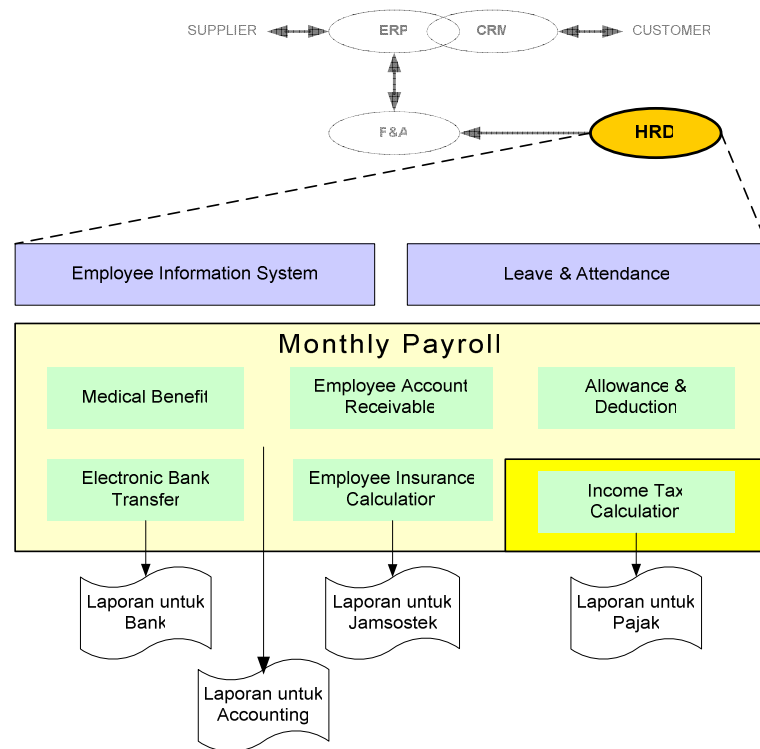


The main task of the HRD modules is the calculation of the periodic payroll. Employee salaries consist of many separate components that can be automatically calculated using the appropriate module(s), e.g. basic salary, incentives, employee insurance, income tax, etc.

Another important issue is the storage of historical employee information for statistical and other purposes. Besides data that is related to the payroll, other employee data such as schooling, working experience and family background can also be stored.

One of the strengths of the JS Systems HRD modules is the powerful and easy-to-use report generator. Manually gathering and categorizing hundreds of employee data just to create one report is a thing of the past. A few multiple choice menus help you to create statistical, monthly, yearly and other reports on all data stored in the system.



Employee Information System

This module is designed to store all relevant data of an employee, such as: name, address, employment date, department, and so forth. In addition it is possible to design screens to store almost any kind of information regarding the employee. This data can be viewed historically (e.g. when did the employee change departments) or as multiple data per employee (e.g. one set of data for each course that was attended).

HRD Report Generator

The 'Employee Information System' includes a report generator for flexible data retrieval. Reports can be applied to either all or a selection of the data. Furthermore the order of the lines and the fields to be displayed can be changed. Possible report layouts include:

- Multi – line
Several lines per employee
- Row
Table format with one line per employee
- Summary
Totals by division, branch office, etc.
- Half / Full page
Half or full page of employee data
- Statistical
Sort employees by age, income, position, etc. and display it in either a table or graphical.

During the implementation by a system engineer, JS Systems will assist in setting up a maximum of five employee data screens and twenty reports (total for all HRD modules). The implementation also includes training on how to modify the screens and reports yourself. Additional assistance can be provided by our help desk.

Monthly Payroll and Salary

The periodic payroll calculation is a tedious and time-consuming job for the HRD officer. JS Systems offers a fully automated system for creating the payroll without losing control over individual payments. The HRD officer has the ability to check and implement changes on the calculation for each and every income and deduction per employee.

Since all data is stored by date all previous payment data can be checked easily, even if the employee has already changed salary or left the company.

The HRD modules are protected by a powerful password system. With this system it is possible to set which users are allowed to use which functions. On top of that all reports and data entry screens can be limited such that a user can only see/modify data for predefined departments or positions. E.g. user A is only allowed to see employee salaries until the level operator, not for managers up.

This module is complemented by an export function for automatic payment through the following banks: 'BCA' and 'Bank Niaga'. Other banks are available on request.

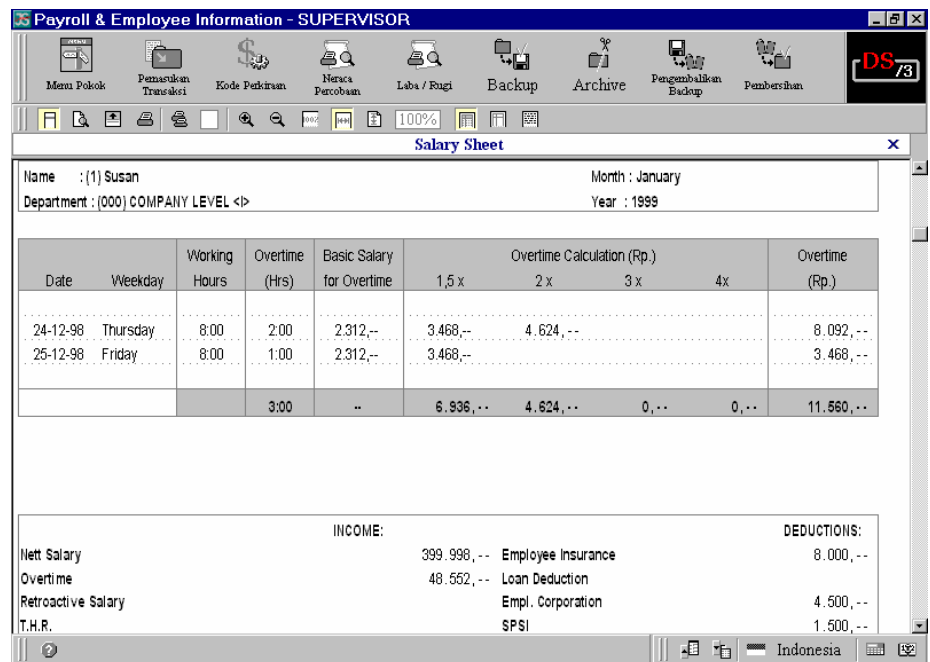
The reporting facilities use the standard report generator included with all HRD modules. The most used reports include: Monthly Salary Slip, Monthly Salary Reports, Comparative Salary Reports and Yearly Salary Reports.

Leave and Attendance Control

Leave and attendance data is relevant for calculating salary items such as overtime, transport incentive and leave deduction. The information can also be used to analyze employee absence and for statistical reports. This module provides five ways to enter attendance data:

- Monthly/Weekly employee total (how many days sick, holiday, etc).
- One month/week's details per employee; similar to a check-clock card.
- Daily attendance for all employees in one department.
- Vouchers for approved overtime and absence.
- Enter schedule for all employees in one shift / group. Scheduled attendance can be matched to actual attendance using the previous methods of entry.

The leave and attendance data will be closed weekly or monthly according the payroll system used. The overtime calculation uses the standard system of '1½, 2, 3 and 4 times basic overtime rate'. Other overtime calculations are available on request.



Payroll & Employee Information - SUPERVISOR

Menu Pokok | Penasukan Transaksi | Kode Perkiraan | Neraca Percobaan | Laba / Rugi | Backup | Archive | Pengembalian Backup | Pembetulan

Salary Sheet

Name : (1) Susan | Month : January
 Department : (000) COMPANY LEVEL <> | Year : 1999

Date	Weekday	Working Hours	Overtime (Hrs)	Basic Salary for Overtime	Overtime Calculation (Rp.)				Overtime (Rp.)
					1,5 x	2 x	3 x	4x	
24-12-98	Thursday	8:00	2:00	2.312,--	3.468,--	4.624,--			8.092,--
25-12-98	Friday	8:00	1:00	2.312,--	3.468,--				3.468,--
			3:00	--	6.936,--	4.624,--	0,--	0,--	11.560,--

INCOME:		DEDUCTIONS:	
Nett Salary	399.998,--	Employee Insurance	8.000,--
Overtime	48.552,--	Loan Deduction	
Retroactive Salary		Empl. Corporation	4.500,--
T.H.R.		SPSI	1.500,--

The reporting facilities use the standard report generator included with all HRD modules. Example reports are Yearly Employee Absence Card and Monthly Overtime by Department Report.

This module can be extended to use automatic data collection with a barcode or magnetic strip reader (not standard included).

Employee Insurance Calculation

The nationwide employee insurance system is based on a fixed percentage of the employee's basic salary (e.g. 'Jamsostek) or it can be a fixed amount depending on the marital status (e.g. 'Askes'). Multiple systems of calculation (insurance packages) are supported by this module. During the payroll calculation the correct package for each employee is automatically calculated.

This module automatically separates the total amount in the three components required for the correct income tax calculation.

The reporting facilities use the standard report generator included with all HRD modules. The most used reports include: Monthly Employee Insurance Payment and Employee Movement Report.

Income Tax Calculation

As with all taxes, calculating income tax requires extensive knowledge and practical experience with the Indonesian tax regulations. Especially when the company pays part or all of the employee income tax ('Tunjangan Pph 21') the monthly payments can no longer be calculated using a straight forward formula. Also to be taken in account are employees that leave early and thus may have paid too much income tax.

JS Systems has developed a special calculation method that reevaluates every month the income tax to prevent overpayment. It is possible to view on-screen or print-out the calculation used by the computer to get the maximum possible control over the payment of your income taxes.

It is possible to print the required yearly tax forms, such as 1721-A and 1721-A1 directly from this system. Other reports use the standard HRD report generator.

Production and Sales Calculation

The calculation of incentives should be tailor-made according to the applicable regulations in your company. JS Systems uses a proprietary 4 GL language for quick and less error-prone programming of the algorithms. The results are automatically transferred to the monthly/weekly payroll.

Employee Account Receivable

This module is used to register employee loans and the terms of repayment. The monthly/weekly salary will automatically be deducted according to the system chosen. This module can also be used to enter one-time deductions for a (group of) employee's which will be deducted from the indicated salary.