



MORE
PAYROLL

TEKNOLOJİK İNSAN KAYNAKLARI YÖNETİMİ

MORE PAYROLL TECHNOLOGICAL HUMAN RESOURCES MANAGEMENT
İKMETRİK E-PAYROLL MANAGEMENT SYSTEM SOFTWARE AGREEMENT

Order date: 07.02.2022



Subject: Ikmetric e-Payroll Management System Software Agreement

Date: 07.02.2022

More Payroll, one of the leader companies on its sector with 15 years of corporate business experience, thousands of businesses, ten thousands of individual payroll & incentive services; sustaining the existence of businesses, which are constantly driven by competitive conditions, adds value to its shareholders with its innovative and cost-centered approaches.

Detailed information about our consultancy service you intend to supply, prepared upon your request, is given below. We would like to inform you that we are waiting for your valuable feedback with all our trainers and consultants staff in order to meet your request at the highest level.

Best Regards.

1- TIME STAMP

Time stamps prove that certain data exist at a specified date. Timestamp Server, using public key technology to sign timestamps, confirms the integrity of data and its existence at a certain date with TUBITAK certification.

The need to prove the date and time that a contract was signed, the money was transferred, and the application was made is a vital importance for today's e-commerce and e-government applications. In addition, a time stamp can be obtained for all kinds of electronic data, such as a new drawing, design, photograph, idea, research, formula, algorithm, book, for which intellectual and proprietary usage rights are desired.

Time Stamp according to Electronic Signature Law No. 5070: It refers to the record verified by electronic signature by the electronic certificate service provider in order to determine the time when an electronic data was produced, changed, sent, received or recorded.

2- E-SIGNATURE LEGISLATION

Electronic signature; as stated in the laws, it has the same legal validity as a wet signature. The three most important details are given below, and the relevant articles of the law can also be examined.

Electronic signature provides;

- *Hand Signature,
- *Handwritten Signature,
- *The Written Form Requirement.

Transactions that cannot be made with a Secure Electronic Signature:

- *Legal Transactions Requiring Ceremonial and Guarantee Agreements,
- *Marriage Transactions,
- *Land transactions,
- *Guarantee Transactions
- *Check (Soon to be made possible by legal regulation)

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* Bill,

* Foreign Exchange Documents etc.

The above documents, which are defined as valuable papers in our laws, cannot be issued with electronic signature at the moment. However, there are serious studies on the regulation and use of these Valuable Documents in the electronic environment, and as of 2019, studies are carried out to make them usable in commercial life.

On the subject of time stamp, the Law on the Regulation of Broadcasts Made on the Internet and Fight Against Crimes Committed Through These Broadcasts, dated 04/05/2007 and numbered 5651, and the Activity Certificate by the Telecommunication Authority to Access Providers and Location Providers, published in the Official Gazette dated 24/10/2007 and numbered 26680 There is a Regulation on the Procedures and Principles Regarding the Giving. In addition, the Regulations on the Procedures and Principles Regarding the Regulation of Publications on the Internet published in the Official Gazette dated 30/11/2007 and numbered 26716 are defined.

Within the scope of Electronic Signature Law No. 5070, it must be signed through institutions serving as Electronic Certificate Service Provider (ECSP) authorized by the Information Technologies and Communications Authority (BTK). Systems claimed to be secured by crypto or a similar transaction without being officially stamped on Kamu SM do not have official validity.

Three basic features of electronic signature;

* **Authentication and confirmation:** It ensures that the signed document belongs to the message owner and is valid.

* **Data integrity:** It prevents the signed data from being changed, deleted, or added or removed from the data.

* **Undeniability:** It prevents individuals or institutions from denying the transactions they perform in the electronic environment.

To create an electronic signature, it is necessary to have a certificate and a private key. This private key is generally stored in the smart card to create the secure electronic signature above-mentioned.

ELECTRONIC SIGNATURE IN THE LAW OF OBLIGATIONS;

a. Article 13- Scope: In the amending of a contract stipulated to be made in writing in the law, it is obligatory to comply with the written form. However, supplementary clauses that do not contradict the text of the contract are excluded from this rule. This rule also applies to forms of validity other than written form.

b. art. 14-Elements: It is obligatory to have the signatures of those who are in debt in the contracts that are foreseen to be made in written form. Unless otherwise stipulated by law, a signed letter, a telegram, the originals of which are signed by the debtors, faxes or similar communication tools, provided that they are confirmed, or texts that can be sent and stored with a secure electronic signature are also considered written forms.

c. art. 15- Signature: The signature must be in the handwriting of the debtor. A secure electronic signature has all the legal consequences of a handwritten signature. Putting the signature with a tool other than handwriting is considered sufficient only in cases accepted as customary and especially for signing a large number of issued valuable papers.

(Amended paragraph: 13/2/2011-6111/213 art.) Witnesses are sought in the signatures of the visually impaired, upon their request. Otherwise, it is sufficient for the visually impaired to put their signatures in handwriting.

ELECTRONIC SIGNATURE IN THE LAW OF CIVIL PROCEDURE (ARTICLE 205);

(1) Ordinary promissory notes admitted before the court or accepted by the court to be more than a denier are considered conclusive evidence unless proven otherwise.

(2) Electronic data that are duly created with a secure electronic signature are considered promissory notes.

(3) The judge ex officio examines whether the electronic signed document presented to the court as evidence has been created with a secure electronic signature.



3- TRANSACTIONS THAT CAN BE DONE WITH THE IK E-Payroll Program All Documents in the IK Process;

- Its creation,
- Sending it to the Personnel,
- Delivered to the Personnel,
- Viewed by Staff,
- Obtaining Signature/Approval, if appropriate for the Personnel,
- Objection If It Is Not Suitable For The Personnel,
- It can be legally stored,
- Accessible by Firm and Personnel,
- It can be used as two-way interactive

From Company > To Personnel

It enables interactive transactions from Personnel to Company.

4- FUNCTIONS OF THE IK E-Payroll Program

- Managing payroll processes with time stamp,
- End-to-end and digital management of all documents in the IK process,
- CV, Job Interview, KVKK, Job Offer, Employment Contract, Personal Documents etc.
- Payroll, Leave, Overtime, Premium, Advance, Expense, Deposit Forms etc.
- Termination, Notice, Warning, Defense Petition etc.
- Performance, Training, OHS Forms etc.
- Assignment, Assignment Letters etc.
- Salary Letter for Bank Loan / Payroll etc.
- Legally Valid Digital Archive Storage (Minimum 10 Years)
- Other IK Documents, Forms and Petitions

5- SOFTWARE TECHNICAL FEATURES:

- The system to be built on the Faravel framework;
- PHP • Integrated with TUBITAK Time Stamp
- Able to work with Mysql, MSSQL or any database architecture
- Jquery, VUE, JSON javascript frameworks on the frontend
- Link, Logo etc. Integration with ERP programs will be ensured,
- Integrated with Google Forms and Calendar

**6-PROJECT DURATION AND FEES CONDITIONS**

- Software usage period is 1 year.
- System setup + compliance audit and reporting/improvement
- 1 year consultancy service will be provided by telephone and e-mail.
- At the end of the first year following the start of the service, by TURKSTAT for the previous period. Price increase will be realized in line with the declared (TEFE + TUFE) / 2 increase rates.

7-PROJECT FEE: 9.000 TL + VAT

- Every year, 25% of the total sales price will be taken as software update fee.

SUMIKA POLYMER COMPOUNDS

Signature

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Signature