

Payroll

For large and small organisations needing an effective solution to the complex task of payroll administration. The Payroll module, which has been checked as meeting the requirement of the published HMRC Payroll Standard, is designed to provide maximum flexibility, combined with ease of use.

The module eliminates the need to retain detailed knowledge of the ever changing rules associated with PAYE, SSP, SAP, OSPP, ASPP, SMP, NIC, Student Loans and Attachment of Earnings. It incorporates electronic filing capabilities by the internet for all mandatory returns. Individual employees can be processed separately and modified as many times as required. The pre-list report enables you to check employees' build-up prior to processing. When there are 'across-the-board' changes such as tax code updates, pension details, percentage pay increases and alterations to pay/bonus rates, the Global Update feature makes it easy.

Advanced Functionality and flexibility

- Internet Year-end returns
- Internet in Year returns for P45, P46, P46 (Car) and pension notification
- Employee element preferences
- Unlimited pensions
- User defined analysis
- Unlimited allowances and deductions
- Unlimited premium factors
- Average pay retention
- Attachment of earnings
- Student loans
- P11D's, including wizards for benefit calculation
- Internet return for Expense and Benefits
- Payment methods include cash, cheque, autopay, bank transfers, BACS
- Multiple and priority payments in any combination of methods
- Weekly, fortnightly, 4-weekly and monthly payrolls
- Ability to allocate and move employees between companies/ departments
- Company vehicles
- Tax/P45 checking
- HMRC audit compliance data extract
- Data validation to HMRC payroll standard requirements
- Report generator for flexible data analysis

Innovative processing

- Online gross to net
- SSP, SAP, OSPP, ASPP and SMP processing and history
- Holiday accruals
- T&A build to gross import
- User defined payslips, including employee clocked times and holiday information when linked to the Time & Attendance module
- Laser printed payslips for direct mailing
- Electronic payslip for e-mailing to employees
- Pay information and payslip reprint via the Web Portal
- Electronic P60 and P11D view and print via the Web Portal
- Unlimited pay elements and formulae to aid gross pay calculations
- Recovery of loans and court orders
- Protected earnings and prioritised deductions
- Class 1A NIC and Directors' NIC schemes
- Costing analysis
- Event management
- Net to gross calculations
- Holiday pay calculations
- Back pay calculations
- Retrospective NIC calculations

K3 Factsheet

Payroll

Integration

- General Ledger Distribution
- Time & Attendance
- Personnel
- Shopfloor Data Collection
- Job costing
- Access Control
- Third party T & A systems
- Third party report writers
- Crystal reports, including PDF document creation and export to Excel
- Comprehensive import/export capabilities, including XML format
- ODBC compliant
- MS Office and MS Outlook
- SQL
- Web Portal

Security

- User access controls and encryption
- Audit trails
- Minimum/maximum input controls for data entry
- User controlled automatic tax period/payslip date updating
- User defined menus

Historical retention

Retain Payroll history for an unlimited period. All retained history may be viewed or reported directly in the system.

User interface

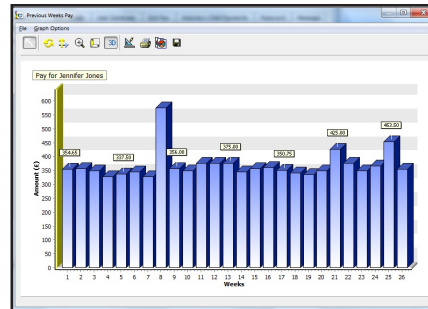
- Wizards
- Online help
- Favourites

Period/year end

- P35, P14/P60, P45 and P11D forms
- Electronic year-end submissions - internet
- Electronic in year submissions - internet
- Electronic P11D submissions - internet

The screenshot shows the 'Maintain Employee Details' window for Jennifer Jones (Employee ID: 008700). The window is divided into several sections:

- Enquiries:** A sidebar menu with icons for Company Vehicles, Pensions, Pay Elements, Attachment Orders, and Child Payments.
- Employee Information:** Fields for Title (Mrs), Initals, Full name (Jennifer Jones), Address (Portland Avenue, Wymondham, Norfolk), Postcode (NR15 7H1), Personal e-mail (jj35@hotmail.com), Work e-mail (jenny.jones@acme.supplies.co.uk), Town, County, Sex (Female), and Marital status (Married).
- Dates:** Fields for Date of birth (04/04/1974), Date of joining (01/01/2009), Date joined group (17/08/2007), Age (37 years 2 months), Service (2 years 6 months), and Group service (3 years 10 months).
- Navigation:** Buttons for 'Set defaults', 'Save', and 'Close'.



About K3 Business Technology Group

K3 are the world's largest supplier of SYSPRO ERP systems - one of the most widely installed Enterprise Resource Planning applications. Coupling robust, advanced functionality with first-class service and support, K3's scalable, integrated Enterprise Resource Planning (ERP) solutions are designed to address manufacturing, supply-chain, distribution, financial, customer management, human resources and e-commerce needs.

Our customers benefit from local supply and support backed by SYSPRO's global organisation and it is our reputation for excellence in customer service that has led many of the UK and Europe's leading manufacturing and distribution companies to choose K3 solutions.