



HUMAN RESOURCES INFORMATION SYSTEM

1. PERSONNEL MANAGEMENT SYSTEM

- 201 Files

References and Settings

- | | |
|---------------------|------------------------|
| -Branch Type | -Employment Status |
| -Branch | -Awards/Merits |
| -Department | - Offenses |
| -Skills and Talents | - Disciplinary Actions |
| -Positions | - Religion |
| -Rank | - Hobbies |
| -Level | - Languages |
| -Occupation | - Relations |
| -Educational Level | - Civil Status |

Reports

- SSS contribution individual posted
- SSS loan individual posted
- Pag-ibig contribution individually posted with certification
- Pag-ibig loan individually posted with certification
- Employee Headcount
- Employee Master list
- Manpower Monthly Report
- Employee level Report
- Employee for regularization
- Newly Regularized Employee
- Employee from Agency
- List of Security Personnel
- Resigned and EOC Employee
- Newly hired employee
- Employee birthday celebrant
- Performance appraisal results
- Upgrading of Payroll system

e-Matrix Integrated Solutions Inc

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2. PAYROLL MANAGEMENT

References and Settings

- With tax
- With tax mode
- With tax status
- With tax table
- SSS table
- Rate Type
- Other income class
- Type of Deduction
- Type of Other Income
- Payroll Cut-off settings
- Employee other income
- Employee deduction
- Employee deduction payment
- DTR processing
- Payroll processing

Reports

- Payslip
- Payroll registry
- Monthly contribution
- 13th month pay
- DTR Summary

3. TIME KEEPING & ATTENDANCE (Finger Print Biometric System)

Reference and Settings

- Shift
- Type of Holiday
- Holiday Settings
- Leaves
- Employee Shift Assignment
- Employee Shift Adjustment
- Employee Leave Application
- Employee Leave Credits

Reports

- Individual Time Sheet
- Summary of Employees Time Sheet

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4. BIOMETRIC DEVICE

FEATURES:

SUPPLIED PART LIST

X639U Fingerprint Terminal	- 1pcs
9V/1A Power Supply	- 1pcs
RS232 Cable (1m)	- 1pcs
Hardware User's Manual	- 1pcs
X639U Customized Time & Attendance Software (1 license)	

- Multiple Device Supported
- Database Connection
- Get Enroll Data
- Transfer Enroll Data
- Status / parameter
- Back-up and Restore

ABOUT NIDEKA X639U

The NIDEKA X639U is a flexible and reliable design to meet the market requirement for a robust and secure biometric Time & Attendance solution at a reasonable cost. X639U allows you to register up to 2,000 fingerprints and store up to 50,000 transactions.

HARDWARE SPECIFICATION

- Fingerprint Template Capacity (2,000)
- Transaction Capacity (50,000)
- Verification Mode 1:1 or 1:N
- Communication RS232/RS485 (up to 32 channels)
- TCP/IP
- Keyboard and Display 128x64 LCD with blue back light and 16-
- Key keypad
- Power Supply 9 VDC, standby current: 2.5A, operating
- Current: 400mA

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- Identification speed ≤ 2 seconds
- FRR (False Rejection Ratio) $\leq 0.01\%$
- FAR (False Acceptance Ratio) $\leq 0.0001\%$
- Operating Environment Temperature: $0^{\circ}\text{C} - 45^{\circ}\text{C}$
- Humidity: 20% - 80%
- Language Support English
- Dimension 189(L)*137(W)*50(H)mm

TIME & ATTENDANCE SOFTWARE REPORTS

Summary and Individual Time Sheet of Employees are based on the following:

- total number of hours worked
- total number of hours over time
- total number of hours late
- total number of hours under time
- total number of holidays worked
- total number of days absent

Note: Other specifications/details are subject to actual scoping.