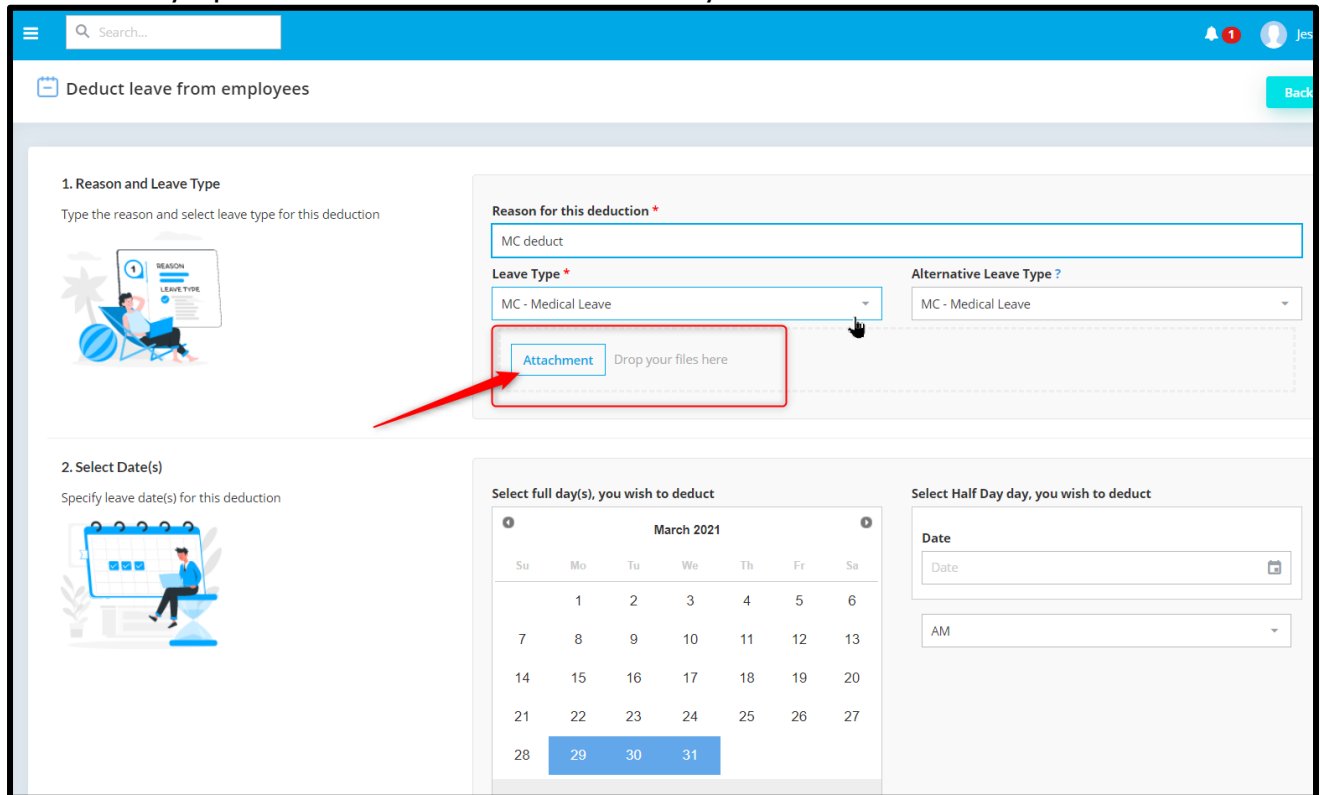


Release Note CP 1.0.15

New Features

1. Allow to upload attachment at leave entry
HR now may upload attachment to the leave entry.



1. Reason and Leave Type
Type the reason and select leave type for this deduction

Reason for this deduction *
MC deduct

Leave Type *
MC - Medical Leave

Alternative Leave Type ?
MC - Medical Leave

Attachment Drop your files here

2. Select Date(s)
Specify leave date(s) for this deduction

Select full day(s), you wish to deduct

March 2021						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

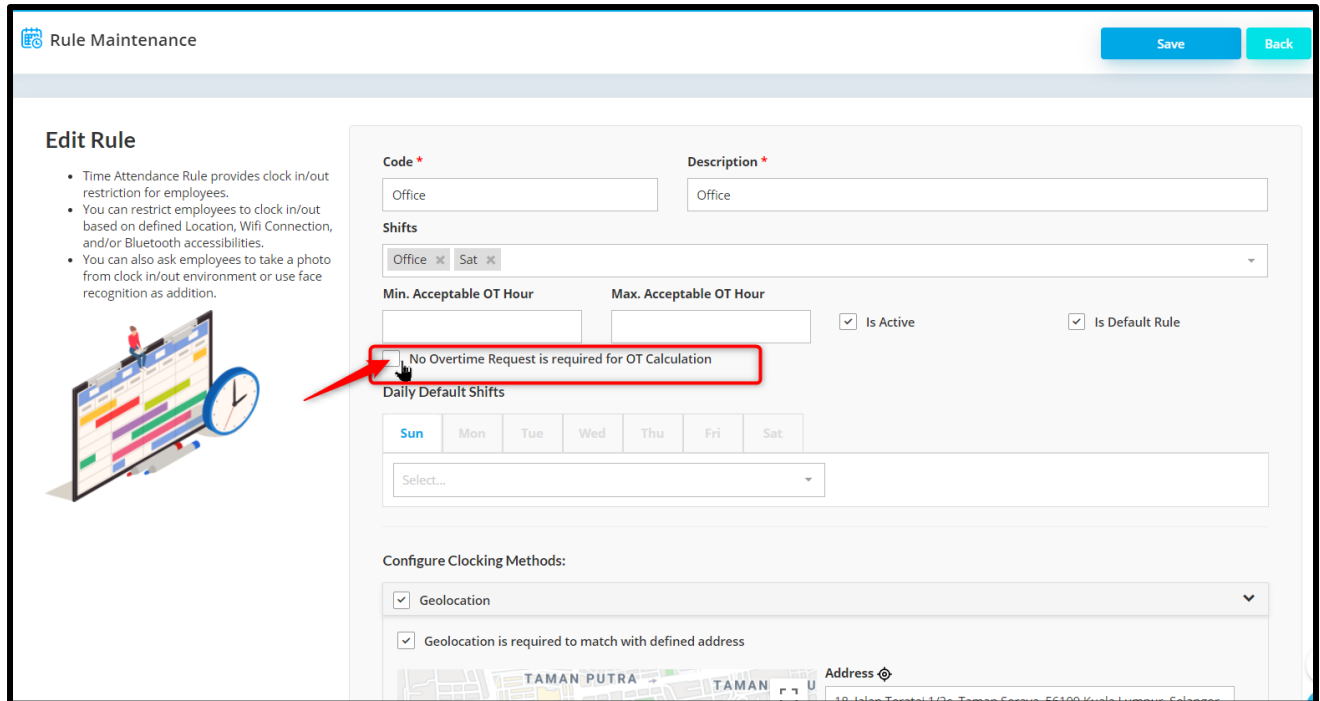
Select Half Day day, you wish to deduct

Date
Date

AM

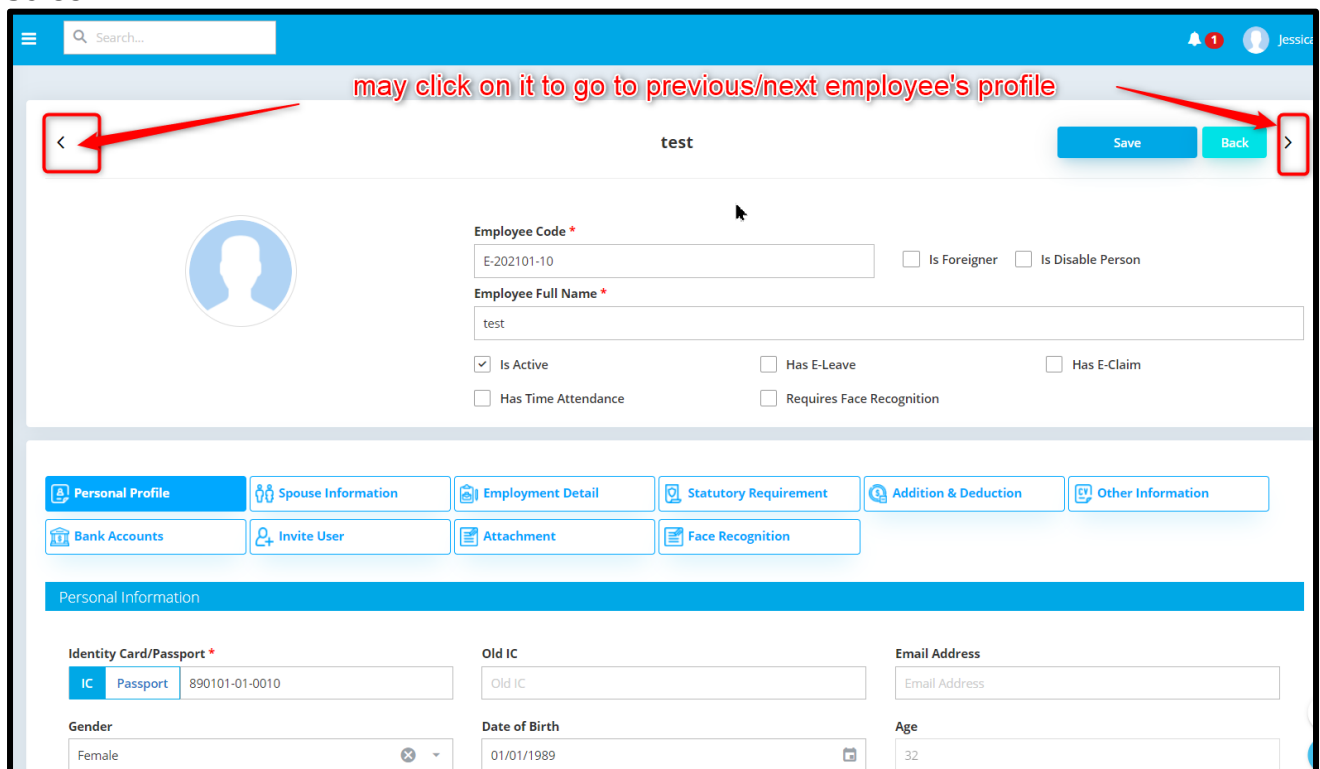
Kindly go to Human Resource > Leave Management > Leave Entry, Deduct leave from employees

2. Auto Calculation of Overtime
Added a new option where OT now can be auto calculated by the system without request and approve.



Kindly go to Human Resource > Attendance Management > Rule Maintenance.

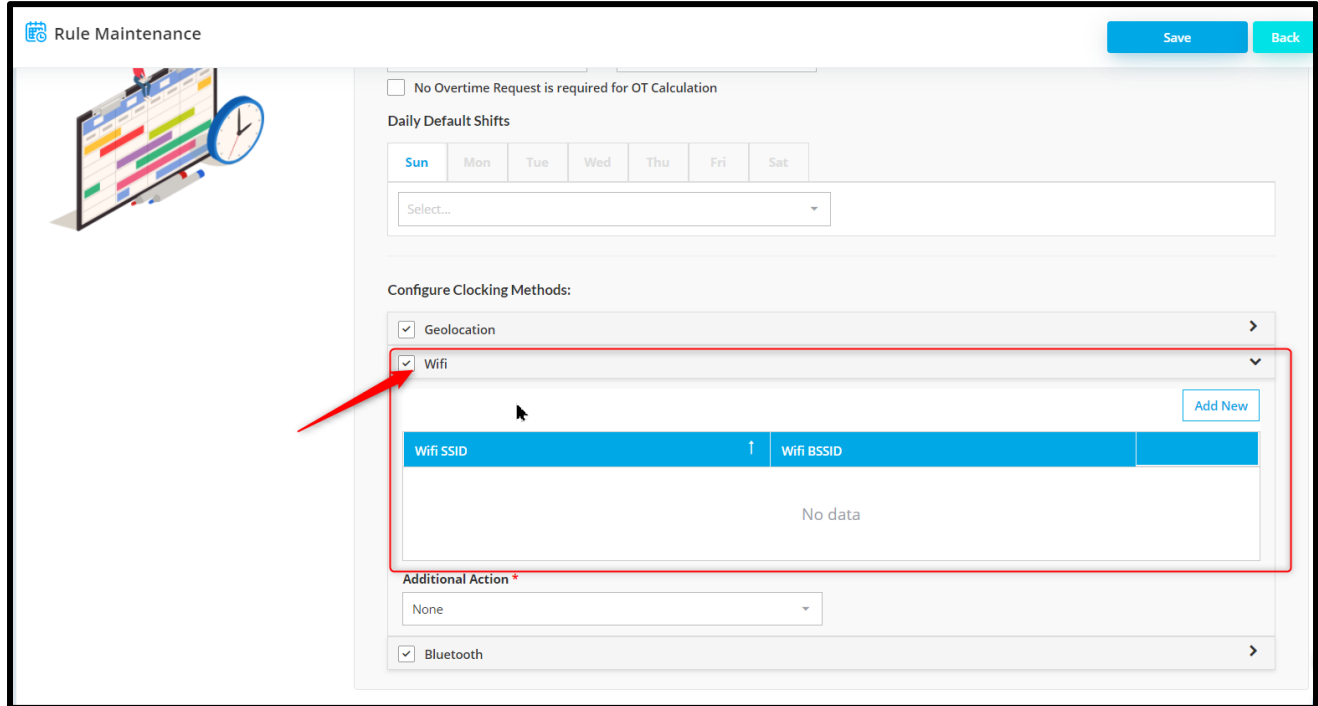
- Navigation bar at the employee maintenance
User now can go to the next Employee Profile without back to the Employee Listing Screen.



4. Added Department and Branch Code to the Employee Code Format.
Kindly go to Tools > Company Profile, Formats to do the setting.

Enhancement

1. Accept multiple WIFI setup for Time Attendance
System is now enhanced to accept multi WIFI SSID and WIFI BSSID for clock in and out.



Kindly go to Human Resource > Attendance Management > Rule Maintenance OR may set at the mobile app.

2. Updated Income Tax Report , CP8D & Borang E for latest 2021 changes. Updated on the form description and remark.
3. Zakat in Bonus Processor
4. Accept '0' for shift buffer
5. Added Employee Type, Employee Group and Project in Employee Maintenance's column chooser

Employee Maintenance

Filter... Express Add New Batch Edit

Co...	Name	Confirm D...	Join Date	Resigned Date	Birth Date	Gender	Race	Superior	ELeave	EClaim	Active?	Cr
001	AutoCount		11/11/2019		28/12/1991	F			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	30.
E-0001	Foreigner		01/01/2010		06/08/1990	F			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	15.
E-0002	YAP		18/06/2010		03/02/1989	F			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	18.
E-0003	Earn Leave	01/01/2010	01/01/2010	21/09/2020	01/01/1989	M			<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	01.
E-0004	Peice Rate		09/07/2020						<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	09.
E-0005	cs		16/12/2020		12/06/1987	M			<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	28.
E-0006	Daily		01/01/2010						<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	06.
E-0007	NEW Sept		01/10/2019		04/02/1961	F			<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10.
E-0008	NAJAA		01/02/2010		03/02/1989	F			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	27.
E-0009	Eric		01/11/2019		01/01/1990	F			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	03.

Count: 16

10 20 50 Page: 1 2

6. Added "Requested On" in Attendance Request and Attendance Approval History Screen
Show Overtime/Adjustment Request Date on the system and report.

Attendance Request

Filter... Add New

Requested Date	Request Type	Apply Reason	Status	Requested	Requested On
16/04/2021	Overtime	Extra Task	Approved	18:00 - 22:00	13/04/2021

Count: 1

10 20 50 Page: 1

Bugs Fixed

1. Fixed PCB calculation details is wrong when tax status in employee maintenance is empty.
2. Fixed Unpaid Leave does not derive correctly during first half of payroll process.
3. Fixed TA report for missing clocking data.
4. Fixed worked days showed wrongly for new and resign employee when TA import without worked days.

Prepared by Jessica

Last Modified 13th April 2021