

Cheat Sheet – Gulf Utilities for Payroll

SYSTRONICS Addons For Sage 300

Sales Proposition

Your Complete Payroll Solution For Sage 300 In The Gulf!

Overview

SYSTRONICS Gulf Utilities for Payroll™ is a line of integrated, adaptable applications that enhance Sage 300 Payroll functionality to address the specific needs of companies operating in the Gulf region. The application consists of several modules that cover almost any business need and legal requirement for successful human resource management and accurate payroll accounting and reporting.

- **Gratuity Calculator** allows to accrue gratuity liability timely and accurately in the course of employment and to settle the eligible gratuity amount at the time of employee service termination.
- **End of Service** calculates the full and final settlement statement, which takes into account any unpaid salary, gratuity liability, advances paid, etc.
- **Leave Management** helps to track all kinds of leaves, paid or unpaid, annual leaves, medical leaves, short leaves, etc.
- **Document Management** helps to maintain and manage information about employee-related documents, as well as store electronic copies of the documents for authorized people to access.
- **Loan Management** allows tracking loans given to employees and sends the Approved Loans to Payroll.
- **Wages Protection System (WPS)** automates and simplifies the process of generating Salary Information Files and Refund Request Files required by the UAE Ministry of Labour to assure salary transfers to employees.

Qualification Questions

- Does your company operate in the Gulf region?
- Do you accrue gratuity liability for employees?
- Do you give your employees loans?
- Do you want to automatically calculate and print final settlements for terminated employees?
- Do you want to store and track employee-related documents in your HR/Payroll system?
- Do you want to record, pay, and track your employee leaves?

Why Gulf Utilities for Payroll?

- A flexible modular licensing model that allows acquiring the functionality you need.
- Multiple Payroll related applications in a single pack.
- Meets the needs and legal requirements of companies operating in the Gulf region, including gratuity calculation and Wages Protection System.
- Two-way integration with Sage 300 Payroll.
- Complete audit trail of all activities performed through this solution.

Business Problems Solved

- Time saved in calculating Gratuity, Leave Salaries and End of Service Benefits.
- Time saved in generating and processing WPS files on a regular basis with increased data accuracy and consistency.
- Handling Leave Applications, with respective Sage 300 Payroll adjustments.
- Easy access to and control of employee documents.
- Handling employee loans, with respective Sage 300 Payroll adjustments.
- Complete automation of Gratuity and End of Service calculations.

Customer Stories

Profile 1: A Fast Growing Construction Company

Business Problem: A construction company, operating in UAE, accrues end-of-service pay (gratuity) for employees according to legal requirements. The accrued gratuity amount is based on the employment contract type, the employee's basic salary, and the number of the years the employee had been continuously working for the company. Since all the components of the gratuity calculation formula can vary from one employee to another, gratuity accruals are calculated and maintained separately for each employee. In addition to tracking the gratuity amount for the employees, the accounting team had to periodically update the books to have the correct gratuity balance on the dedicated accrual account. As the company grew and the number of employees increased, it became increasingly costly and tedious to maintain and to record gratuity amounts without a dedicated tool.

Solution: Gratuity calculation has been fully automated with SYSTRONICS Gulf Utilities for Payroll Gratuity Calculator module.

Results: Gratuity calculation and accruals account balance update can now be performed within seconds with a single click.

Profile 2: An Advertising Agency

Business Problem: The agency provides employment reference letters to banks to support employee loan applications. In some cases, banks ask to notify them if the employee is terminated or quits. As a result, the HR department has to track the external loans of each employee to be able to check if there is an unpaid external loan and, if so, whether the bank has to be notified about the employment contract end/termination.

Solution: SYSTRONICS Gulf Utilities for Payroll Loan Management was implemented to track both internal and external loans and warns about the existence of open loans during End of Service processing.

Results: Up-to-date information about employee external loans is accessible to HR and Accounting teams, and the loan status is automatically checked at the end of employee service. Thus, the loan tracking is done efficiently and notifications are sent as required.