TIMEWATCH ®

Presence perfect

iAS eVe

Time & Attendance Software

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Time & Attendance Software

- Time & Attendance
- Payroll System
- Leave Management
- Salary Features
- Reimbursement Management
- PF & ESI Calculation
- HR Functions
- Interactive Dashboard and Reports
- Income Tax Management
- Full & final Settlement
- Integration with Tally(Optional)

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Attendance Management

➤ Supports fetching data from different sources like swiping cards, biometric, etc.
➤ Manage attendance, access, permissions, overtime, leave, compensatory off, late coming, etc.
➤ Multiple parameter settings with different shifts
➤ Rotational Shift support with shift patterns
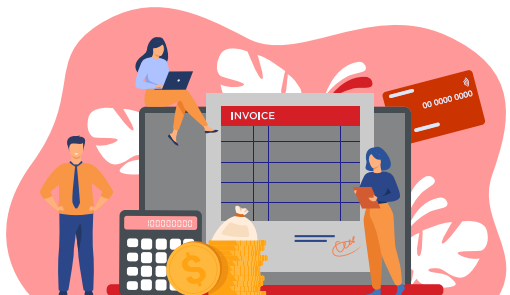➤ Integration with payroll software is also possible(Optional)

Leave Management

➤ Admin customized rules can be defined
➤ Yearly credit of leaves or Pro-rata basis
➤ Carry forward facility for balance leaves
➤ Encashment of excess leaves available
➤ Leaves utilization & balance access feature for employees
➤ CL, PL, SL, Compensatory & Customized Leaves by Admin
➤ Monthly/yearly Attendance Report

Payroll Management

➤ Adding/Deleting employees with input & exit
➤ Create a new payroll month & Process the Salary
➤ The Salary on hold or freezing feature for selected employees
➤ Pro-rata calculations for employees based on absenteeism
➤ Process & Print Pay slips for groups or selected employees
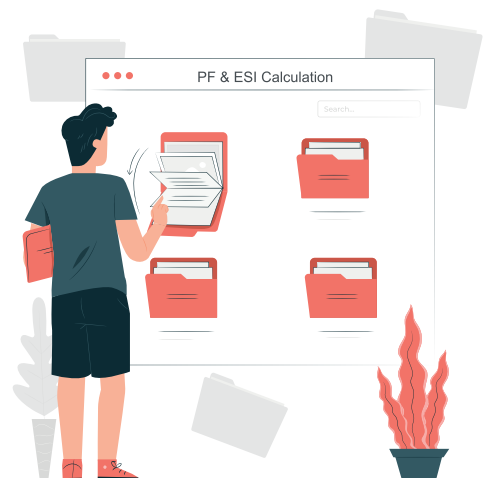➤ Lock month facility to avoid changes in Processed Data

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Salary Features

➢ Automatic calculation of all the income, deductions & Company Contributions
➢ A monthly payslip with the client logo can be downloaded/emailed
➢ Reimbursement Payslips can be viewed or Emailed
➢ The customizable salary sheets feature
➢ Cash, Cheque, and Bank Transfer List can be generated
➢ Bank Statement, Direct Electronic Bank transfer files & Covering letters for Banks can be generated
➢ Year to Date salary Sheet & Summary of each employee
➢ Separate Payslips for Arrears, Medical, Reimbursement & LTA

PF & ESI Calculation

➢ Customizable PF Rate of Deduction for Employer & Employee
➢ Automatic Bifurcation of EPF & EPSPF & ESIC applicability check at Employee Level
➢ PF applicability check at Employee Level & Options to Limit Maximum Salary for PF Deduction
➢ Auto-generation of Electronic Challan cum Return file.
➢ Form 5, 10, 12A, 3A, 6A, 9, 11, Challan & Reconciliation Statement
➢ Monthly Excel sheet for uploading on ESIC Website

HR Functions

➢ Employee Professional & Personal information
➢ Employee Qualification & Work Experience
➢ Employee Photo
➢ Family Members & Emergency contacts

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Employee Self Service

➤ Employees are provided with personal accounts
➤ Employees can submit Leave applications, Reimbursement Bills, Income Tax Declarations
➤ The employee can view reimbursement payments, balance/status, Income Tax Projections
➤ Holistics view of month-end and year-end paperwork for employees

Income Tax Management

➤ Auto calculation of Income Tax payable calculation for the month/year
➤ Auto calculations of Exemptions & Deductions and Auto calculation of TDS based on Projections
➤ Income Tax Projections with the options to deduct projected TDS from Monthly Salary
➤ Prints Form 16, 16AA, 12BA & Challan 281Quarterly e-TDS Return as per the NSDL format
➤ Income Tax Projections can be emailed in PDF format

Full & Final Settlement

➤ Full & Final Settlement preparation of current/previous month
➤ Automatically calculates outstanding Loan balances, Notice pay and Leave Encashment, Gratuity and
➤ Auto recovers all Loan balances and Income Tax
➤ Full & Final Settlement Calculation sheet generation

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Reimbursement

➤ Multiple Reimbursement Components like Medical, LTA & Customizable Reimbursement Components

➤ Upper limits can be specified – Employee wise or Grade wise

➤ Annual Limits or Monthly Accruals

➤ Opening Balance, Entitlement, Amount Reimbursed, and Balance amount can be checked

➤ Reimbursement Pay slips, Bank transfer statement for Reimbursement Component