

Creating Reward Communications with Strato Document Generation

Supporting HR and Reward teams with faster, clearer, and more consistent employee reward communications in SAP SuccessFactors



Compensation communications are important employee moments. They help employees understand pay changes, bonus outcomes, benefits, allowances, and the wider value of their reward package.

For HR and Reward teams, these communications often need to be produced quickly and accurately. Annual salary reviews, bonus cycles, and total reward statements may affect large employee populations, across multiple countries, entities, employee groups, and reward plans.

The information needed may sit across SAP SuccessFactors employee and reward data, Payroll, Benefits, and other connected sources. This can make reward communications difficult to produce consistently, especially when teams rely on spreadsheets, mail merge, manual checks, or local templates.

Strato helps HR and Reward teams generate personalised salary review letters, bonus communications, and total reward statements using approved data, controlled templates, review steps, and governed distribution.

Business Outcomes

Organisations can use Strato to support:

- Faster reward communication cycles
- Less manual work during peak periods
- Clearer employee reward messages
- More consistent wording and branding
- Better visibility of review and release status
- Stronger control over approved reward content
- More scalable communication across countries and entities
- Final reward letters and statements stored with the employee record

Why This Becomes Difficult

Reward, HR Operations, and HR Business Partner teams commonly experience:

- High volumes of personalised letters
- Tight timelines after reward approval
- Salary or bonus data copied manually
- Payroll and benefits data held in other systems
- Different wording by country, entity, or plan
- Manual checks before being shared with employees
- Local templates with inconsistent formatting
- Email distribution handled outside the process
- Employees requesting copies after release
- Final documents stored in multiple locations

How Strato Can Support

Strato can support HR, Reward, and manager-facing communication processes across salary review letters, bonus communications, total reward statements, and high-volume reward cycles.



Compensation Communication Generation

- Generate personalised salary review letters
- Create bonus and incentive outcome communications
- Use approved compensation data
- Reflect current or future-dated changes where configured
- Support individual or high-volume generation
- Reduce manual document preparation after approval



Total Rewards Statement Creation

- Produce clear total reward statements
- Show salary, bonus, benefits, allowances, and employer-funded rewards where data is available
- Support simple salary statements or more detailed reward summaries
- Tailor statements by country, entity, role, plan, or eligibility
- Help employees understand the value of their total package



Template and Content Control

- Automatically choose the right template based on employee data
- Apply approved wording by country, entity, or reward plan
- Show or hide content based on employee data
- Present complex reward information clearly
- Reduce reliance on multiple local templates
- Support consistent branding across reward cycles



Review and Approval Where Required

- Route statements for manager, HR, or Reward review where required
- Support approval steps for selected communications
- Allow controlled updates before release
- Provide visibility of review status
- Reduce manual follow-up during peak cycles



Distribution and Filing

- Apply the right logo, layout, and brand format
- Support controlled email distribution
- Make statements available through employee self-service where configured
- Support manager access to team packs where configured
- Reduce routine requests for copies
- Store final documents in configured employee file locations



What Strato Compensation and Total Rewards Communications Can Include

Compensation and total reward communications often depend on information from multiple HR, payroll, and reward sources.

Strato can use configured data to generate branded, employee-ready communications with the right content, wording, review steps, and delivery process.

One Template → Smart Logic → Different Outputs



Where Compensation and Total Rewards Communications Add Value

Strato is most relevant when reward communications are high-volume, time-sensitive, personalised, or dependent on data from more than one system.

Common Reward Communication Scenarios

- Annual salary review letters
- Bonus outcome letters
- Incentive plan communications
- Total reward statements
- Promotion or salary adjustment letters
- Market adjustment communications
- Benefits or allowance summaries
- Manager compensation discussion packs
- Off-cycle compensation letters
- Team compensation summary reports

When This Becomes Relevant

- Salary letters take too long to create
- Reward cycles affect large populations
- Compensation data is copied manually
- Payroll or benefits data needs to be included
- Different countries need different wording
- Employees need clearer reward statements
- Communications need review before release
- Employees often request copies after release
- Final documents need to be stored with employee records
- HR needs better visibility during peak reward periods

What Strato Helps Produce

- Personalised salary review letters
- Bonus and incentive communications
- Branded total reward statements
- Simple salary statements
- Detailed reward summaries
- Country, entity, or plan-specific communications
- Review-ready employee communications
- Employee-accessible reward statements where configured
- Stored reward records for employee and HR access

Discover how Strato can support faster, clearer, and more consistent compensation and total rewards communications for SAP SuccessFactors.

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