



sage

sage Payroll



Payroll made easy!

Sage Payroll solutions allows you to have complete control over your payroll! It will also assist you in managing standard documentation via pre-determined HR templates. Get the right documents done, error free and executed for that peace of mind.

Empowering your workforce

Sage Payroll solution streamlines processes and reduces time consuming processes in managing employee information. It will provide more time to employees to be empowered to deliver greater results.

Human Resource Management Solutions

Sage HRMS is designed to help companies organize staff, optimize people performance and at the same time build competitive advantage with greater workforce insights. Align your workforce with your business strategy with its powerful analytics, providing visibility into every aspect of your talent pool.



The Employees Make the Company

It is recognized that the most important asset in any organization, large or small is its Human Capital. This basic life force provides the organization its drive, energy and results. Given the importance of human resources, there are comprehensive legislation and the necessary authorities that regulate this to ensure the proper management of human resources within organizations. Unknown to some, violations against the legislation of the day can result in costly penalties and also the unnecessary negative publicity.

With so much at stake, both from an asset management in your resources and liability management in adhering to the law, it is only logical to invest in a system, such as Sage Payroll to save your records in an orderly manner according to statutory, as well as your organization requirements.

This will increase your efficiency and productivity in dealing with resource and payroll issues.



Features

HR Administration Templates

Inclusive in the software are various professionally written and designed templates which will be able to assist in making the basic requirement and administration of Human Capital with ease and speed. Just click on the appropriate letter template, make the necessary changes, save and print - it is just that SIMPLE!

This will ease the nightmares of drafting proper HR letters, employment contracts and other documentations with regards to basic HR matters. The templates also assist to improve the standard and image projection of the organization in administration of Human Capital.

The various templates cover the following areas of Human Capital management:-

- New Hire / Within Probation
- Employee Movement
- Employee Performance
- Employee Disciplinary
- Employee Leaving



Quick Entry

- Enables management of 'Allowances', 'Deductions', 'Overtime' and 'Others' in a single screen.
- Able to view total summary for each payroll entry before payroll processing.

Supported bank formats for your convenience

- AmBank for Salary & Statutory
- Public Bank for EPF
- Maybank for Tax, EPF, SOCSO (HR PayV6.4)
- OCBC Bank for Salary (Singapore)
- DBS Bank for Salary (Singapore)
- Other local banks

12 months Figure Update

- Ability to view and check changes made by users.
- Provide accountability, traceability on unauthorized changes, error and problem detection.

Government Reports

- | | | |
|---------------------------|--------------|-----------------|
| • PCB2(11) | • CP22A | • CP 22 |
| • TP1ITP2 | • CP39 | • CP 8 |
| • EA Form | • Income Tax | • KWSP Borang A |
| • SOCSO Borang 8A / 2 / 3 | | |

Wizard for Setup & Employee

Setup Wizard is made available during initial setup with step-by-step guide to set up necessary data in the system. Employee Wizard provide step-by-step guide to enter relevant information required for a new employee.

User Interface

- Task / Process flows on the dashboard for direct access to the entry screen.
- Applicable for Personal File Maintenance, Payroll processing and Government reports.

Director Fee

Able to be calculated as fixed or variable income via setting at Personnel File Maintenance.

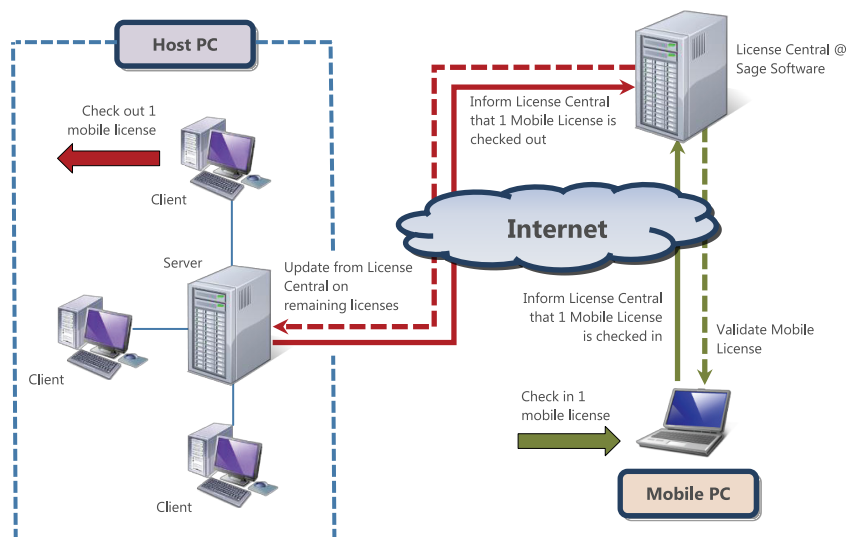


Mobile License

From versatility to flexibility and convenience, Sage mobile license allows user to continue working with the system anywhere, anytime; even when out of the office.

Sage Mobile license allows you to 'take' your license with you and work remotely on any workstation outside the office. With a 'virtual' dongle, you can tap all the benefits of being mobile and avoid the potential replacement cost of a damaged or lost dongle.

In a multi-user environment, other users can still continue to work on the system in the office as their licenses will not be affected at all!



Features Matrix

Product	No of Employees
Payroll 15	15
Payroll 30	30
Payroll 60	60
Payroll 100	100
Payroll 150	150
Payroll Premium	Unlimited

System Management	
Number of Companies	Multi companies
Solution Suite	Payroll with HRM
Add users	YES
Payroll Management	
Calculate EPF, SOCSO, PCB	●
Manage Allowances	●
Manage Other Deductions	●
Payroll Generation	●
Simple Process Task Flow	●
Year-end statutory filing documents	●
Keeping payroll records	●
HR Admin Templates	●
Staff Claims (HRM)	●
Staff Leave (HRM)	●
Tip/Service Point	●

Sage UBS Authorized Partner.:-

Vivid Solutions Sdn Bhd (1139907-D)

B6-11, Block B, Plaza Dwtasik,
Jalan Sri Permaisuri, Bandar Sri Permaisuri,
56000 Kuala Lumpur, Malaysia.

Tel: 03-91722228 Fax: 03-91722229

Email: infor@vivid.com.my

Website: www.vivid.com.my