

Topaz

Payroll

Topaz Payroll system receives and maintains data from employee time cards and other work records. It produces paychecks and other document such as earning statements, payroll reports and labour analysis reports. Topaz Payroll processes even the most complex payrolls automatically. And information generated in Payroll flows throughout your accounting for cost analysis.

Major Features & Functionality

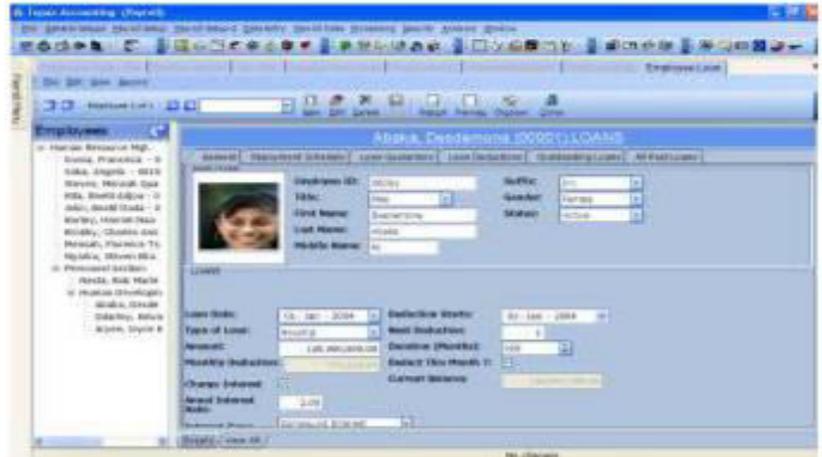
- Calculates and maintains payroll and labour distributions
- Handles salaried and hourly rated employees
- Calculates gross earnings for regular and overtime hours for consolidated and non-consolidated salaries.
- Allows for unlimited number of user-defined allowances and deductions.
- Integrates with existing business information systems
- Ability to re-process payroll several times for each month.
- Make reports using historical data
- Handles employee loans and salary advances.
- Facility for overtime.

Major Benefits

- Built using Microsoft Dot Net Framework.
- Microsoft-based Technology utilizing Office and SQL Server
- Integrates with existing business information systems
- Utilizes technically superior product architecture and state of the art technologies.
- Customization and implementation of solutions by value added re-sellers.
- Generate complete audit trails.
- Customized to your exact company needs.



TOPAZ PAYROLL



User Friendly

The Button-driven menu system, pull down menus and scrolling lists for selection and look-up make the system easy to use and easy to learn. There is open access to data, capability to export data to spreadsheets, word processors and other packages. The data entry sections where possible, use combo boxes to allow selection rather than entry of data. This increases data entry speed, reduces data entry errors and facilitates querying of the database and reporting. The inquiry section allows sorting of information by different Parameters (fields) just by the touch of a button.

Calculate Your Payroll and Labour Distributions

Topaz Payroll calculates and maintains payroll and labour distributions. The Payroll has a setup facility which can be customized according to a company's setup, job titles, categories, salary grades, nationality, types of allowances, deductions, and overtime, rates of allowances, types of loans, tax table, tax relief, loan repayment, benefit in kind. This is a onetime setup, which can be re-customized if the need arises.

Tailored to Your Needs

Topaz Payroll is ideal for Government Ministries and Departments, Banks and Agencies or Organizations. The payroll allows you to add/edit employee's data, view employee's data, deactivate and activate employee (if necessary), view employee's details and status. The payroll handles/processes overtime calculations, pay for days worked, time sheet for normal and overtime hours, regular and early payrolls, salary payment through the system, loans, salary advance and increase, special earnings and one time deduction. The payroll IRS Tax and SSNIT tables calculate these payables as required by the government.



FEATURES OF PAYROLL

EMPLOYEE DATA

Confidential employee information necessary for the processing of payroll can be tracked using Topaz Payroll. This allows the users relatively broad access to basic employee file information, including details such as employees department, city, social security number location, designation, category and job title. Data necessary for processing of monthly payroll such as employees monthly salary, hourly salary rate (for hourly rated employees), overtime rates, allowances, deductions, benefits in kind and tax relief are all captured by Topaz Payroll.

DEDUCTIONS

Topaz Payroll has the facility to set up unlimited user defined number of deductions. These deductions may be a percentage of an employee's basic salary or a fixed amount. Deductions may have a maximum amount which may not be exceeded. Topaz Payroll has facility to pro-rate deductions. General Ledger account numbers may be associated with each deduction type for posting to the General Ledger. Employer contribution to deductions can also be handled by Topaz Payroll.

TAX TABLE

The calculation of employee tax liability is facilitated by the use of a Tax Table which is user updatable. The information in the Tax Table can be updated by the user whenever tax rates change.

ALLOWANCES

Topaz Payroll allows for the set up of unlimited user defined number of allowances. These allowances may be a percentage of an employee's basic salary or a fixed amount. Allowances may have a maximum amount which may not be exceeded. Topaz Payroll has facility for pro-rated allowances. General Ledger account numbers may be associated with each allowance type for posting to the General Ledger.

SALARY ADVANCE

The Salary Advance module of Topaz Payroll manages the aspect of giving employees salary advance.

TIME SHEETS

Employees who are paid by the hour can also be handled by Topaz Payroll. Details such as the number of hours worked can be captured for use in processing an employees payroll. A facility exists for the allocation of employees hours to different General Ledger numbers, Jobs , Projects or Departments.

OVERTIME TIME SHEETS

Overtime hours for employees who are paid by the hour can also be handled by Topaz Payroll. The number of hours worked can be captured for use in processing an employees payroll. Topaz Payroll has a facility for the allocation of employees hours to different General Ledger numbers, Jobs , Projects or Departments.

BENEFITS IN KIND

Benefits in kind enjoyed by employees can be processed by Topaz Payroll for tax purposes. Benefits in kind may be fixed amount or percentage of employee basic salary.

OVERTIME

Topaz Payroll has the facility to set up unlimited user defined number of overtimes. These overtime may be a percentage of an employee's basic salary, a fixed amount or a factor. Overtime may have a maximum amount which may not be exceeded. General Ledger account numbers may be associated with each overtime type for posting to the General Ledger.

SECURITY

Topaz Account Payrolls' CUSTOM MENU design allows you to control which menu options are available to each staff member. This allows you to restrict access to any or all of the Payroll programs. For example, you can prevent access to Payroll completely for the HRM clerk.

SCALABILITY

Using Microsoft SQL Server 2012/2016 Database and running on Windows 2012/2014 servers, Windows 7- Windows 10 installed with the latest service packs Workstation, Topaz Payroll is optimized for any environment. From a small office with one computer, to a large office working over local and wide area networks, Topaz Payroll can accommodate it.