



NATIONAL PAYROLL WEEK

September 12 – 16, 2011

Keeping Canada Paid

Canada's 1.5 million employers count on payroll professionals to annually pay \$810 billion in wages and taxable benefits, \$250 billion in federal and provincial statutory remittances, and \$90 billion in health and retirement benefits while complying with more than 191 federal and provincial regulatory requirements.

National Payroll Week – September 12-16, 2011

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“Payroll is not simple. Canada’s 1.5 million employers rely on payroll professionals to annually pay over \$810 billion in wages while complying with over 191 pieces of legislation,” states Dianne Winsor, CPM, CPA Chairman. “That is why payroll professionals and their responsibilities are mission-critical to business, government and employers. They keep Canada paid.”



Celebrate National Payroll Week, honouring payroll professionals and their community, from September 12 to 16, 2011.

National Payroll Week (NPW) is the CPA's largest annual public relations initiative. Now in its 17th year, NPW is designed to recognize the accomplishments of payroll professionals, the payroll community and the Association by building greater awareness of the size and scope of payroll and its impact on business, government and employees across Canada.

In 2011, the NPW events will feature professional keynote speakers who will speak on the topic, "**Communication Skills for Today's Payroll Professional.**" Good service and communication are important for the payroll profession, as you are dealing with a sensitive and private issue: employees' pay. These people deserve only the very best from you and the payroll team, and our professional speakers will help you achieve it.

WANT TO JOIN IN ON NPW CELEBRATIONS?

There are 26 events scheduled in cities across the country. Visit www.npw-snp.ca to get the most up-to-date information and resources that you need to celebrate NPW!

- Online event registration
- Tips on how to get involved
- Payroll quick facts
- NPW merchandise order forms
- Feedback forms
- And much more!





What are the responsibilities of payroll professionals?

Payroll professional pay employees accurately and on time, while complying with more than 191 federal and provincial legislative acts.

Within Canadian organizations across the country, payroll professionals are responsible for filing remittances for Employment Insurance, Canada Pension Plan, Quebec Pension Plan, and income taxes, as well as other federal and provincial remittances and reporting requirements such as the Record of Employment. At year-end, they process all of the T4s and RL-1 forms that enable Canadian workers to settle their personal tax liability with the federal and provincial governments. Payroll professionals also coordinate the disbursement of payroll withholdings, such as savings plans, insurance plans, disability and medical benefit claims, company pension plans, union benefits, and group registered retirement savings programs.

HOW PAYROLL PROFESSIONALS CONTRIBUTE TO THEIR ORGANIZATIONS

Payroll professionals do more than just pay employees accurately and on time. They bring extensive knowledge and skills to their jobs, including communication and management strategies; accounting and financial concepts; human resources and technology; and government legislation and implementation. Senior managers have indicated that they would like payroll to expand its role to provide advice on employment standards, benefit and retirement programs, privacy legislation, compensation and payroll-related systems. Organizations should tap into their payroll practitioners' understanding of technical, reporting and employee systems and procedures to come up with strategic solutions to improve operational efficiency at all levels. If given the opportunity, payroll professionals have the knowledge and skills to contribute to an organization's bottom line.

HOW MUCH DO PAYROLL PROFESSIONALS MAKE?

Experience / Title	2011
Payroll Manager	\$65,500 – \$91,500
Payroll Supervisor	\$54,750 – \$66,250
Payroll Coordinator	\$42,000 – \$54,500
Payroll Administrator	\$36,000 – \$44,750

Source: Robert Half/Accountemps 2011 Salary Guide



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ABOUT THE CANADIAN PAYROLL ASSOCIATION

The Canadian Payroll Association (CPA) has influenced the payroll compliance practices and processes of hundreds of thousands of employers since 1978. Its mission is *Payroll Leadership through Advocacy and Education*. Its advocacy and education programs provide the legislative compliance content used by hundreds of thousands of small, medium and large employers in their payroll processing and remitting systems. Effective and efficient payroll administration is mission-critical for all organizations, given the responsibilities of employers, needs of employees, magnitude of remittance payments and breadth of legislative compliance requirements.

FOR MORE INFORMATION ON THE CPA OR NPW, CONTACT:

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