2024 HIGHLIGHTS & MORE

Welcome to SOURCEitHR's Year-End Newsletter!

Hello SHR Team & Valued Partners,

As we close out 2024, we'd like to take a moment to share some of our highlights, insights, and important reminders to help you prepare for the year ahead.

Thank you for trusting us with your payroll needs and for being part of our journey this year!

Karim Mubarak
Founder & Managing Partner

YEAR IN REVIEW:
SOURCEitHR'S 2024 HIGHLIGHTS

We're thrilled to have welcomed new companies to our payroll services this year!

NEW CLIENTS

SYSTEM ENHANCEMENTS

Our team has introduced several improvements to our payroll system, including increased automation and security features to ensure accuracy and data protection.

CERTIFICATION

We're proud to announce that SHR has been awarded the ISO 9001 certification – Second Year in a Row! This internationally recognized certification reflects our commitment to maintaining the highest standards of quality management in our payroll services.

GUIDELINES FOR ACCURATE PAYROLL CYCLE MANAGEMENT
IN COMPLIANCE WITH SOURCEitHR STANDARDS

The following procedures are put in place to ensure the following points:
• Only valid employees are paid and at the correct rate.
• The calculations of all payments and deductions are correct and in accordance with the relevant regulations and requirements.
• Unauthorized access to the payroll system and data is prevented.
• All payroll transactions are accurately reflected in the accounting system.

2025 PAYROLL TRENDS & INDUSTRY INSIGHTS

To help you stay ahead, here's a look at some trends shaping payroll for the coming year:
• **Advanced Payroll Automation**: As payroll continues to evolve, automation tools are becoming essential for efficiency and compliance. Look out for more streamlined processes that reduce manual errors and save time.
• **Data Privacy & Security:** Protecting your data is our top priority. We're investing in enhanced security features to safeguard against data breaches and ensure regulatory compliance.
• **Compliance with New Labor Laws:** Stay informed about upcoming changes in employment laws that will impact payroll practices. Our team is here to guide you through these updates.

THANK YOU once again for a successful year!
We're honored to support your payroll needs and look forward to an even better year ahead.

IMPORTANT REMINDERS

• **End-of-Year Payroll Deadlines:** Please ensure that all payroll data for 2024 is submitted by 20/12/2024 to meet reporting requirements and avoid delays.
• **Tax Document Distribution:** Tax form distribution is just around the corner! Make sure to collect necessary information to ensure a smooth and timely distribution.

TIPS FOR 2025 PAYROLL MANAGEMENT

Checklist for Year-End Processing
Stay organized with these tips for smooth year-end payroll processing:
• Confirm employee data for accuracy.
• Ensure all bonuses and adjustments are processed by year-end.
• Prepare for tax season with early data collection.

SOURCEitHR