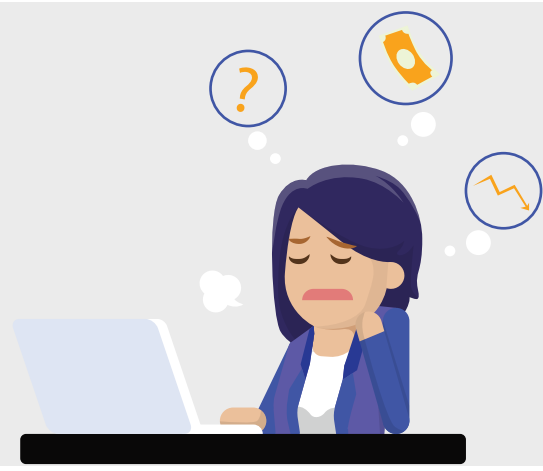


# Most Common Payroll Mistakes & How to Overcome Them

If you are a small-medium business owner or HR person responsible for handling payroll, here are some common mistakes of doing payroll that you should keep an eye for.



Doing payroll manually often result on some mistakes that can **cost company time and money**. Moreover it can have **serious impact on the business line**.

## Incorrect Calculation

Having miscalculated will have serious problem because company can either **overpay or underpay** its employees.

By using **payroll system**, its can automatically calculate the salary and **get the correct amount** by several clicks away.



## Late Payment



Complexity of doing payroll manually **take a lot of time** and usually end up with late payment.

Using a system to automate payroll, will **speed up the payroll processes**. So that there will be no late payment or more time wasted.

## Incorrect Employee Details

The trouble with manual payroll will arise as the employee's **details are not updated or inaccurate** that have to spend time checking it.

With a digital system, employee information will be **updated automatically** and ensure that payment would be send to the right employee.



## Inaccurate Tax Payment

Manual tax filling may lead more mistakes. Worst, it will require **additional cost** for company due to filling the wrong amount.

A good payroll system will **auto-deduct the payment** with the correct tax amount and enables you to **submit tax easily**.



## No Proper Payroll Records

Payroll record that doesn't maintain properly will **hard to find** so that the company will fail to complete mandatory document when needed.

Digital system will helps you record the document in a cloud platform that is **easier to find** anytime.

