The Spreadsheet Risk Audit

A quick self-check for Caribbean HR and finance teams still running payroll by hand.

Most teams don't move off spreadsheets because of one big failure. It's a string of small ones that pile up until payroll takes days instead of hours. Tick every line that's true for you, and see where the risk actually sits.

1 Accuracy and version control

How much do you trust the numbers in the file right now?

- [ ] More than one version of the payroll file exists, and nobody is fully sure which one is current.
- [ ] A formula has broken or been overwritten in the last six months.
- [ ] Payroll numbers have needed correcting after payslips went out.

2 Compliance and statutory risk

Where deductions like NIB or NIS actually get calculated.

- [ ] Statutory deductions are worked out by hand, or copied from a template, every pay period.
- [ ] Nobody checks a statutory return before it's submitted.
- [ ] An audit or compliance review has flagged a payroll error in the past two years.

3 Time and admin

What payroll actually costs your team in hours.

- [ ] Payroll takes more than a full day to process each pay period.
- [ ] One person holds most of what anyone knows about how payroll works.
- [ ] Time and attendance gets keyed into payroll by hand.

4 Visibility and reporting

How fast you can answer a basic question about your people.

- [ ] Leadership waits on a custom report for headcount or leave.
- [ ] Employee records live across several files, folders or paper.
- [ ] There's no single place to see who's on leave, who's new and who's left.

5 Growth

Whether the spreadsheet can hold the team you're building.

- [ ] Your team has grown in the past year and the spreadsheet hasn't kept up.
- [ ] Onboarding a new hire means more than one spreadsheet or paper form.
- [ ] You've thought about switching before, but never had the time to look properly.

SCORE YOURSELF

Count the lines you ticked across all five sections.

0 to 3 ticked

Manageable for now. Keep an eye on these as the team grows.

4 to 7 ticked

Moderate risk. These are usually the areas that turn into a real payroll problem first.

8 or more ticked

High risk. The manual process is already costing your team time, accuracy and confidence.

See what payroll built for here looks like.

Book a 30-minute demo at triblockhr.com. Bring one period of your spreadsheet, and we'll run it on your territory's own statutory rules, in front of you. Implementation is included.