



## reoplan Fiduciary

# Outsourcing Payroll Accounting – many good reasons speak for it

Are you looking for a dedicated accountant who doesn't cut corners? Do you desire an independent auditor who can take your business to the next level as a sparring partner? Or do you need an HR specialist for a temporary period? Then you've come to the right place - reoplan. We offer you all the fiduciary services you need - in Thun, Bern, and Zurich. Or right at your location.

## Competence

The payroll and social insurance system is becoming increasingly complex, and it requires more and more specialized expertise to accurately represent matters in everyday life. Also, as the company grows, the various circumstances change, and the demands on this position are constantly growing.

## Your trustworthy Partner – reoplan

Entrusting a position with payroll accounting requires a high level of trust. Often, this position is the only one that possesses the necessary expertise to accurately capture and process everyday cases. For instance, if errors occur in payroll calculations due to a lack of expertise, they often go unnoticed and may only resurface later, for example, during an audit. This can frequently be associated with significant financial claims, which are often entirely borne by the company.



Thanks to the provision of qualified employees and expertise, reoplan is a reliable partner.

# Payroll management and HR

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In times of a skilled labor shortage and rising salary costs for qualified employees, it is also becoming increasingly difficult to find the right individuals for this position.

**Outsourcing your payroll accounting provides relief and, at the same time, many advantages:**

- Addressing current staffing shortages
- Ensuring qualified employees / expertise
- Ensuring backup support
- Enhancing confidentiality
- Minimizing the risk of discrepancies and the potential for financial claims
- Compliance with external laws, standards, and regulations, as well as internal ones
- Efficient and structured processes
- Secure digital handling
- Reduction of internal efforts, e.g., for audits
- Reducing third-party costs for payroll software
- On-demand, specific support or full HR takeover if needed

A general advantage of outsourcing tasks is that processes are clearly defined, and only the services that are actually incurred are paid for. Additionally, due to the high expertise of our employees, tasks are carried out efficiently and with a clear focus. This advantage is particularly significant when outsourcing payroll accounting. It is not uncommon for a company to save costs and improve quality through outsourcing.

## The outsourcing of payroll accounting

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The outsourcing of payroll accounting is supported by many reasons. But what could outsourcing with reoplan look like? Every outsourcing arrangement is unique. The size of the company, existing processes and structures, as well as the company's requirements for HR, all play a significant role.

In the first step, the existing processes and structures are documented and analyzed. Subsequently, it is determined which tasks should be outsourced exactly. For example, it may make sense for master data changes or accident and illness management to remain in-house, or for these tasks to be outsourced for the purpose of relief.

**Tasks that are often outsourced include:**

- Monthly payroll calculation and distribution of payslips
- Correspondence with authorities and government agencies
- Filing annual declarations with social insurance agencies
- Generating payroll certificates
- Completing statistical reports
- Reconciliation with the financial accounting department

During the process analysis, optimization potential is often identified, which is then incorporated into the later implementation. Once the tasks and interfaces in the processes are defined, the next step is to transfer existing knowledge and ensure a smooth and secure transition.



«It is not uncommon for a company to save costs and, at the same time, improve quality through outsourcing.»

**Thomas Schleiffer**  
Head reoplan Thun AG

# reoplan - Competence and Partnership

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reoplan is an experienced partner for outsourcing payroll accounting and can also handle additional HR tasks such as employment references, hiring processes, and more. Learn more about reoplan's HR services.

**Are you interested in our HR services and outsourcing your payroll accounting? Contact us. We are here to assist you.**

## The reoplan Group

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reoplan was founded in 1987 as a fiduciary company and now has over 30 employees. Flexibility, innovation, and solid expertise ensure satisfied customers all around. In addition to the fiduciary sector, reoplan Immobilien AG in Thun is also part of the group, specializing in property management, sales, and appraisals. The Digital Services division for process management in the real estate and fiduciary sectors complements reoplan's capabilities.

## Your Contact

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Whether you are a small or medium-sized enterprise (SME), a municipality, an administration, or a nonprofit organization (NPO), we are here to serve you.

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