



### Organizational and financial flexibility



With our contract management service we free you from the administration of freelancers. We know the factors of a successful contract management thanks to over 20 years of experience. During these years we have built an important network of freelancers that enables us to help you with the recruitment of specialists.

Our contract solutions allow you to be very flexible: you can quickly add experts to your team to work on specific projects without entering an employment contract with its obligations. Most importantly, you pay only if you actually deploy a freelancer – thus your fixed costs become flexible. All advantages at a glance:

### Advantages of our contract management



## For HR

- ✓ Reduction of workload through complete outsourcing of contract management of freelancers
- ✓ Flexibility in HR planning despite hiring freeze: freelancers' fees are categorized as services the headcount is not affected
- ✓ Support in the recruitment of freelancers
- ✓ Support with logistical issues



### For Project Manager

- ✓ Fast reaction times: in case of very short-term staff shortages appropriate specialists can be added to your project team.
- ✓ Great flexibility: both quick deployment and quick termination of contracts possible
- ✓ Support in the recruitment of freelancers
- ✓ Overview of the contracts and cost control available at all times on the client portal My-Ergonos (see right)
- ✓ Support with logistical issues

# For F&A



- Clear separation between internal and external costs in the accounting
- ✓ Time saving through invoice simplification and examination of expense reports
- ✓ Overview of the contracts and cost control available at all times on the client portal My-Ergonos (see right)

### For Freelancer



- ✓ Administrative support for invoicing and expense reports
- ✓ Fixed point of contact, both during the current project and between project assignments
- ✓ Annual income statement; support for tax compliance issues and visa matters; insurance packages; flight tickets and hotel bookings

# Our business identity

After the early retirement policies of the 90s, many companies lacked the expertise of seasoned specialists. Nevertheless, many retired experts wanted to continue their careers.

Our company emerged historically from this situation. Since 1992 we have worked in the contract management of freelance consultants. As a result of our long experience, we have developed efficient pro-

cesses and a modern infrastructure. Moreover, we know how to negotiate conflicting interests between consultants and clients. Professionalism, fairness, transparency and a balanced approach are constituent elements of our business philosophy. Thanks to these qualities we have won the recognition of both clients and consultants.

**Dr. Gianpaolo Carpanese** CEO Ergonos Consulting



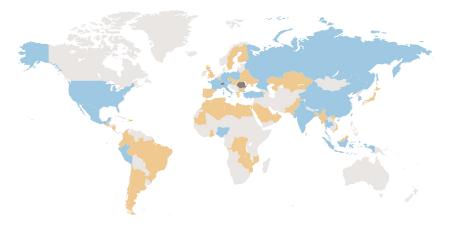
### MyErgonos - the online portal for your cost control



ur online portal MyErgonos makes the separation between external and internal costs easier. Here you can find all relevant contract information of your consultants anytime anywhere, e.g. conditions, invoices, contract documents and payments.

You can also easily export or print all data. When we developed the idea for MyErgonos one of our main concerns was to ensure the safety of your personal information. Your data is fully encrypted and only accessible to you. For further protection we also offer two-factor authentication (TFA) that you might already know from online banking.

#### **Key figures**



Geographical distribution of clients and freelancers (2013)

Countries of assignment of freelancers

Clients' countries of origin

Clients' countries of origin and countries of assignment of freelancers

#### Sectors:

Oil & Gas, Power Generation, Steel, Petrochemical, Civil Construction

Total clients served:

### 200

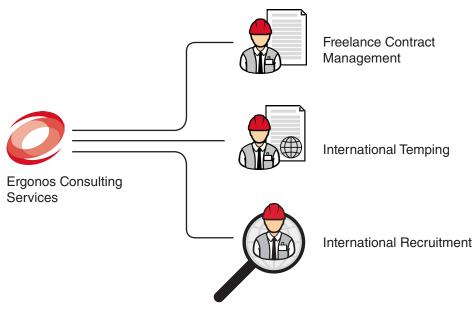
Monthly average of managed freelancers (2013):

#### 274

Branches:

Geneva, Switzerland Berlin, Germany







## Your contact

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