

# CHRIS (Centralized Human Resource Information System)

# iCore-CHRIS

iCore CHRIS (Centralized Human Resource Information System) satisfies the needs of the Human Resources Department of a company to manage employees' personal data (citizen identity number, name, surname, birth-date, birthplace, educational information etc.), annual leaves, payroll, trainings, skills, performance evaluation and so on. Moreover, it provides the management of the personal data, system authentication and authorization of an employee. CHRIS developed for Citibank who wants to control and manage their employee's data in a more appropriate and neat way. With the help of our project they will have better software to manage their personal data, control mechanism to authorize and authenticate for the organization.

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## CHRIS Core Features

### **Setups:**

Setup module enables admin to manage the dynamic parameters i.e. Cost Center, Cost code, Country, City, Designation etc.

### **Benefits Administration**

Managing employee benefits and factoring them into payroll calculations can be a time drain. So, this system allows easy access to benefits administration modules that enable you to factor in benefits like pension plans, medical insurance, maternity leave, sick leave, and vacation, Provident funds calculation and reports, and Gratuity.

### **Self Service (Management Dashboard)**

Managers' self-service functions help you speed up HR processes and allow you to carry out various tasks like reviewing candidate applications, entering performance review data, approving expenses claims, and accessing employee information.

### **Self Service (Employee Dashboard)**

Employee self-service functions enable your employees to input personal data, check on the status of their benefits, and request time off. This can save your HR department a ton of time as they no longer have to be the go-between your staff and this information.

## **Compliance**

Whatever country or region you operate in, you have to follow all workplace-related regulations and legislation. Labor regulations, for example, limit the number of hours people can work per day or week. CHRIS software can include features that check and use data for reporting and compliance purposes. They also provide automatic alerts and notifications when legislative norms are not met.

## **Payroll Solution**

CHRIS to manage your payroll that allows you to integrate your attendance and time modules with your payroll functionality. This way, you get accurate payroll cycle data that you can use to calculate employee salaries and benefits, all in one holistic system.

With this module, you can rest easy when dealing with compensation management. A payroll management module uses your centralized employee data to link and automate various parts of the process, such as:

- \* calculating and distributing paychecks
- \* considering relevant taxes
- \* giving access to pay slips

Flexible Payroll Periods of Employees may receive their salaries across different periods—weekly, bi-weekly, or monthly. Having an HRMS system with payroll features that accommodate different payment periods cuts downtime and costs and reduces data input errors during payment.

**Bulk Processing & Reprocessing** Your HRMS software should have features that allow HR teams to automate many employee payments over an extended period of time. Advanced tools come with an 'unprocessing' feature that allows you to undo and correct payment mistakes.

- \* Complete Final Settlement process in Payroll System
- \* PF and GF calculation updated
- \* Employee Salary Tax calculation

### **Customizable Dashboards**

It's important to adopt a system that's customizable to fit the needs of your HR department. This includes everything from allowing users to create personal dashboard displays, offering different color features and other personalization options. This can help to increase your employees' engagement with your HRMS software.

### **Real-time Reporting**

CHRIS offer tailored and customizable analytics and reports from your centralized system's data. Real-time information and reporting enables you to make timely decisions that enhance performance against KPIs.

### **Automated Data Gathering**

CHRIS analytics packages will enable you to access any information you require, when you need it, to help you gather the insights you need. This includes accessing information and data beyond its own database, integrating with CRM, [ERP](#), and other sources to produce sophisticated reporting.

## **Access Controls**

Access to information, reports, and data will be designated as either private or public. The best CHRIS has administration functions to assign levels MAKER/CHECKER or tiers of access to different resources. This works to enhance data security and prohibit classified information sharing with non-authorized users.

## **Financial Analysis**

CHRIS include analytics packages that can gather and assess various degrees of financial data in order to help management with decision-making processes.

## **Reporting and Analytics Module**

This module allows users to create, export, and manage reports using available workforce data. This makes the strategic decision-making process easier when working towards company objectives.

- Employee information reports
- Onboarding and Off boarding reports
- Gratuity reports
- PF reports
- Performance management reports

- Compensation reports
- HR administration reports
- Leave reports
- Attendance reports
- Equal employment opportunity reports
- Employee Transfers reports
- Years of Services reports

Although there may be reporting and analytics functions elsewhere, having full integration between all modules helps provide a more global analysis.

### **Onboarding Features**

CHRIS systems include onboarding features like paperless forms and reports,

### **Employee Engagement Capabilities**

Learning and development opportunities enhance user experience and boost employee engagement. Access to personal records, future aspirations, personal development archives, job needs, and other cross-referenced activities lets your staff know you care about their future at the company.



## **Company Policies & Objectives**

Money spent on training programs, development, and certifications is an investment towards meeting business goals. CHRIS is capable of parsing your developmental strategies and comparing them to your preset policies and objectives.

## **Compliance**

CHRIS issues notifications when there's a threat of non-compliance, for instance, when breaks need to be taken or overtime has been exceeded. It also checks compliance with the relevant legislation.