Lighthouse	Document Name	Object Help Document	
Info Systems Pvt. Ltd.	Menu Code	01.711.09	
SINCE 1987	Process Name	Employee Incentive/Bonus	
Release Version	1.0	Document No	
Release Date	01-June-2018	Pages	Page - 1 - of 5

01.711.09 - Employee Bonus Configuration

PROCESS OVERVIEW

This form is used to make provision for bonus calculation i.e. bonus configuration. We need to set bonus calculation parameters on this form which helps to calculate or generate bonus.

We can set the calculations as per %(percentage) or can define fix rate for bonus.

PROCESS PRE-REQUISITES

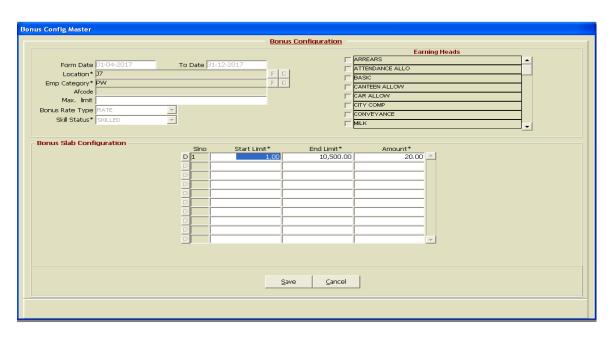
Input Fields	Input Details	General Remarks
Location	Location must be defined in location/series master	Select location if configuration needs to set as per particular location or series.
Employee Category	Employee category must be defined in category master	Select category for configuration

PROCESS DETAILS

Lighthouse	Document Name	Object Help Document	
Lighthouse Info Systems Pvt. Ltd.	Menu Code	01.711.09 Employee Incentive/Bonus	
SINCE 1901	Process Name		
Release Version	1.0	Document No	
Release Date	01-June-2018	Pages	Page - 2 - of 5



Lighthouse	Document Name	Object Help Document	
Lighthouse Info Systems Pvt. Ltd.	Menu Code	01.711.09	
SINCE 1901	Process Name	Employee Incentive/Bonus	
Release Version	1.0	Document No	
Release Date	01-June-2018	Pages	Page - 3 - of 5



BUTTONS	DESCRIPTION
Add	To add record
Edit	To edit record
Delete	To delete record
Find	To find record
View	To view existing record
Exit	To exit from form
Save	To save record
Cancel	To cancel

Lighthouse	Document Name	Object Help Document	
Lighthouse Info Systems Pvt. Ltd.	Menu Code	01.711.09 Employee Incentive/Bonus	
SINCE 1901	Process Name		
Release Version	1.0	Document No	
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Work Step -

Step 1 Enter From date and To date (Bonus calculation period)

Step 2 Select Location

Step 3 Select Employee Category

Step 4 Enter amount of maximum limit - if required

Step 5 Select Bonus rate type a) Rate or b) % (percentage)

Step 6 Select skill status if required

Step 7 Select Earning heads on which bonus needs to calculate

Optional Data Fields

NA

Tips and Tricks

NA

FIELDS	DESCRIPTION	R/O/C	FIELD VALUE / COMMENTS
From Date	To enter from date	С	Need to enter from date for bonus configuration
To Date	To enter to date	С	Need to enter to date for bonus configuration
Location	To enter location	С	Need to select location for which configurations needs to be done
Employee Category	To enter employee category	С	Need to select employee category for which configuration needs to be done

Lighthouse	Document Name	Object Help Document	
Info Systems Pvt. Ltd.	Menu Code	01.711.09	
SINCE 1301	Process Name	Employee Incentive/Bonus	
Release Version	1.0	Document No	
Release Date	01-June-2018	Pages	Page - 5 - of 5

Earning Heads	To select earning heads	С	Need to select earning heads on which bonus need to calculate
Max Limit	To enter max limit	С	Enter max limit which defines calculated bonus will not surpass this max amount limit
Bonus rate type	To select bonus rate type	С	Select bonus rate type
Skill Status	To select skill status	0	Select skill status
Start Limit	To enter start limit	С	Enter start limit of salary on which bonus will be calculate
End Limit	To enter end limit	С	Enter end limit till which bonus need to calculate
Amount	To enter amount	С	Enter percentage or amount