

ZENVY-PAYROLL INSIGHT REPORT

Prepared By: Hema D P

Overview

The report below, payroll, attendance, and overtime information are examined to determine the number of employees (12 workers are shown to work in 4 examine payroll risks, inefficiencies, and gaps in control.

Key Metrics

- Total Employees: 12
- Total Payroll Cost: ₹5.33 Lakhs
- Average Salary: ₹44.4K
- Payroll Accuracy: 90%
- Attendance Rate: 100% (with exceptions)

Key Insights & Risks

1. Ghost Employees

- 2 employees were paid for 0 attendance
- Financial implication: ₹95,500
- Departments: IT, HR

2. Salary Leakage

- Total loss: ₹54,000
- Caused by payments without attendance validation

3. Overtime Abuse

- 2 employees display unusually high overtime
- No association with attendance patterns

4. Attendance Control Gaps

- Attendance information is not completely enforced while processing payroll

Department Highlights

- Operations & IT: Increased overtime-driven payroll
- Finance: Stable with minimal anomalies
- HR: Ghost employee risk observed

Business Impact

- Financial risk exposure: ~₹1.5 Lakhs

Conclusion

The dashboard is very helpful for identifying risks associated with the payroll process as well as offering insights for better payroll accuracy, leakage, and overall HR control.