

Organizations of all sizes engage in their workforce appraisal periodically. However, it generates a lot of paperwork and managing such voluminous task efficiently is not an easy process. Therefore, **Payroll Management Module** allows users to design and modify appraisal forms electronically. It enables employee to fill and submit their appraisal forms electronically to his/her supervisor. The supervisors, department head and unit head can also appraise electronically.

1**COMPREHENSIVE INTERFACE**

Complete interface with Appointment, Confirmation, Increment, Promotion, Leave, LFA, Leave without pay and Resignation transactions.

2**TIME MANAGEMENT**

Complete interface with time management machine for overtime and late sittings

3**PROVIDENT FUND CALCULATIONS**

Provident fund calculations along with complete PF register maintenance with profit allocations.

4**DATA IMPORT**

Option to upload data from Excel File, Expense Report interface with pay-slip and electronic transfer directly to bank using different bank links.

5**LOAN MANAGEMENT**

Automatic loans deduction. (Motor Cycle loan, Car loan, Etc..)

6**REPORTING**

Comprehensive reporting of different types.

7**REGULATORY COMPLIANCE**

Regulatory Reporting requirements for Income Tax department. (Including all reports , Monthly Statement, Salary Certificate, Annual Income Tax Report, EOBI and SESSI, Etc..)

8**POSTING AND STATEMENTS**

JV posting summary as per company chart of account and full payroll reconciliation statements

9**OPTIONS**

Several options like Hold Salary, Final Settlement, Security groups, Accrual Of leaves, Accrual Of Gratuity and Audit trails.