

# REDUCE YOUR COST OF LABOR



## Human Calculation Errors

Erroneous wages paid

The American Payroll Association estimates that the rate of human error in time card preparation is between 1% and 8%.

**The Cost:** Therefore, a conservative 2% human error rate on a \$12,000 payroll would equal \$240.00 in erroneous wages paid *per pay period*. Moreover, the cost to re-issue correct payroll amounts (if the error is detected and reported) further increases your cost of human error.

## Manual Time Card Preparation

Employee punch cards

The average payroll clerk spends 7 minutes per time card each pay period:

- >> Preparing and handling time cards
- >> Verifying time card totals
- >> Computing time card totals
- >> Computing shift and departmental totals
- >> Reconstructing lost or damaged cards

**The Cost:** Preparing 100 time cards will take an estimated 11.67 hours complete. At an average clerical wage of \$15.00 per hour, time card preparation would cost \$175.05 *per pay*

## Wasted Labor Minutes

Employee time theft

Did you know that just 15 employees receiving pay for merely 4 minutes of "wasted" time per day [untracked breaks, extended lunches, over-approximated punches times, etc.] will total 1380 minutes [23 hours] of additional pay per month?

**The Cost:** If your average pay rate is \$10.00 per hour, then you pay an extra \$230.00 *each month* for labor worked.

### SOLUTION - A SIMPLE, AUTOMATED TIMEKEEPING SOLUTION

- >> Minimizes human error
- >> Cuts down on wasted labor time
- >> Calculates data in seconds
- >> **Saves time and money each pay period**

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