

CASE STUDY

MSF France: payroll and human resources management



ABOUT MSF FRANCE

Médecins sans Frontières is an international medical humanitarian association founded in 1971. It provides assistance to populations whose lives are threatened, mainly in the event of armed conflict, but also in the event of epidemics, pandemics, natural disasters or exclusion from care.

A few figures

MSF has 24 sections in as many countries, including five operational sections responsible for deploying humanitarian operations in the field. Present in some 30 countries, the French section of MSF is one of them. It manages expatriate staff, but also local staff for whom the labour and tax laws of the mission areas apply. In total, MSF's national employee base totals around 38,000 people, paid on a monthly basis.

We spoke with Antoine Rodicq, Homer's referent for the MSF section in Paris. He works in the "Field HR Tools and Policies" department, whose role is to provide technical support to the field teams (supervision of the proper deployment of HR policies, procedures and tools in the field, technical support to teams of HR specialists in the field, etc.).

CHALLENGES AND GOALS

The Human Resources department faces a monthly challenge: to maintain up-to-date payroll plans in the 30 or so countries in which the section employs local staff, in compliance with the national standards in force. To do this, it needs easy- to-use tools for employees who are more specialized in analyzing legal frameworks than in software configuration.

CASE STUDY

THE EPICONCEPT SOLUTION : HOMERE, HR / FIELD PAY MANAGEMENT SOFTWARE

Homère in a nutshell

Developed to meet the needs of the field, the Homère software enables the standardization of HR/payroll management practices for all the organization's missions.

Fully configurable, it can be adapted to all international contexts (legal framework, pay plan, salary and function scale, etc.). All HR data is thus structured within a harmonised framework.

The software also has a financial interface that allows payroll operations to be switched to the Epiconcept Saga financial management system or another financial information system.

At MSF France: setting up the tool

MSF France is a historical user of the Homere solution. Set up to interface with the Head office's central software, Homere is deployed in the thirty or so countries where MSF France is established. The HR Policies and Tools Department assists local staff in getting to grips with and using Homère: every two months, a face-to-face training session is organised at the head office to train staff deployed on missions and in the capital city on the tool. The training is accompanied by e-learning software specially developed by MSF.

As Homer's referent, Antoine is in charge of aligning Homer's technical parameters with HR policies.

Homer's assets for MSF France

Homer responds to a challenge for MSF France: to apply, each month, a pay plan that meets some thirty different normative frameworks. In addition to payroll management, the software also has a range of functionalities: management of contracts, training, skills, holidays and absences, editing of reports and statistics...

For Antoine, another key asset lies in the simplicity of configuration, use and handling for staff who are more expert in HR than in data entry. A basic training course is required to get to grips with the software.

Another advantage is the archiving of data and the traceability of actions, which allows accurate reporting to funders. For Antoine, the use of a professional tool like Homer is an additional guarantee of credibility with donors.

"With Homère, MSF France can efficiently manage the payroll of all national employees working on its missions. The tool is flexible, simple to appropriate and to use, in other words it is adapted to our user staff who do not necessarily have a technical profile."

Antoine Rodicq, Homer's referent for the MSF section in Paris