

WHITE PAPER

# Delivering Enterprise HR & Payroll With STPL's Sueldo

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## **Sueldo HR & Payroll Management** Talented HR & Payroll Management Solution

With Sueldo HR & Payroll Management, you have all the functionality you need to manage every aspect of the employee life cycle - from recruitment through retirement - in one place, with strategic tools that make a tangible difference to your HR and executive teams. Sueldo delivers total HR & Payroll management functionality, including recruitment, payroll, leave, training, contract management, performance management and appraisals, time and attendance, HR & Payroll scheduling, rich reporting, and in the form of central Web portal that serves as the gateway for your HR & Payroll to access company-related activities. The end result is an empowered staff that can access critical information quickly and perform routine business activities more efficiently. Sueldo helps your HR team operate on a more strategic level and that translates into better service for your biggest asset your employees.

### **Sueldo's Functionality**

#### *Sueldo HR & Payroll Portal*

Sueldo's HR & Payroll portal can act as the gateway to business activities for your administrators, HR/payroll staff, and management team, and lets you improve communications to your entire HR & Payroll. Your company saves time because managers can complete common employee administrative tasks, administer benefits, manage staff and access reporting in real-time, from one central location. Employees can access important information, get questions answered, and complete routine updates instantly.

#### *Human Resources*

Sueldo automatically tracks all HR-related information, including employment history, performance, job and salary information, career development, and health and wellness programs. Plus, Sueldo makes it easy to record key information for government compliance and reporting. Sueldo also ensures compliance with Social Security Administration and confidentiality legislation for protecting sensitive data such as employee social security numbers. All the data in the HR application will not be entered into permanent database unless and until authorized by the concern staff member.

#### *Organization Management*

Sueldo Organization Management delivers total solution for your company and its branches at the flexibility. Also you can details related to statutory bodies and government taxes.

#### *Employee Management*

With Employee Management module you can store complete details with his historical data in the application for immediate requirement.

### *Payroll Management*

Sueldo the most flexible, functional payroll web based application, handling hundreds of payroll-related computations with no need for side calculations or expensive programming. For example, complex wage calculations delivered include average pay rates with different salary structure with. A single organization can follow various salary structure based on their needs with the single application.

With Sueldo Payroll Processing, your central payroll department, remote offices, or multiple divisions can process payroll from start to finish on the Web in a few easy steps, including:

- Access payroll from anytime, anywhere
- Create your own salary structure as per organization need
- Assign Salary structure to individuals or to group in one go
- Calculating pay (including gross-to-net)
- Statutory deduction and automatic payment
- Reports for the Statutory bodies
- Dynamically define any statutory institute
- Tracking the progress of the payroll online

Sueldo delivers all federal, state, and local tax updates automatically every quarter as part of the core solution, so you don't have to pay for or work with a third-party tax service. Sueldo's comprehensive tax management system helps you handle tax compliance and computations, including multi-state taxing rules and reciprocity, as well as taxation wage accumulation and withholding requirements.

### *HR & Payroll Analytics and Reporting*

Authorized managers or HR/payroll staff can quickly run their own reports without requiring the time of central HR/payroll or IT staff. From the Sueldo portal, authorized users can run hundreds of standard Sueldo HR and payroll reports, including upcoming performance reviews, headcount reports, average salary reports, government compliance reports, general ledger reporting, and other point-in-time HR/payroll reports.

### *Training Management and Enrollment*

Sueldo arms you with the tools you need to effectively manage company training activities. From initial planning and logistics of yearly training calendar to course, event evaluation and trainer's details. Sueldo facilitates the training registration process, tracks program costs, and records employee training achievements.

Sueldo Training Enrollment brings relevant training options to employee and manager desktops. Employees can view course schedules and descriptions and register online, and managers can approve staff training requests from the Web.

### *Recruitment Management*

Sueldo Recruitment delivers a "one-stop shopping" solution for your company to recruit, acquire, and hire the most qualified candidates. By automating the entire recruiting and applicant tracking process, Sueldo Recruitment enables your management team, recruiters, and HR staff to track and manage tasks such as posting open jobs, reviewing resumes, screening candidates, scheduling interviews, and more - right from the Sueldo HR & Payroll portal.

### ***Contract Management***

Authorized managers or HR/payroll staff can manage the details and payroll processing of the contractual employees with individual contractors. The contractor's details can be managed very effectively with Sueldo web portal.

### ***Benefits Enrollment and Management***

You can tailor Sueldo to match all of the health other benefits that your organization offers its employees, set up and administer benefit plans, and allow employees to check benefit options and coverage from the Sueldo portal. Sueldo eliminates the need for duplicate rules, duplicate data entry. This includes rules for coverage, premium and employer match computations, and eligibility for insurance.

### ***Compensation Management***

Sueldo helps to retain quality employees because it enables you to manage a variety of compensation programs (including variable pay plans) more easily, accommodates pay scales or salary grades, helps you regulate merit increases to stay on budget, and tracks and reports on global compensation.

### ***Salient Features of Sueldo***

- Dashboard : This will provide you a snap shot of the Pending tasks which belongs to the logged in user.
- Setup Module : With this module you can easily configure the Sueldo to work for your organization. This is needed to perform 1st time after implementation of the Sueldo.
- Daily Activity Module : This module is basically used to perform day to day activity related to the Sueldo. Input the various data / elements related to the organization structure and the information.
- Audit Trail : With this you can have watch on the each activity performed in the Sueldo application.
- Change Password : This is a self service module with the help of change password logged in user can change his own password.

### ***Employee Self-Service***

Sueldo Employee Self-Service offers important business value by improving employee satisfaction while reducing the administrative workload for HR/payroll staff. Employees have immediate security-protected access to:

- View their paycheck details, benefits summaries, frequently used forms, company information, and more
- Update their personal information such as address, phone number, emergency contacts, skills, and more.

Plus, with Sueldo's reports, managers you authorize have Web access to hundreds of strategic HR & Payroll-related reports, HR & Payroll analytics, and point-in-time reporting - without having reporting software installed on their PCs or having to write custom reports you strategically evaluate every aspect of your HR & Payroll.

*Administration Features*

Sueldo system administration is a snap because it's designed for the non technical user - no programming skills required. System Administration includes:

- **Strong User Management** that provides you to create any no of users for the system and if require administrator can set the rights to access or deny system. There can be multiple system administrator based on the organizations need.
- **Role-based security** that protects the privacy of your HR & Payroll data by defining system access based on an individual's role within the organization. Employees see only information that is appropriate to their role (or multiple roles).
- **Flexible business rules** that can be updated by authorized HR/payroll staff and system administrators right from the Sueldo portal, including rules such as your company's jobs, organization levels, deduction/benefit plans, loan types, paid-time-off plans, and more.

**Company communications** posting feature to make information available 24 x 7 via the Sueldo portal. You can easily post company news, employee handbooks, benefit descriptions, holiday calendars, frequently used forms, or other documents for your HR & Payroll to access

# Deploying and Maintaining the Sueldo Solution within an Enterprise

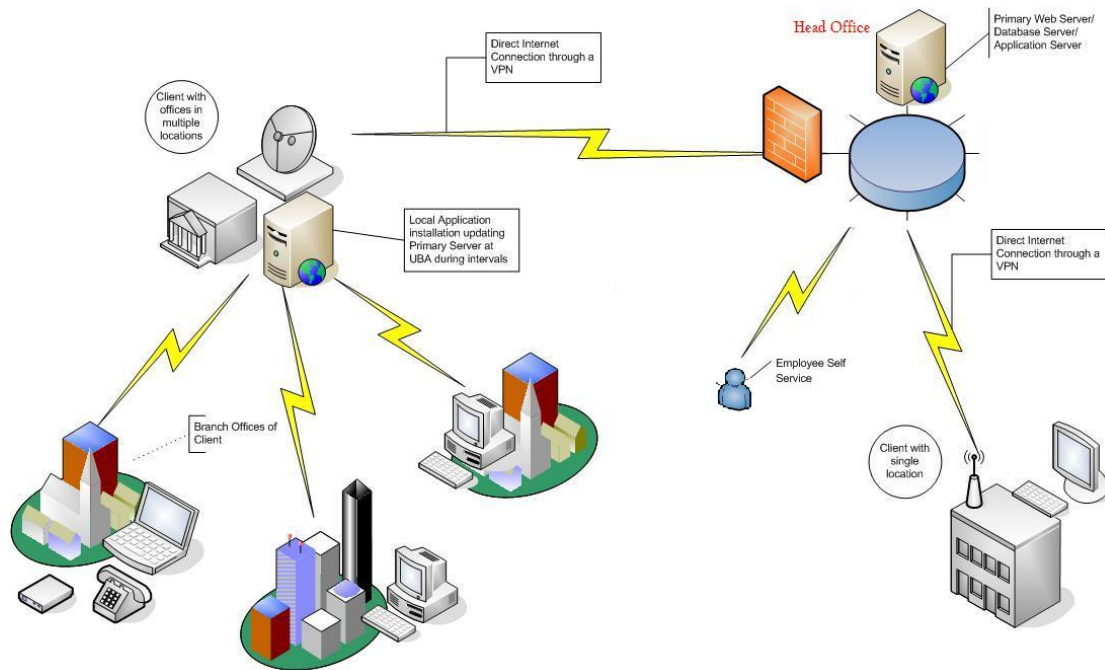
The Sueldo solution is designed for easy deployment and maintenance within any standards-based enterprise infrastructure.

## *Sueldo Deployment and Administration*

Because the Sueldo developed using Microsoft .Net software with 2.0 framework, deployment and maintenance are as straightforward as managing any other application. Figure 2 illustrates a sample deployment of the Sueldo.

To provide enterprise administrators with flexibility in deploying the Sueldo Server and Sueldo Desktop within a managed networked computing environment or intranet, STPL supports a common installation method. Supported deployment methods include an installer for Windows platforms as well as an installer and associated merge module that enables the incorporation of the Microsoft Dot Net framework and other dependencies into compound install packages for deployment

**Figure 1: HR & Payroll Application Architecture**



**Figure 1**

**More Information**

For more information about the Sueldo in general, call a sales representative at +91 20 27292301 / 02 or contact us at <http://www.stplglobal.com/contactus.html/>

For more information about Sueldo, visit [www.stplglobal.com/products/](http://www.stplglobal.com/products/)