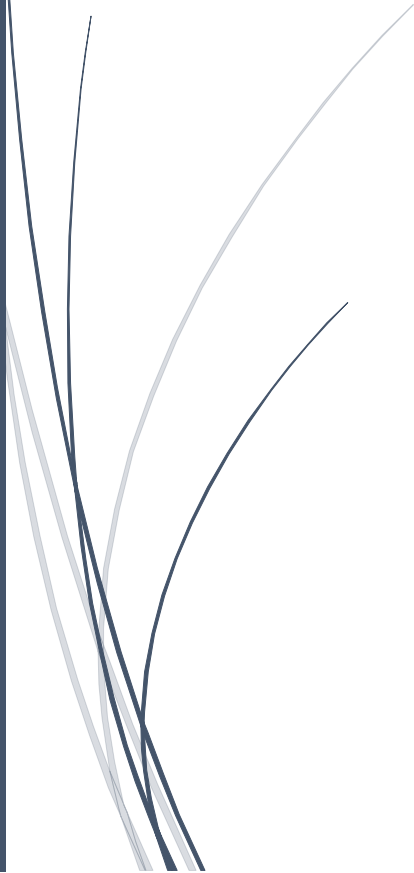


ePAYROLL



[About Us]

Mazars is an international, integrated and independent organisation, specializing in strategic consulting, audit, accountancy, tax, legal as well as management consultancy and advisory services. Mazars has extensive experience with conducting assignments in the domain of institutional reforms, social development, capacity building, business process reengineering and Human Capital development. Mazars prides itself in providing a personal touch – backed by experience.

[Why Mazars?]

Mazars is one of the largest global management and technology consulting companies known for our deep industry experience and high customer satisfaction. We collaborate with clients in government and industry to solve their most pressing challenges from strategy through execution. Our subject matter experts provide strategic consulting, applications services, technology solutions and managed services to government organizations, Global 2000 companies and medium-sized businesses around the world.



[Mazars Foot Print]

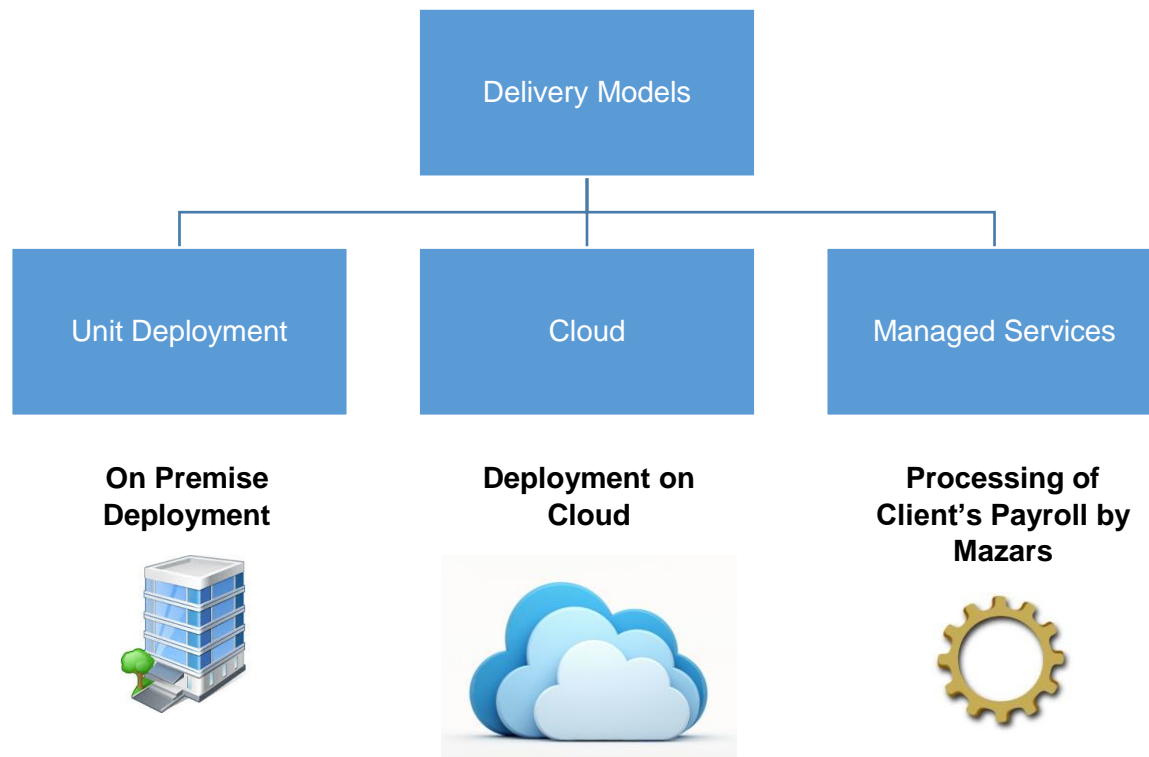
Mazars is present over 72 countries and has 13,500+ skilled employees. It is one of the founding members of Praxity alliance, Mazars has at its disposal 30,000 professionals in 85 countries across the globe



[ePAYROLL]

Mazars Payroll Accounting solution caters fully to the company's payroll requirements, including the maintenance of Employees information and benefit details, computation and generation of Employee's Salaries, Leaves, Provident Fund, Loan and Advances, Income Tax computation and Employee Expense details.

- Mazars offers efficient services for processing and managing the firm's Payroll function and accounting workload without incurring any cost and labor on the firm's side
- Eliminate all regulatory and compliance hassles faced by an organization by providing functional and technical support to clients both on-site on off-site
- Mazars offers ePayroll solution under the following Delivery models



[Enterprise Business Objectives]

- Payroll Accounting solution enables you to focus on core business while cutting the costs and providing complete, accurate and convenient Payroll processing
- ePayroll is accessible via any web browser, eliminating any installation at the client.
- ePayroll can manage Payroll Accounting function for multiple clients, thereby reducing any cost and labor on the firm's side.
- ePayroll streamlines payday functions and improves accuracy by eliminating time-consuming, administrative burden and clerical errors resulting from the manual preparation.
- Addresses the business needs of for more meaningful and timely information. The application offers flexibility in operation model which would cater to the needs of users in different types of industries
- Adapt to satisfy the evolving needs of its users in an efficient, timely and cost-effective manner
- Ability to extract the information in Excel for further analysis by the management
- Interface to General Ledger. Easily define debits and credits, map to your chart of accounts and export GL data.
- Comprehensive user-defined parameterization to implement policy changes quickly
- Bulk uploading of Allowances, Deductions and Attendance information for ease of data entry
- Respond to Statutory internal and external information requests effectively (from Government Agencies)

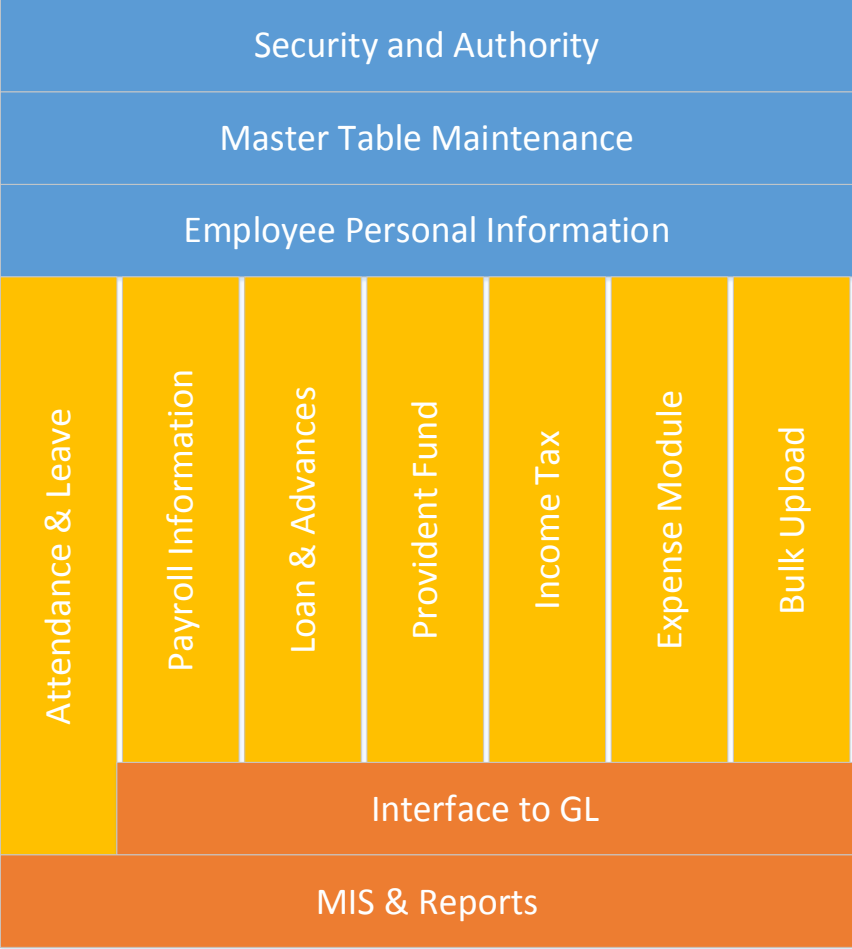
[Benefits]

- Increased consistency of data, with improved and quality reporting
- Reduce your exposure to risk and increase quality of service
- Addresses the business needs of for more meaningful and timely information
- Adapt to satisfy the evolving needs of its users in an efficient, timely and cost-effective manner
- Leverage to increase work volume without increasing staff
- Fast Payroll turnaround time
- Relief from HR and technology up gradation
- Application's ability to extract the information in PDF and Excel formats for further analysis by the management
- All statutory reporting related to Income tax, EOBI, Social Security is covered
- Mazars Consultants having profound technical and industry experience
- Right level of services at competitive price
- Single point of accountability

[Payroll Modular Architecture]

ePayroll caters to an organization’s complete Payroll computation and Management information requirements. The system has capabilities for computation for Provident Fund, Loans and Advances, Tax related information. In addition, the system also maintains certain personnel department related information such as employee’s personal information; leave status and family related data:

- Mazars Payroll Accounting Application caters fully to a company’s Payroll requirements, including the computation and generation of Employee’s Salary, Leaves, Provident Fund, Loan and Advance Ledgers, Income Tax computation and Expense details.
- ePayroll caters to an organization’s complete Payroll computation and Management information requirements.
- ePayroll stores complete records of employees, generates Payslips & Attendance Register, computes Allowances, Deductions, taxes, fund contributions and generates all Statutory and MIS reports
- ePayroll can interface to any Financial Application
- ePayroll also maintains Employee Expenses with interface to GL



[PAYROLL ACCOUNTING - MODULES]

The Master Table maintenance allows users to define different types of system parameters for successful running of the Payroll accounting system. These parameters will be used in all subsequent options for validating the information and generation of reports:

- Grade Codes
- Designation Codes
- Department Codes
- Location Codes
- Division Codes
- Bank & Branch Codes
- Leave Codes
- Allowance Codes
- Deduction Codes
- Loan Codes
- Advance Codes
- Common Parameters
- Income Tax Limits
- GL Account Codes

[Employee Personal Information]

This module allows maintenance and printing of an Employee's Personal Information when an employee joins the company. This module also caters to printing of HR related reports

- Employee's Information includes details like Employee Father /Husband Name, Address, Date of Birth, Marital Status, Employee Relationship details, CNIC Number, NTN Number, Joining and Confirmation dates etc.
- Provident Fund details
- EOABI, SESSI, PESSI details
- Employee assigned for Department, Grade, Designation, Location & Bank & Branch
- Reports not limited to
 - Employee Muster Roll
 - New and Resigned Employees during the month
 - Employee's due for confirmation

[Payroll Process]

This Payroll module is the main hub of the ePayroll Accounting solution, maintaining an Employee's Allowances and Deductions and processes the monthly salary of the employees. This module processes all types of transactions to prepare the final payable salary to the employees.

Users can run multiple '**Draft Process**' of the Payroll for verification before a '**Final Process**' of Payroll.

The module also caters to the compilation of '**Final Settlement**' on resignation / retirement of Employee

The transactions processed include:

- Attendance & Leaves
- Fixed Allowances & Fixed Deductions
- One-time Allowances & One-time Deductions
- Benefit Allowance details (Overtime, Meal, Travel, Leave Encashment, Bonus, Gratuity)
- Deduction of installments for Loans & Advances
- Deduction of Provident Fund as per Statutory rules
- Deduction of Income Tax as per Statutory rules

The Payroll module generates following reports, but not limited to:

- Employee Payslips
- Payroll Register by Department / Employee
- Bank Transfer
- Bonus Reports
- Monthly Comparison of Payroll Register
- Overtime Analysis
- Periodic Allowance Information
- Periodic Deduction Information
- Payroll Summary by Department
- Upload of Monthly Payroll to Bank Account
- Final Settlement of Employee

[Attendance and Leaves]

This module maintains the information related to Attendance and Leaves of the employees. The attendance module caters to 99 different types of leaves.

The module captures monthly Attendance and Leave information of the employees. The module caters to:

- Entitlement of leaves
- Encashment of Leaves, which are entitled
- Leaves can be carry-forward or lapsed at yearend
- Deduction of wages in case of Leave Without Pay days
- Interface with Time Management system

The module generates following reports, but not limited to:

- Monthly Leave Register
- Monthly Attendance Sheet
- Leave Encashment Report
- Leave Payment Advice



[Loans And Advances]

This module maintains information related to the Loans and Advances sanctioned to the employees. The module caters to 99 different types of Loans and Advances. The module also caters to:

- Computation of mark-up on either Principal Loan amount or Reducing balance
- Deduction of installment and markup during Process of monthly Payroll.
- Adjustments to Loan and Advance balances
- Temporary cease deduction of installments

The module generates following reports, but not limited to:

- Loan Register by Employee / Loan Type
- Advance Register by Employee / Advance Type

[Employee Fund and Contribution]

This option maintains the Fund and Contribution details of Employees and Employers. This information will be setup for all employees who are members of either Provident Fund or Employee Old Age Benefit Income (EOABI) or Sindh Employees Social Security Income (SESSI). The module also caters to:

- Monthly contribution of Provident Fund amount based on Statutory rules to employee's and employee's account
- Withdrawal of Provident Fund amount
- Monthly Allocation to Gratuity Fund
- Computation of Interest on Provident Fund.
- Overtime Analysis
- The module generates following reports, but not limited to:
 - Provident Fund Monthly deduction report
 - Provident Fund Withdrawal report
 - Provident Fund Ledger / Account
 - Provident Fund Certificate
 - EOABI / SESSI returns
 - Gratuity Allocation report
 - Gratuity Report
 - Workers Profit Participation Fund report
 - Cheque details report

[Income Tax]

This module provides automatic deduction of employee's income tax based on Statutory rules for the tax fiscal year. The module caters to all the statutory requirements related to the computation of income tax along with the printing of Tax Return reports. The module also caters to:

- Maintain Income Tax Parameters related to:
 - Tax Rebates (Payable / Receivable)
 - Furnished Accommodation
 - Un-Furnished Accommodation
 - Vehicle Maintenance (Personal Private Use)
 - Vehicle Maintenance (Business Personal Use)
 - Vehicle Maintenance (Business Use)
- The module generates following reports, but not limited to
 - Monthly Tax Returns
 - Annual Tax Returns
 - Employee Salary Certificate
 - Employee Income Tax Liability

[Journal Voucher]

This module supports the interface of Salary revenue and expenses between cost centers to General Ledger. The module caters to the generation of Journal Voucher for all salary costs paid to the employee or deducted from the employee. The module caters to:

- Map Allowances and Deductions to Account Codes
- The module generates following reports, but not limited to
 - Payroll Journal Voucher
 - EOABI / SESSI Journal Voucher
 - Generate Payroll JV for Bank

[Employee Expenses]

This module maintains employee expenses incurred during the month. These expenses are related to travel and fuel incurred by sales persons. Claims entered by the employee's need to be approved by their supervisor before reimbursement. The module caters to:

- Maintain Monthly Expenses
- Expense Approval / Rejection
- Post Expenses
- The module generates following reports, but not limited to
 - Expense Slip
 - Expense Register
 - Expense Details & Summary
 - Monthly Expense Details
 - Expenses JV



Mazars is present in 5 continents.

CONTACTS

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