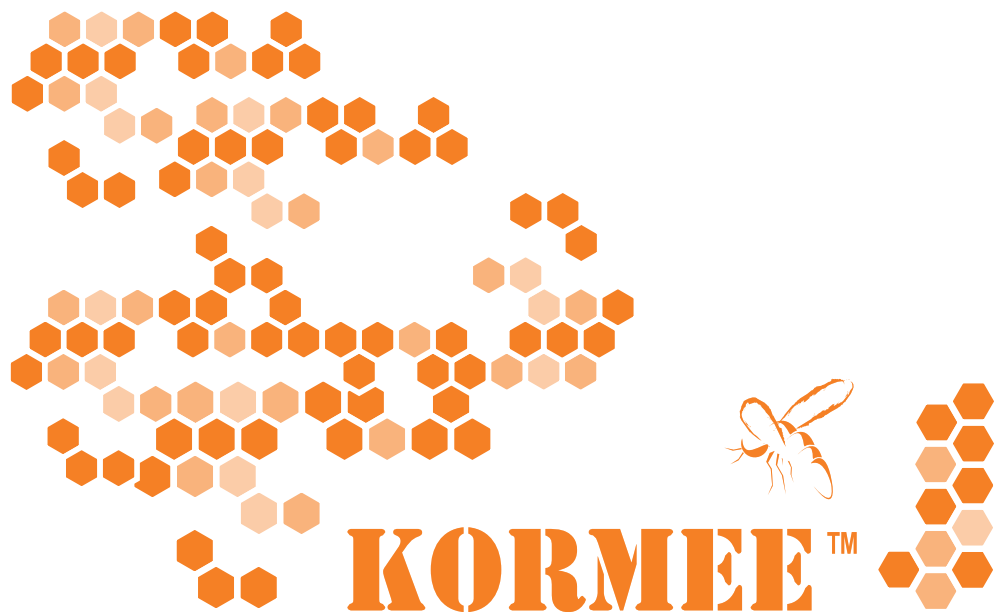




KORMEE™

A Complete Human Capital Management Solution





Introduction:

Since 1997 CSL Software Resources Ltd. has emerged as the leading solution vendor in the human resources management field with its flagship HRM solution branded as Kormee™.

Both in manufacturing and corporate world in cross industry implementation, Kormee™ has earned its reputation. It has its foot prints beyond our borders as well. It fulfils all the human resources management requirements with particular reference to Bangladesh scenarios. Currently we've more than 150 satisfied clients who are generating more than 2.5 Lac pay slips every month using Kormee™. Our customers have benefited not only from passing audit but also in saving money by precise calculation of attendance and overtime.

"KORMEE™
- all about your
human capital"



Why KORMEE™

There was a time when businesses and organizations hired people to fill vacant positions. Aside from trying to match skill sets with skill needs, employers gave scant thought to how each employee contributed to the organization's high-level strategic objectives. Today's "do more with less" paradox mandates that you extract the highest possible value from your work force. That is why, more than ever, Kormee™ makes so much sense. With Kormee™, an organization is positioned to optimize their human capital in many different ways, from consistently hiring the most qualified candidates to retaining the best and brightest employees.

Kormee™ incorporates a comprehensive set of HR administration, benefits management, training, recruiting, and employee self-service features that lower costs, reduce administrative time, and empower employees. Kormee™'s modular design lets you choose the solution that is right for the needs of your company.



SYSTEM MODULES:

Kormee™ is a fully integrated, modular, flexible and customizable solution, bringing you a tailor-made software platform for all your HR processes. It provides your manager and employees instant access to relevant information and HR activities. Appropriate access rights are defined in the administrative part of the application, in order to prevent any privacy breach or security conflicts.

The following is a brief description of modules, including the basic system architecture. The core modules are included in every installation and the rest of the system depends on your specific needs and modules requested.

1. PIMS (Personal Information Management System):

This module covers the following:

Employee Basic Information:

The core module maintains all relevant employee related information, including different types of personal information, employee picture and signature, expatriate information, detailed qualifications and work experience, job related information, utility information etc. are also included here.

Information captured in this module is utilized by other modules, thus eliminating data redundancy.

User Defined Info:

It is possible to create user defined fields for your specific needs.

Admin Services:

It is a part of the system where the HR Manager or other appointed personnel perform all system administrative tasks.

Employee Life Cycle:

Facilitates easy and comprehensive management of changes in employee movements within the organization, includes user friendly application and approval of transfer, promotions, job confirmation, increment, separation etc.

Disciplinary:

It covers all disciplinary actions taken with regards to employees with details.



2. Attendance Management:

This module includes the following components:

Time and Attendance:

It has flexibility for managing shift and roster with the ability to monitor employees' attendance. Kormee™ supports all phases of roster management from shift definition through employees' assignment to scheduling. It has the capability to capture information from any electronic attendance tracking device, which enables effective monitoring of attendance and overtime management with payroll module.

Leave Management:

It is a comprehensive leave management and administrative module, with extensive possibilities of defining leave types, holiday schedule and other information. The system is able to display information on leave entitlement, balance, history etc.

Shift Management:

It is an important feature that can handle multiple shifts including automatic shift roster according to shifting rules of the company.



3. Payroll Management:

This module includes the following components:

Payroll:

The module provides a complex payroll management solution. It is designed to integrate with any other attendance-capturing device, with multiple devices connected to a central system. You will use this module to generate pay-slip, view reports, handle increments, overtime, income-tax etc.

Piece rate Salary:

System calculates wages and incentive based on employee wise production data.

Provident Fund:

Provident fund contribution deduction process is available.

Other Allowance:

It is possible to define other allowances based on organization policy, i.e., transport, lunch allowance etc.

4. Loan and advance Management:

Another powerful feature is to manage the process related with loan and advance including payment reschedule and reimbursement in an efficient manner.

5. Income Tax Management:

This module will help HR and Accounts people to ease the calculation of Employees income taxes based on tax rule and policy.

6. Bonus Management:

This module can manage complex bonus process, including defining rule, approval and payment procedures. It is also capable of defining various bonus types, different ways of calculating bonus and other features.

7. Training Management:

A comprehensive module to manage training related activities. The administration part includes the definition of training types, course info, instates, resources persons, scheduling and estimated costs.



ADD-ON MODULES

1. Online Self-Service Module:

Kormee™ contains comprehensive and user-friendly self-service module. Self Service Module helps in reducing paperwork and improving employee satisfaction by faster processing of various HR formalities. It also helps in reducing unnecessary calls to HR department.

Online Self-Service Module provides a Web-based interface that enables employees to view their profile in the company including General information, Attendance information, Salary information, Income tax details, Loan

status, Leave balance, PF status, and much more. Employees are able to view & print the required reports as per given permission. There is e-mailing facility by which employees are able to send emails to HR department regarding any kind of query through Self-Service Module.

2. Online Leave Management:

Online Leave management system is an Employees Electronic Leave Management Service with real time leave applications and approvals through the use of web forms for effective leave management.

- Allows employees to apply for leave online.
- Allows managers and supervisors to approve or reject employee's leave request from anywhere around the world via the web, thus saving time and increasing efficiency.
- Employees can get up-to-date information of leave status.
- Provides leave scheduling & application, authorization or rejection, and leave cancellation for both full and half-day leaves.
- Email notification of leave application & approval/rejection to subordinates & supervisors.
- Simple & easy to use system that eliminates paper work and saves time and money.

3. Online Provident Fund Management:

A comprehensive solution to automate a complete life cycle of PF transactions like detection of contribution, investments, profit calculation/allocation to members etc. This module is integrated software taking care of total Business Management of PF Trusts.

PF module has built-in several security features towards risk Management. It has the facility to eliminate data entry on subscription, loan repayment and avoiding the chances of reconciliation and mismatch. Other features are multi location companies, PF Subscriber Information, Subscription Accounting, Benefit Disbursal, Loan Management, Trust Accounting and Investments Management. Administration module has the system control, menu control and other functional controls and facility to obtain custom reports according to the Trust's requirements.

4. Online Performance Appraisal Management:

CRA and KPI based Performance Appraisal Management that includes Appraisal Cycle, Employee Appraisal, Configure, Goal Settings and more. It streamlines, improves and automates the complete performance management process.

5. Manpower Planning Management:

In addition to the traditional hierarchy with definition of divisions, departments and other specific units, this module lets you define a grade wise hierarchy, as well as reporting hierarchy, detailing direct and indirect reporting relations between specific employees and supervisors. Extensive displaying capabilities and options are another helpful feature.

It is the basis to facilitate planning your manpower. It takes into consideration such manpower movements like recruitments, transfers, promotions etc. Plans can be defined in a variety of ways, with regards to timing and scope, which can be company-wise, division-wise or other.

Technical Data

Language:

C#.NET, ASP.NET

RDBMS:

MS SQL Server

Supported Operating System:

Windows OS Platform

Web Technology:

ASP.NET, HTML, XML

Utilities Used:

UML, COM+ Business Object, Infragistic Logic, SMTP

Network Environment:

LAN and WAN

Development Office:

CSL Software Resources Ltd.

Plot # 53, Road # 7, Sector # 4
Uttara Model Town, Dhaka-1230, Bangladesh
Telephone # +880. 2. 8954154, 8955334, 8958176
IP Tel # 09606400100
Fax # +880. 2. 8961946
E-mail : info@cssoft.com, sales@cssoft.com
Web : www.cssoft.com.bd

USA Office:

CSL Resources LLC.

Galib Hassan MBR
4001 Barlow DR
Round Rock, TX 78681

