

# **System Modules and Architecture**

PeoplesHR is a fully integrated and modular solution that holistically caters to the entire spectrum of operational, tactical and strategic functions of Human Resource Management. The system is composed of the following modules:

# **Foundation Modules**



## **Employee Information Manager**

Maintains all relevant employee information in easily understood categories which can be used by other modules.



# Organisational Structure

The module helps create organisation charts, reporting hierarchies and gives insight to potential workforce changes that allow better collaboration and sharing of organisational plans.



# Employee Life Cycle

Tracks the movement of employees during their employment including promotions, placements, transfers and relevant salary changes.

# **Operational Modules**



# Onboarding

Systematically guides and manages users through all required pre-joining formalities.



#### **Timesheets**

Fully integrated project/assignment based time capturing and reporting tool with in-built approval workflows.



#### Recruitment Management

Automates the entire recruitment process. It creates interview panels, recruitment stages, schedules interviews and records comments during interviews.



#### Absence Management

Defines leave types, holiday schedules, leave entitlements and leave schedules while providing a self-service feature which streamlines the leave application process, eliminates paperwork and saves costs.



# Loan Management

Incorporates the entire loan process from loan application to deductions, while being in-line with the existing loan scheme process of the company.



## Offboarding

A formal process of employee disengagement through guided activities that consider every aspect of exit management.



## Benefits Management

Integrated with global payroll, this function manages all benefit related functions of the organisation.



#### Payroll Management

Generates pay slips, handles increments and processes multi-country, multi-currency and multi-SBU transactions.



#### Time & Attendance

Plans, captures and monitors employee attendance. It manages all phases of attendance or shift management while having the ability to record and capture attendance from tracking devices across multiple locations.



#### **Document Management System**

A system that makes it easier to track, manage and store your organisation's electronic documents.

# **Strategic Modules**



#### Performance Management

Automates performance appraisals across the organisation's employees and teams using tools such as balanced scorecards and forced ranking.



# **Talent Management**

Identify, develop and retain high performing talent through various talent management tools including succession planning and the 9 - Box Grid model.



## **Training & Development**

Takes care of all training and development activities across pre-training, training and post-training, as well as employee personal development.



# Manpower Planning

Takes into account employee movements such as transfers, promotions and retirements enabling superior manpower planning within the organisation.



#### **Probation Evaluation**

Fully automated process to review probationers prior to their confirmation

# **Self Service**



## Self Service HR

Provides the ability for employees to access and manage their self appraisals.

# Kiosk



#### Kiosk

Provides the ability for employees to access and manage their information through a multi-lingual kiosk terminal.

# **Reporting & Analytics Modules**



# Report Navigator

Allows the preparation of management reports on a regular basis as and when required.



# **Analytical Tools**

Offers the ability to generate decision specific information and allows the possibility to analyse information across multiple dimensions.



#### HR Dashboard

A real-time view of personalised information to keep track of crucial organisational performance indicators.

# **Mobile App**



# Mobile App

Provides the ability for employees to access and manage their information from anywhere at any time.

# **Industrial Relations Modules**



# Disciplinary Management

The module facilitates corrective measures by following formal methodical procedures based on the incident.



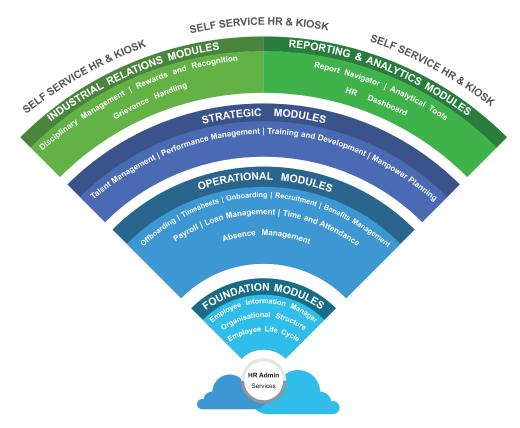
# **Grievance Handling**

Covers the full cycle of handling and recording employee grievances in a smooth user-friendly manner.



## Rewards & Recognition

Integrates with related HR modules to systematically handle the employee reward and recognition process.



The system encompasses a structured approach from talent acquisition, nurturing, managing tenure life-cycle, compensation & benefits and stronger employee engagement. It consists of over 25 functional modules that areseamlessly integrated to enhance visibility, empower decision, support and enrich employee engagement. Peoples HR is encapsulated by world class best-of-breed processes and practices consolidated throughout many years of client associations. Powerful scalable options stretch the abilities of the product to be deployed over multifaceted enterprises, including varying localisations and fulfilling statutory reporting needs. It also ensures that employee data is securely managed and end employee HR functions are under their control, which will lead to higher productivity and employee engagement with necessary accessibility options. Successful deployment of the product gives you the surety of continuous returns on the investment whilst enabling the elevation of employees to fulfill the business needs of the organization with optimum functional and enterprise level collaborations

# **Benefits**



Holistic and Comprehensive



Globally Consolidated and Localised Processes



Global Accessibility



Highly Configurable



Global Support



Access to the Best Tools and Frameworks



Integrated Business Intelligence



Support for Full Integration

# **Our Geographic Reach**



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