



# SOLEX **HCM**™

**Solex HCM is excited to announce the launch of our brand new website on December 13th. Explore a fresh design, more useful content and easier navigation - visit us on December 13th at [www.solexhcm.com](http://www.solexhcm.com).**

**\*\*Below is a sample view of the homepage\*\***



## »» SOLEX HUMAN CAPITAL MANAGEMENT (HCM) ««

Solex HCM is a full service workforce management consulting firm based in Stoughton, MA. Founded in 1998, Solex couples an industry leading HCM software technology with white glove implementation, dedicated customer support and ongoing training. We offer a deep understanding of the isolated HCM solution and can service all of your HR and payroll compliance and regulatory needs throughout the US.

COMPLIANCE CORNER

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As we approach year end it is important for employers to understand the tax implications to certain non-cash benefits provided to employees throughout the year and at year-end.

Internal Revenue Code § 102(c) explicitly states that gifts to an employee should not be excluded from the employee's gross taxable income.

Auto allowances paid to employees for the business use of their personal cars and alternatively company cars used personally by employees are all forms of income that need to be quantified and included in employee gross taxable income.

Other examples of non-cash fringe benefits whose fair market value should be included in an employee's gross income:

- Company provided cell phones used for personal use
- Gym memberships
- Substantial employee discounts
- Group term life insurance (death benefit exceeding \$50,000)
- Subsidized parking or transportation
- Employee stock options

Contact your Solex HCM Customer Support Representative with any questions

# HCM SPOTLIGHT



## EXPENSE MANAGEMENT

**Simplify and streamline your business expense reporting with Solex HCM's comprehensive expense management solution. Our platform enables faster reimbursements, improved financial accuracy, and enhanced visibility into your company's spending, all while seamlessly integrating with your payroll.**

### STREAMLINED EMPLOYEE EXPENSE REPORTING WITH SOLEX HCM

**Solex HCM's Expense Management solution simplifies the entire process by automating expense tracking, approvals, and reporting. Our platform ensures accurate data entry, faster reimbursement, and full compliance with company policies, all while integrating seamlessly with your payroll and finance systems to reduce errors and administrative workload.**

The screenshot displays the 'Tasks' section of the Solex HCM interface. At the top, there are navigation tabs for 'My Expenses', 'Team Expenses', and 'Tasks'. The 'Tasks' tab is active, showing a list of tasks with columns for 'Action required', 'Returned', and 'History'. The 'Action required' column has a blue header and a count of 3. The 'Returned' column has a count of 2. The 'History' column is currently empty.

Below the task list, three expense reports are shown, each with a 'NO RECEIPT' icon and a 'VIEW' dropdown menu. The reports are:

- Meals** (Jan 5, 2022): Millie Braverman, \$325.00, Submitted Jan 5, 2022 by Millie Braverman. Buttons: REJECT, RETURN, APPROVE.
- Travel** (Jan 3, 2022): Mark Able, \$600.00, Submitted Jan 10, 2022 by Mark Able. Buttons: REJECT, RETURN, APPROVE.
- Meals** (Jan 1 - 3, 2022): Millie Braverman, \$500.00, Submitted Jan 5, 2022 by Millie Braverman. Buttons: REJECT, RETURN, APPROVE.

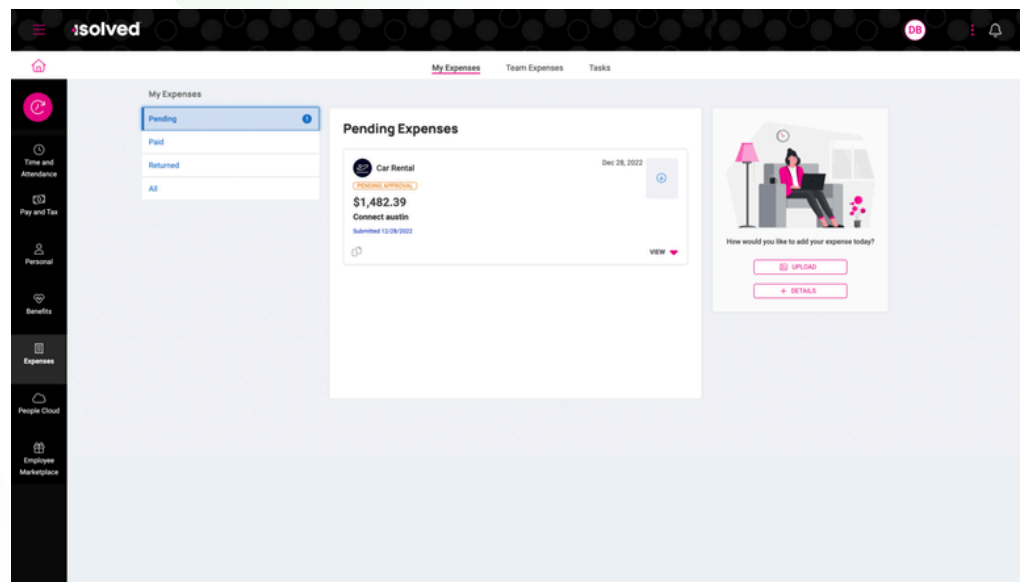
# HCM SPOTLIGHT



## AUTOMATED PAYROLL INTEGRATION

One of its key advantages is the automated integration with payroll, which allows expense data to flow directly into the payroll system for employee reimbursement. This seamless integration reduces the need for manual data entry, thereby minimizing errors and saving valuable time.

As a result, employees receive accurate and timely reimbursements without the hassle of re-entering expense information into separate systems.



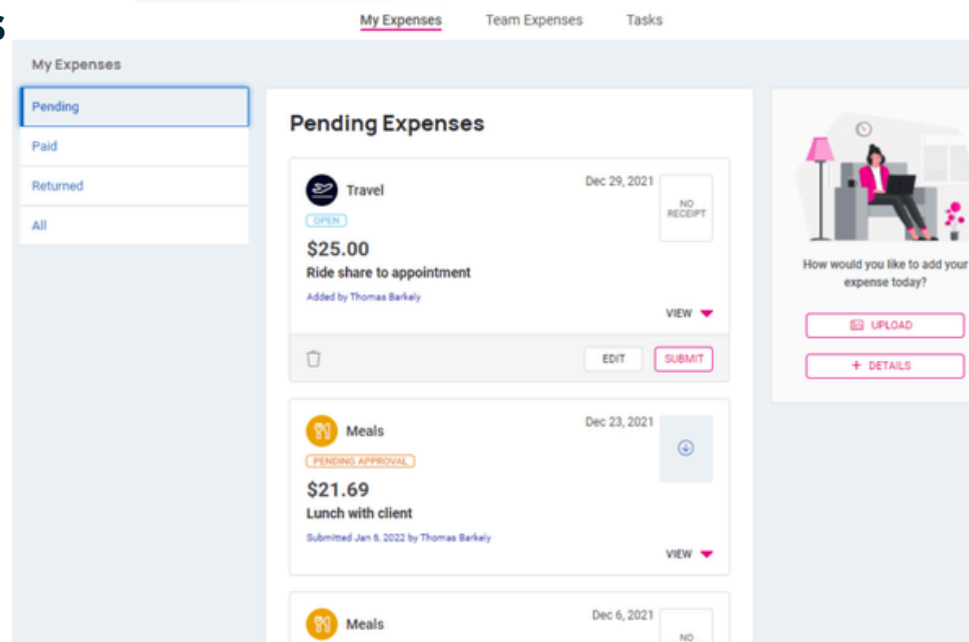
# HCM SPOTLIGHT



## FASTER REIMBURSEMENT TURNAROUND

**Our solution is designed to minimize the time between when an expense is incurred and when the employee is reimbursed. Employees can quickly submit their expenses using a mobile app or desktop interface, and the automated approval workflows ensure that reports are routed promptly for review.**

**This efficient process, combined with direct integration with payroll, accelerates reimbursement timelines significantly.**



# HCM SPOTLIGHT



## SEAMLESS GENERAL LEDGER INTEGRATION

**Our system's capability for seamless General Ledger (GL) integration allows reimbursements to flow from initial entry to the GL without any manual intervention. This feature ensures that expenses are automatically categorized and coded correctly, providing real-time updates to financial records.**

**As a result, accounting teams experience a reduced administrative burden, enabling them to focus on more strategic tasks.**

