



ASAC

**PAYROLL
DIAGNOSTICS**



What is ASAC Payroll Diagnostics?

Payroll refers to the remuneration paid to the employees for services they provide during a certain period of time. When you want to go beyond the mentality of just giving out paychecks to your employees, ASAC payroll diagnostics can bring about **new business insights** and help you focus on what you do best - **running your own business.**

Our payroll management services allow you to take your human resource management to a higher level.

ASAC Payroll Diagnostics Presents the Possibility to save 40% by offshoring the outsourcing

What other payroll vendors provide



JUST SOFTWARE

What ASAC Payroll Diagnostics provides



SERVICE !!!

We provide a team of experts who handles and manage payroll. ASAC is manned with experts in the field of Human Resource Management, Finance & IT with exhaustive thought process to provide Simple & cost effective quality solution inline with client's Business requirement.


Other Vendors	ASAC payroll Diagnostics
Only software	Experts + Software
Gives you tool to manage payroll	Here experts handle and manage your payroll
Has annual maintenance cost + Hidden cost	No AMC or hidden cost
Employee training cost & time	No need to train your employees (Money + time saved)
Negligent scope of “Confidentiality” of data	Companies Data is highly Secured and Kept Confidential
<p>Helps only in Automation & Faster processing</p> <p>Grey areas: May or may not integrate various technology platforms.</p>	<p style="text-align: center;">Advantages:</p> <ul style="list-style-type: none"> • Integration with various software platforms • Fast turnaround • Reduced investment in IT • Speedy and efficient resolution of all employee issues • Assist top management with their strategic initiatives • Error-free documentation and reports • Adherence to compliance and statutory requirements • Well thought-out resource deployment • Streamlining of all payroll processes • Assistance throughout the entire life-cycle of the employees • Efficient & accurate salary disbursements

Why do we need ASAC Payroll Diagnostics

Employee compensation and benefits are some of the largest costs incurred by most employers.

With ASAC Payroll diagnostics, critical information is at your fingertips- All your payroll and HR Information is precisely tracked and reported.

Come let us have look at all the advantages of associating with us



**Why do we
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Payroll
Diagnostics?**

**Fast
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**Reduced
investment in
IT**

**Efficient &
accurate salary
disbursements**

**Speedy and
efficient
resolution of
all employee
issues**

**Assistance
throughout the
entire life-
cycle of the
employees**

**Assist top
management
with their
strategic
initiatives**

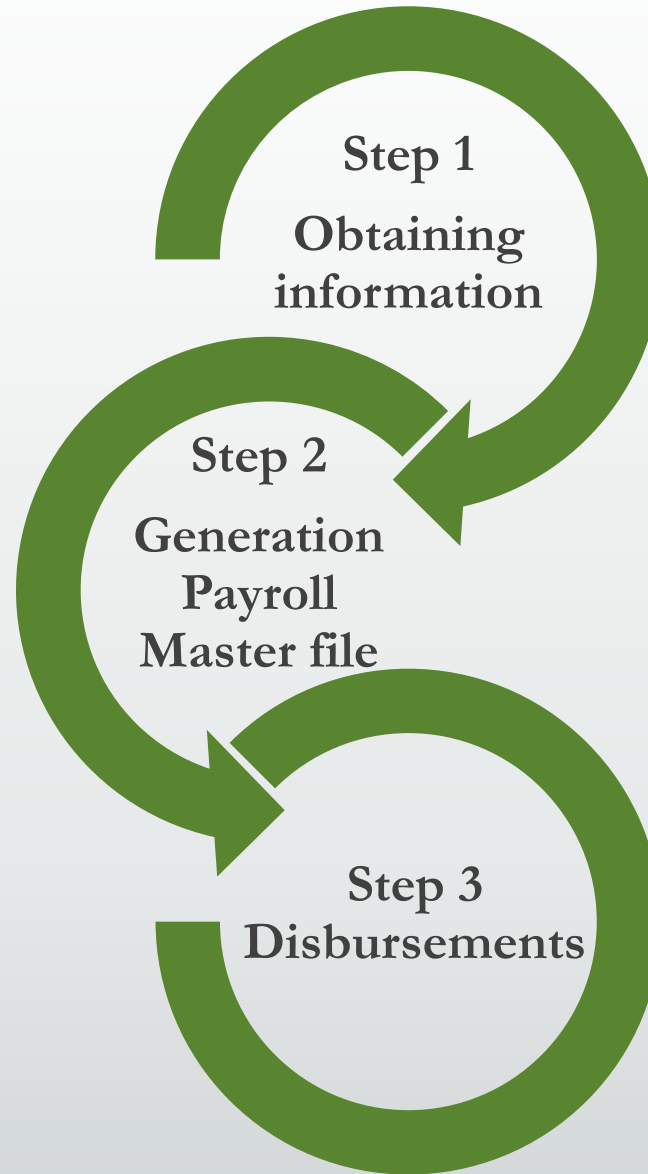
**Streamlining
of all payroll
processes**

**Error-free
documentation
and reports**

**Well thought-
out resource
deployment**

**Adherence to
compliance and
statutory
requirements**

How does ASAC Payroll Diagnostics work ?



Payroll Master file data distributed to

- Payroll Cashier (Employee cheques and Banks)
- Tax Accountant (Tax cheques and verification)

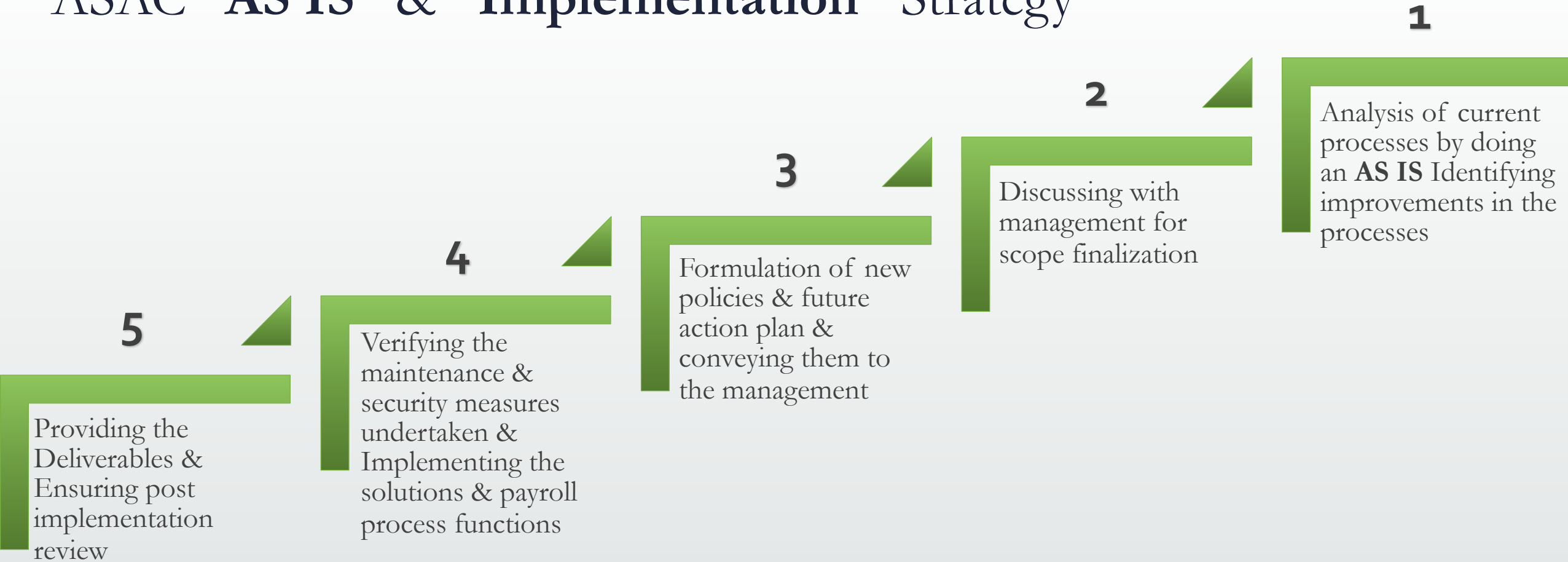
Information obtained through

- Government agencies (tax rates)
- Time keeping (time card data)
- Human Resources
(Payroll/Employee information)

Initiations

- To Management through **payroll report**
- To Government agencies through **tax report and payment**
- **Salary payments** to employees
- Instructions to Banks to **issue payroll related payments**

ASAC “AS IS” & “Implementation” Strategy



Understanding the “AS IS” Process

The following stages elaborate the ASAC approach which is as follows :-

- **Stage 1: We evaluate your current process :** - We would need approximately three weeks (period subject to change upon initial meetings). We would require one equivalent person each from Finance and Accounts, Information Technology Department, and Human Resources Department.
- **Stage 2: Proposal – ASAC Payroll Diagnostics Report:** - Based on this study, we would provide you with the quantum of work and the commercials involved in the proposal.
- ASAC proposal will address aspects such as:-
 - **Reduced investment in IT.**
 - **Assist top management with strategic initiatives.**
 - **Error free processing and documentation. (Payroll processing)**
 - **Assistance through entire lifecycle of the employees.**
 - **Speedy and efficient resolution of employee issues.**
 - **Adherence to statutory requirements. (Labor and other laws)**
 - **Assist in quick resource deployment for projects.**
- **Stage 3: Deliverable - Implementation of the proposal and association with ASAC**

What we can do for you in Payroll

Payroll Processing

- Payroll processing for Permanent/Temporary/Contract type of employees.
- Frequency of processing (Monthly, Weekly, Fortnightly, Contract Period)
- Manage individual employees Payroll, Pay Structure & Master db. by levels, Bonus, increments, sales incentives/commission, Historical data of individual.
- Overtime and Retrial Management

Benefit Processing.

- Multi location & Currency C&B processing .
- Monthly Fixed & Variable salary processing .
- Employee claims / Benefits processing
- Direct bank credit of payouts
- Claims / benefits payments through monthly salary
- Claim rejection details

Employer Servicing.

- Detailed Monthly pay slips & Monthly payroll register
- Monthly variable and master input capture statement
- Monthly Master creation (new) report
- Monthly Net pay statement
- Bank payment advise (soft file)
- Details of Tax Withheld relating to income tax, social security tax and Medicare
- Monthly Earnings & Deduction statement Monthly pay slips .(By Employee, By Department/ Biz. Area, By Location & All Location.
- Yearly Earnings & Deduction statement.(By Employee, By Department/ Biz. Area, By Location & All Location.
- Payment advice & Pay slips to individuals
- Query resolution
- Reports Employee specific .

Accounting Interface.

- Salary Journal entry compatible to clients environment
- Monthly accrual Journal entry .
- Master account code, department / function code maintenance
- Reconciliation & Schedules – Monthly net pay
- Earnings & Deductions, Loans & Advances

Employee Servicing.

- Employee pay slip
- Detailed Salary structure
- Salary Certificate

Deliverables

- Payroll and HR policy building
- Salary register monthly as well as yearly (Pre and post tax)
- Salary reconciliation statement every month
- Monthly Pay slips and year end salary certificates
- Leave management system
- Asset management of those allotted to employees.
- Full and final settlement reports
- Pension and Provident fund management system for locals and expatriates
- Compliance with labor laws of relevant countries

** Detailed scope of work and deliverables will be finalized after understanding specific client requirements and needs.
Please consider this as a broad level summary of the deliverables.*

Confidentiality

We understand that payroll and confidentiality go hand in hand,

- Designated resource allocation for handling sensitive payroll information.
- Non – disclosure agreements.
- Digital signatures for authorization is granted only to designated personnel.
- Information on client servers to ensure data security and accessibility

THE END