

**We get the numbers right so people  
get paid on time!**

## INTRODUCTION

This Payroll Accounting System is one state-of-the-art application for maintaining employees' payroll operations. This financial system is one of the core business applications for maintaining the salary, loans, income tax and other related activities. It eliminates the need to maintain manually employee information along with the other allowances and deductions. It will ultimately reduce the cost, delay and dependence on an accountant to prepare your Payroll Accounting System. Its user friendliness enables users of all level to work with great ease. They only require some basic skills of Windows 98 and some appropriate knowledge of Payroll process.

It is developed to meet the clients' requirements to automate the entire process of calculation various factors involves in the payroll system. For example if a loan is sanctioned to an employee and the number of installments is fixed at that moment, all of its installments automatically deducted at the end of the month. Similarly deduction of loan can be exempted for current month.

The "Formula Builder" utility of this application is custom build Active X control for calculating the allowances or deductions by feeding their respected formulas in runtime. User can simply select the basic salary, allowances or deductions from the list and apply the formula on them like formula result of House Rent is equals to the 45% of the basic salary. It will always calculate the updated house rent whenever we changed the basic salary.

Another remarkable feature is the Income Tax Calculation. It is designed after enormous amount of workout and standardized with the current Income Tax calculation methods.

This application is developed using Microsoft Visual Basic 6, Microsoft SQL Server 7.0 as its backend RDBMS and by using Crystal Reports system can generate more then 170 reports including tax reports.

## Features

### EMPLOYEE INFORMATION

- Employee Personal Information
- Date of Joining or Leaving
- Family Information
- Medical History
- Multiple Addresses
- Annual Leaves
- End of Services Period
- Employee Lists
- Designation
- Bank
- Grades
- Locations
- Employee Types
- Departments

### SALARY PROCESSING

- Pay Sheets
- Annual Pay Sheet
- Summary by Dept., Location, Company
- Pay Slip
- Formula Based Allowance Calculation
- Associated reporting

### TAX CALCULATION

- Monthly Tax Deducted Annual Tax Deducted Salary Certificate Printing Statement U/S 165 Income Tax (Yearly) Income Tax (Quarterly)
- Monthly Loan Register Annual Loan Register List of Individual Loan

### LEAVES MANAGEMENT

- Monthly Leave Register
- Annual Leave Register
- Encashment
- Leave without pay

### LOAN PROCESSING

- Monthly Loan Register
- Annual Loan Register
- List Of Individual Loan
- Type of Loan

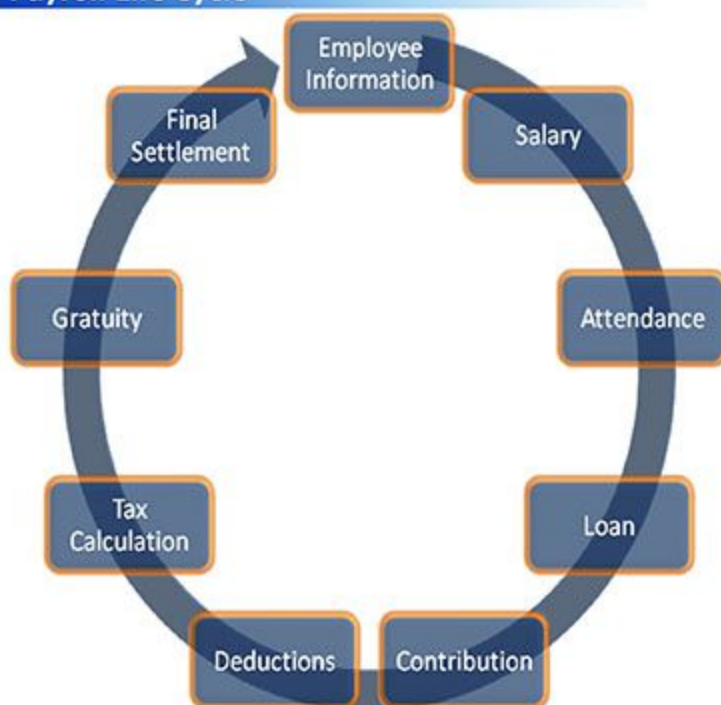
### CONTRIBUTIONS MODULE

- Gratuity
- EOBI
- Social Security
- Group insurance
- Education Cess

### OTHER FEATURES

- Pension Fund
- Provident Fund
- Gratuity
- REPORTS

## Payroll Life Cycle



## Payroll Life Cycle: USER FRIENDLY INTERFACE

User Friendly interface allows user to open multiple screens and perform multiple functions.

Short cut keys and buttons for fast, easy access to commonly used screens and reports save valuable time.

## REPORTS

More powerful reports available for analysis and future planning. More than 170 reports are generated from the system. In addition, option is also available to generate standard letters.

## PRECAUTIONS & IN-HOUSE POWER

A built in group level security module to record and maintain user level security and gives complete audit trail to monitor the activities of authorized users.

Users are classified into User groups (based on location, division, department, employee type etc.), and may only access data as authorized to their respective User Group.

## FLEXIBILITY

Designed to cater to the industry requirements, the system provides for flexible setup and reporting. Unlimited number of Employees may be defined and categorized by division, department, location etc.