

PAYO GLOBAL PAYROLL TITAN AWARD PROGRAM RULES AND PROCEDURES

American Payroll Institute, Inc., d/b/a PayrollOrg (“PAYO”) has adopted the following procedures for the awarding of the Global Payroll Titan award to an individual. The award program is fully administered by PAYO.

1-Award Program Overview

PAYO hosts an award program to recognize and expand the global payroll profession as part of its annual Global Payroll Week campaign. The Global Payroll Titan award winner will be determined through a combined score resulting from online voting and a peer review panel. The award recipient will be announced during Global Payroll Week, 29 April – 3 May 2024. No purchase or payment is necessary to enter the award program.

2-Nomination Procedure

An eligible professional working in the global payroll industry can be nominated. Self-nominations are allowed. Nominations must be submitted electronically via the official entry form found on the PAYO website. Nominations must be received on or before 11:59 p.m. EDT on 19 March 2024 to be eligible, unless otherwise indicated by PAYO. A representative of PAYO will contact the nominee to ask if he/she will accept the nomination prior to publicly declaring the individual a nominee.

3-Eligibility Requirements

To be eligible for the award, nominees must:

- Have a minimum of three years of payroll processing experience
- Have a minimum of two years of processing payroll globally and/or supporting payroll in at least three different countries
- Be 18 years of age or older

Recipients’ Relationship to American Payroll Institute, Inc.

Neither employees, directors, or officers of American Payroll Institute, Inc., or its affiliated entities, nor members of their immediate families or households are eligible for the award.

4-Selection Process

The Global Payroll Titan award winner will be based on a final numerical score ranking comprised of two portions. The first portion will be the total number of votes received by the nominee during a “people’s choice” vote. The second portion will be determined by a panel of global payroll professionals selected by PAYO. The nominee receiving the highest overall score will be the Global Payroll Titan award winner.

Public Voting Procedure

All nominees deemed eligible by PAYO will be entered in the public voting “people’s choice” portion of the award program, dependent upon their acceptance of the nomination. The online voting will be conducted via a tool on the PAYO website. Voting for the Global Payroll Titan award will be open to the public from 3-18 April 2024. Individuals may vote once per day, per IP address, for the nominee they feel best embodies a Global Payroll Titan.

Peer Review Procedure

All nominees deemed eligible by PAYO will additionally be evaluated by a panel of global payroll professionals, dependent upon their acceptance of the nomination. The panelists will be selected by PAYO. The panel will judge the merit of each nominee based solely on the information provided in the original nomination questionnaire.

Nominees will be judged on some or all of the following criteria:

- Demonstrated high standards of professionalism
- Outstanding or innovative approach to payroll processing on a multinational scale
- Positive professional reputation from the perspectives of colleagues and service providers
- Evidence of continued commitment to the global payroll industry
- Evidence of giving back to the profession: either within their own organization or through membership or participation with an organization representing payroll

To facilitate unbiased judging, identifying details will be removed from the nomination questionnaires before they are sent to the review panel.

5-The Award

The Global Payroll Titan award will be given once per year, subject to qualified nominees. The award recipient will receive a Global Payroll Titan citation, three (3) PAYO education vouchers, and a Global Payroll Titan digital badge which can be used in their email signature, on their LinkedIn profile, or wherever else the recipient wishes to display it. The winner will be announced during Global Payroll Week, 29 April – 3 May 2024, on PAYO's social media profiles and website and any other promotional outlets as determined by PAYO. The award winner will be notified via email (using the email address provided by the entrant on the nomination form) on or before 2 May 2024.

6-Terms and Conditions Under Which Award Is Provided

By accepting the nomination, the nominee consents to PAYO using the nominee's name, photo, statements about the award program, and biographical information (including the organization the nominee works for) in promotional material in perpetuity and grants the PAYO all rights to edit, modify, publish, and copyright the material.

By accepting the Global Payroll Titan award, the winner agrees to hold PAYO, its affiliates, employees, and assignees, harmless against any and all claims and/or liability arising out of such acceptance of the award. Entrant is responsible for all online charges assessed by entrant's internet service provider.

By submitting the nomination form, the nominee and/or nominator consents to sharing their contact information with PAYO and its affiliates and any sponsor of the Global Payroll Titan award program.