as well as P11D and P9D forms production.

#### P11D production

We can take care of your P11D production, carrying out all calculations and submitting information online to HMRC.

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