

<https://www.allsechro.com/nidec/>

Please capture the username


Please capture the password
and hit login

Welcome to
ALLSEC PAYROLL SERVICES

Nidec
—All for dreams

Login ID

Password (case sensitive)

Login 

[Forgot Your Password ?](#)

[New User ?](#)

Highly Confidential

This website facility is for the use of authorized users only. All users of this website are subject to having all of their activities monitored and recorded. ...

[Show more »](#)

Alerts

As an employee you have an important role in preventing online fraud. Please be careful not to divulge / disclose your User Id, Passwords, or both at any other...

[Show more »](#)

Integration of Allsec

HRMS

Physical Access System

Leave Management System

VPI System

Payroll System

Employee master
data (HR)

Bio metric data

Entry & Exit Time
Capture

Every 30 minutes

Leave Management

Allsec Timekeeping
system

- Shift Scheduling
(Non-Voice only)
- Payable Time
Computation
- Exception Raising
- OT Request &
Approval
- Reporting

Payroll
Computation


Policy Framework

Process Framework


Home Page

Menu Links to navigate to different modules of Allsec system


You can change your role to perform play different roles in Allsec system



All for dreams

 Pay ▾ HelpDesk ▾ Tax ▾ Utilities ▾ Leave ▾ Attendance & Time Tracking ▾ Overtime ▾

Rate Us ★











Role
Employee ▾

Position
ENGINEER C


Department
Engineering

Location
NIDEC PHILIPPINES CORPORATION


Quick Links

-  Payslip
-  Helpdesk Employee
-  Employee Infostore
-  Attendance Process Details
-  Attendance Calendar
-  Attendance Correction Dashboard
-  Overtime Dashboard
-  Leave Dashboard


Payroll Services Simplified




Queries
Submitted
0




Attendance
Exception Request
0



Leave Request
0



Leave Cancellation
0



Overtime Exception
Request
0

Announcement


- ▶ Payslips will be uploaded by 9 AM PST on the credit date.
- ▶ Web query will be replied within 24 hrs from the time of query raised.
- ▶ Need help on navigating Website? Check your STARTER KIT to learn more!
- ▶ This Application is best viewed on Internet Explorer Ver 10 or above and is also cross browser compatible.

Shift Details

11	Thu - Apr 2019 Not Mapped ☹	12	Fri - Apr 2019 06:00 - 18:00 ☺	13	Sat - Apr 2019 06:00 - 18:00 ☺
14	Sun - Apr 2019 Rest Day ☺	15	Mon - Apr 2019 06:00 - 18:00 ☺	16	Tue - Apr 2019 06:00 - 18:00 ☺
17	Wed - Apr 2019 06:00 - 18:00 ☺				

Widgets that can be used to navigate to the respective module and check status of the submitted requests

Home Page Cont.



FAQ's

Home

Pay

HelpDesk

Tax


Utilities

Leave

Attendance & Time Tracking

Overtime

Rate Us



Role
Employee

Position
ENGINEER C

Department
Engineering

Location
NIDEC PHILIPPINES CORPORATION

Quick Links

Payslip

Helpdesk Employee

Employee Infostore

Attendance Process Details

Attendance Calendar

Attendance Correction Dashboard

Overtime Dashboard

Leave Dashboard

Payroll Services Simplified

Queries

Submitted

Attendance Exception Request

Leave Request

Leave Cancellation

Overtime Exception Request

Announcement

Payslips will be uploaded by 9 AM PST on the credit date.

Web query will be replied within 24 hrs from the time of query raised.

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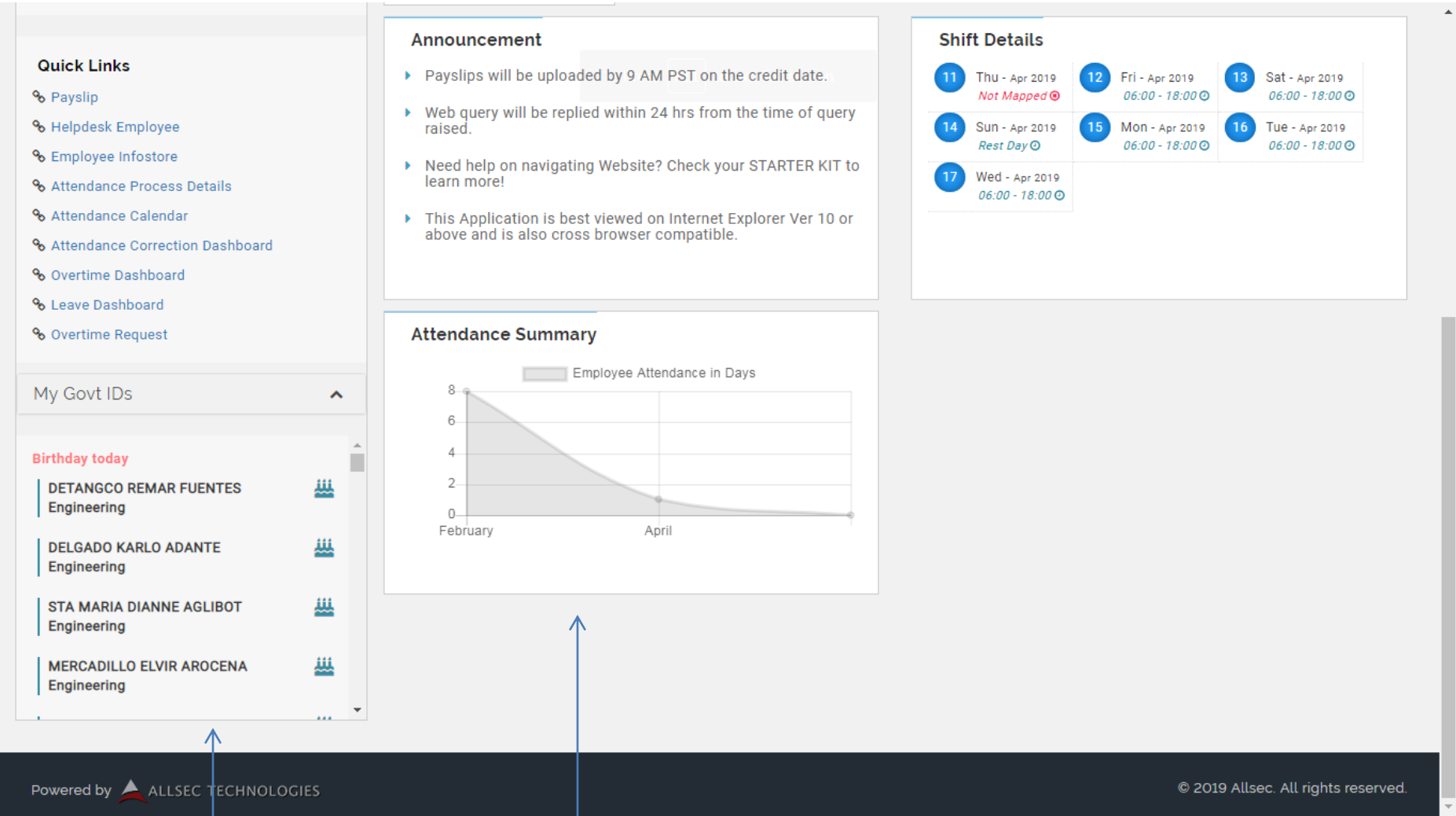
Shift Details

11	Thu - Apr 2019 Not Mapped	12	Fri - Apr 2019 06:00 - 18:00	13	Sat - Apr 2019 06:00 - 18:00
14	Sun - Apr 2019 Rest Day	15	Mon - Apr 2019 06:00 - 18:00	16	Tue - Apr 2019 06:00 - 18:00
17	Wed - Apr 2019 06:00 - 18:00				

Important payroll announcement
can be viewed here

Shift plotted for the next 7 days
can be viewed here

Home Page Cont.




Employees celebrating
birth day to day

Attendance summary
can be viewed here

Leave Module

You can navigate to the leave module using this link



All for dreams

Pay

HelpDesk

Tax

Utilities


Leave

Attendance & Time Tracking

Overtime

Rate Us

Leave Dashboard



Role

Employee

Position

SENIOR SUPERVISOR

Department

Location

SUBIC

Quick Links

Payslip

Helpdesk Employee

Employee Infostore

Attendance Process Details

Attendance Calendar


Attendance Correction Dashboard

Overtime Dashboard


Leave Dashboard

Overtime Request


Payroll Services Simplified




Payslip
Jan-2019
Generated




Queries
0
Submitted




Overtime Exception Request
0




SSS
Jan-2019
Generated




Attendance Exception Request
3




PHIL
Jan-2019
Generated



Leave Request
2




HDMF
Jan-2019
Generated



Leave Cancellation
0

My Govt. Contributions Year to Date



SSS

Philhealth

HDMF


Announcement

Payslips will be uploaded by 9 AM PST on the credit date.

Web query will be replied within 24 hrs from the time of query raised.

Need help on navigating Website? Check your STARTER KIT to learn more!

Leave Module Cont.



All for dreams

FAQ's

Home

Pay

HelpDesk

Tax

Utilities

Leave

Attendance & Time Tracking

Overtime

Rate Us

Home > Leave > Leave Dashboard

Emergency Le..

Sick Leave P..

Vacation Lea..

3

Currently Available

0

0

Used

Applied

3

Opening Balance

8

Currently Available

0

2

Used

Applied

10

Opening Balance

15

Currently Available

0

0

Used

Applied

15

Opening Balance

This is your leave card

You can view your leave balance instantly here

Alternatively you can view the leave balance by hitting this Icon

New Request

+

Leave Card

i

From Date

To Date

MM/DD/YYYY

MM/DD/YYYY

Search

Reset

Leave Request

Approved / Rejected

0

Pending for Approval

2

Pending for Final Submit

0

Cancelled

0

Leave Cancel

Approved / Rejected

0

Pending for Approval

0


Pending for Final Submit (Leave Request)

No. of Entries

10

No Details

Leave Module Cont.



FAQ's

Home

Pay

HelpDesk

Tax

Utilities

Leave

Attendance & Time Tracking

Overtime

Rate Us

Home > Leave > Leave Dashboard

Emergency Le..

Sick Leave P..

Vacation Lea..

3

Currently Available

0

Used

0

Applied

3

Opening Balance

8

Currently Available

0

Used

2

Applied

10

Opening Balance

15

Currently Available

0

Used

0

Applied

15

Opening Balance

New Request

+

Leave Card

i

From Date

To Date

MM/DD/YYYY

MM/DD/YYYY

Search

Reset

Leave Request

Approved / Rejected

0

Pending for Approval

2

Pending for Final Submit

0

Cancelled

0

Leave Cancel

Approved / Rejected

0

Pending for Approval

0

Pending for Final Submit (Leave Request)

No. of Entries

10

No Details

Leave Module Cont.

Home > Leave > Leave Dashboard

Emergency Le..

Sick Leave P..

Vacation Lea..

3

Currently Available

0

0

Used

Applied

3

Opening Balance

8

Currently Available

0

2

Used

Applied

10

Opening Balance

15

Currently Available

0

0

Used

Applied

15

Opening Balance

New Request

+

Leave Card

i

From Date

To Date

MM/DD/YYYY

MM/DD/YYYY

Search

Q

Reset

↺

Leave Request

⌚

↓ Approved / Rejected

0

⌚

↓ Pending for Approval

2

🔄

↓ Pending for Final Submit

0

✕

↓ Cancelled

0

Leave Cancel

⌚

↓ Approved / Rejected

0

⌚

↓ Pending for Approval

0

Pending for Approval (Leave Request)

Req. ID

Leave Period

Leave Type

No of Days

Status

Approver Remarks

LR-1

20 Feb 2019 - 21 Feb 2019

Sick Leave Paid

0.00

Pending for Approval

LR-2

20 Feb 2019 - 21 Feb 2019

Sick Leave Paid

2.00

Pending for Approval

No. of Entries

10

▼

This is your leave dashboard – you can check status of your submitted leave requests

You can check the approval status here


↓

This is your leave cancelation dashboard – you can check the status here

↑

1

Leave Module Cont.

All for dreams

Home Pay HelpDesk Tax Utilities Leave Attendance & Time Tracking Overtime Rate Us

Home > Leave > Leave Dashboard > Leave Request

Leave Type *

--

From Date / To Date *

MM/DD/YYYY

--

/

MM/DD/YYYY

--

Reason *

Save

Save & Submit

You can view your holiday list here

Leave Dashboard

<

Leave Card

i

Holiday List

Year 2019

Date	Holiday/WeekOff	Holiday Type
01/01/2019	New Year's Day	Legal
01/16/2019	TESTING HOLIDAY 1	Legal
02/05/2019	Chinese New Year	Special
02/25/2019	EDSA Revolution Anniversa...	Special
04/01/2019	Araw ng Kagitingan	Legal
04/18/2019	Maundy Thursday	Legal
04/19/2019	Good Friday	Legal
04/20/2019	Black Saturday	Special
05/01/2019	Labor Day	Legal
06/12/2019	Independence Day	Legal
08/21/2019	Ninoy Aquino Day	Special
08/26/2019	National Heroes' Day	Legal
11/01/2019	All Saints' Day	Special

Using the above form you can capture

- * Leave period – From / To dates
- * Half a day – both from and to dates
- * Reason for your leave request

You can either save your leave transaction or submit it

Attendance Module

Nidec
All for dreams

Pay HelpDesk Tax Utilities Leave Attendance & Time Tracking Overtime

Rate Us

Attendance Process Details

Attendance Calendar

Attendance Correction Dashboard

Role: Employee

Position: SENIOR SUPERVISOR

Department:

Location: SUBIC

Attendance Corrections Can be raised through This link

Quick Links

- Payslip
- Helpdesk Employee
- Employee Infostore
- Attendance Process Details
- Attendance Calendar
- Attendance Correction Dashboard
- Overtime Dashboard
- Leave Dashboard

Payslip Jan-2019 Generated

SSS Jan-2019 Generated

PHIL Jan-2019 Generated

HDMF Jan-2019 Generated

Queries 0 Submitted

Attendance Exception Request 3

Leave Request 2

Leave Cancellation 0

Overtime Exception Request 0

My Govt. Contributions Year to Date

Category	Value
SSS	1
Philhealth	1
HDMF	1

Announcement

- Payslips will be uploaded by 9 AM PST on the credit date.
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- This Application is best viewed on Internet Explorer Ver 10 or above and is

You can navigate to the Attendance module using this link


You can View the Pay Period Attendance Detail

You can have a calendar View of Attendance for a month

Attendance Module Cont.

You can change the Pay period to view different Pay process attendance

You can View the Regular Attendance Detail of Pay Period you have selected



All for dreams

Home

Pay

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Attendance & Time Tracking

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Rate Us

Home > Attendance & Time Tracking > Attendance Process Details

Pay Period

01/21/2019 - 02/05/2019 / Pay Date (02/12/2019)

☒ Regular

☐ Adjustments

Date	Shift	IN Time	OUT Time	Total Work (HH:MM)	Leave	Holiday	Tardiness (HH:MM)	Undertime (HH:MM)	LWOP (Days)	Night Diff (HH:MM)	Over Time (HH:MM)
01/21/2019	07:30 - 18:30	01/21/2019 07:30	01/21/2019 17:09	09:39							00:39
01/22/2019	07:30 - 18:30	01/22/2019 07:30	01/22/2019 17:30	10:00							
01/23/2019	07:30 - 18:30	01/23/2019 07:30	01/23/2019 17:30	10:00							
01/24/2019	07:30 - 18:30	01/24/2019 07:30	01/24/2019 17:09	09:39							
01/25/2019	07:30 - 18:30	01/25/2019 07:30	01/25/2019 17:30	10:00							
01/26/2019	Rest Day										
01/27/2019	Rest Day										
01/28/2019	07:30 - 18:30	01/28/2019 07:43	01/28/2019 17:30	09:47			00:13				01:00
01/29/2019	07:30 - 18:30	01/29/2019 07:30	01/29/2019 17:30	10:00							01:00
01/30/2019	07:30 - 18:30	01/30/2019 07:43	01/30/2019 17:09	09:26			00:13				00:39
01/31/2019	07:30 - 18:30								1.0		
02/01/2019		02/01/2019 06:10	02/01/2019 18:50	12:40					1.0		
02/02/2019									1.0		
02/03/2019									1.0		
02/04/2019		02/04/2019 05:30	02/04/2019 18:50	13:20							
02/05/2019		02/05/2019 07:00	02/05/2019 17:00	10:00							

Over Time details

Component	Value (HH:MM)
Regular Day OT Hour	01:00

You can View the Adjustment Attendance Detail of Pay Period you have selected


You can view you In/Out Time detail date wise

You can view your Overtime hours and on which component it has been mapped

Attendance Module Cont.

Symbols representing your Attendance Status

FAQ's



All for dreams

Pay

HelpDesk

Tax

Utilities

Leave

Attendance & Time Tracking

Overtime

Rate Us

Home > Attendance & Time Tracking > Attendance Calendar

Absent

Holiday

Rest day

Leave

On Official Duty

You can Change your calendar month view by clicking the arrow or by using the drop down of Month and year.

< April 2019 >

Mon	Tue	Wed	Thu	Fri	Sat	Sun
<div>1</div> <div>IN - Not Available OUT - Not Available Total Hrs -</div>	<div>2</div> <div>IN - Not Available OUT - Not Available Total Hrs -</div>	<div>3</div> <div>IN - Not Available OUT - Not Available Total Hrs -</div>	<div>4</div> <div>IN - Not Available OUT - Not Available Total Hrs -</div>	<div>5</div> <div>IN - Not Available OUT - Not Available Total Hrs -</div>	<div>6</div> <div>IN - Not Available OUT - Not Available Total Hrs -</div>	<div>7</div> <div>IN - Not Available OUT - Not Available Total Hrs -</div>
<div>8</div> <div>IN - Not Available OUT - Not Available Total Hrs -</div>	<div>9</div> <div>IN - Not Available OUT - Not Available Total Hrs -</div>	<div>10</div> <div>IN - 07:00 Apr 10, 19 OUT - 17:57 Apr 10, 19 Total Hrs - 10:57</div>	<div>11</div> <div>IN - 07:04 Apr 11, 19 OUT - 17:58 Apr 11, 19 Total Hrs - 10:54</div>	<div>12</div> <div>IN - 07:03 Apr 12, 19 OUT - Not Available Total Hrs - (07:30 - 17:45 (C))</div>	<div>13</div> <div></div>	<div>14</div> <div></div>
<div>15</div> <div>(07:30 - 17:45 (C))</div>	<div>16</div> <div>(07:30 - 17:45 (C))</div>	<div>17</div> <div>(07:30 - 17:45 (C))</div>	<div>18</div> <div>(07:30 - 17:45 (C))</div>	<div>19</div> <div>(07:30 - 17:45 (C))</div>	<div>20</div> <div>(07:30 - 17:45 (C))</div>	<div>21</div> <div>(Rest Day)</div>
<div>22</div> <div>(07:30 - 17:45 (C))</div>	<div>23</div> <div>(07:30 - 17:45 (C))</div>	<div>24</div> <div>(07:30 - 17:45 (C))</div>	<div>25</div> <div>(07:30 - 17:45 (C))</div>	<div>26</div> <div></div>	<div>27</div> <div></div>	<div>28</div> <div></div>
<div>29</div> <div></div>	<div>30</div> <div></div>					

Actual In and OUT time with Total Working Hours will be displayed here

You can view your shit detail for a Day

Attendance Module Cont.

You can view status of your rectification by Hitting the counts displayed



FAQ's

You can View your Attendance rectification detail for a selected Period

From Date To Date

MM/DD/YYYY MM/DD/YYYY

Search

Reset

Approved / Rejected

18

Pending for Approval

8

Pending for Final Submit

2

Cancelled

2

Pending for Submission


You can initiate your leave request by hitting this Icons

Multi-day Request + New Request + 10

Ref.No	Date	Actual Shift	Actual In Time	Actual Out Time	Rectification Type	In Time	Out Time	Changed Shift	Status	App. Remarks	Leave Type	Penalty Hrs (HH:MM)
AC/R/94	11/21/2019				Attendance Penalty				Pending for Submission		Vacation Leave	03:00
AC/R/93	11/21/2019				Attendance Penalty				Pending for Submission		Sick Leave	03:00

Final Submit

Attendance Module Cont.



FAQ's

Home

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Home

Attendance & Time Tracking

Attendance Correction Dashboard

Attendance Correction Request

Multiday Request

Single Day Request

Goto Dashboard

Attendance Date

04/02/2019

*Attendance date needs to be selected

Shift

*Shift mapped for the particular date will be display here

IN / OUT Time

*Actual IN/OUT Time will be display here

Total Worked Hours

Rectification Type

Rectification Type needs to be selected

*Change in Shift

*Forget to swipe

*On Official Duty

Remarks


Save

Save & Submit









Reset


Only submitted requests will be sent for approval

Attendance Module Cont.



FAQ's


 Pay  HelpDesk  Tax  Utilities  Leave  Attendance & Time Tracking  Overtime 

Rate Us 

Home > Attendance & Time Tracking > Attendance Correction Dashboard > Attendance Correction Request

Multiday Request

Single Day Request

Goto Dashboard 

Attendance Date *

04/12/2019

Shift

07:30 - 17:45 (C)

IN / OUT Time

04/12/2019 07:03 - 04/12/2019 17:57

Total Worked Hours

10:54

Rectification Type *

-

-

Adjust Leave

Change in Work Schedule

Change / Forgot In / Out Swipe


On Official Duty


Locator Slip


Shift on a RestDay

You can capture the rectification type here

Remarks

Save 

Save & Submit 


Reset 

Attendance Module Cont.

Attendance Date*	04/12/2019
Shift	07:30 - 17:45 (C)
IN / OUT Time	04/12/2019 07:03 - 04/12/2019 17:57
Total Worked Hours	10:54
Rectification Type *	<div><div>–</div><div>–</div><div>Adjust Leave</div><div>Change in Work Schedule</div><div>Change / Forgot In / Out Swipe</div><div>On Official Duty</div><div>Locator Slip</div><div>Shift on a RestDay</div></div>
Remarks	

1. Adjust leave can be filed to forfeit the Tardiness or Undertime – Short fall hours in the attendance
2. Change in Work Schedule can be filed to change the schedule
3. Change / Forgot In / Out Swipe can be used to capture In time or Out time
4. On Official Duty can be captured to register From and To time while traveling on Official Business trip
5. Locator Slip can be filed – this will not forfeit Tardiness / Undertime
6. Shift on a Rest Day can be filed to map shift on rest day

Attendance Module Cont.



FAQ's

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Home > Attendance & Time Tracking > Attendance Correction Dashboard

From Date

To Date

Search

Reset

Approved / Rejected

18

Pending for Approval

8

Pending for Final Submit

2

Cancelled

2

Pending for Submission

You can select multiple requests and submit for approval

Multi-day Request

New Request

10

Actual Shift	Actual In Time	Actual Out Time	Rectification Type	In Time	Out Time	Changed Shift	App. Remarks	Leave Type	Penalty Hrs (HH:MM)	Status	Action
			Adjust Leave					Vacation Leave	03:00	Pending for Submission	<div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div>

1

Final Submit

Attendance Module Cont.



You can check various request statuses by navigating to the respective links

From Date To Date

MM/DD/YYYY MM/DD/YYYY

Search

Reset

Approved / Rejected 18

Pending for Approval 8

Pending for Final Submit 2


Cancelled 2

Pending for Approval

Multi-day Request + New Request + 10

ate	Actual Shift	Actual In Time	Actual Out Time	Rectification Type	In Time	Out Time	Changed Shift	App. Remarks	Leave Type	Penalty Hrs (HH:MM)	Status
4/25/2019	07:30 - 17:45 (C)			On Official Duty	04/25/2019 10:00	04/25/2019 19:00					Pending for Approval
4/24/2019	07:30 - 17:45 (C)			On Official Duty	04/24/2019 10:00	04/24/2019 18:00					Pending for Approval
3/31/2019				Change in Work Schedule			Rest Day				Pending for Approval
4/01/2019				Change in Work Schedule			06:00 - 17:45 (C)				Pending for Approval
4/05/2019				On Official Duty	04/05/2019 10:00	04/05/2019 18:00					Pending for Approval
4/04/2019				Change in Work Schedule			07:30 - 18:00 NCFL/NPFL				Pending for Approval

Overtime Module



FAQ's

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Leave

Attendance & Time Tracking

Overtime

Rate Us



Role

Employee

Position

GL4-Group Leader D

Department

CALIBRATION

Location

Laguna

Quick Links

Payslip

Helpdesk Employee

Attendance Process Details

Attendance Calendar

Attendance Correction Dashboard

Payroll Services Simplified

Queries

Submitted

Attendance Exception Request

8

Leave Request

0

Leave Cancellation

0

Overtime Exception Request

0

Announcement

Payslips will be uploaded by 9 AM PST on the credit date.

Web query will be replied within 24 hrs from the time of query raised.

Need help on navigating Website? Check your STARTER KIT to learn more!

Shift Details

02

Thu - May 2019

07:30 - 17:45

(C)

03

Fri - May 2019

07:30 - 17:45

(C)

04

Sat - May 2019

Rest Day

05

Sun - May 2019

Rest Day

06

Mon - May 2019

07:30 - 17:45

07

Tue - May 2019

07:30 - 17:45

08


Wed - May 2019

07:30 - 17:45

Overtime Dashboard

You can navigate to the Overtime module by hitting link

Overtime Module Cont.



FAQ's

Home

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HelpDesk

Tax

Utilities

Leave

Attendance & Time Tracking

Overtime


Rate Us

Rate Us

Home > Overtime > Overtime Dashboard


You can raise Overtime request by navigating to this screen

New Request




Approved / Rejected

0




Pending for Approval

0



Pending for Final Submit

0



Cancelled


0

Pending for Final Submit

No. of Entries10

No Details

Overtime Module Cont.



FAQ's

Home Pay HelpDesk Tax Utilities Leave Attendance & Time Tracking Overtime Rate Us

Home > Overtime > Overtime Dashboard > Overtime Request

Attendance Date *04/21/2019

ShiftRest Day

Attendance04/21/2019 18:00 / 04/22/2019 05:00

Start Time / End Time *MM/DD/YYYY HH:MM / MM/DD/YYYY HH:MM 24 Hour Format

Remarks

Capture the date

Shift and attendance will be displayed here

You can capture the Overtime From and To times here

Save

Save & Submit

Reset

Goto Dashboard


Extended Hours Eligible Hours

From Time	To Time	Total Mins	Work Component
04/21/2019 18:00	04/22/2019 05:00	660	Overstay

Extended Hours Requested/Claimed Hours

From Time	To Time	Status
04/21/2019 18:00	04/22/2019 05:00	Approved

Overtime Module Cont.



All for dreams

FAQ's

Home

Pay

HelpDesk

Tax

Utilities

Leave

Attendance & Time Tracking

Overtime

Rate Us

Home > Overtime > Overtime Dashboard > Overtime Request

Attendance Date *

04/21/2019

Shift

Rest Day

Attendance

04/21/2019 18:00 / 04/22/2019 05:00

Start Time / End Time *

MM/DD/YYYY

HH:MM

/

MM/DD/YYYY

HH:MM

24 Hour Format

Remarks

Save

Save & Submit

Reset

You can check your eligible hours here

Extended Hours Eligible Hours

From Time	To Time	Total Mins	Work Component
04/21/2019 18:00	04/22/2019 05:00	660	Overstay

Extended Hours Requested/Claimed Hours

From Time	To Time	Status
04/21/2019 18:00	04/22/2019 05:00	Approved

You can check the claimed hours with its status here

Pay → Payslip



8

Print

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1

Payslip For : 21 MAY 2019 TO 05 JUN 2019

Amount in PHP

Employee Code		Employee Name	
Location	Laguna	Tax Status	S
SSS No		HDMF No	
TIN		Philhealth No	
Designation	S3-Staff C	Date Hired	21 Oct 2003

Taxable Earnings	Hours/Days	Amount PHP	Deductions	Amount PHP	Non - Taxable Earnings	Amount PHP
Basic		6,813.00	Company Loan	1,439.84	Meal Allowance	455.00
Tardiness	16	-1,044.94	Sss Employee Contribution	200.00		
Undertime	39.25	-2,563.37	Philhealth Employee Contribution	187.36		
Lwop	1	-65.31	Sss Loan	1,476.64		
Night Differential	24	156.74				
Regular Overtime	14	1,142.90				
Total Taxable Income		4,439.02	Total Deductions:	3,303.84	Total Non-Taxable Income	455.00

Loan Balances	Amount PHP	Year-To-Date Summary	Amount PHP	Total Net Pay Summary	Amount PHP
COMPANY_LOAN	102,228.91	Taxable Income	88,139.58	Net Salary	1,590.18
SSS LOAN	25,102.88	Non Taxable Income	9,163.67		
		Prev Employer Income	0.00		
		SSS	3,489.40		
		PhilHealth	1,102.13		
		HDMF	500.00		
		Prev Employer SSS/PH/HDMF	0.00		
		Net Taxable Income	83,048.05		
		WTAX	0.00		
		PREV_WTAX	0.00		
		Net Pay	75,195.79		
Total Loan Balance	127,331.79				

- 1 Pay out period
- 2 Taxable earnings for the period
- 3 Non Taxable earnings for the period
- 4 Deduction details for the period
- 5 Loan balances if any will be displayed here
- 6 YTD details
- 7 Net pay
- 8 Print Link & Download link

Utilities→ Certificate of Employment

Certificate of Employment

Select Reason :

S No.	Certificate Type	<input type="checkbox"/>
1	Certificate Of Employment With Basic	<input type="checkbox"/>
2	Certificate Of Employment Without Basic	<input type="checkbox"/>

Request ☐



Kindly make your request here for certificate of employment

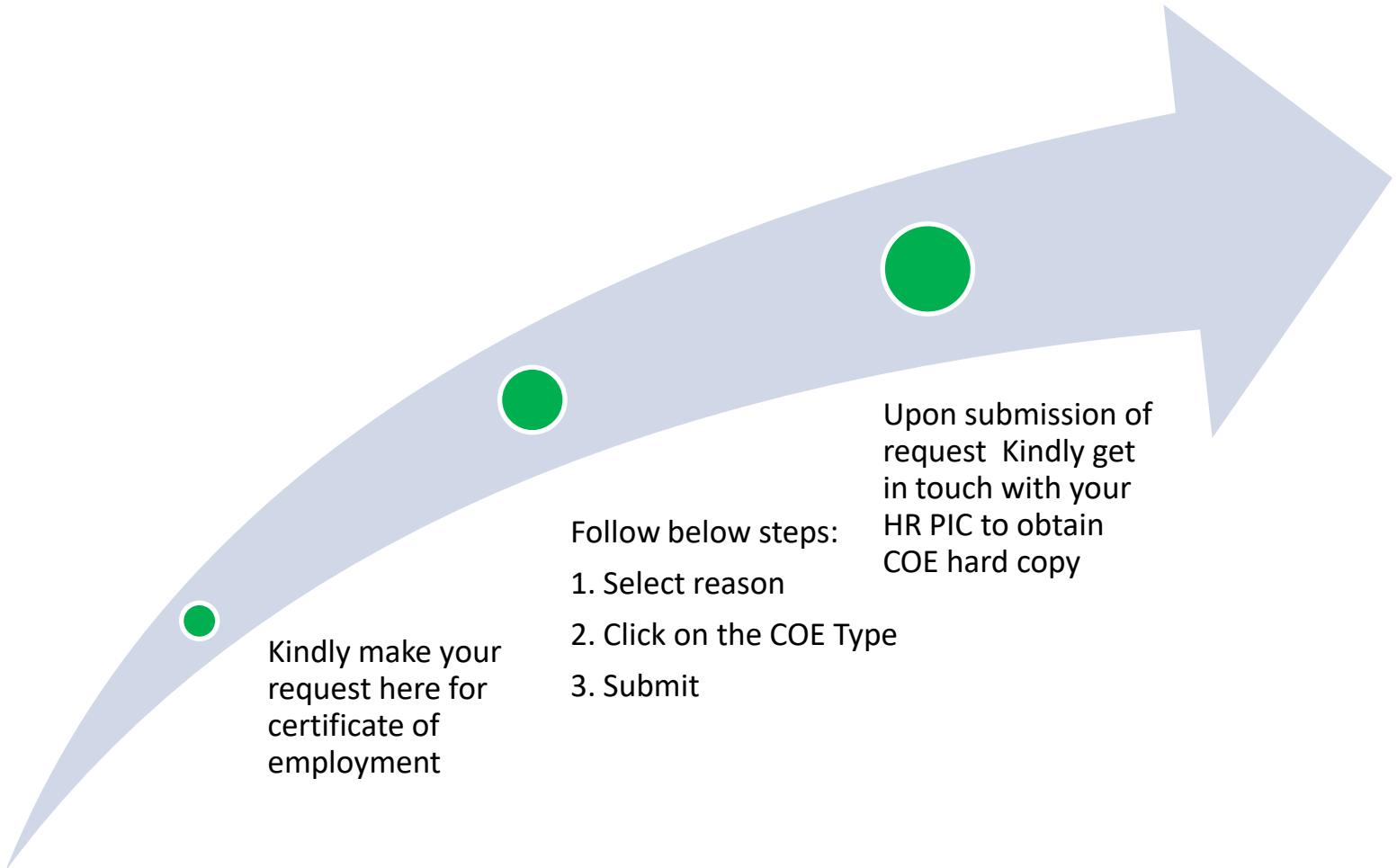


Follow below steps:

1. Select reason
2. Click on the COE Type
3. Submit



Upon submission of request Kindly get in touch with your HR PIC to obtain COE hard copy



Utilities→ Contribution Certificates

Contribution Detail

Contribution Type	SSS
Report Period	Last Six Months

Certificate



Facility to download
your contribution
Certificates on
SSS/PAGIBIG/PHN

The certificates can
be downloaded for
past 6 months or
one year

Contribution Details
will get uploaded at
ESS portal after
every payout.

SBR number and
remittance date
would get uploaded
after 15th of every
month.

Utilities → Loan Report

COMPANY LOAN

View Loan Report



Loan Type	Pay Period Start Date	Pay Period End Date	Carry forward Amount (In Peso)	Loan Amount (In Peso)	Total Loan Deducted	Repaid Status
COMPANY LOAN	06/01/2019	20/01/2019	0.00	2321.48	2321.48	YES
COMPANY LOAN	21/01/2019	05/02/2019	0.00	2321.48	2321.48	NO
COMPANY LOAN	06/02/2019	20/02/2019	0.00	2321.48	2321.48	NO
COMPANY LOAN	21/02/2019	05/03/2019	0.00	2321.48	2321.48	NO
COMPANY LOAN	06/03/2019	20/03/2019	0.00	2321.48	2321.48	NO
COMPANY LOAN	21/03/2019	05/04/2019	0.00	2321.48	2321.48	NO
COMPANY LOAN	06/04/2019	20/04/2019	0.00	2321.48	2321.48	NO
COMPANY LOAN	21/04/2019	05/05/2019	0.00	2321.48	2321.48	NO
COMPANY LOAN	06/05/2019	20/05/2019	0.00	2321.48	2321.48	NO
COMPANY LOAN	21/05/2019	05/06/2019	0.00	2321.48	2321.48	NO

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Download





You can view or download the Loan Deduction report
Loan Report will be updated after every payroll
Company loan and Govt loans are available for your
reference


No Of Instalment	22
Total Loan Amount (PHP)	48751.29
Total Loan Deducted (PHP)	2321.48
Loan Balance (PHP)	46429.81


Note : For Existing loans Total Loan amount displayed here is the out balance we Migrated to Allsec Payroll system hence it may differ with your actual Loan Amount.

Utilities → Queries

 **New** 3

 2 Pending 1

 0 Replied 2

 0 Closed

Pending Queries

 CATEGORY





Pay Structure
Payslip

 OVERDUE



Search By : None

Ticket No	EmpCode	EmpName	Category	Date	Subject	Time Taken	Status	View/Edit
2			Payslip	Apr 15 2019 2:58PM	Test	1.00	Pending	
1			Pay Structure	Apr 15 2019 12:17PM	query	1.18	Pending	

1

2

3

4

To view the Pending
Queries


To view the replied
Queries

To Raise a New Query


Query Dashboard

Utilities → Employee Profile



Your Personal Information

 General Info

Employee Name	Date Hired	Birth Date
Frias/JeanC	11/04/2012 00:00:00	02/12/1983 00:00:00
Designation	Department	TIN NO
Human Resources Specialist	HRD	
SSS NO	HDMF NO	Philhealth NO

 Contact

Current Address 1 *	Current City *	Permanent City *
Permanent Address 1 *	Current Address 2	Current State *
Permanent State *	Permanent Address 2	Current Address 3
Current Pincode	Permanent Pincode	Permanent Address 3 *
Current Landline	Permanent Landline	Current Mobile *
Permanent Mobile	Emergency Contact Person Name *	Emergency Contact Person Number *
Emergency Contact Relationship *	Emergency Mail	

Save  Reset 

Master setup facilitate you to view Govt. numbers and update personal details like Address, Contact Numbers etc..

Details needs to be updated by user