

SUCCESS STORY

Streamlined Annual Salary Arrangement Compliance

Employee Service helps ensure compliance with Fair Work obligations entire practice with access to data in a private cloud



Mitsui & Co. (Australia) Ltd. is the Australian subsidiary of Mitsui & Co. Ltd., one of the world's most diversified trading, investment, and services enterprises. Headquartered in Melbourne with a consolidated payroll of approximately 250 staff, Mitsui & Co. (Australia) Ltd. (hereafter Mitsui) is a leading exporter of Australia's key natural resources and agricultural commodities. It has global expertise in direct investment, finance, marketing, and logistics, and often works in partnership with leading Australian and international companies.

Key outcomes:

- Peace of mind knowing the business is compliant with Fair Work obligations
- Saves two days per week by automating Annual Salary Arrangement compliance
- Eliminated significant manual work for time and attendance processes
- Gained real-time insights to proactively spot compliance issues



MITSUMI & CO.


Company
Mitsui & Co. (Australia) Ltd.

Location
Australia

Industry
Trading and Investment

Solution
Employee Service

For more info, visit:
www.theaccessgroup.com/en-au



“With Employee Service, I’m very confident that we’re meeting our Fair Work Annual Salary Arrangement obligations.”

Antony Auliso, Director and General Manager of HR, Mitsui & Co. (Australia) Ltd.

Seeking to streamline Annual Salary Arrangements compliance

Mitsui was looking for a way to automate compliance with the Fair Work Commission’s (FWC) Annual Salary Arrangement obligations.

Since 1 March 2020, employers who pay annual salaries to employees covered by certain Modern Awards have been required to satisfy these obligations. This includes keeping detailed time and attendance records of affected employees, including breaks and outer limit hours. They must also, on an annual basis, compare the salary paid to these employees against what they would have been paid under their award.

Mitsui discovered that it was required to comply with these obligations for 40 of its employees, who all fall under the Clerks – Private Sector Award 2010.

Antony Auliso, Director and General Manager of HR at Mitsui, says the company needed a more detailed and efficient method of tracking and processing the time and attendance of its impacted employees.

“We were using Excel spreadsheets to record our employee’s time and attendance, which involved a lot of time-consuming manual work.”

“Our payroll and HR team spent a lot of time not only chasing up and consolidating timesheets, but also manually entering data into our payroll system. It was also difficult for them to interpret the timesheets against the Modern Award to ensure employee pay was correct.”

“We were looking for a software solution that would allow us to automate this process and help us confidently ensure compliance.”

Streamlining compliance with Employee Service

To help automate compliance with the Annual Salary Arrangements obligations, Mitsui chose Employee Service.

Antony says Mitsui was drawn to Employee Service thanks to its competitive price, and he was very pleased by the quick implementation process.

“We love that Employee Service is a cloud-based solution. It allows our staff to enter or retrieve time and attendance data if they’re working remotely, from their laptop or smartphone.”

Accessible anywhere, on any device, Employee Service is designed to help Australian businesses confidently ensure compliance with FWC obligations, providing the three building blocks required to do so:



The start/stop time
& unpaid breaks



Timesheet data -
Award interpretation



Actual salary paid with
interpreted timesheets

Employee Service helps Australian businesses streamline the capture of employee time and attendance records, interpret these against the relevant Modern Award, and compare the interpreted data against an employee’s annual salary to identify any underpayments.

The solution can be deployed in as little as two days* as an adjunct to a businesses existing payroll system.

Automating compliance and instilling confidence

With Employee Service, Antony says it’s now much quicker and easier to track and process employee time and attendance. Not only does the solution help eliminate manual processes, it also provides Mitsui with peace of mind that it is compliant.

“With Employee Service, I’m very confident that we’re meeting our Fair Work Annual Salary Arrangements obligations,” says Antony.

“Employee Service saves our HR team two days per week by automating our Fair Work Annual Salary Arrangements obligations, eliminating the manual data collation and entry required with our previous system. It has made updating timesheets far simpler for our employees and has streamlined the timesheet approval process, helping to avoid countless emails between staff and approvers.”

“The summary reports we get from Employee Service also make performing annual reconciliation calculations easy.”



“The fact that we can get a status report from Employee Service in real-time, at any time, is invaluable. It means we can check for issues that may lead to an underpayment.”

Antony Auliso, Director and General Manager of HR, Mitsui & Co. (Australia) Ltd.

Spotting compliance issues thanks to real-time insights

Antony says the real-time insights Employee Service provides have been key to proactively identifying issues which may lead to non-compliance with Fair Work obligations.

“The fact that we can get a status report from Employee Service in real-time, at any time, is invaluable. It means we can check for issues that may lead to an underpayment. It gives our team peace of mind that we’re compliant,” says Antony.

“We’re able to easily run reports for the various departments and group companies within Mitsui to quickly see if they’re meeting their Annual Salary Arrangements obligations and help ensure there are no underpayments.”

Empowering staff to meet Fair Work obligations

Antony says that Employee Service has given Mitsui the tools to make compliance with Fair Work’s Annual Salary Arrangements obligations quick and easy.

“Employee Service is very easy to use for our staff, and I would highly recommend the solution to other businesses who want to simplify compliance with Fair Work’s Annual Salary Arrangements obligations.”

* Deployment timeline is based on a non-integrated solution for a business with under 200 employees. For businesses with more than 200 employees, and or have additional requirements including integration with an existing payroll system, implementation scope and timeline will need to be assessed. Staff training is not included in the implementation project timeline.