



Functional Modules Overview

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Introduction

MOHR... Cloud based

MOHR is the 1st cloud-based HR management application in the MENA region. We were the 1st in introducing a complete SaaS (Software as a Service) model in the region. A company can start using the application in a minute after signing up. No need for any complex IT infrastructure or even licenses. You can access the system from anywhere using your computer, tablet, or even mobile. As a result, MOHR is lowering your Total Cost of Ownership (TCO) in software tools and hence maximize your Return of Investment (ROI). Being cloud-based, makes MOHR very competitive in terms of product features, customer support, and even pricing.

MOHR ... Safe and flexible contracting model

Being subscription based, makes the customer our 1st priority. We do our best to maintain customers continue using the system and hence continue paying their subscription. To keep our customers happy and satisfied all the time, every month we have new free updates and enhancements in the system.

MOHR ... Safety

MOHR is hosted in MICROSOFT data centers which is one of the most reliable and secured data centers in the world. We have different levels of security and data backups

MOHR ... trusted by customers across 15 countries

We have customers from different market segments, different organization size, and different countries. We have customers with up to 10,000 employees. Most of our customers are from Egypt and Saudi Arabia.

MOHR ... Arabic interfaces

MOHR is bilingual system. It is designed to consider work environment and culture in the Arabic speaking countries.



High level features

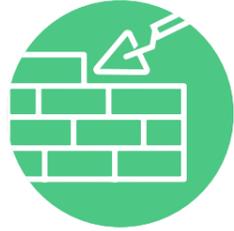


Dedicated Dashboard for each functional area



Alert based management

	08:00 am Early Attend	■
	10:00 am Late Attend	■



Having a trusted information about employees and automating the administration policies and regulations are the base for having a strong and robust HR department and developing your human capital.



MOHR cares about details in policies and procedures and can easily automate it.

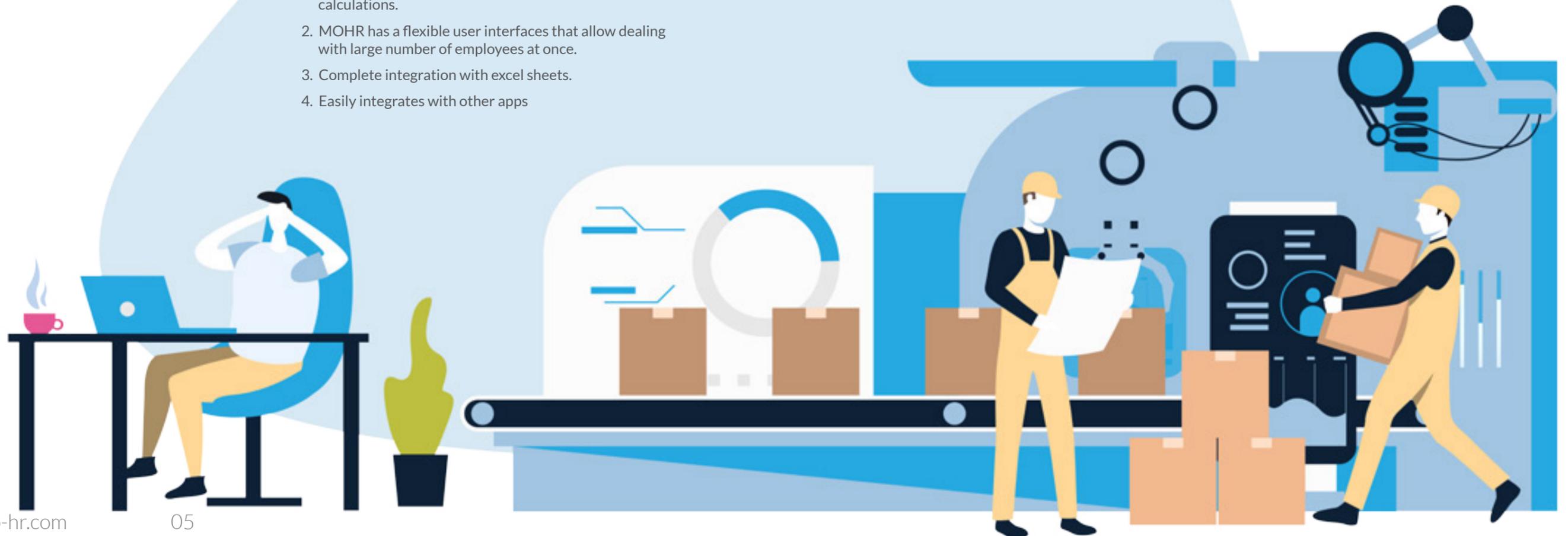
1. MOHR can deal with complex attendance patterns, complex time-off plans, and complex payroll calculations.
2. MOHR has a flexible user interfaces that allow dealing with large number of employees at once.
3. Complete integration with excel sheets.
4. Easily integrates with other apps



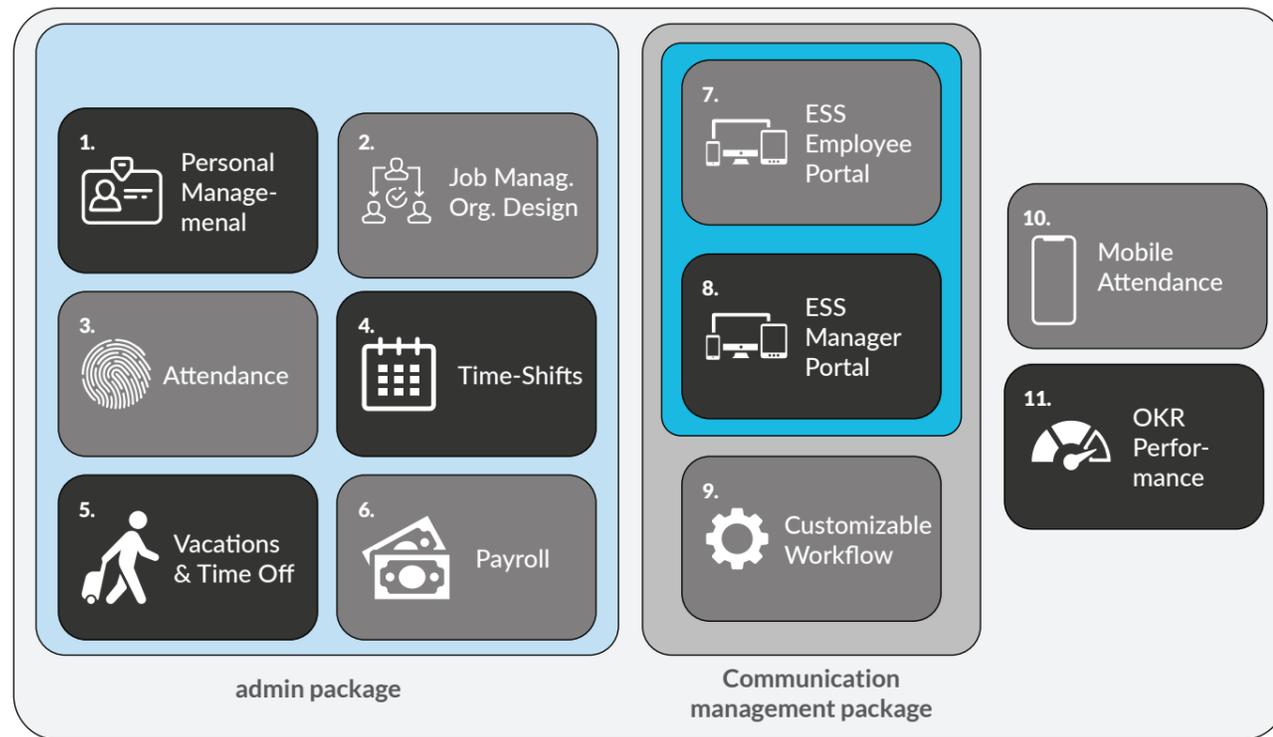
Experienced support team with deep experiences in best practices in automation of HR administration processes



Fit in many market segments (Commercial, services, manufacturing, ...etc)



System components



MOHR has many functional modules that are categorized into 3 major categories.

1. Administration package, which in turn includes 6 modules.

1.1. Personnel management, which also includes other sub-modules

- Employee data
- Custody
- Loans
- Egyptian Government Compliance
- Saudi Government Compliance

1.2. Job management and Organization design

- 1.3. Attendance
- 1.4. Time-Shifts

1.5. Vacations and time-off

1.6. Payroll



2. Communication management package, which includes 3 modules

- 2.1. Employee self-service portal
- 2.2. Manager portal
- 2.3. Workflow management



3. Other complementary modules

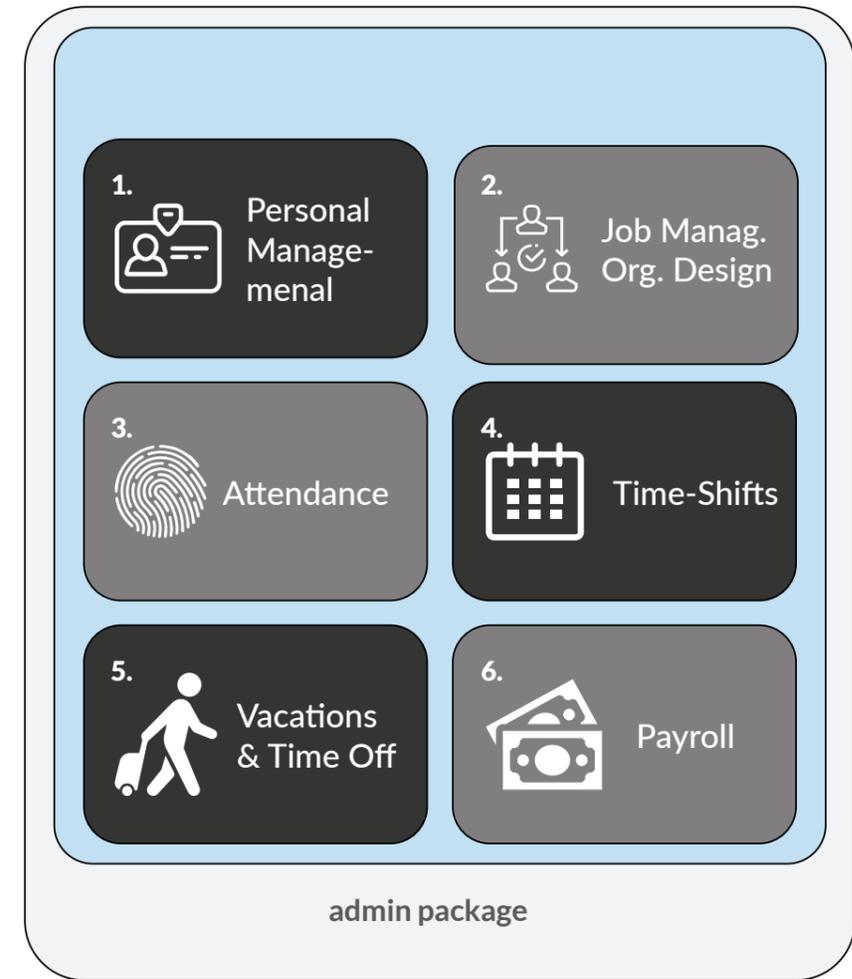
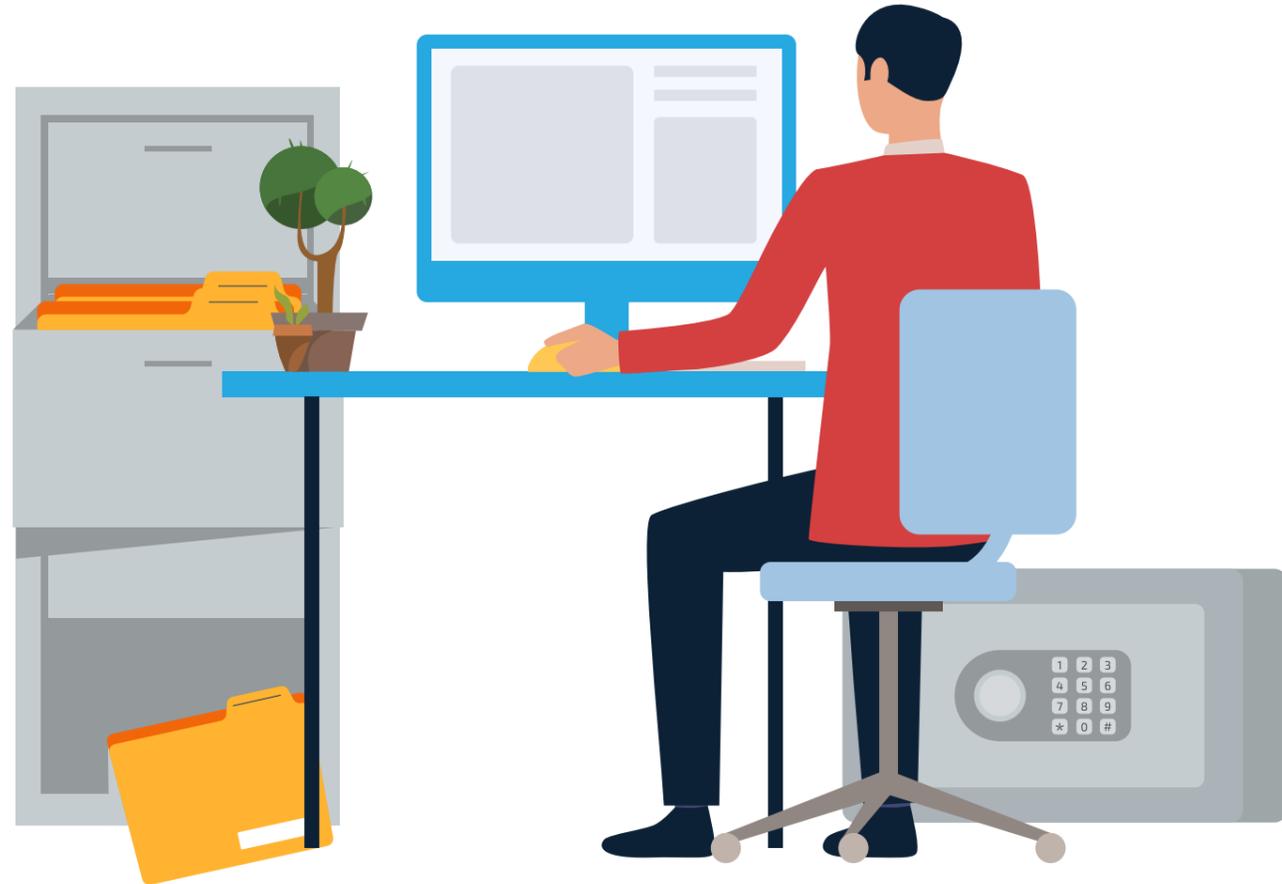
- 3.1. Mobile-Based attendance
- 3.2. Performance management (OKR)



1.1. Personnel management, which also includes other sub-modules

Personnel management module has been designed to cover detailed information about the employee. Employees data entry and documents archives have been made very easy to ensure time efficiency. Employee data includes personal information, family information, military service information, communication information, address, documents, contract, bank accounts, ...etc. The module covers more than 200 data fields about each employee. And has many statistical reports and graphs about employees.

The module allows sending alerts and memos to employees. Also covers custody, loans, Egyptian government compliance and Saudi government compliance.



Loans management

Credit limit for each employee, installments management, alerts, ...etc

Custody management

Management of organization assets that are being used by employees, custody status, and custody deterioration.

Egyptian Government Compliance

Income tax calculation, social insurance, and social insurance reports.

Saudi Government compliance

Social insurance calculation, salary and wages protection reports, integration with MOQEEM system.



1.2 Organization design and job management

Organization hierarchy, Job titles and job description.

1.3 Attendance management

MOHR can easily integrate with most of attendance machines available in the market. MOHR deals with attendance transactions in a smart way. The system generates alerts on any violating transaction. System user can then deal with these alerts according to organization rules and policies.

1.4. Time-Shifts management

MOHR provides a unique and innovative solution for complex attendance patterns. Think of any attendance pattern either its based on hourly, daily, or weekly pattern, and you will be amazed of how MOHR can automate it. MOHR deals with different types of attendance also like flexible time hours, Free time hours, and Roster.

1.5. Vacations and Time-Off management

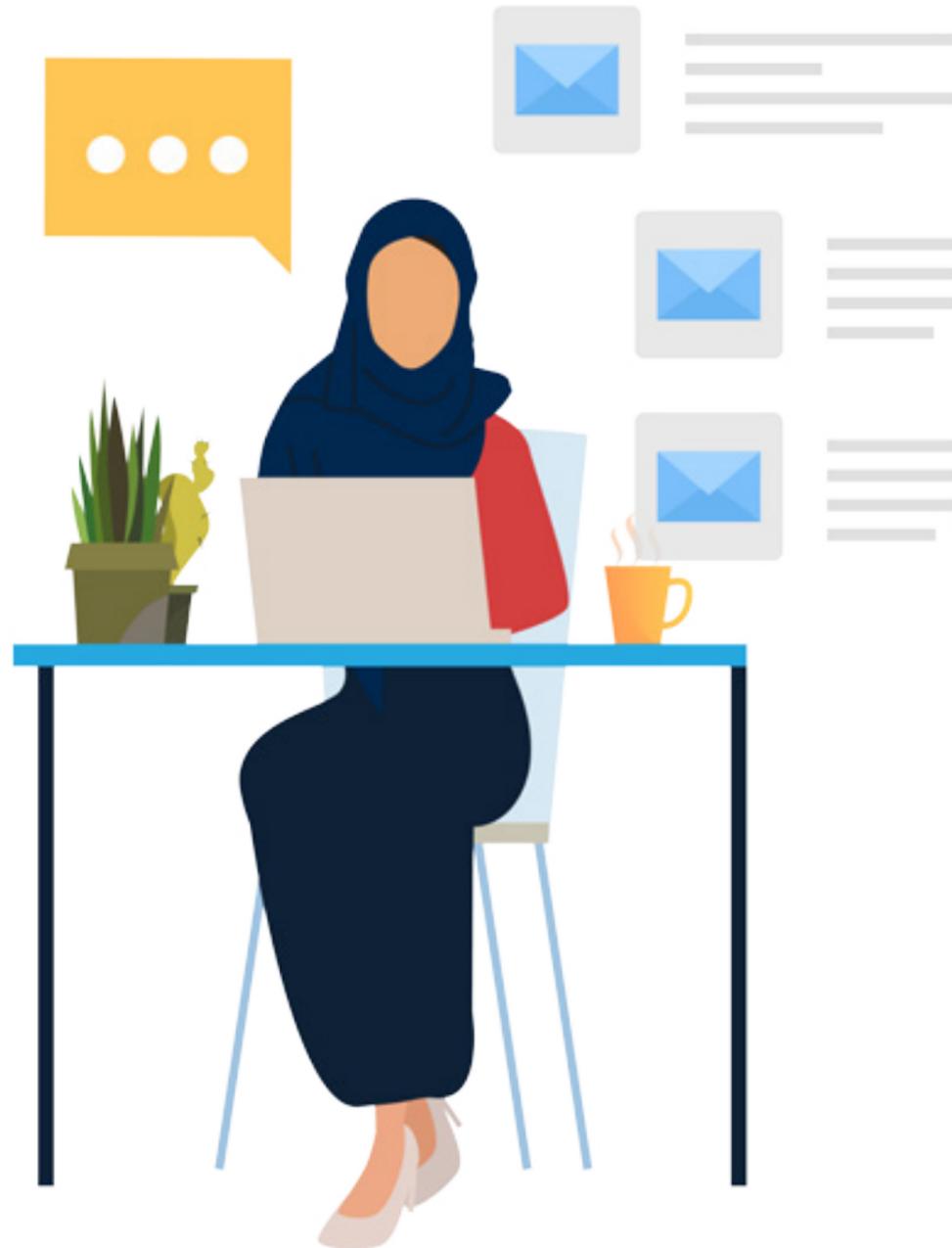
Vacation module has been designed to be able to adapt any vacation regulations in any country or labor laws. The module deals with different types of vacations. You can even build a specific type of vacation and define its rules. You can put initial balances, modify it, and make settlement and carry over. The module is totally integrated with attendance and payroll modules.

Employee can also check for his vacation balance and make a vacation request through his self-service portal. He can check the status of his vacation requests. He can also approve vacations that need approval from him.

1.6. Payroll management

MOHR provides a unique and innovative solution in payroll management. It is as easy and flexible as Excel. You can create your own salary items and relate them with mathematical and logical equations. Think of any complex calculation such as a commission or tax calculation and you will be amazed how it can be easy implemented in MOHR. You can calculate payroll over any specific period for any group of employees.

It is seamlessly integrated with attendance, time-shifts, and vacations. Violations in the attendance can be easily reflected in the salary according the rules assigned.



MOHR
has 3 functional
modules in the
communication package.

7.
ESS
Employee
Portal

8.
ESS
Manager
Portal

9.
Customizable
Workflow

Communication
management package

2.1 Employee self-service ESS portal

One of the most important functions in any HR system. ESS has a vital and strategic role in any organization as it enforces transparency between employee and the organization. It also significantly reduces bureaucracy and time consumed in daily administration tasks. It also makes employees more loyal to their organization.

2.2 Manager Portal

Each manager and team leader have a portal where he can view his team data such as attendance records and vacation balances.

2.3 Workflows

Design your own workflows and approval cycle for each workflow. You can design workflows that finally affect payroll such loan request or travel expenses.



3

Mobile-Based Attendance

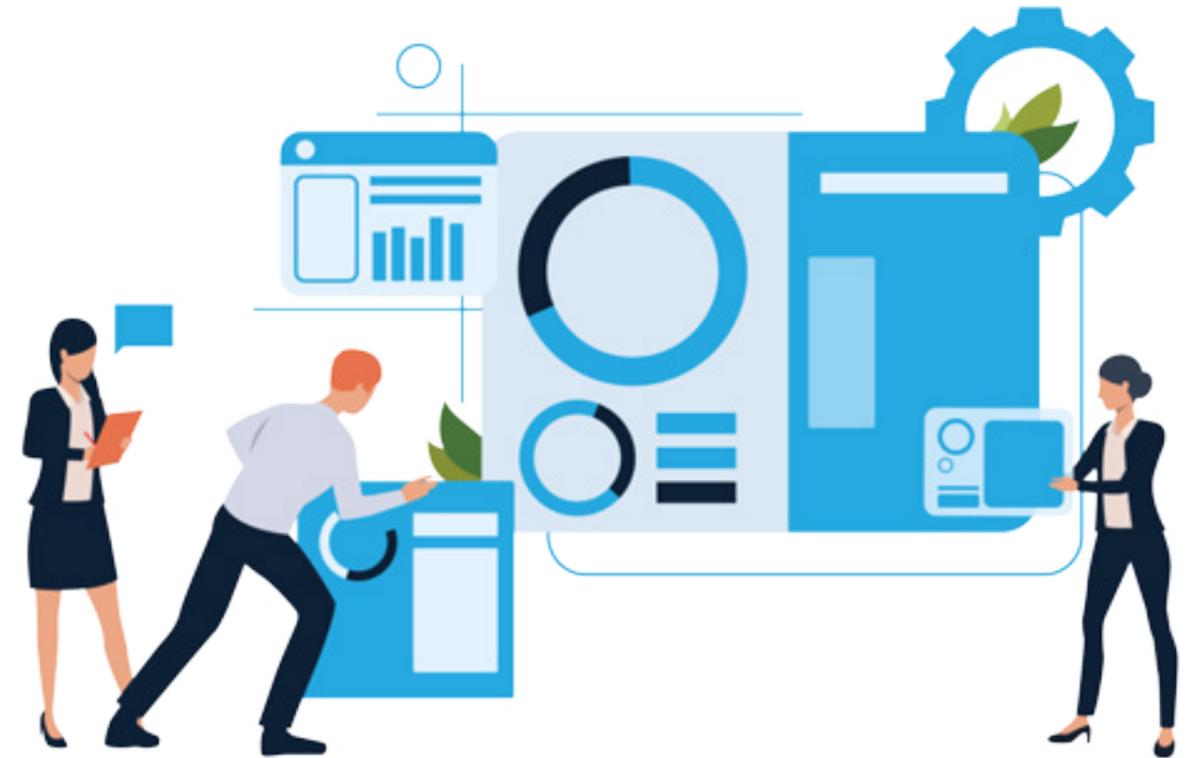
It is also one of our unique modules. Mobile based attendance is an effective and economic substitute for attendance machines. It also fit in remote or hazardous work environment where it is not possible to install fixed attendance machines.

Employee is being verified through his location and face recognition technique.



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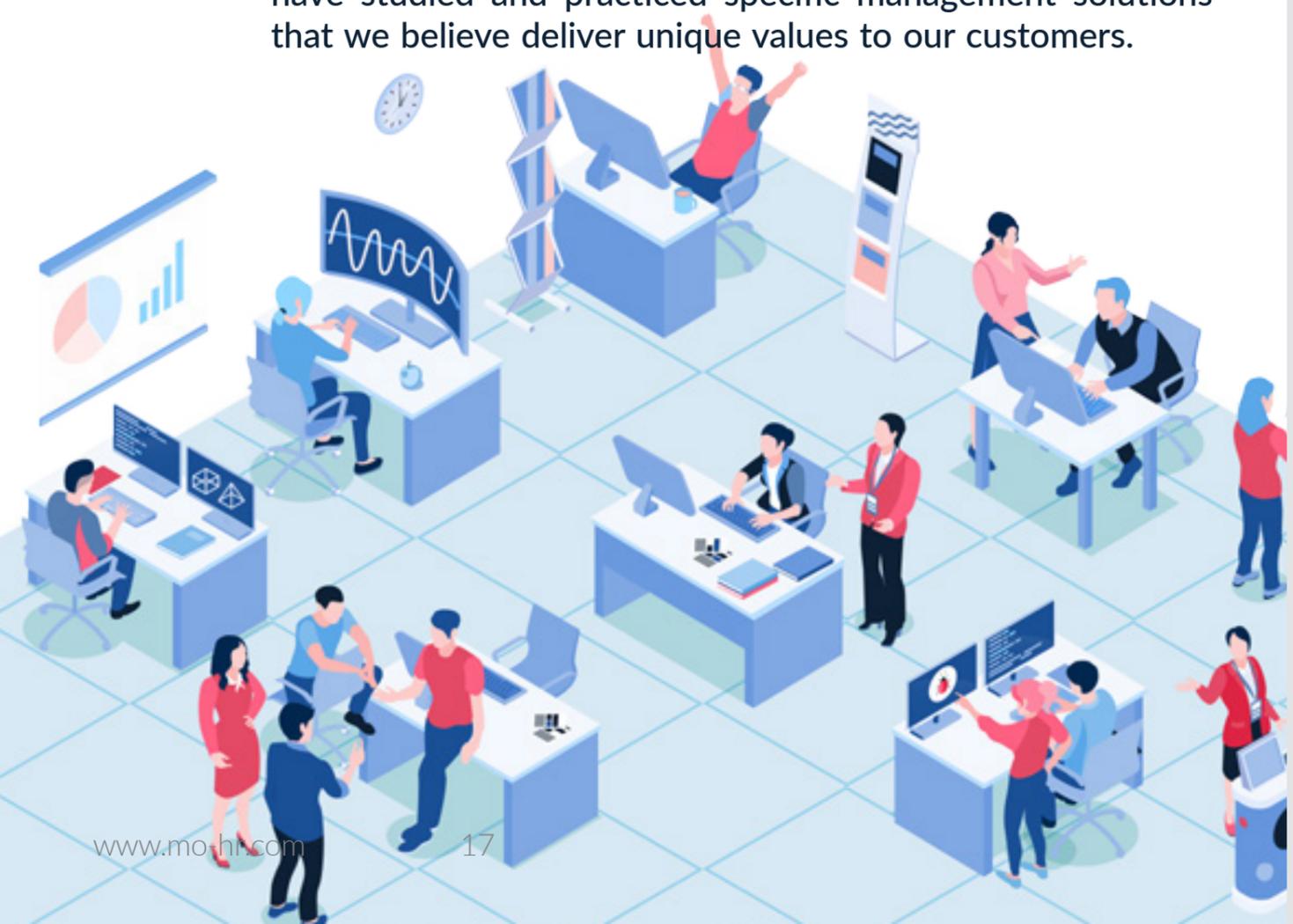
Performance Management (OKR)



Performance management in MOHR is based on OKR (objectives and Key results) concept. It is a famous concept that is used by google and intel. It is based on defining a set of major, memorable and qualitative objectives for the company. And then define a set of metrics (2 to 5 metrics for each objective) that measure your progress towards the objective.

Integrations

We are keen to deliver a complete value to our customers. We integrate with most common programs available in market such Oracle, SAP, and MICROSOFT. But more importantly, we have studied and practiced specific management solutions that we believe deliver unique values to our customers.



Wowdesk

Provides a smart, intelligent and innovative solution for helpdesk, customer service and technical support. You can build a complete workflow and business processes to monitor employees' tasks. Productivity metrics can be then reflected in MOHR performance appraisal system or the payroll.

www.wowdesk.com



ASSESS

ASSESS provides psychometric assessment tests that helps in accurate employee's selection, employee promotions, and leadership skills assessment.

www.assesstm.com



HireHunt

Is a smart and intelligent recruitment management system. It adapts Artificial intelligence and machine learning algorithm to make better applicant selection according to their skill matching job requirements. Moreover, it allows you to build and configure a complete funnel for interviewing process.

www.HireHunt.com



Edara

A cloud-based accounting solution. Includes general ledger, account receivable, sales, and stock management. It is totally integrated with MOHR payroll.

www.getedara.com

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