



Core Employee Management Features

Comprehensive HR management system with essential features for employee administration, attendance tracking, payroll processing, and performance management.



✓ Core Employee Management Features

Employee Profiles

Personal info, contact, ID, role

Organisational Hierarchy

Department assignment

Employee ID & Role Management

Complete role administration



Attendance & Time Tracking

01

Clock-in/clock-out system

Manual, biometric, or web/mobile

02

Shift scheduling & management

Complete shift administration

03

Leave/absence tracking

Sick, vacation, unpaid leave

04

Overtime calculation & alerts

Automated overtime management



Streamlined HR Operations

Comprehensive employee management system designed to automate and optimise your human resources processes from recruitment to retirement.

Payroll & Compensation Management

Salary calculation &
automated payroll
processing

Bonuses, incentives, and
deductions management

Tax computation &
statutory compliance

Payslip generation &
distribution

Performance Management



KPI/goal tracking for employees



Performance appraisals & reviews



Feedback & 360-degree evaluation



Skill tracking & training recommendations

Complete HR Solution

Integrated platform combining employee self-service, advanced reporting, security compliance, and seamless integrations for comprehensive workforce management.



Employee Self-Service & Analytics

✓ Employee Self-Service

- Self-service portal for leave requests, attendance, and profile updates
- Access to payslips, tax forms, and benefits
- Internal announcements & notifications

✓ Reporting & Analytics

- Attendance, payroll, and leave reports
- Employee performance dashboards
- Attrition & retention analysis
- Department-wise cost and productivity reports

Security & Integration Features

✓ Compliance & Security

- Role-based access & permissions
- Data encryption & secure storage
- Compliance with labour laws & regulations
- Audit logs & activity tracking

✓ Integrations

- Payroll software (e.g., Tally, QuickBooks)
- HR systems & ERP
- Biometric devices & attendance hardware
- Calendar & communication tools (Outlook, Google Calendar)



Get Started Today

For more information about our comprehensive HR management solutions

visit www.hashpallabs.com