

Contributions Portal

AF Online: Digital employer solutions



We often buy a gadget, only to find out later that we are only using a portion of the functionality. When we uncover something new, that really helps us, we wonder why we didn't discover this feature sooner. The Alexforbes administration team would like to introduce you to some handy features on AF Online that you may not be aware of. Features that could save you a lot of time and frustration.



Introducing the contribution portal

The contribution portal enables you to submit your monthly retirement fund contribution schedules electronically. The file is automatically checked for quality and errors, which means you receive immediate feedback if there are errors that you need to resolve before the file can be processed. You also get:



Improved turnaround times



A **data transmission channel** that's more secure than email



The ability to **track progress** and download reporting



Automated transformation of the contribution schedule into the optimal format required by the Alexforbes' administration platform (if the data is provided in the standardised contribution schedule format)



The option to **load supporting documentation**



Progress communication from start to finish



Why is the contribution portal so useful?

The contribution portal improves service levels, mitigates risk and provides better efficiency than emailed and manually processed files. It also uses rules-based process automation to improve service levels and ensure that the contributions are invested faster.



It's flexible and buys you extra time

Contribution schedules should be loaded as soon as you have finalised your payroll run. By law, the schedule only needs to be provided to the administrator by the 15th of the month following, but this leads to delays in the investment of the contributions which can result in a potential loss of investment return.

Important note:

even though you are required to submit the schedule within specific timeframes, with this solution you can process your submissions earlier and faster, giving you more time for your other roles and responsibilities.

If you would like access to the Contributions Portal solution, please complete [this form](#).



Let's connect

If you need help, or have any questions you can contact

Email: afonlineemployer@alexforbes.com



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