

MHR

people first  
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HR & PAYROLL. SIMPLY SORTED



# HR and payroll Simply sorted

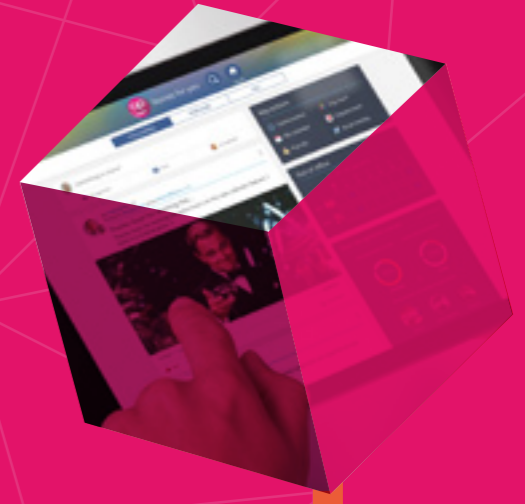
Need an effective HR and payroll platform?

Simply, quickly and effectively?

Want to drive efficiencies and productivity, reduce administrative burden, ensure compliance, reduce exposure to liability and fraud, improve employee engagement and have an impact on the financial well-being of your business?

Want all this delivered with a fast return on your investment?

**Then you need People First –  
the HR and payroll platform  
from MHR.**



# We understand your frustrations and can solve them

Keeping on top of employee data is a time-consuming and often frustrating job, but absolutely critical. New regulations that appear every year add to the frustration, operating cost and risk.

Regulation costs business on average £33k each year

Securely meet compliance regulations and manage payroll data with People First

£33K

Manual processes eat into business efficiency and productivity. People are taken away from key tasks because the simplest of jobs becomes time and manually-intensive.

Mistakes get made, things can be missed, which can prove costly.

The average labour and non-labour costs of inputting new HR data entries is £3.50 per data entry. This can go up to £10 for collating timesheets

Automate processes, reduce costs and re-deploy skills with People First

£10

50%

Nearly 50% of small businesses experience business fraud at some point in their business cycle

Reduce manual errors and fraud risk by effectively automating routine tasks with People First

Manual processes can also lead to fraudulent activity – an open door for employees to ‘work the system’.

Ineffective and inaccurate systems can have a direct impact on the relationship with your employees, their well-being, engagement and commitment. Retention of staff becomes a problem.

# The challenge of managing payroll

## Managing payroll is time consuming and challenging

It means accurate and timely reporting and monitoring right across your business is impossible to achieve. You start to work without the necessary information and facts and that isn't a good position for any business.

You can't measure what you can't see, and you can't manage what you can't measure. More and more key business trends point to insight, analytics and automation investments. To stay competitive, these are now vital capabilities for any business.

It follows that it is essential for business to get payroll right. Imagine the impact on your employees if payments are repeatedly wrong or not even made at all.

Payroll errors cost firms over **£700m** each year through overpayments to HMRC

Manage payroll with **99.9% accuracy** through **People First**

£700m

## Ensure the highest security standards

Our management systems come with independent certification which meet ISO 9001 and ISO 27001, plus impressive SOC2 security standards.

## Adhere to compliance at all times

Meeting compliance regulations is essential. The risk of GDPR, HMRC and DPA fines could severely impact on your reputation as well as bottom line. We can show you how to securely manage your payroll data.

## Outsourced payroll

Our managed payroll services offer 99.99% accuracy. Ensuring your employees are paid accurately on time, every time.

This fully-automated service is backed up by a centre of CIPP qualified payroll professionals who provide their expertise and recommendations, spotting trends and potential costly pitfalls for your business.

It can cost UK businesses around **£11,557** per year in recruitment for a wrong hire

Get the tools to attract and retain the right people with **People First**

£11,557

58% of employees at technology laggard businesses have negative feelings towards their employers because of lack of engagement with work technology

Manage, connect and engage your people with **People First**

58%

"By using **People First** we've ensured we can fast-track the most suitable candidates for any vacancy or role, irrespective of seniority."

Page Kirk  
Chartered Accountants

# HR and payroll

## People First is an easy to use, flexible digital HR and payroll platform

It's specifically designed for simplicity and great user experience. It's everything you need for your HR and payroll in one easily accessible and secure place - in the cloud.

And because it is a module-based package it can grow with you – meaning you only pay for what you need when you need it.

We can take away all those pains that are holding back your business and affecting its ability to fulfil its potential.

### Benefits

- Saves money and effort by automating time-consuming HR and payroll processes
- Easy access, available on mobile and desktop 24/7, 365 days a year
- Helps support the entire employee lifecycle from recruitment through to offboarding
- Delivers the insights to act when you need to and avoid unnecessary costs



**“We were looking for an HR platform that could not only support our employee engagement initiatives, but also bring together employees across five European countries and consolidate existing HR processes. People First seemed the ideal solution.”**

Aspria Holding BV  
Premium Members' Health Clubs

# Communication and collaboration

**People First enables your organisation to connect, communicate and collaborate stimulating creativity, engagement and innovation**

In a world where remote working is increasingly common, the ability for employees to connect is more important than ever. People First encourages collaboration, teamwork and a real sense of community.

Employees throughout your organisation can see clearly how your mission, values and goals link together and how their role contributes to the ongoing success of your business.



## **A social network for your organisation**

The social feed within People First allows employees to add their own content to news feeds, groups, their colleagues' profile pages or their own, and get instant feedback via likes and comments. From an organisational perspective, company news and announcements can be shared in one central place, ensuring that all employees are kept in the loop. The social feed help to break down organisational silos, boosts collaboration and creates a community no matter where people are based.

## **Recognise your employees**

Our unique recognition system allows employees to give and receive feedback publicly through the social feed. This acts as a powerful motivational tool and helps others to see the good work being done across the organisation.

## **Integrate, organise and connect**

Talksuite, our Digital Assistant, allows you to bring together your different systems across the business to access them through one place – one platform. Free up resources using a single platform to answer these repetitive and mundane questions for you. Get faster response times whilst staying compliant.

# What's included as standard



## People First hub

- People records
- HR management
- Structure
- Employment
- Absence
- Salary and benefits
- Process automation
- Alerts and notifications
- Insights and analytics
- Localisation
- Security
- Data privacy
- Data imports and exports
- Integration
- Apps

# Select the modules you want...

## Recruit module

- Recruitment
- Onboarding

## Talent module

- Talent profile and recognition
- Performance management
- Learning

## Workforce module

- Time and attendance
- Optional HR modules

## Service modules

- Online training
- Digital download
- +
- Online support

## Payroll modules

- MHR managed service payroll
- OR
- Alternatively, integrate with your existing payroll platform

## TalkSuite Digital Assistant

- Integrate and connect

All the essentials

# People First hub

## People records

- People record management
- People profile
- Employment information
- Right to work
- Attachments
- Calendar functionality and integration
- Unlimited customer defined card

## Insight and analytics

- Comparison views
- Automatic insights and trends
- Dashboards

## Security and audits

- Audit
- GDPR compliance
- User access management
- Data encryption
- Two factor authentication
- Data conversion

## Employee engagement

- Employee recognition
- Favourite things
- Endorsements

## Organisation management

- Organisation chart
- Hire, leaver and changes processing

## Absence management

- Absence policy management
- Working patterns

## Process automation

- Standard nudges, notifications and alerts
- Standard workflow
- Correspondence

## Localisation

- Localisation (languages in: English (UK) English (US) France German Spanish Italian Swedish Dutch Chinese)
- Time Zone

## Communication and collaboration

- About me
- Community collaboration groups
- Corporate communication channel timeline and posting
- Team collaboration channels timelines and posting
- News feed
- Daily briefing
- Company policy docs

## Salary and benefits

- Terms and conditions
- Schemes and benefits
- Salary details

## Self service

- Self service
- Digital Assistant/ Chatbot

## Apps

- IOS app
- Android
- Desktop



Add the extras you need

# Recruitment, workforce and talent modules



### Recruit module

Recruitment	Onboarding
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- Recruitment processing
- Web recruitment job board
- Applicant management
- Automated interview scheduling
- Successful applicant onboarding
- Shortlisting questions
- Job board posting

### Workforce Management module

T&A
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- Clock in/clock out
- Time recording
- Geo-location

### Talent module

Talent profile and recognition	Performance management	Learning
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- Talent profile
- Competencies
- Qualifications
- Memberships
- Job matching
- Personal goals
- Missions and values
- Check-ins
- Learning management

Add the extras you need

# Payroll modules

## MHR Managed Service payroll

Payroll

OR

## 3rd party payroll

Alternatively, integrate with your existing payroll platform

- Eslips
- Tax code and student loan processing
- First GTN\* and full report suite
- Final GTN and report suite
- RTI\* compliance (FPS\*, EPS\*)
- Auto-enrolment
- Payroll checks, balance and controls
- Costing files general ledger
- Dedicated payroll advisors
- Integration to 3rd party using open API and webhooks

\* GTN – Gross to Net.  
RTI – Real Time Information.  
FPS – Full Payment Submission.  
EPS – Employer Payment Summary.

Add the extras you need

# Service modules

## Standard

Online training

Digital download

+

## Assist

Online support

- 24/7 Online service desk
- 9am to 5pm telephone support (Monday to Friday)
- Customer collaboration community
- Free knowledge base
- Free video tutorials

- Access to a dedicated team of expert consultants
- Rapid response - less than 24 hour response time to any initial query built into the SLA
- Flexible support that can be accessed in 15 minute blocks
- Standard implementation processes guaranteeing quality and best practice
- Standard package of 6 hours support can be used to help you configure the platform, or cover advice and guidance - whatever you need to get the most from the product!

# Compliance, integrations and extensibility

## Extensibility

People First is an out of the box solution, but can be customised to meet your individual business needs, making workflows quicker and more productive. You can build custom pages and information cards to store any additional HR or company-specific information you might need.

## Integrations

People First can connect to third party payroll and benefits platforms via API's to offer a complete business solution. It can also integrate with broader business applications to help you automate even more routine tasks and make HR administration even faster and easier.

## Safety and security

People First is hosted in Microsoft data centres using their super-secure Azure service. We're also certified and independently audited for ISO 9001 and 27001 standards. On top of this, People First:

- Uses role-based access control to allow you to enforce least privilege and segregation of duties for your users
- Local data centres, allowing you to retain data sovereignty and reduce internal data transfer

# A little bit about us

MHR is a family owned business, who has created, developed, delivered and supported technology and services across the HR, Payroll and analytics space for over 35 years. Our financial independence has, and continues to provide, long term autonomy and financial freedom to make our own decisions and not be restricted by others.



# The support you want, the platform you need

## Simple

Simple to implement. Simple to use

## Flexible

Grows with your business, modules that fit with what you need

## One platform

All your HR administration in one place – secure and accessible 24/7

## Integrated

Out of box to work with all your systems

## Rapid savings and impressive return on investment

Up and running in as little as 24 hours, full support and training – fast return on investment



Want better employee engagement and productivity?

Want improved financial well-being?

Want faster return on your investment?

[people-first.com](https://people-first.com)

## Let's talk now

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