

PayrollClick.com

Payroll Service Bureau

PayrollClick.com

Key Features

Payroll Management
 Time & Labour Management
 Tax & Compliance Services
 Online Reporting
 Management Reporting
 Dedicated Internet Support Center
 Round-the-clock, Internet self-service
 Complete Employee footprint

HIGH-LEVEL SOLUTIONS FOR FAST GROWING BUSINESS

OUTSOURCING YOUR PAYROLL PROCESS

In the current era of extreme competition in the market place, companies need to stay 'lean and mean', focusing on the core area of their business while outsourcing the critical but resource consuming back office functions. HR Management and Payroll Processing are back office activities that are better outsourced than done in-house.

The more variables involved in an organization's payroll, the more it makes sense to use payroll outsourcing. Payroll service companies can calculate payroll, adhere to the latest tax obligations, print and deliver checks, and provide management reports for a fraction of the Total Cost of Ownership of building and maintaining a large in-house department.

Scalable Services

We offer a wide range of customizable packages of end to end HR & Payroll processing solutions and you can pick and choose services as and when you need them.

Our payroll outsourcing service is already equipped with the requisite infrastructure and the technology to manage every kind of processing requirement; small or large, simple or complex. This is where we help your organization work smart, not work hard.

The PayrollClick.com Advantage

- We host HR & Payroll management solution
- We manage hardware and software updates
- We ensure compliance with the latest laws and rules
- We provide timely and meticulous reports and MIS
- We provide periodic data back-up
- We provide Employee Self Service Portal
- We provide Manager Service Portal



Payroll Management

Making changes to payroll processing systems is fraught with danger, not to mention terribly expensive and time consuming. This is where outsourcing saves the day. Our service adapts as your business evolves. Whether your company undergoes internal growth or contraction, merger or other corporate change, our highly scalable processes and technology easily integrate new business units, employees and systems, growing as you grow.

PAYROLL MANAGEMENT SERVICES

- On-site payroll management
- Online-assisted conversion of existing data
- Service outsourced to PayrollClick
- Back-end service and support from PayrollClick

Methodology

- Internet /Intranet payroll solutions
- Client / server
- PayrollClick Application As a Service (ASP) portal

Core Process

- User defined Salary Structure
- Online Leave Management
- Loans & Advance Management
- Direct Bank Transfer
- Provide online access to pay statements & MIS Reports

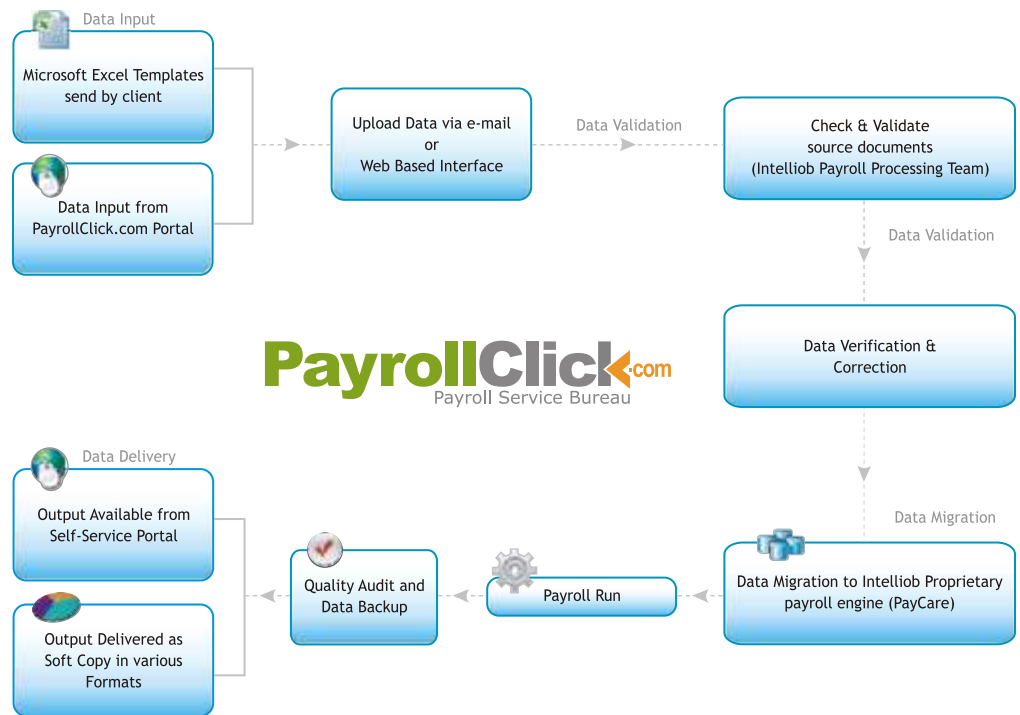
Features

- User Defined Allowance / Deductions
- User Defined Public, Company Holidays
- User level Audit Logs of Master Configurations Changes
- Calendar Year or Fiscal Year Computations
- Salary Increments Management
- Auto Salary Arrear Calculations and Payments
- Leave & Encashment Policies and Options
- Leave Carry Forward & Expiration Configurations
- Leave Balance Reporting
- Compensatory Off managements
- Online Leave Application and Approvals
- User Defined Moratorium Periods for Loans
- Automatic Installments and Interest calculations based on repayments periods
- On Separation Full and Final Settlement,
- Gratuity & Loan/Advance Recovery Calculations
- Single Payment Fore-Closure Options
- Various Pay-Slip Formats
- Income Tax Statement
- Payment Mode-Direct Bank Transfer, Cash, Cheque
- Payments Register
- Bonus Register Reports
- Medical Reimbursements
- Bank Statement
- Salary Register/Statement/ Department/Designation/ Employee Wise
- Journal Voucher



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Payroll Management



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Tax & Compliance Management

Compute tax based on prevalent taxation laws. You no longer need to worry about the implications of ever-changing taxation rules. It is our responsibility to ensure compliance with the applicable laws.

Employee Tax Management

Compute estimated Taxes on Investments	Form 16
Plan tax-reducing investment schemes	Form 16AA
Incorporating any tax laws changes	Form 27A
Online Investment declaration	ITR1
e-TDS ASCII file generation	ITNS 281
Form 24Q	

Statutory Compliance Management

PF / ESIC	ITNS 281
PF reports 3A, 6A, 12A, 5, 10, challan, ePF9	ESIC Statement
ESIC reports 6, 7 Challan	ESIC Challan
State wise PTAX Challan	PF Form 5
Professional Tax Form 3	PF Form 3A
PF Form 12 A	PF Statement
Combined Challan	PF Form 6A and 6A Revised



Dedicated Internet Support Center

PayrollClick maintains a dedicated Support Center on the Internet. As our valued customer, you are entitled to comprehensive support on HR & Payroll related issues.

Web-based training

We provide web-based training and refresher courses to your personnel. Since the training is web-based, your employees can choose the time and place of their convenience to receive this training.

Convenient round-the-clock, Internet self-service

Whether it is usage training or viewing the latest payslip, your employees can access our 24-hour self-service counter on the Internet and get up to date information.

Information Security

The information stored in PayrollClick.com is secured and can only be modified by authorized personnel. With minimal setup time, PayrollClick.com delivers true out-of-the-box experience. For regular usage, authorized users must log in to PayrollClick.com. Depending upon access rights allotted to them, PayrollClick.com will present them with intuitive menus. These menus provide access to a host of modules.

Technology Behind PayrollClick.com

PayrollClick.com has been developed using the latest yet proven Microsoft tools like Visual Studio .Net 2005 and web technologies like Ajax and JSON that ensures performance and ease of use. Its architecture is 3-tier that gives PayrollClick.com high scalability. As with all our products, the strictest Quality control and Documentation methods have been adhered to ensure error free operation. PayrollClick comes with Intellio's commitment to continued support, thus protecting your investment in PayrollClick.com for years to come.



Visit www.payrollclick.com to learn more

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