Deel <> Employee Navigator Integration Guide

deel.

Getting Started

This guide includes general instructions for using Employee Navigator's Payroll Integration with Deel. It is intended to be used in conjunction with the Deel Client User Guide. Both documents should be reviewed thoroughly.

Before initiating the integration setup in Employee Navigator, please consider the following:

- Deductions currently NOT supported:
  - 401(k) Plans
- All deduction data including amounts, effective dates, change dates, and end dates will always be sent from Employee Navigator to Deel Payroll.

Understanding the Integration Flow

The Deel and Employee Navigator integration enables real-time transmission of employee demographic and deduction data. Key events like new hires, terminations, or compensation changes should be initiated in Deel and will flow into Employee Navigator.

Integration Process: Step-by-Step

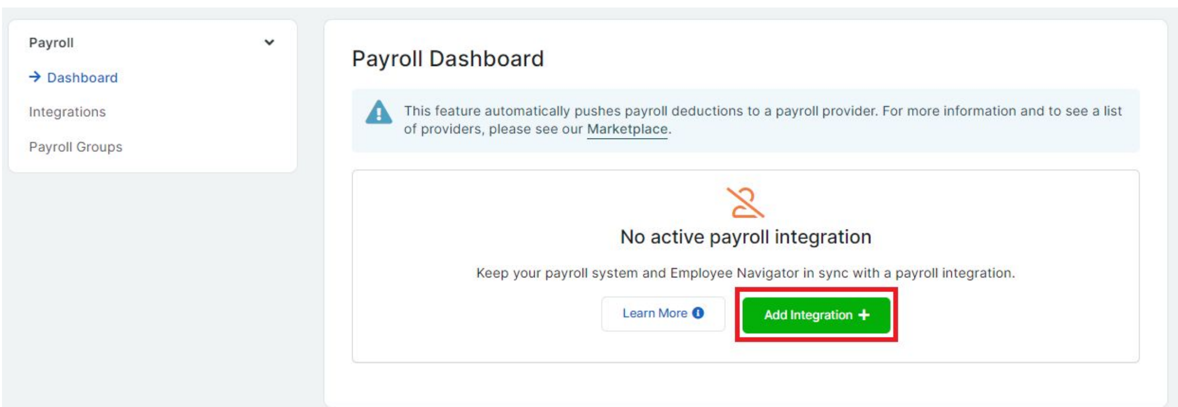
The following steps outline how employers can successfully connect their Deel Payroll system with Employee Navigator through the standard integration process. This integration enables seamless syncing of employee demographic and deduction data between both platforms.

Step 1

Request the integration

To begin, the employer or their benefits broker should log into the Employee Navigator platform. Within the company's profile, navigate to the Payroll tab and click the Add Integration button. When prompted, select Deel as the integration partner and enter the contact details for those who should receive notifications during the setup process.

Once this step is completed, the request will automatically be shared with Deel and a confirmation email will be sent to the employer.



Integration Process: Step-by-Step

Step 2

Deel Connects to Employee Navigator

After receiving the integration request, Deel's Team will connect the employer's entity with Employee Navigator. Once configuration is complete, Deel will approve the integration within Employee Navigator's partner portal. The Employer will then receive a 'Getting Started' email to proceed with the next step within 3 days of their request.

Step 3

Demographic Audit

Employee Navigator will initiate a Demographic Audit—a process that compares key employee details (such as name, address, SSN, pay type) between the two systems to ensure alignment. An Employee Navigator Analyst will reach out to the employer and/or broker to guide them through resolving any discrepancies found during this step. Once the audit is complete, users can review the results and confirm or correct mismatches.

If changes are made to employee data, an automated email notification may be triggered for security purposes. Employers are encouraged to notify their employees in advance so these messages are not mistaken for unauthorized changes.

Step 4

Deduction Audit and Final Checks

Following the completion of the demographic audit, Employee Navigator will proceed to launch the Deduction Audit to confirm that benefit deduction codes and amounts are correctly mapped. Deel will validate this setup to ensure that deduction data can be transmitted accurately and that it appears as expected in the payroll system.

Step 5

Integration Goes Live

Once both audits are completed and validated, Employee Navigator will officially move the integration to a live state. At this point, demographic and deduction data will begin to sync in real-time between Deel and Employee Navigator.

Employers may begin reviewing synced employee data, enrollments, and deductions directly in both platforms. A member of the Deel Team will reach out with final confirmation or next steps if necessary.

Additional Assistance

Email us at benefitsadmin@deel.com or contact your dedicated account manager.