

Corporate Overview



A more human resource.™

- Complex and costly HR administration?
- Employee compliance requirements?
- Health and benefits challenges?
- Difficulty managing talent?

WE HELP ORGANIZATIONS ADDRESS ALL THAT AND MORE.

ADP®, one of the world's largest providers of business outsourcing and human capital management solutions, serves more than 600,000 businesses of all types and sizes in 100 countries. We help employers increase productivity, improve employee engagement, and meet regulatory and legislative require-

ments using our solutions for human resources, payroll, talent management, tax, and benefits administration.

Partnering with ADP means you get solutions with the latest technology – so you can focus your limited time and resources on your business, not back-office administration.

Wherever you do business – across the street or around the world – you can count on ADP to help you succeed.

UNLOCKING BUSINESS POTENTIAL FOR EMPLOYERS

ADP provides HR business solutions for companies of all sizes and industries, so you can focus on what you do best.

Our Services

Payroll BPO Services

- Calculate gross and net pay, individual income tax, social benefits contribution
- Transfer net pay electronically to employees' bank accounts
- Deliver printed, or online, pay slips for employees
- Online leave and overtime application and approval

Social Benefits Administration Services

- Provide a policy library to ensure local compliance
- Set up social benefits accounts
- Manage transfer-in and transfer-out of the accounts for on-boarding and off-boarding
- Deduct and pay Social Security Insurances and Public Housing Fund disbursements to designated government agencies for employees
- Track social benefits status online in real-time

Money Movement

- Payment details are linked to on-boarding/off-boarding process which fulfills compliance's requirement.
- Payment 24 hours prompt arrival regardless of location or bank of the beneficiary.
- Transparency on client funds management through opening virtual bank account for each client.

- Auto payment processing through enhanced scheduling function via H2H E-banking solution.
- Systematically solve refund tracking, information updating, re-payment without manual intervention.

Individual Income Tax Administration

- Individual income tax filing
- Deduct and pay individual income tax to designated government agencies for employees
- Annual individual income tax filing
- Individual income tax administration service for expatriate employees

Employee and Manager Self-Service

- Enable employees to update their personal information online
- Online access to monthly e-payslip
- Automate HR processes with logical workflows
- Employee onboarding information entry administration
- Convenient and flexible mobile end user experience

Reporting

- Create standard / customized reports to support management decision-making
- Support rapid business growth with access to vital real-time information
- Minimize risk of regulatory noncompliance with timely reporting to government agencies

Expatriate Services

- Calculate payroll and wire transfer net pay
- Deduct and file local individual income taxes
- Offer the convenience of self-service

- Assist with working visas and related procedures

Business solutions designed for employers of all types

ADP GlobalView®

Integrated HCM solution for large global organizations

- Managed by ADP
- Support from ADP's payroll and HR experts by strategic local service centers
- Based on SAP® ERP human resources management platform
- The ultimate single-platform, multilingual, multi-currency service with scalability and compliance advantage

ADP Streamline®

HCM solution for small and medium global organizations

- Standardized end-to-end services in over 100 countries
- Manage across borders human resources and payroll via a unified system
- Monitor the process of payroll and other HR administrative work from planning, coordination to review
- Integrated with ERP personnel information system

ADP OneHR

Tailored solution for China market

- Comprehensive services
- One system to cover all HR data a company needs
- Manage the entire employee life cycle
- Local expertise with global knowledge
- Consistent business process throughout the organization

ADP AT A GLANCE – Global

- President & CEO: Carlos A. Rodriguez
- Year Established: 1949
- Listed on: NASDAQ® (symbol – ADP)
- FORTUNE 500®: Ranked 248 (2016)
- Forbes® Global 2000: Ranked 354 (2016)
- Revenues: \$12 billion in fiscal 2016
- Headquarters: Roseland, New Jersey
- Number of Employees: 56,700 worldwide
- Website: www.adp.com
- Largest provider of HR services in North America, Europe, Latin America, and the Pacific Rim
- Electronically moved \$1.7 trillion in client tax, direct deposit, and related client funds in fiscal 2016 within the U.S.

ADP AT A GLANCE – China

- 2006 - ADP entered China and launched employer services
- 2007 - ADP was awarded "Outsourcing Firm of the Year" by ChinaStaff
- 2008 - ADP was awarded "Key Outsourcing Service Provider in Shanghai" by the Chinese Government
- 2011 – ADP was recognized as the "Best HR Outsourcing Service Provider in Greater China 2010 – 2011" by Human Capital Management Magazine
- 2013 - ADP was awarded "2012 Best Cloud Computing Practice Award" by TopHR
- 2014 - ADP was awarded "2014 Best HRO Practices in China" by Best Practice Management Magazine
- 2015 - ADP received "Innovative Cooperation Award" from SAP China Research Institute
- 2016 - ADP topped 2016 rankings of Best 100 HR Service Brands in Greater China by HRoot
- 2016 - ADP received "China Compensation & Benefits Solution Providers" by HREC

Development & Diversity

- Top-ranked company in Financial Data Services in FORTUNE® magazine, The World's Most Admired Companies® (2016)
- InformationWeek® magazine's Elite 100 list (2014-2016)
- DiversityInc® magazine's "Top 50 Companies for Diversity" No. 20 (2012-16)
- Working Mother® magazine's Best Companies for Multicultural Women (2016)
- Working Mother® magazine's 100 Best Companies for Working Mothers (2016)
- Working Mother® magazine's Best Companies for Multicultural Women (2014)
- Working Mother® magazine's 100 Best Companies for Working Mothers (2014)
- Computerworld® magazine list of Best Places to Work in Information Technology (2010-16)
- Training magazine ranked ADP as a top company in its "Training Top 125" list (2011-16)

Industry Recognition

- Leader in Gartner® Magic Quadrant for Payroll BPO Services (2016)
- Leader in Human Resources Outsourcing PEAK by Everest GroupSM (2016)
- Leader in Multi-Country Payroll Outsourcing PEAK by Everest Group (2016)
- Leader in Payroll Services NEAT by NelsonHall (2015)
- Leader in Benefits Administration Health & Welfare Services NEAT by NelsonHall (2015)
- Leader in Recruitment Process Outsourcing, all RPO Categories by NelsonHall (2016)
- Technology Innovation Award for HCM, Ventana Research (2015)
- Leader in Forrester Wave™: Talent Acquisition Vendors (2015)
- Leader in Forrester Wave™: SaaS HR Management Systems (2014)
- Champion in Info-Tech HRIS Vendor Landscape (2016)

Shanghai office (China
headquarter)

5F, BLDG No. 2 YouYou Century
Place 428 Yanggao Road South,
Shanghai, 200127
+86 4008-215-632

Beijing office

Room.608, 6th Floor, West Wing,
China World Trade Center, No 1
Jianguomenwai Avenue, Chaoyang
District, Beijing
+86 4008-215-632

Shenzhen office

Unit 2682 Anlian Centre, 4018 Jin
Tian Rd, Futian District, Shenzhen
+86 4008-215-632

Wuxi office

18F, Building D, Tian'e Block, Wuxi
Software Park, No. 111, Linghu
Avenue, Xinwu District, Wuxi,
Jiangsu, 214135
+86 4008-215-632

Hong Kong office

7/F Low Block, Grand Millennium
Plaza, 181 Queen's Road Central,
Central, Hong Kong
+852 3511-6172