# **5. REMUNERATION**

## **5.1. SALARY DETAILS**

Employee should able to view the below details regarding his/her salary. HR Manager should able to view salary details of employees by querying the employee name/ employee id

1. Name of the Employee
2. Employee Number
3. Date of appointment
4. Basic Salary (at the date of appointment)
5. Increments: Type-amount-date
6. Deductions (Total)
7. Allowances (Total)
8. Statutory payment:
9. Net Salary

## **5.2. SALARY CHART**

Salary chart should be as the template below. Employee should be able to view the salary chart for the month he/she selects

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Name** | **Employee No** | **Basic Salary** | **EPF8%** | **PAYE** | **Stamp duty** | **Advance** | **Loan** | **Net Salary** | **EPF12%** | **ETF3%** | **Statutory Payment** |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |

## **5.3. BENEFITS & ALLOWANCES**

HR Manager should view the below details of a specific employee by querying the employee id/ employee name.

1. Name of the Employee
2. Employee Number
3. Travelling/vehicle allowances
4. Meal allowances
5. Housing allowance
6. Mobile allowance
7. Medical allowance

Employee should be able to view his/her below benefits and allowance detail

1. Name of the Employee
2. Employee Number
3. Travelling/vehicle allowances
4. Meal allowances
5. Housing allowance
6. Mobile allowance
7. Medical allowance

## **5.4. LOAN DETAILS**

HR Manager should view the below loan details of a specific employee by querying the employee id/ employee name.

* Name of the Employee
* Employee Number
* Date of Loan obtained
* Amount of Loan obtained
* Instalments: - date- amount
* Redemption date

Employee should be able to view his/her details regarding the loan if taken.

* Date of Loan obtained
* Amount of Loan obtained
* Instalments: - date- amount
* Redemption date

Employee should see the available loan details if he/she is eligible for the loan.