



An Enterprise HR & Payroll Solution



PeopleApex is an integrated end-to-end enterprise-level HR & Payroll solution, designed to empower the employee with robust employee self service (ESS) and at the same time provide holistic view for managers with manager self service (MSS).

The product is designed to automate the HR processes with complete 360 degree integration with payroll. A multi country, multi language, and a multi currency product is designed by industry experts having multi country in-depth HR & Payroll expertise.

Industry preconfigured best-practices are adopted in product and crafted to create consumer grade user experience.

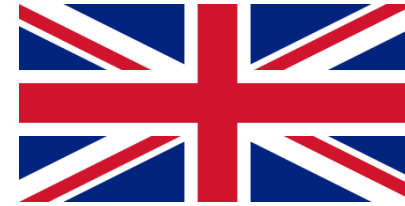
Multi-Country Payroll



India



USA



UK



Canada



UAE

45+ Countries Payroll Framework

KEY FEATURE

- Multi-country
- Multi-tenant
- Multi-language
- Multi-currency
- On-cloud
- Zero foot-print software
- Pre-configured industry best-practices
- Faster time-to-deploy
- Consumer-grade experience (UX)

PROCESS / MODULES

- Core HR (Workforce Management)
- Payroll
- Time Attendance & Leave
- Travel Management
- Expense Management
- Performance Management
- Recruitment
- Employee Self Service
- Manager Self Service
- Analytics
- Chatbot

REGION / COUNTRIES

- US, Canada
- UK
- Gulf GCC Countries
- India, Singapore
- South Africa & selective African countries
- Framework to enable payroll for 40+ countries

TECHNOLOGY

- LINUX
- PHP - Zend 3 framework
- ORM
- Node JS
- Swift
- Java
- Socket.IO
- SQL DB
- Apache Server
- Data Center in India,UK,Canada,USA, UAE

Workforce Management (Core HR)

Payroll

Time & Attendance

Employee Performance Management

Recruitment

Travel Management

Expense Management

HR Analytics

Onboarding

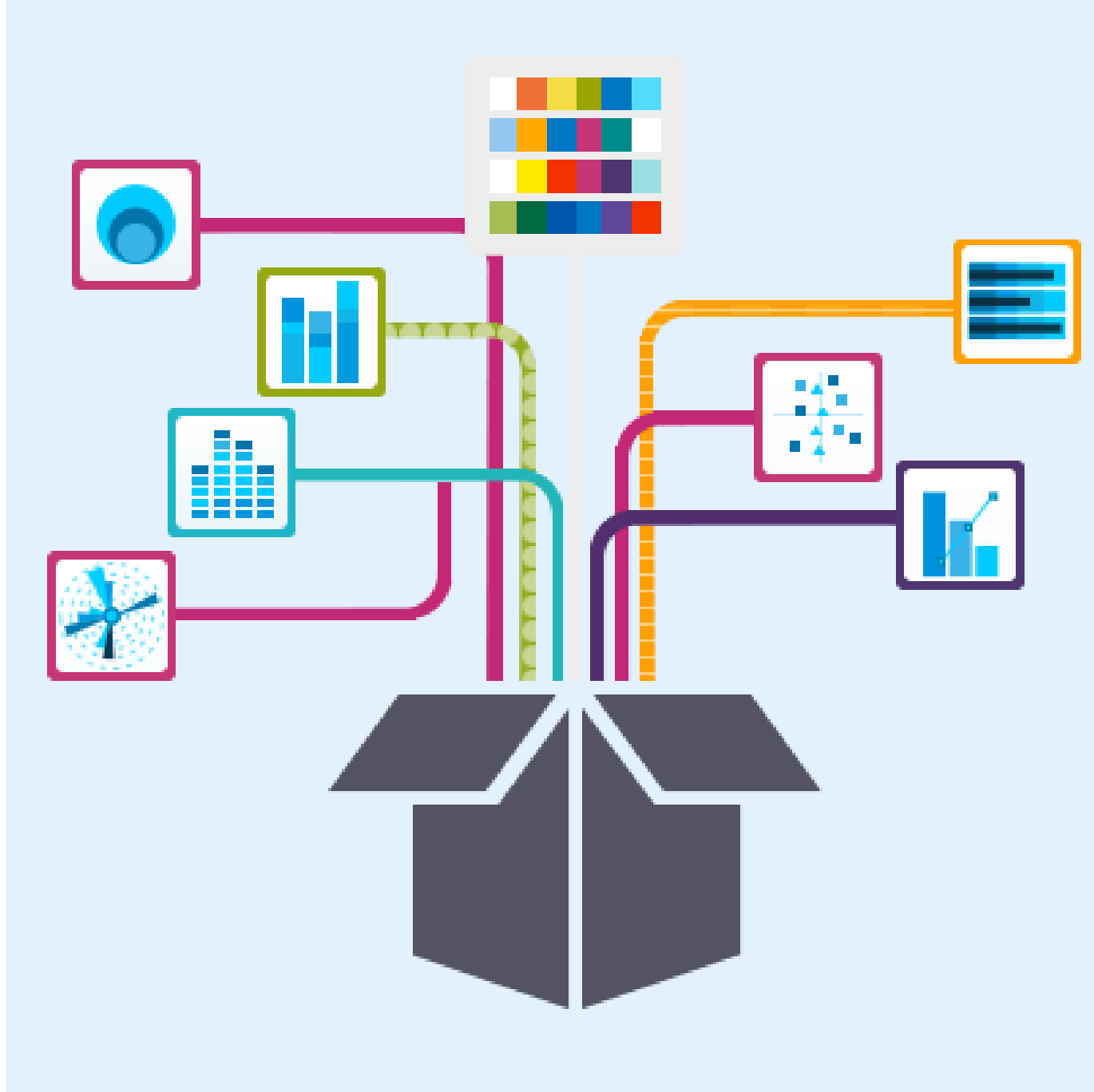
Learning & Training

Social Media wall for employees

Online Chat

Chatbot

Features





- Organization Structure
- Hire-to-Retire cycle
- Employee Information
- Employee Events

- Industry Best Practices
- Asset Allocation
- Organizational Policies
- Smart HR Dashboards



Fully Configurable



Up-to-date Statutory Compliances



Customized Payroll policies



Plug and Play Solution



Adaptable - Small & Large Corporate



Agile



Full and Final Settlement



Multiple pay frequencies



Statutory Forms



Customized payslips

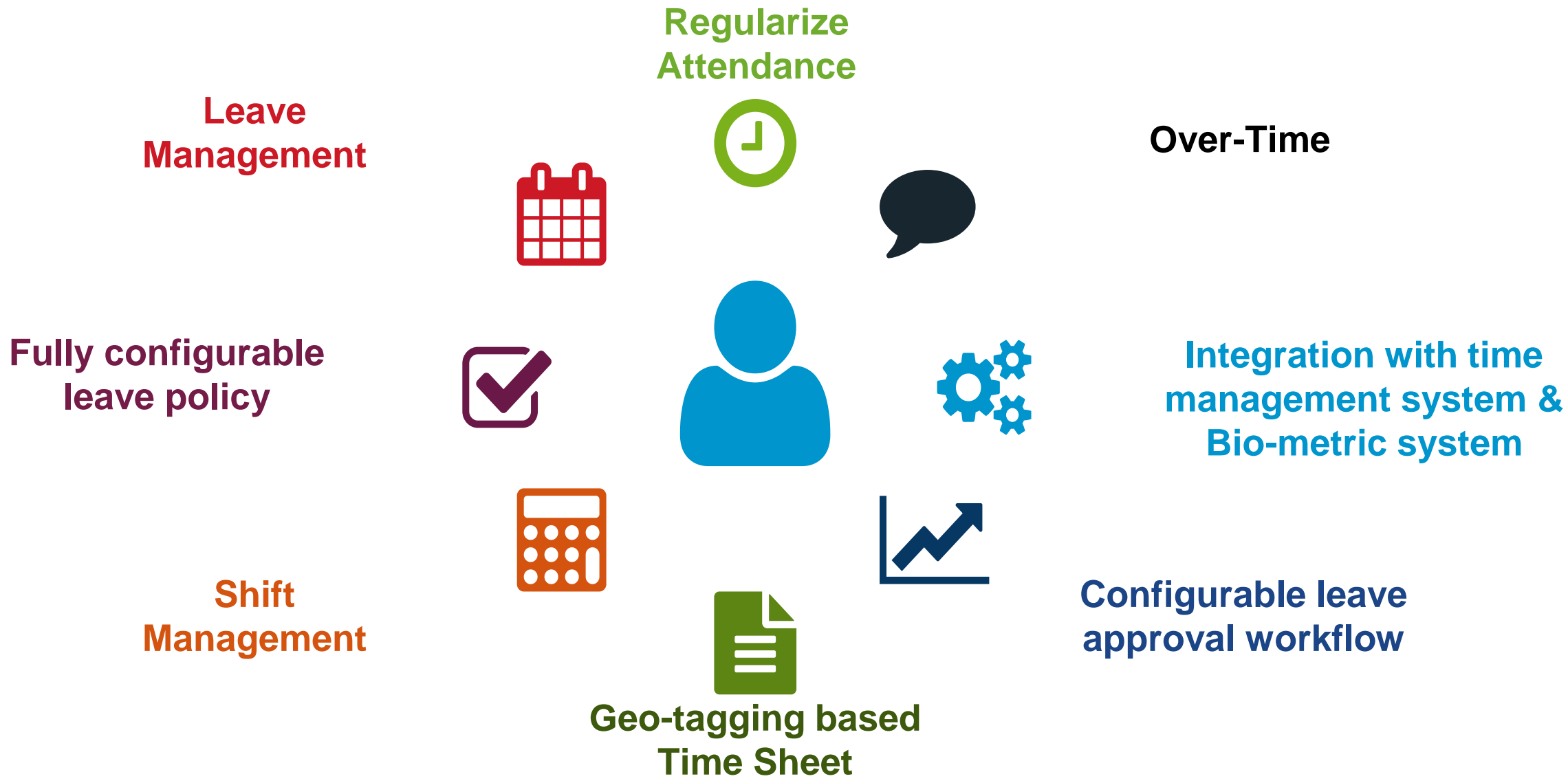


Pensions



Documents upload

Time and Attendance



Travel and Expenses Management





Goal Setting & Weightage allocation



Self Performance review



Manager Performance review



Fully Configurable as per focus areas



Time allocation



Mid-Year / Year-End Review



360 degree Performance review



Continuous Performance review



Industry Best Practice



Predefined templates

Recruitment



Hiring Requisition by HR / Line Manager



Application Tracking



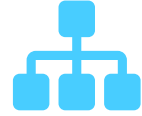
Job applications Management



Resume Engine Management



Interview scheduling



Interview Feedback and shortlisting



Offer Management



Reporting



Recruitment pipeline Analysis

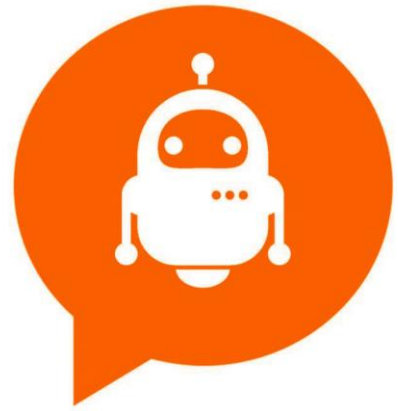


Predefined templates

Chatbot



Reduce Human efforts with regular queries



CHAT- BOT
ARTIFICIAL INTELLIGENCE



Mobile Enabled



Conversation Interface with employees



Predefined answers to regular queries

Employee Self Service

- Employee Profile
- Leave Application
- Graphical Attendance Display
- Attendance regularization
- Graphical Leave Display
- Payslip view
- Timesheet
- Announcements within the Organization Unit



- Holidays List
- Work Anniversaries
- Birthdays Reminders
- Employee Directory
- Employee Tax Investment Declarations
- Peer Calendar
- Goal setting
- Self Performance Appraisal

- Team Attendance
- My Team View
- Leave Approval
- Attendance regularization approval
- Work Events View
- Timesheet Approval
- Expense Approval
- To-Do List
- Performance Appraisal



Technical Details

1. SaaS Solution
2. Integration
3. Scalable
4. Application Security
5. Data Security



The architecture is created to serve multiple customers with single instance, but with separate database.



The application is built to integrate with other applications whether on-cloud or on-premise, like ERP, Finance software, HR, Biometric machines, etc..

Highly Scalable



It is a highly scalable application readily available and able to serve organization of any size. Since users will be accessing it over the internet, the application has high performance with excellent rendering, data querying, and performing various transactions.



The product is designed with high level security measures on application and hardware levels. Predefined security is enabled for each client which includes role based security, privileged access, and database security.



At infrastructure levels also high security standards are maintained. We ensure that multiple tenants on a shared infrastructure on our cloud have their data virtually segregated and made accessible. Single tenant is also available on demand for customers. The application is hosted on a datacenter which is PCI DSS compliant with CSA Star Certification to ensure robust security.



Thank You!

Canada | India | UAE | UK | USA

Appendix

Features of PeopleApex HR & Payroll Solution

1. Workforce Management
2. Payroll
3. Time & Attendance
4. Travel & Expense Management
5. Employee Performance Management
6. Recruitment
7. Product View & Technology Licensing
8. Learning & development
9. Employee Self service
10. Manager Self Service
11. Corporate Professional Wall & Chat
12. Chatbot

FEATURE LIST

- Creation of Entire Organization Structure.
- Comprehensive employment information of employee (Designation, Grade, Function, Projects, Cost centers, Shifts)
- Employee Personal Information (Communication address, Emergency address, Education details, Family details, Past employment details, Documents)
- Department and Position creation and Mapping
- Job mapping with Positions
- Position Management
- Policy & formats - Upload Documents for display
- Design and create organizational structures
- Map role based positioning with your current organization structure
- Ability to display Work anniversaries and Birthdays
- Complete employee directory, ability to find employees with Employee ID and Names

FEATURE LIST

- Provide employees, managers, and executives with an engaging, and consumer-grade experience across all devices.
- Ease to design and customize shifts, for any industry
- Ability to assign more than one project to an employee
- Work events can be designed with minimum efforts
- Proper record keeping of asset allocation to employees
- Enables with HR managers to quickly take action with smart HR dashboards
- Ability to upload documents and company policies
- Role based access
- Data security assured
- Holistic view on Cost Centers

FEATURE LIST

- Ability to define multiple payrolls based on organization needs.
- Predefined pay items based on organization types and country of operation with ability to incorporate client specific pay items.
- Pre defined Chart of Accounts based on organization types and country of operation, with an ability to changes as per client chart of accounts.
- Comprehensive coverage of all applicable Tax laws
- Capture payroll related employee statutory information.
- Country specific bank information for employee pay bank transfer.
- Payroll Readiness Assessment before payroll processing.
- Capture employee level exceptional pay items.
- Capture one time pay items for an employee or for a group of employees.

FEATURE LIST

- Configurable and flexible formula.
- Formula Builder feature available
- Accurate and faster payroll processing (thousands of records at a time)
- Enables accounting entry for payroll after payroll is processed.
- Higher data security with payroll level permissions, employee level permissions.
- Higher data integrity with audit trails
- Online Payslips
- Online tax investment declaration by employee and approval by Payroll/HR.
- Full and Final Settlement
- Overtime Policy and calculation
- Ability to process Arrears
- Functionality to Customize payslip

FEATURE LIST

- Define Leave Types as per Organization policies.
- Define Leave Rules as per Organization policies on accrual , avail, carry over and approval rules.
- Configure Applicability for Overtime / Compensatory Off
- User can cancel, check balance, history and approval status of leave.
- Leave Application
- Approval of requests by Approver(s).
- Attendance update on approval of request
- Approved request Cancellation
- Empower staff to record their time
- Analytics to monitor, give feedback

FEATURE LIST

- Define Holidays by location.
- Attendance Integration with Holidays
- Define Shift and work schedules including weekly offs.
- Attendance Integration with defined shifts and work schedules.
- Integration with Biometric/ time capture machines
- Geo-tagging of attendance for accurate information
- Geo-tagging based timesheet
- Attendance sheet for payroll processing
- Workflow configuration
- Simple Approval and archive process

FEATURE LIST

- Defining Travel and Expense Policy by employment type and grade
- Raising Travel Requests
- Managing Travel Advance
- Approvals
- Claiming reimbursement of travel and other expenses.
- Calculation of travel claims subject to policies defined

FEATURE LIST

- Define employees performance appraisal cycle as per Organization Policy.
- Define ratings as per Organization Policy.
- Define appraisal templates by Grade/Location/Department
- Ability to define thrust/focus area for the entire organization or selected entities.
- Ability to define reviewer and approver workflow.
- Function-wise Goal Repository
- Objectives and goals definition by employee and approval by manager.
- Assigning weightage for goals
- Self appraisal by employee
- Review and approval by manager/as per workflow defined.
- Ability to do mid year and annual review with rating.

HIRING MANAGER FEATURE LIST

- Hiring Requisitions
- Selection of interview rounds and panel for each round
- Specification of skills and proficiency for each vacancy
- Setting of target dates
- Provisions made to withdraw requisitions
- Ability to approve/reject a requisition
- Requisition Approval Tracking
- Ability to view candidate details
- Shortlist candidates shared by recruiter
- Recruitment tracking for each requisition
- Easy access to candidate details
- View interview schedule for each candidate
- Ability to provide feedback and select/reject candidate

RECRUITER (HR) FEATURE LIST

- Tracking requisitions
- Ability to re-assign requisition to other recruiters
- Profile sharing with hiring manager
- Ease in scheduling interviews
- Effective candidate tracking
- Interview tracking
- Provisions made for rescheduling interviews
- Recruitment tracking for each requisition.
- Easy access to candidate details
- View interview schedule for each candidate
- Ability to provide feedback and select/reject candidate

FEATURE LIST

- Training Calendar
- Training Programs
- Employee enrollment to the training program
- Training performance
- Training Attendance
- Reports

FEATURE LIST

- Employee Profile
- Attendance Dashboard
- Leave Application
- Peer Calendar
- Attendance regularization
- Payslip view
- Timesheet
- Holidays List

FEATURE LIST

- Peer Calendar
- Goal setting
- Self-Performance Appraisal
- Work Anniversaries
- Birthdays Reminders
- Employee Directory
- Employee Tax Investment Declarations

FEATURE LIST

- Profile
- My Team Attendance
- Work Event View
- Team Time Approval
- Expense Approval
- My Requisitions
- Requisitions for Approval

FEATURE LIST

- Candidate Interview
- Candidate Bank
- My Team View
- Peer Calendar
- To-Do List
- Performance Appraisal

FEATURE LIST

- Wall posting including documents and images
- Likes and Comments
- Recognitions
- Creation of open/closed groups
- Ability to report inappropriate content
- Creation of chat
- Ability to chat with multiple members
- View online/offline members
- Ability to track chats

FEATURE LIST

- Ability to view reported items
- Send warning regarding report item / delete reported item
- View all group details open/closed
- Deactivation of inappropriate groups