



## HOW ASSIGNMENTPRO CAN STREAMLINE COMPENSATION REVIEW PROCESSES?

### THE CHALLENGE

---

The world of global mobility is continuously changing, policies, allowances and living circumstances affect your mobile workforce constantly. Most mobility programs respond to this with regular review processes to ensure that both internal and external factors are reviewed and applied on assignment remuneration. These include but not limited to exchange rate fluctuations, changes in cost of living and salary reviews.

It is challenging to keep an eye on all moving parts involved in these reviews therefore often the work is outsourced to consultancy firms. While it saves time and effort, it can mean an expensive solution.

Updating calculations internally on the other hand takes away precious time from your team and depending on the tools utilized it might add extra work to ensure correct outcomes. Maintaining complex calculations or macros add burden to mobility teams, and the limited time and pressure to complete reviews manually may result in high error rates.

## THE SOLUTION

AssignmentPro offers a streamlined solution to manage regular compensation review processes, simplifying actions, automating data transfers between systems and giving better visibility where focus is needed during the process.

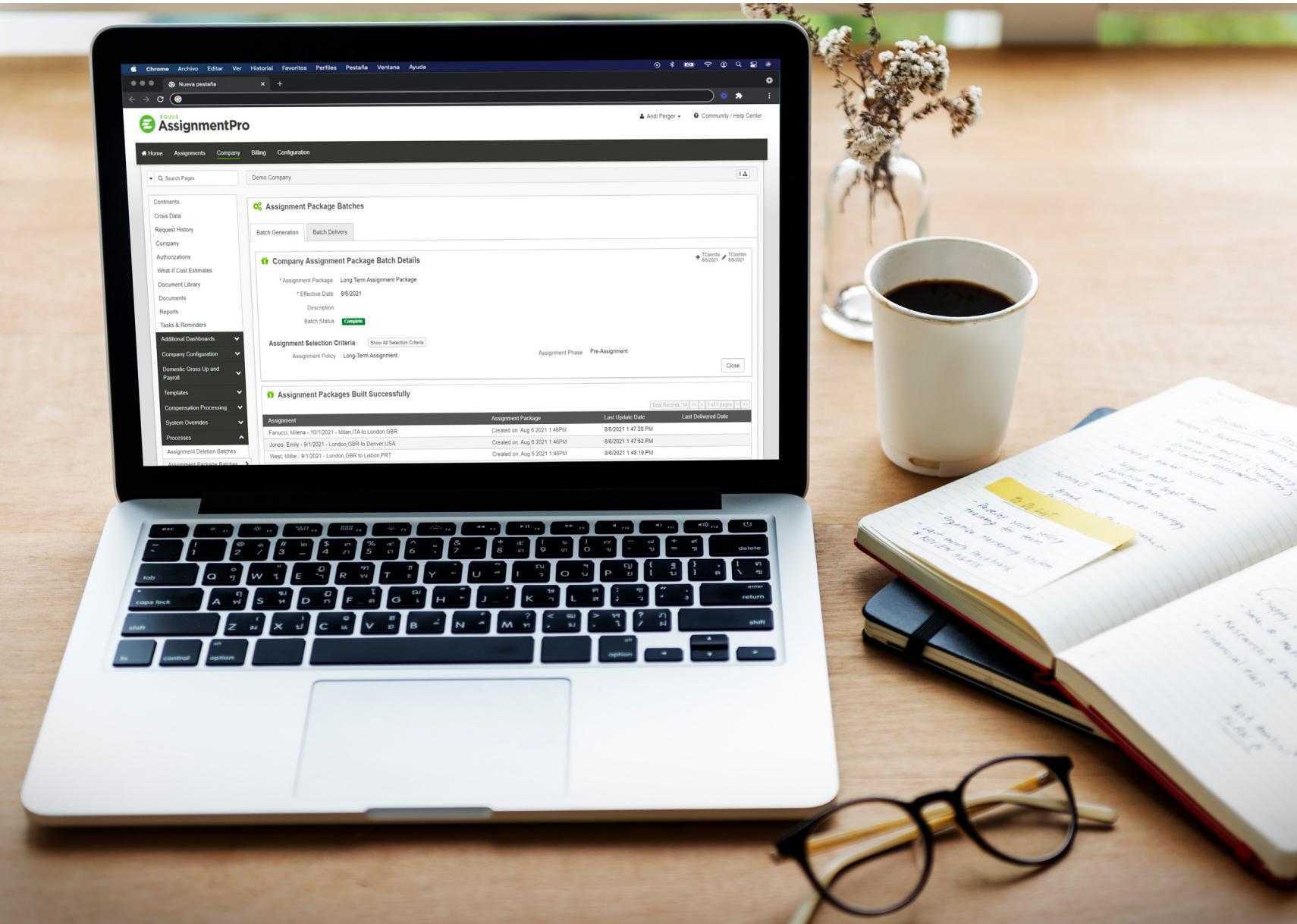
### Right data at the right time

AssignmentPro can include a standard API to always provide the latest allowance tables for any compensation calculations of your mobile employees. The data transfer is instant and automated, saving time for the mobility teams. Whether the reviews are quarterly, bi-annual or annual the data is always readily available.

In the case of any other data inputs, the user-friendly import feature of AssignmentPro allows quick and easy input of allowance data tables or new exchange rate information.

AssignmentPro easily integrates with HR Information Systems (HRIS) allowing annual salary review information and other compensation data to be transferred to the assignment records directly and securely.





## Batch calculations with one click

Once the new allowance and compensation data is readily available in the system, it is easy to generate batch compensation calculations and any tailor-made document to be shared with assignees as part of the review. Batch calculations can be created based on several factors including location, policy or job band and mobility teams can identify the correct population to be included in the batch simply by selecting/unselecting individual assignments.

## Overview and control

Managing the mobility population across geographies and ensuring the review is completed on time is challenging. AssignmentPro helps your teams to oversee to completion of each review process with interactive dashboards. The display helps to quickly identify where the team's focus should be shifted to minimize any delays. The mobility team members can also follow specific checklists, highlighting each milestone to make sure all the review calculations are ready, reviewed and shared with the assignees and payroll contacts in a timely manner.

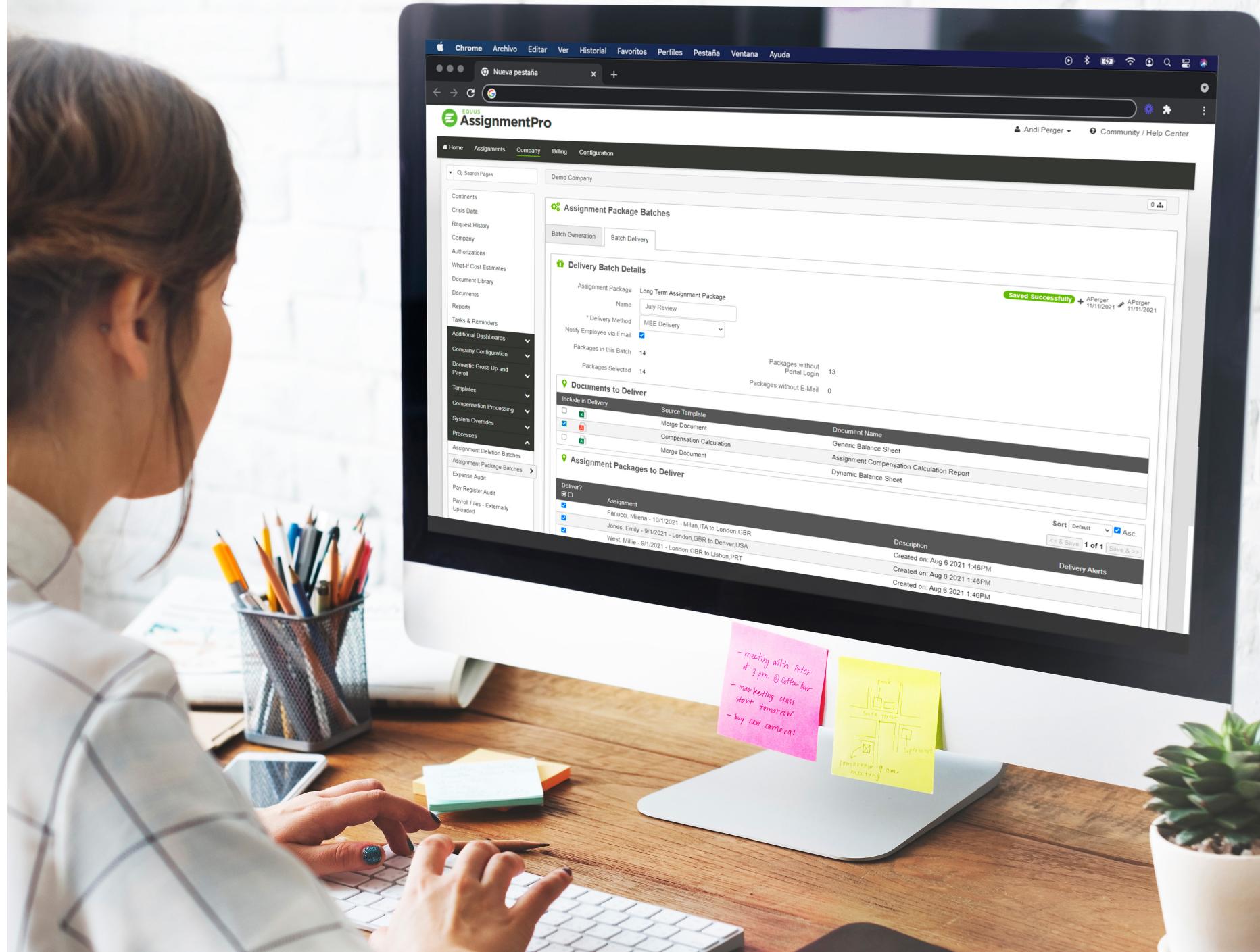
## Communication

Once the detailed work of calculations and reviews have been completed it is simple to share the new figures with employees and other stakeholders.

Employees can access their new balance sheets by logging in to the Mobile Employee Experience (MEE) where the documents are published safely and securely.

Payroll teams receive the new remuneration and assignment related allowances as part of the streamlined process calculating values through Compensation Worksheets and feeding directly into payroll reports.

Additional stakeholders can have access to tailormade dashboards to instantly see updates on the review process by accessing AssignmentPro.





PHILIP MORRIS  
INTERNATIONAL

## About Philip Morris International

Philip Morris International (PMI) is one of the world's leading international tobacco companies with products sold in over 180 countries. Headquartered in New York City and listed on the New York Stock Exchange, the American company has a workforce of over 71,000 employees and an active global mobility population of around 700. PMI is building its future on replacing cigarettes with smoke-free products that— while not risk-free — are a far better choice than cigarette smoking.

## How AssignmentPro improved the compensation review process for PMI?

The mobility team completes a compensation review cycle in every quarter including exchange rate and mobility allowance review. Additional to this, in every April they incorporate the annual salary review process including new reward data for their mobile employees.

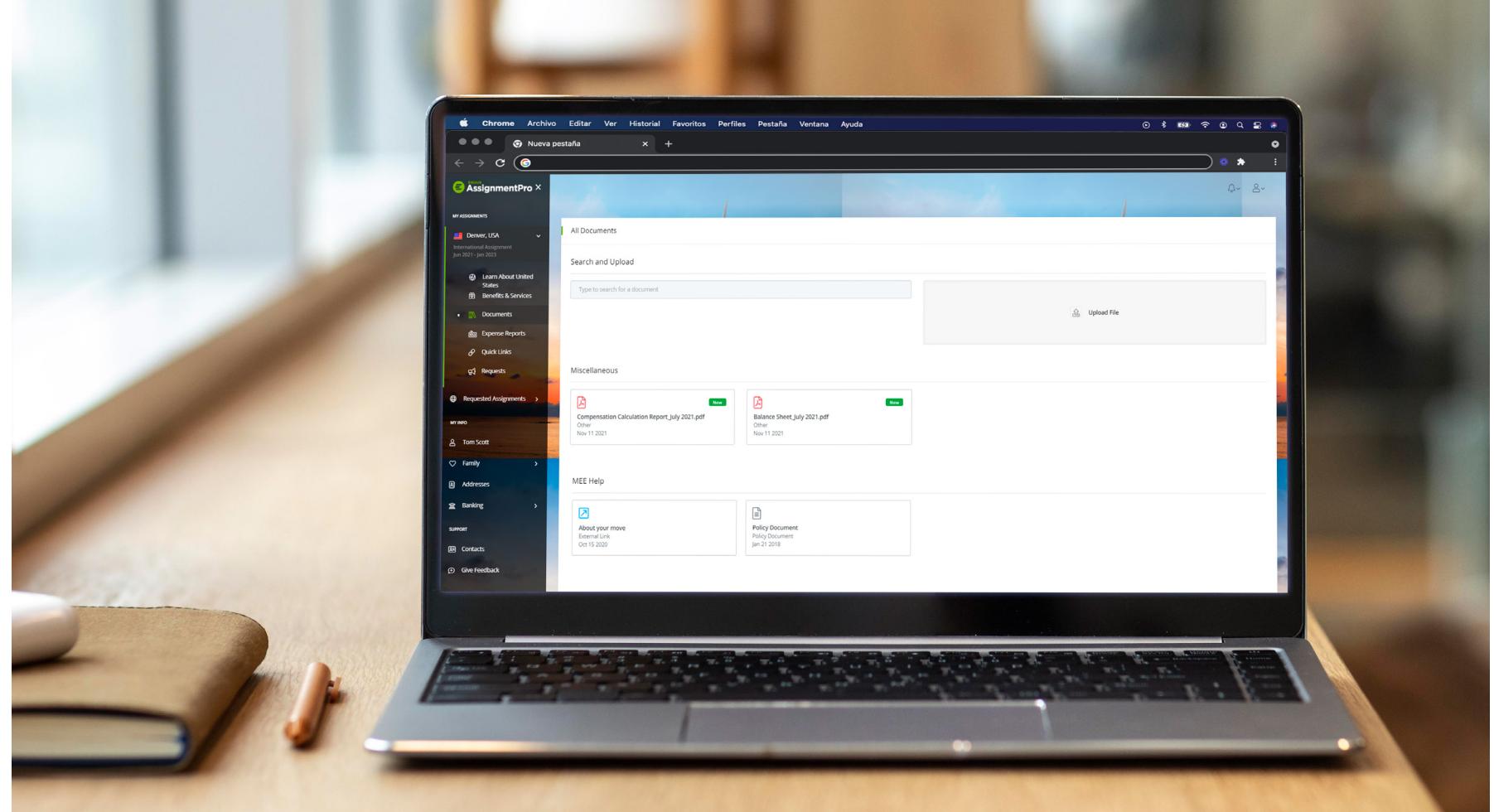
## Integrations

The PMI global mobility team utilizes the standard integration functionality in AssignmentPro. The direct connection to their HRIS platform, SAP has enabled the team to receive timely annual base salary updates directly into the assignment records, and the AIRINC API greatly simplified their mobility data input so the allowance tables such as cost of living, housing and hardship are transferred to AssignmentPro automatically without the need for any manual

import. The integrations have saved time and effort for the team, increased the data integrity and reduced the need of performing additional control checks on manual uploads. The SAP integration also helps in the streamlined payroll process, as once the new mobility packages are calculated, using AssignmentPro's batch functionality, the system shares securely the new values with payroll teams through the HRIS interface.

## Tracking

AssignmentPro also helped streamlining the PMI review process with customized checklists, ensuring that every team member involved can easily stay on top of their tasks during the review process. The mobility team also relies on compensation review dashboard which gives a birds' eye view of the process & progress by country or by a specialist. It is easy to identify if there are any areas at risk and focus attention where it is needed most in order to meet each country's payroll deadline.



## Employee communication

Since utilizing AssignmentPro PMI assignees have access to the Mobile Employee Experience (MEE). The mobility team shares the new balance sheets via the MEE which is instant and secure, allowing the mobile employees to access their new mobility package easily - even on the go using the mobile app. Before AssignmentPro, assignees had no access to an employee portal and the communication was managed via emails. The mobility team had to make sure that the new amounts are communicated and shared timely working with complex macros and email merges for around 700 assignees, requiring several hours of manual work.

## CONCLUSION

---

AssignmentPro is one single platform for compensation review processes, saving time and ensuring accuracy by utilizing automated, streamlined technology solutions. The technology provides a user friendly interface to run high number of calculations while connecting mobility teams to employees through the Mobile Employee Experience (MEE) makes it easy and safe to share revised compensation statements online. Similarly, the AssignmentPro platform allows quick and secure access to your internal and external business partners to access information relevant to them.

Automation allows mobility teams to spend less time and effort on calculations, and focus on more value-added tasks making sure your mobile workforce is happy on the move.

