

## Employee Outsourcing

Lloyd Morgan will provide the total outsourcing of a company's workforce, under the term 'employee leasing' a Business Process Outsourcing solution in which Lloyd Morgan is a world leader.

Outsourcing of all the employment aspects of a company eliminates one of the most time consuming and costly aspects of running a business. Through 'employee leasing' the management of the company is able to free up in excess of 50% of their time and considerable resources to concentrate on core business activities.

Clients are assured that their workforce is organised for minimum cost and maximum productivity, while staff welfare is professionally managed. With an on-going focus on effective labour management, our expertise and experience ensures competitive advantage through more productive, cost effective, and dynamic HR resourcing.

### How Does it Work?

The aim of 'Employee Outsourcing' is for the client to realise cost efficiencies by decreasing operational costs via use of a third-party provider who due to economies of scale is able to pass on savings to the client.

### Transition Stage

After assessing the client's situation and identifying opportunities for staff outsourcing, Lloyd Morgan works with the client to design a solution for transferring target staff from the client's payroll to Lloyd Morgan's payroll. Such a transition will include some or all of the following:

- Client and Lloyd Morgan agree staff contracts (including compensation and benefits) and team structure, to mirror the existing structure as much as possible.
- An incentive scheme (consisting of financial and non-financial rewards) may be used to reward staff to transfer smoothly to the new 'owner'.
- Extensive employee communications are used, involving the client and Lloyd Morgan on a group and one-on-one basis, to explain the new ownership and contractual arrangements. Information packs are often used, detailing contractual and operational issues.

### Monthly Management

Lloyd Morgan will ensure the seamless and efficient provision of these resources to the client on an on-going basis. Lloyd Morgan will manage monthly payroll and benefits, maintain regular contact with each individual staff, provide counseling and HR support, allowing the client to concentrate on running their business. Other activities include:

- Regular 'community' activities are organised for Lloyd Morgan staff resources (from multiple clients), including evening seminars with invited keynote speakers, seasonal dinner events, boat trips and so on.
- Should a new headcount be created (or an individual resigns), Lloyd Morgan will for a fee use its recruitment expertise to quickly source suitable candidates for the client's assessment.
- Lloyd Morgan manages staff resignation, including exit interviews, cessation of benefits, taxation documentation and filing requirements. Such records are available to the client.

### Conclusion

These services are all included within a monthly fee to the client charged on each individual timesheet. Cost savings through 'economies of scale' or negotiations are passed on to the client, while the client retains operational control of these staff resources (without the administrative overheads) Lloyd Morgan works in a transparent and open fashion, aiming for a Win-Win-Win solution for the Client, Staff and Lloyd Morgan.