



HR SUITE OF SOLUTION

365HR Service Payroll Management

Payroll Management Modules

365HR Service of Solutions

- The Modules within the 365HR Service suite of Solution recommended for Payroll Management, are stated :-
 - Human Resources System Console (HRSC)
 - Human Resources Personal Bio Management (HRPBM)
 - Human Resources Payroll Management (HRPM)

Two Module are the compulsory Module within the 365Hr Service solution offering as they act the controlling module within the suite of solution and they HRSC and HRPBM.

- **Automated Payroll Process**

With the ever increasing demand for automated processes in HR, HRPM provides a comprehensive platform to enable this need. Customised management reports can be generated at any time with a very high accuracy in the information provided.

Payroll processes could then be easily generated during month-end at a shorter timeframe. HRPM also provides easy update to statutory requirement needs. Data integrity is assured updates

- **Increased Data Reliability**

Increase your organisation's efficiency by reducing data entry error and data duplication with HRPBM. With a single point of entry of HR information enterprise wide, date entry error would decrease and data duplication will be history

HRPBM is the main backbone of the suite of solutions for all initial setup entries. This devised to ensure system and data integrity throughout the whole 365HR service solutions.

- **Comprehensive System Setting**

HRPM caters for setup base on system profiles and master data. Some of setting to be done are listed below :

- Company Policy
- Organisation structure
- Cost Centers, Others..

- **Extensive export functionality**

365HR Service HRPM provided a comprehensive list of report as standard feature. Even Linked to the HRLM is the HRA with this also supports a third-party reporting tool (BI Reporting Tool) for users to generate many more reports as per the organizational needs.

It also supports data exports to other reporting tools like MS Excel Pivot Report for ad-hoc reporting purposes.



365HR Service suite of solutions :-

Functionalities Of 365hr Service Solutions	Payroll Management Modules
Payroll Management Module <ul style="list-style-type: none">Automated Allowance Entitlement calculations base on the criteria set by the organizationAccessible function groupBase one User login to process payroll staff or Management type of accessTransaction lockingField locking	<ul style="list-style-type: none">User defined termination benefitsSeparate processing for bonus payoutsEasy maintenance of increments and Promotions where lock dates can be includedGlobal increments functionality available.Standard Government reports templates are system generatedPayroll Summary and Payroll details report and other report like excel pivot table report
Transaction Audit record <ul style="list-style-type: none">Any data update, delete, edit, add or process payroll will save to audit record by "timestamp".	Comprehensive Template report for audit trails Report export functions to MS excel and plain text formats.
365HR Service Leave Management setups that encompasses:- <ul style="list-style-type: none">Stop individual income TAX PaymentAdditional individual income Tax PaymentAbility for user to define and setup the TAX report according to the organization needsEasy maintenance of benefits assignment to employees where it can be based it on fixed amounts or by percentagesSimplified management of deductions where it also provides the flexibility of basing it on fixed amounts or by percentagesEasy entry screen for any additional benefits or deductions by employee for particular payroll monthStraight forward selection for employee resignation which automatically calculates balanced leave from HRLMCompleted listing of overtime summary with data entry capabilities enable changes to be made on the screen if selfPayroll processing with the facility to process it based on :<ul style="list-style-type: none">EmployeeDivisionDepartmentJob grade / Job titlePay typeBy categoryPAYROLL details history by employeeSupport comparison of payroll details history via a single viewViewing and printing of individual payslip with deductions and allowances calculated accordinglyAbility of advance Payroll processing by race and individual employee	Web Enabled Leave application engine Workflow enabled application with routing features (with HR Approval Management) e-payslip and send email with password payroll application engine Monitor employee payroll transaction history Comprehensive report which covers: <ul style="list-style-type: none">Report By Pivotal



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