

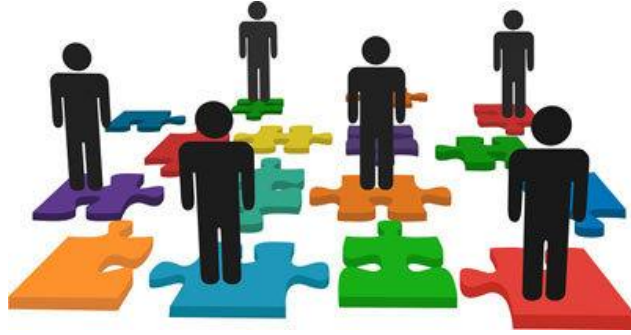
SYSFORE HR & PAYROLL MANAGEMENT MODULE

Built for **openbravo** users

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Human Resource & Payroll Management

Sysfore's Human Resource and Payroll Management Module is an add-on solution to Openbravo, the leading open source ERP. Extremely user-friendly, the HR & Payroll module helps in managing employee information and assists in processing payroll. The HR & Payroll module is also further customizable based on specific requirements sought by the customer. Monthly attendance and payroll can be processed and necessary accounting entries can be automatically passed in the finance and accounting module based on the stipulated configuration. Employee based reports can be generated as per specified parameters. Employee user interface is available as part of the module.

Designed to cater to varied kind of businesses its features include:

1. Module Set up

- a. Attendance & Payroll Cycle
- b. Employee Category
- c. Employee Departments
- d. Employee Designation/Position
- e. Employee Pay grade

2. Employee Information Management (Employee Records Management)

- a. Employee General Information
- b. Employee Personal Details
- c. Employee Employment History
- d. Employee Qualification Details
- e. Employee Leave Information

3. Time and Attendance Management

- a. Employee Attendance marking/logging (in/out)
- b. Import Attendance
- c. Manual Punch-in/Punch-out
- d. Attendance Processing

4. Work Shift Management

- a. Creating Work shifts
- b. Assigning HR to specific Work shifts
- c. Overtime Accounting

5. Team Management

- a. Creating Team
- b. Assigning HR to specific team

6. Leave Management

- a. Recording Opening balance
- b. Allocation of leave
- c. Leave Requisition
- d. Leave Approval/Rejection
- e. Leave Adjustment
- f. Leave Encashment Requisition
- g. Leave Encashment Approval/Reject
- h. Employee Leave Status Report

7. Payroll & Benefits Management

- a. Payroll Setup
- b. Pay grade generation (Associate Pay Components)
- c. Employee Salary Setup
- d. Pay Additions
- e. Pay Deductions
- f. Employee Reimbursement
- g. Employee Benefits/Allowances

SYSFORE HR & PAYROLL MANAGEMENT MODULE

- h. Professional Tax Computation *
- i. TDS Computation*
- j. Payroll processing
- k. Payroll Journal posting
- l. Full & Final settlement*
- m. Pay slip Generation

**available in future versions*

PLEASE NOTE: This is a commercial module and is only available for Openbravo Professional Edition users at an additional cost.

