Software Requirements Specification (SRS) Payroll Role Management System

Group 6

1 Introduction

1.1 Purpose

This document describes the requirements of the Payroll Role Management System.

1.2 System Scope

The system will be used to calculate and generate payroll roles for company employees, including salary calculations, overtime, contributions, deductions, and other relevant components.

2 General Description

2.1 Product Perspective

The Payroll Role Management System will be an independent system that performs calculations and generates reports related to employee payroll roles.

2.2 Product Functions

The system shall:

1. Calculate basic salary and hourly wage.

2. Calculate overtime and extra hours.

3. Calculate and accumulate reserve funds.

4. Include corresponding income and expenses.

5. Calculate the thirteenth salary.

6. Generate individual and general payroll roles.

7. Allow automatic parameter updates.

8. Generate monthly and annual reports.

9. Send notifications to employees.

10. Control access and perform data backups.

3 Specific Requirements

3.1 Salary and Hours Calculation

1. **Basic Salary and Hourly Rate**:

- The system must calculate the value of the hourly wage based on the current basic salary of $460, divided by 240 monthly hours$.

2. **Overtime**:

  - The system must calculate the value of overtime hours with a 50

3.2 Reserve Funds

1. **Calculation and Accumulation of Reserve Funds**:

  - The system must calculate reserve funds as 8.33
  - Reserve funds will be granted after one year of work.
  - Employees can choose to accumulate reserve funds in the IESS or receive them monthly in the payroll.

3.3 Income

1. **Income Components**:

  - The system must include in the income:
    - Basic salary
    - Overtime
    - Extra hours
    - Bonuses
    - Commissions
    - Additional benefits

3.4 Expenses

1. **Contributions and Deductions**:

  - The system must include in the expenses:
    - Employee contribution to the IESS (9.45

* Payday advances.
* IESS loans.
* Company loans.
* Fines.
* Meal deduction (depending on whether the worker brings their own food or not).
  - **Thirteenth Salary**:
    * The thirteenth salary will be calculated as the total income for the year divided by 12.
    * It will be paid in December if not monthly.
    * If paid monthly, it will be included in the payroll each month.

3.5   Role Generation

(a) **Payroll Content**:
  - The system must generate a payroll role containing:
    * Basic salary
    * Overtime
    * Extra hours
    * Bonuses
    * Commissions
    * IESS contribution
    * Payday advances
    * Loans
    * Fines
    * Other applicable deductions

(b) **Hire Date and Reserve Funds**:
  - The system must record the employee's hire date to determine eligibility for reserve funds after one year of employment.

(c) **Generation of Individual and General Roles**:
  - The system must generate individual payroll roles for each employee.
  - Additionally, it should generate a general role summarizing information for all employees.

3.6   Additional Functionalities

(a) **Automatic Update**:
  - The system must allow automatic updating of basic salary and other parameters according to current labor regulations.

(b) **Reports**:

    – The system must generate monthly and annual reports of payroll roles, IESS contributions, and other financial details.

(c) **Notifications**:

    – The system must send notifications to employees regarding the status of their payments, reserve funds, and other relevant movements.

3.7   Security and Access

(a) **Access Control**:

    – The system must have access controls to ensure that only authorized personnel can view or modify payroll role information.

(b) **Data Backup and Recovery**:

    – The system must have a data backup and recovery mechanism to prevent information loss.