OMNIFORM

DIGITAL PLATFORMS

TIME & ATTENDANCE

Omniform Software

Company Manager
Defines employee benefits & statutory costs relating to company
Constructs total cost to company by combining the pay-rate along with statutory costs and employee benefits
Defines company shifts and working hours as well as pay cycles
Payroll Manager
Monitoring clocked hours or capturing manually
Booking of types as well as suspensions
Link between pay-run and payment software
Capturing employee query if valid
System
Provides a live dashboard to monitor attendance
Generates and populates leave forms while simultanously adding leave to pay-run
Automaticallly assigns overtime in relation to normal time threshold, and double time if applicable for Sundays or Public holidays
Integrates with existing payroll software

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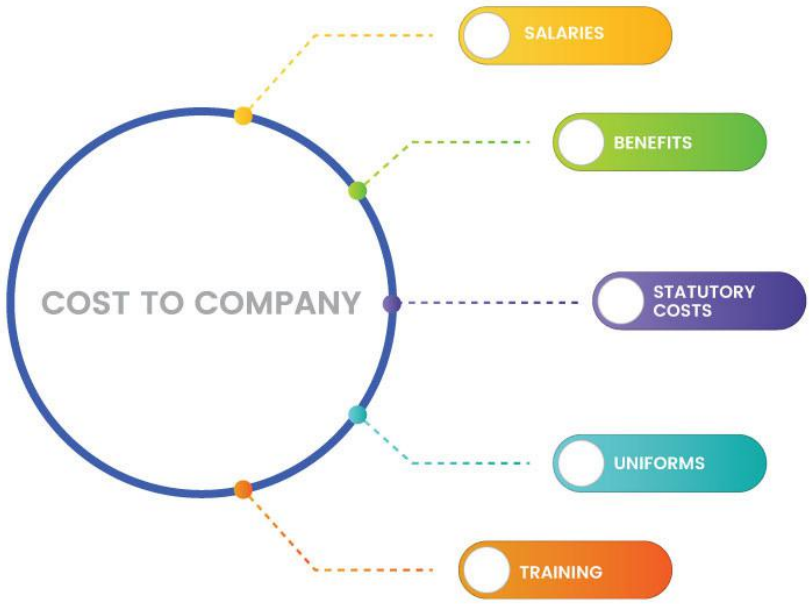
"By letting your employees grow, your company will also grow exponentially" - Mark Sumrag

Remuneration and Cost to company management



All these aspects go into the Cost to Company analysis of an everyday employee and can easily disrupt profitability if allowed to remain unchecked.

Omniform links all these aspects into a simple to manage Cost to Company breakdown analysis that makes it easy to compare the real differences between overtime management and new employees over a peak period.

It also allows companies to track how much they are spending on PPE, SDL and WCA over short turn around employment periods.

And manage leave and bonus accruals via an hourly ratio.

Allowances can be setup according to daily or hourly qualifying criteria assisting to cut down on administration time during salary payments.

Finally, reports are generated detailing employee salary for perusal by payroll managers and acceptance by employees.

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Grades and Payroll

The fundamental undertaking in designing a payroll function was to try and imitate real world processes and procedures.

Firstly by creating a shift pattern that denotes the employees normal working hours.
The employees attendance is measured against this shift to establish discipline as well as remuneration.

The shift can be extended prior to over time and will allocate the hours worked to the employee.
Likewise the shift can be extended after the fact to accommodate missed extra time hours.

Leave is also booked and assigned according to the shift structure, IE if an employee takes leave on a Saturday and the shift for Saturday is only 5 hours, only 5 hours will be assigned to his remuneration.

shift allowances are also specified and incorporated live within the system.

All of this is then calculated against a payroll cycle that is designed to match your current cycle, whether weekly or fort nightly and even if your monthly cycle is from the 6th to the 5th.

These payroll are stored and can be exported into a compatible format for your convenience.

We also cater for query runs by allowing hours to be assigned via Pay type IE OT, DT etc.

For most companies salary costs as well as the costs around employees for the basis of their expenditure
New PPE etc, should be weighed against the cost of Overtime to determine the least costly route

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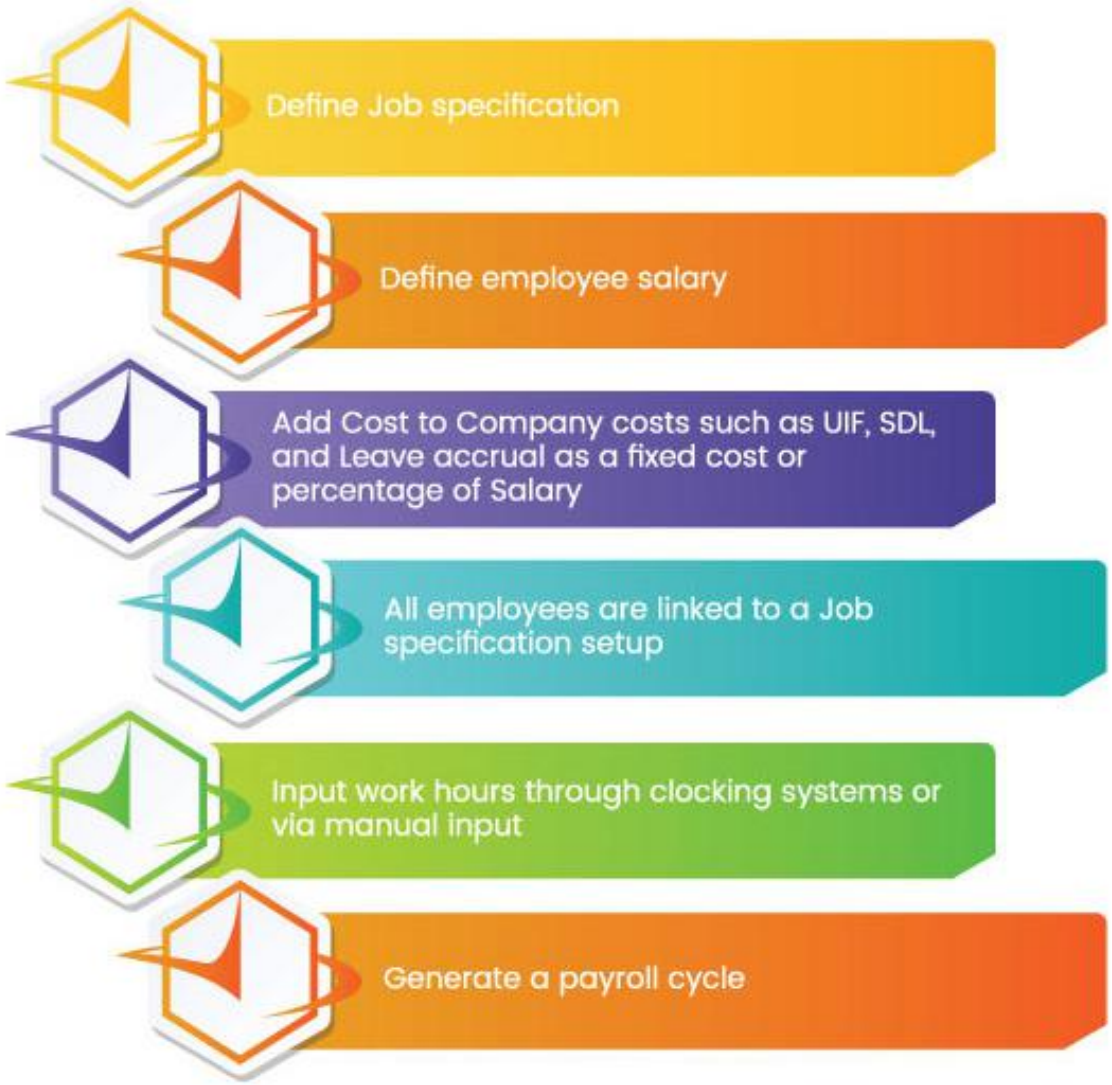
Remuneration and Cost to company management



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Pricing Structure

BASIC

R749.00
per month

INCLUDES

- 200 EMPLOYEES
- SETUP
- TRAINING
- SUPPORT

OMNIFORM

STANDARD

R1349.00
per month

INCLUDES

- 500 EMPLOYEES
- SETUP
- TRAINING
- SUPPORT

OMNIFORM

BUSINESS

R2395.00
per month

INCLUDES

- 1000 EMPLOYEES
- SETUP
- TRAINING
- SUPPORT

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for more information visit us at www.omniform.co.za