



# SOFT SOLUTIONS



Soft solutions for those who can't afford to make errors.

## PAYROLL DEMO HELP



Payroll

solution  
package application software services

Soft solutions for those who can't afford to make errors.



**Provisions dealing in Our One and Only software :**

- ✓ Workmen Compensation act,1923.
- ✓ Payment of Wages Act,1936 & (Procedure) Rules,1937.
- ✓ Weekly Holidays Act,1942.
- ✓ Industrial Employment (Standing orders) Central Rules,1946.
- ✓ Employees' State Insurance Act,1948.
- ✓ Minimum wages Act,1948 & (Central) Rules,1950.
- ✓ Employees' Provident Funds & Miscellaneous Provisions Act,1952.
- ✓ Payment of Gratuity (Central) Rules,1972.
- ✓ Payment of Bonus Act,1965 & Rules,1975.
- ✓ Tax on Professions, Trades, Callings and Employment Act,1976.
- ✓ Employees' Pension Scheme,1995.
- ✓ Income Tax Act,1961 (for TDS).
- ✓ Maharashtra Labour Welfare Board.


## Desktop payroll software

Last Updated on Aug 23, 2016

**PayRoll ver 2.16.7 (Demo)**

001-SAG INFOTECH  
[Year : 2016-17]

Friday, September 16, 2016  
07:01:03 PM










 SAG LIVE SUPPORT


Default Month  
[NONE]

[What's New ?](#)

[More Services](#)  
Product Activation, Other Related Services, Know More About SA here ...

### Calculate Salary

 <a href="#">Company</a>	 <a href="#">On-Line PayRoll</a>
 <a href="#">Master Detail</a>	 <a href="#">Utility</a>  <a href="#">SMS</a>
 <a href="#">Salary</a>	 <a href="#">Document Manager</a>
 <a href="#">TDS</a>	 <a href="#">BackUp</a>  <a href="#">RestoreE</a>
 <a href="#">Report</a>	 <a href="#">User SetUP</a>
 <a href="#">Statutory Forms</a>	 <a href="#">Help</a>  <a href="#">LogOut</a>



[Open Application Directory \(Ver: Server\)](#)  
[Open Data Directory \(Ver: Server\)](#)  
**To View Salary Press "F4"**

LOGIN ID : [ADMINISTRATOR]

 [Quit](#)

[Check For Updates](#)

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# Features of Gen Payroll:



## Dynamic Formula Creations for Salary Calculation:

- Different types of Formulas can be set according to different criteria/conditions.

What's New ? Services, Know More About here ...

**Calculate Salary**

**Company**

**Master Detail**

**Salary**

**TDS**

**Report**

**Statutory Forms**

**On-Line PayRoll**

**Utility**    **SMS**

**Document Manager**

**BackUp**    **RestoreE**

**User SetUP**

**Help**    **LogOut**

Quit

Check For Update

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Open Application Directory (Ver: Server)  
 Open Data Directory (Ver: Server)  
 To View Salary Press "F4"  
 LOGIN ID : [ADMINISTRATOR]

PayRoll: Ver 2.11.8 Company: 001-ARORA TEXTILES PRIVATE LIMITED [Year : 2011-12] - [List of Employees][Salary Setup]

Rounding :  Normal (e.g. 1.10=1, 1.50=2, 1.80=2)     Higher (e.g. 1.10=2, 1.50=2, 1.80=2)     Paise (e.g. 1.10=1.10, 1.50=1.50)

S. N.	Description	Formula	Proportionate To Days	Show in Input	Lock
1	BASIC SALARY		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2	HRA	=IF #1#<=5000 THEN #1#*30% ELSE IF #1#<=10000 THEN #1#*40% ELSE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	TRANSPORT ALLOWANCE		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	GROSS SALARY	=SUM(#1#*#3#)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	PF	=IF #1#>6500 THEN 6500 ELSE #1#	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	ESI	=IF #4#>15000 AND #PREV_ESI#>0 THEN 0 ELSE #4#	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	PROFESSIONAL TAX	=#1#	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	TDS		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9	NET SALARY	=#1#-SUM(#5#*#6#)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	SALARY FOR HRA EXEMPT	=#1#	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	HELPER ALLOWANCE	=IF #DES#=#EQ#DIRECTOR THEN 0 ELSE IF #MM#>6 OR #MM#>12 THEN IF	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Insert Row    Delete Row    Update    Cancel    Exit    Import    Export

Salary Head    Transfer    Incentive SetUp    Bonus SetUp    OverTime SetUp

start    PayRoll: Ver 2.11.8 C...    Comm on C1 (c1)    Payroll    Help for Payroll.doc - ...    7:08 PM



## User can create Salary Set up as per requirements:

- This allows us to create Salary Heads in the required structure, link it for TDS calculation.
- Flexible Salary Structure provision makes the software easy to adapt to any kind of Salary Structure.

PayRoll: Ver 2.11.8 Company: 001-ARORA TEXTILES PRIVATE LIMITED [Year : 2011-12]

Last Updated on August 07

Monday, January 9, 2012 07:04:41 PM

**PF/ESI Rate**

Month Name: Jan/2012

**<- Provident Fund (PF) ->** For Senior Citizens (Age >= 58)

**Employee Share (%)**

EPF (A) 12.00  EDLI Applicable

Pension Applicable

**Employer's Share (%)**

	A/c No	% of	Minimum
EPF (A)	02	1.100	Total Wages 5.00
Pension Fund(B)	21	0.500	EDLI Wages 0.00
EPF (A-B)	22	0.010	Pension Wages 2.00

**Employer's Contribution in VPF**

PF Interest Rate (%) 8.50

Employer Share Cut Off Rs. 6500.00

Higher Rupees  Nearest Rupees

**<- Employee State Insurance (ESI) ->**

**Employee (%)** 1.75 **Employer (%)** 4.75 On Total Wages

Employer Share Cut Off Rs. 15000.00  No Limit

Employee Contribution on :  Higher Rupees  Nearest Rupees

Employer Contribution on :  Higher Rupees  Nearest Rupees  In Paisa

Minimum Daily Wage For Employee Contribution Rs. > 0.00

IF Daily Wage <= Min. Daily Wage then Check Prev. Half-Yearly Period Contribution

**Back** **Update**

On Line Support

Default Month [NONE]

What's New ?

roll

anager

storE

gOut

Quit

Check For Updates

AG Infotech Pvt. Ltd.

start

PayRoll: Ver 2.11.8 C...

Comm on C1 (c1)

Payroll

Help For Payroll.doc - ...

GEN

## Import & Export Facility of Salary Set up:

- Once the Set up is created, it can be exported and same Set up can be imported in different Company.

## Preparation of User-defined Pay Slips:

The screenshot displays the 'SET FONT' dialog box in the PayRoll software. The window title is 'PayRoll: Ver 2.11.8 Company: 001-ARORA TEXTILES PRIVATE LIMITED [Year : 2011-12] - [Pay Slip]'. The dialog is divided into several sections:

- Tick (✓) Fields to Show in Pay Slip Header:** A list of fields with checkboxes, including 'Total Days', 'Weekly-Off', 'Paid Holidays', 'Unpaid Holidays', 'Working Days', 'Max Payable Days', 'LWP', 'Net Paid Days', 'Present Days', and 'Paid Leaves'. A 'SET ORDER' button is located to the right of this list.
- Top Row:** Radio buttons for 'Day Fields' (selected) and 'General Info'. A 'Payment Option' dropdown is set to 'PAID'.
- Fields to Show:** A grid of checkboxes for various fields:
  - Company Name, Employee Name, Joining Date, PF No., Department, Scale, Sex, Emp. Address
  - Company Address, Employee Code, Employee PAN, ESI No., Designation, Bank Name, Resignation Date, Shift
  - (Use Branch Information), Father's/Husband's Name, Account No., Branch, Category, Payment Mode, Confirmation Date, Work Location
- Report Header:** A text field containing 'Pay Slip'.
- Company Logo:** A field with a 'Clear' button and alignment options (Center, Width %, Height %).
- Report Footer:** A text field with alignment options (Right, Width %, Height %).
- Display Options:**
  - Show Page No.
  - Show Employee Photo in PaySlip
  - Show Authorised Signatory Name
  - Show Employee Signature Space
  - Show Salary Period
  - Show Loan Balance
  - Show TDS Summary (TDS Paid Upto This Month)
  - Show Actual Scale
  - Show Salary Paid Upto ->
  - Show Employer's Contribution (CTC)
  - Show Reimbursement Slip
  - Show Leave Summary
  - Show Advance Balance
  - Show OverTime Hours
  - Show Fields Having Null Value
  - Show Daily Wage with Salary Head
  - Show Increment Month in Footer
  - Show Miscellaneous Info
  - Show Computation
- Additional Settings:**
  - Show Pay Slips Having Salary
  - Greater Than Zero
  - All
  - No. of Pay Slips Per Page: 1
  - Do Not Generate Employee's Pay Slips Having LWP More than >
  - Generate Password Protected Pay Slips (In PDF)
  - With Print Option Enabled
- Buttons:** EXIT, Generate Upload Files, E-Mail, Export, Preview.



## Different options available to include:

✓ Company Logo, Employee Photo.	✓ Header, Footer, Notes etc.
✓ Leave Summary.	✓ TDS Summary
✓ Loan & Advance Balance.	✓ Actual Scale with Earned Figure
✓ Salary paid up to Previous Month.	✓ Fields having Null Value
✓ Salary Period.	✓ Reimbursement Slip, Salary Computation.
✓ Authorized Signatory Name.	✓ Employee Signature.

PaySlip.pdf - Adobe Reader

File Edit View Document Tools Window Help

1 / 1 75% Find

**SAG** **SAG INFOTECH**

468, BASEMENT, ACHARYA KRIPLANI MARG, BEES DUKAN JAIPUR-302004  
 MAHARASHTRA  
 Phone: 91-9829050509 e-Mail: info@saginfectech.com  
 Web-Site: www.saginfectech.com  
 PAY SLIP

For the Month of Nov2010 (From 01-11-2010 To 30-11-2010)

Employee Name : AJAY KUMAR VIJAY	Father's Name : HANUMAN
DOJ : 01/07/2005	Designation : DEALER
Sex : MALE	Work Location : JAIPUR
Branch : SAG-KRN	Pay Mode : TRANSFER
Department : MARKETING	DOB : 19/10/1983

Total Days : 30	Weekly-Off : 4 (SAT)
Paid Holidays : 4	Unpaid Holidays : 0
Working Days : 26	Max Payable Days : 30
LOP : 8	Net Paid Days : 22
Present Days : 22	Paid Leaves : 0

Leave Name	Closing Balance
CL	25
EL	-2
PL	11

Earnings	Package	Amount	Deductions	Package	Amount
BASIC SALARY	35,000.00	25,667.00	PF	780.00	572.00
HRA	17,500.00	12,834.00	PROFESSIONAL TAX	200.00	200.00
TRANSPORT ALLOWANCE	17,500.00	17,500.00	TDS	24,127.00	24,127.00
SPECIAL ALLOWANCE	35,000.00	25,667.00			
LTA	27,000.00	27,000.00			
TEA ALLOWANCE	78.00	54.00			
HRA ARREAR	1,000.00	1,000.00			
<b>Total Earnings</b>	<b>133,078.00</b>	<b>109,722.00</b>	<b>Total Deductions</b>	<b>25,107.00</b>	<b>24,899.00</b>

Net Pay : US \$ 84,823.00  
 In Words : US \$ Eighty Four Thousand Eight Hundred Twenty Three Only

Employer's Contribution (CTC)

GROSS EARNING		109,722.00
EMPLOYER'S PROVIDENT FUND		572.00
... -> FAMILY PENSION FUND	397.00	
... -> EPF DIFFERENCE	175.00	
EMPLOYER'S STATE INSURANCE		Nil
<b>Total</b>		<b>110,294.00</b>

Total CTC : US \$ 110,294.00  
 In Words : US \$ One Lac Ten Thousand Two Hundred Ninety Four Only

Miscellaneous Information

Salary Paid Upto Current Month

BASIC SALARY	207,038.00	PF	5,666.00
--------------	------------	----	----------

## **E-Mail Facility of Pay Slips:**

- ❖ Once All Employee's e-mail addresses saved in Master Details, it can email the pay slip automatically to all/selected employees with user-defined message, subject and Excel/Word/PDF/HTML Format.

## **Export Facility of Pay Slips in Excel/Word/PDF/HTML Format:**

- ❖ Over Time Calculation.
- ❖ Options available to calculate Overtime rate Auto/Manually.
- ❖ Import/Export facility of Overtime data.

## **Arrear Calculation:**

- ❖ Amount wise or day-wise arrear calculation.
- ❖ Import/Export facility of Arrear.
- ❖ User-defined arrear set up.

## **Increment / Decrement Facility:**

- ❖ **Bulk Increment/Decrement facility with both options (i) Rs. and/or (ii) %**



## Reimbursement Facility:

✓ User can define various Reimbursement heads and their opening, balance, budget .	✓ Monthly Restriction Facility.
✓ Carry Forward facility of Monthly Balance.	✓ Import facility of Opening Balance from previous year.
✓ Reports like Monthly Reimbursement Slip/Advice, Yearly Sheet.	✓ Import/Export facility of Reimbursement

## Project-wise Salary distribution:

❖ User can define various projects undertaken by Employees and their project- wise salary distributions.

## User can maintain various Loan Accounts:

❖ It automatically deducts EMI from monthly salary.

## Employee wise Advance Account:

❖ User can specify the advance deduction from monthly salary.

## Quarterly, Half-Yearly and Yearly Incentive Calculation:

❖ Once you define the Incentive Set up, it automatically calculates Incentives in the specified months.

### Auto Bonus Calculation:

❖ User-defined Bonus Set up allows to calculate Bonus automatically according to user-requirements.

### Inclusive in-built TDS Utility:

✓ Auto Calculation of Tax on Salary as per Income Tax.	✓ Auto Calculation of TDS is to be deducted monthly
✓ Preparation of Form 16, Form 16AA, Form 12BA, Return Form ITR-1	✓ Preparation & E-filing of Form 24Q.
✓ Form 16, Form 16AA, Form 12BA Continuous Printing.	✓ Preparation of Salary Computation Sheet.
✓ Preparation of Draft Computation Sheet.	✓ Facility to generate Digitally Signed Forms like Form 16, Form 16AA, Form 12BA.
✓ Import/Export Investment Declaration.	✓ Import/Export Perquisites.
✓ Allowance Exempt Set up.	

### Leave Management with Dynamic Leave Rules:

✓ Financial-Year or Calendar-Year wise user-defined Leave Set up.	✓ Earn Leave facility.
✓ Formula can be put to calculate Earn Leave automatically.	✓ User can specify Monthly Calendar according to Employees' weekly-off.
✓ Group wise Holiday assignment.	✓ Leave Encashment Facility.

### Statutory Forms Preparation:

- Auto calculation of PF, ESI as per Statutory Rules.
- Auto calculation of Professional Tax State-Wise as per Statutory Rules PF, ESI, Bonus Pension, Gratuity, Wages Register.
- Monthly/Quarterly/Half-Yearly/Annual Statutory Reports for Provident Fund, ESI, Professional Tax, Bonus etc.
- Forms of Employee's Pension Scheme, Employee's PF Scheme, Employee's State Insurance Regulation, Minimum Wages, Payment of Bonus, Payment of Gratuity, Payment of Wages.

### **Employees' Provident Fund/Employees' Pension Scheme:**

- Monthly Forms ==>> Monthly PF, PF Challan, PF Form-12A, PF Form-5, PF Form-10, Pension Form-1
- Yearly Forms ==>> PF Form-3A, PF Form-6A
- Declaration Form ==>> PF Form-2, PF Form-11
- SSN (Social Security Number) Allotment Form
- PF Withdrawal Form 19, Pension Withdrawal Form 10C.

### **State-Wise Professional Tax Forms:**

- Monthly Forms ==>> Monthly ESI, ESI Challan.
- Half-Yearly Forms ==>> Form-5, Form-6, Form-7.
- On-line Form-1 (Declaration Form) Submission.

### **Employees' State Insurance Corporation:**

- Monthly/Quarterly/Annual Forms.

### **Classification of Employees Under:**

- Branch/Category/Designation/Department/Scale/Shift wise.

## How to generate Statutory Forms & Registers under Various Labour Laws & Miscellaneous acts for employees:

PayRoll: Ver 2.11.8 Company: 001-ARORA TEXTILES PRIVATE LIMITED [Year : 2011-12] - [Statutory Forms]

The screenshot shows a software window titled "PayRoll: Ver 2.11.8 Company: 001-ARORA TEXTILES PRIVATE LIMITED [Year : 2011-12] - [Statutory Forms]". The main area contains a grid of buttons for different statutory forms: "Provident Fund", "ESI", "PenSion Scheme", "Minimum Wages", "Payment of Gratuity", "Over-Time", "Conti...", and "Quit". A dropdown menu is open over the "ESI" button, listing the following forms: "Monthly PF Statement", "PF Challan, Form 12-A", "Monthly PF Summary", "Form 2 (Nomination Declaration Form)", "Form 3A (Employee Contribution Card), Annual Return (DBF File)", "Form 5 (Return of Employees Qualifying for Membership)", "Form 5A (Return of Ownership)", "Form 6 (Return of Contribution Cards)", "Form 6A (Annual Statement of Contribution)", "Form 10 (Return of the Members Leaving Service)", "Form 11 (Declaration by a Person)", "Form 13 (Application For Transfer of EPF Account)", "Form 19", "Eligibility Register of Employees for PF", "Allotment of Social Security Number (SSN) For Exempted Establishments".

Just at one click  
you can have the  
desired  
applicable form.

To View Salary Press "F4"

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# Combined Challan/form of PF to be deposited by Employer:



PayRoll: Ver 2.12.1 Company: 001-SAG INFOTECH [Year : 2010-11] - [Untitled]

File Edit View Insert Format Tools Table Exit

[Normal] Arial 11 B I U 85%

Print Preview

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

**COMBINED CHALLAN NO. 1, 2, 10, 21 & 22 ORIGINAL**

**STATE BANK OF INDIA, 22 GOD AM JAIPUR  
EMPLOYEES' PROVIDENT FUND ORGANISATION  
(USE SEPARATE CHALLAN FOR EACH MONTH)**

ESTABLISHMENT CODE NO. : RJJPR0123456000 ACCOUNT GROUP NO. : \_\_\_\_\_ PAID BY CHEQUE [ ] CASH [  ]

DUES FOR THE MONTH OF : Sep/2010 Employee Share 

M	M	Y	Y	Y	Y
0	9	2	0	1	0

 DATE OF PAYMENT 

D	D	M	M	Y	Y	Y	Y

Employer Share 

M	M	Y	Y	Y	Y
0	9	2	0	1	0

Total No. of Subscribers A/c 1  A/c 10  A/c 21

Total Wage Due A/c 1  A/c 10  A/c 21

S. NO.	PARTICULARS	A/C NO. 1	A/C NO. 2	A/C NO. 10	A/C NO. 21	A/C NO. 22	TOTAL
		AMOUNT (in Rupees)					
1	EMPLOYERS' SHARE OF CONT	<input type="text" value="4205.00"/>		<input type="text" value="7076.00"/>	<input type="text" value="458.00"/>		<input type="text" value="11739.00"/>
2	EMPLOYEES' SHARE OF CONT	<input type="text" value="11281.00"/>					<input type="text" value="11281.00"/>
3	ADM CHARGES		<input type="text" value="1034.00"/>			<input type="text" value="9.00"/>	<input type="text" value="1043.00"/>
4	INSP. CHARGES						
5	PENAL DEMAGES						
6	MSC. PAYMENT						
7	PAST ACCUMULATIONS						
	<b>TOTAL</b>	<input type="text" value="15486.00"/>	<input type="text" value="1034.00"/>	<input type="text" value="7076.00"/>	<input type="text" value="458.00"/>	<input type="text" value="9.00"/>	<input type="text" value="24063.00"/>

(Amount in words : Rs. Twenty Four Thousand Sixty Three Only)

NAME OF THE ESTABLISHMENT ADDRESS <u>SAG INFOTECH</u> <u>468, BA SEMENT, ACHARYA KRIPLANI MARG, BEE'S DUKAN JAIPUR-302004</u> <u>MAHARASHTRA</u>	<b>(For Bank's use only)</b> Amount Received Rs. : <input type="text" value="24063"/> For Cheque Only : _____ Date of Presentation : _____ Date of Realisation : _____ Branch Name : _____ Branch Code No. : _____
---	--

Name of the Depositor SIGNATURE OF THE DEPOSITOR \_\_\_\_\_

(TO BE FILLED IN BY EMPLOYER)

Name of the Bank : \_\_\_\_\_ Cheque No. : \_\_\_\_\_ Date : \_\_\_\_\_



## Various Innumerable MIS Reports:

✓ <i>Preparation of Cash, Cheque, Transfer Register.</i>	✓ <i>Attendance Register.</i>
✓ <i>Preparation of Bank Statement.</i>	✓ <i>Paid Leave Register.</i>
✓ <i>Preparation of Payroll Register, Salary Computation Sheet.</i>	✓ <i>Unpaid Leave Register.</i>
✓ <i>Full &amp; Final Settlement of Account.</i>	✓ <i>Overtime Register.</i>
✓ <i>General and Advance Search for Employee Information</i>	✓ <i>Bonus Register.</i>
✓ <i>Duplicate/Blank List of Employee Code/ PAN/ PF No/ ESI No/ A/c No</i>	✓ <i>User-defined Appointment Letter.</i>
✓ <i>Preparation of Attendance Comparison Sheet.</i>	✓ <i>PF Register, ESI Register</i>
✓ <i>Pay Slips, Arrear Slips, Bonus Slips.</i>	✓ <i>List of Resigned Employees.</i>
✓ <i>Pay Voucher, Loan Voucher, Advance Voucher.</i>	✓ <i>Status Report (Branch / Designation wise).</i>
✓ <i>Experience Report, DOB Report, Retirement Report</i>	✓ <i>Increment due Employees (Month wise) / Increment due Dates (Employee wise).</i>

# Software Outputs:



PF Statement.doc (Preview) - Microsoft Word | yRoll: Ver 2.11.8 Company: 001-ARORA TEXTILES PRIVATE LIMITED [Year : 2011-12] - [Untitled]

Statement of PF Contribution for the Month of Nov2010  
Employer PF No. : RJJPR0123456000

S. N.	PF A/c No.	Employee Name	Father/ Husband	DOB	DOJ	Contr. Days	Employee Contribution				Employer Contribution		Total	
							PF Earning	EDU Wage	Pens. Wage	EPF Contr.	EPF Diff.	Pension Fund		
1	1234001	AJAY KUMAR VILRAY	HANUMAN	19/10/1983	01/04/2008	22	4767	4767	4767	572	175	397		
2	JPR060	NAUSHAD			01/04/2010	21	4650	4650	4650	546	167	379		
3	SAGPF001.0002	ANOO P MAHANSARIA	RAMKISHORE	07/11/1982	01/04/2003	11	2383	2383	2383	286	87	194		
4	SAGPF001.0003	ASHISH AGARWAL			01/04/2008	21	4650	4650	4650	546	167	379		
5	SAGPF001.0005	GOLDY			01/03/2008	30	6500	6500	6500	780	239	541		
6	SAGPF001.0008	J MARTIN	J MARTIN		01/04/2008	29	6283	6283	6283	754	231	523		
7	SAGPF001.0007	LATHA MARTIN			01/04/2008	28	5633	5633	5633	678	207	466		
8	SAGPF001.0009	HAHEED			01/04/2008	11	2383	2383	0	286	286	0		
9	SAGPF001.0010	PRAMOD GABA		05/10/1983	01/04/2008	20	4333	4333	4333	520	159	361		
10	SAGPF001.0011	PREETI	SAZID	01/10/1986	01/04/2008	6	1300	1300	1300	158	48	106		
11	SAGPF001.0012	PUNEET			01/04/2008	25	5417	5417	5417	650	199	451		
12	SAGPF001.0013	RAJ KUMAR SHARMA	BABULAL SHARMA	06/09/1980	01/02/2005	21	4200	4200	4200	504	154	350		
13	SAGPF001.0014	RAKESH		01/07/1940	01/04/2008	28	6067	0	0	728	728	0		
14	SAGPF001.0016	SURESH KHANDELWAL		03/06/1981	01/01/2009	16	3487	3487	3487	418	127	289		
15	SAGPF001.0005	VIKAS	VISHNU PARSHAD SHARMA	01/07/1986	01/08/2010	30	5000	5000	5000	600	183	417		
16	SAGPF001.0006	GURPREET			01/01/2010	29	967	967	967	196	35	81		
TOTAL							346	67800	61733	69350	8216	3192	4944	1

Account No : 01 (Column No. 11 + 12) = 1140  
 Account No : 02 (1.100% of Column No. 8) = 74  
 Account No : 10 (Column No. 13) = 494  
 EDLI Wages : 61733.00 Account No : 21 (EDLI Wages \* 0.500%) = 30  
 Pension Wages : 59350.00 Account No : 22 (Pension Wages \* 0.610%) = 36  
 TOTAL = 1741

Regn. No.

**Employees' Provident Fund Scheme, 1952**  
Form - 19

(Refer to instructions)

- Name of the Member in Block Letters: SHIV ARORA
- Father's Name or (husband's Name in the case of married woman): JETHMAL ARORA
- Name & Address of the Factory/Establishment in which the member was employed: ARORA TEXTILES PRIVATE LIMITED, 402, SHEKHAWATI ENCLAVE, C-SCHEME, JAIPUR JAIPUR-302004 RAJASTHAN
- Account No.
- Date of leaving service
- Reason for leaving service
- Full Postal Address (in Block Address): Shri SHIV ARORA, S/o JETHMAL ARORA, 401, GREEN HOUSE, JAIPUR-302001 RAJASTHAN
- Mode of remittance: Put a tick (✓) in the box against the one opted
  - (a) By Postal Money Order at my residence
  - (b) By account transfer to my bank branch

Statutory PF Register.

Form-19 as per EPFS Act, 1952 for withdrawal of PF money given by employer.





## Report Template Setup

- User can add Report's Templates in software like :-
- Increment Letters.
- Appointment Letters.
- Notice Letters.
- Salary related reports in his format etc.

## Various Report Formats

- Word/Excel/HTML/PDF.

## Flexible Data Import and Export:

- Employee's Master Information.
- Employee's Salary Data.
- Employee's Attendance Sheet.
- Arrear.
- Reimbursement.
- Investment declaration.
- Perquisites.
- Overtime.

PayRoll: Ver 2.11.8 Company: 001.ARORA TEXTILES PRIVATE LIMITED [Year : 2011-12][Employee Selection]

The screenshot displays the 'Personal' tab of the employee master information form. The form is divided into several sections:

- Personal:** Code (0003), Name (ABHISHEK ARORA), Permanent Address Details (Flat: 15-16, Building: SADUL COLONY, Road, Area, City: BIKANER, PIN: 334001, District, State: RAJASTHAN), E-Mail, DOB (16/09/1987), PAN (AIRPG8419F), Sex (Male), Blood Group (O+), Father/Husband (KAILASH CHANDRA KHATRI), Mother (SUNITI DEVI), Marital Status (Married), Nationality (Resident), Date of Marriage (10/12/2011), Religion (Hindu).
- Financial:** STD Code (0151), Phone (2590350), Mobile (9829696569).
- Other:** No. of Dependents (0), Spouse (GEETIKA AGARWAL).
- Family:** Internal ID, Internal Password, Confirm Password, Joining Date (25/04/2010), Probation Period (0 Months), Confirmation Date, Add, Remove.
- Nominee(s):** Resig. Date w.e.f., SELECT REASON.
- Witness:** Identity Mark.
- Experience:** Reimbursement Applicable (checked), Copy Permanent Address, Clear Correspondence Address.
- Correspondence Address Details:** Address (MOHANJI HERBALS,PANI BAZAR,BIKANER,RAJASTHAN), City (BIKANER), PIN (334001), District (BIKANER), State (RAJASTHAN).

Buttons at the bottom include Update, Cancel, and Exit. A red asterisk indicates mandatory fields for TDS.

## Lock-Salary:

- You can lock the salary till the specified month.
- You can lock the particular Salary Head through Salary Setup.

## Stop Payment Facility:

- You can mark the employees to stop their payment.

## Reverse Salary Calculation.

## Bulk E-Mail Facility:

- You can select the number of employees and send a common message/attachment to all those employees in one shot.

PayRoll: Ver 2.11.8 Company: 001-ARORA TEXTILES PRIVATE LIMITED [Year : 2011-12] - [Bulk E-Mail]

**Email :**

Email Account: purvi (Default)

Subject: ...

Message: ...

Plain Text  
 Please find herewith the enclosed file.

Rich Text  
 For ##COMPANYNAME##  
 ##SIGNNAME##  
 (##SIGNDESIG##)

Attachment: ...

Deselect all not having Email Id

Select	Name	Email Id
<input checked="" type="checkbox"/>	Abhishek Arora	
<input checked="" type="checkbox"/>	Manish Arora	ankit.jb7@gmail.com
<input checked="" type="checkbox"/>	Mayank Arora	
<input checked="" type="checkbox"/>	Shiv Arora	arora@wool.com

CC : Name

CC : E-mail Id

Update Email Ids

Cancel Send

start | Payroll | Inbo... | Microsoft PowerPol... | PayRoll: Ver 2.11... | Gen Payroll Deskto... | 5:35 PM

## Document Manager:

- You can link various documents like C.V., Photos, Leave applications, Transfer letters, Increment letters, Appointment letters etc. related to employees in the software.
- You can view, edit and save those files through software.
- Files can be in any Word/Excel/PDF/JPG/BMP format.

PayRoll: Ver 2.11.8 Company: 001-ARORA TEXTILES PRIVATE LIMITED [Year : 2011-12] - [Document Manager]

PDF Version Exit

Show All Employees

Branch [ALL] Category [ALL] Designation [ALL]

Department [ALL] Scale [ALL] Shift [ALL]

Code	Name	DOJ
0003	ABHISHEK ARORA	25/04/2010
0002	MANISH ARORA	01/04/2008
0004	MAYANK ARORA	01/01/2008
0001	SHIV ARORA	01/04/2009

Document Name	File Name	Category
Invoice of Expenses	Invoice format.jpg	0

Add Modify Delete View

PayRoll: Ver 2.11.8 Company: 001-ARORA TEXTILES PRIVATE LIMITED [Year : 2011-12] - [Document Manager]

Exit

C:\Program Files\SAG Infotech\Payroll\OthDocst\1\3\Invoice format.jpg

Rotate

25% of Original

33% of Original

50% of Original

75% of Original

100% of Original

150% of Original

200% of Original

Fit to Window

Aspect Ratio

Background Color

Print Image

Being provided to Abhishek Arora.

Click here to begin

## Automatic Transfer of Master Data of Employees, Salary SetUp, Salary Detail, Leave SetUp to Next Financial Year:

- **Complete Data/ Company-Wise Data Back-Up and Restore Facility.**
- **Picture-Wise help for Assistance.**
- **Miscellaneous useful information like all India Pin Codes, STD Codes, ISD Codes, List of TIN FCs, TAN/PAN AO Codes, Bank Branches BSR Codes, Service Tax Ranges, MICR Codes, IFSC Codes.**
- **Keep you update for new software updates and news available on our Website**

## New Facility "SMS"

**On-Line PayRoll**

**Utility**

**SMS**  
Customised Templates (To Employees)  
Common Templates (To Employees)  
Common Templates (To Others)

**Document**

**BackUp** **Restore**

**User SetUP**

**Help** **LogOut**

Branch [ALL] Don't Include Resigned Employees

Name Code DOJ DOB Father/Husband Show

This option given you the facility by which admin can send the SMS to our employes.he also differentiate it by branches or other categories if hem made before.

of Rec. 0

Exit Proceed

# Kinds of Payroll Applications:

## 1) Desktop Application:

1. Handled by One person.
2. Unlimited Labour (or) employees' data.
3. For Unlimited companies.
4. Every possible Customization.
5. Need to give Master Setup for one time only.
6. Easy to use, even by an accountant.
7. Each and Every Statutory Form, Register & take care of other compliances also for which generally people are not aware of.
8. Low annual cost.
9. User friendly, No techno savvy.
10. Applications are as there name is.

## 2) Desktop + Online Application:

1. Employees can also access their related data.
2. Connected with User's Website.
3. Employee can apply for leave , loan, etc. online for approval.
4. Employee can check his current remuneration status.
5. Web Hosting is also provided by us , if required.
6. A Complete HR solution.
7. Timely updations as per rules, regulations, Acts & byelaws.
8. Hassle free Job for an HR.
9. Least Cost of maintenance.
10. Bulk Output of mailing & sending pay-slips , payouts , reports , registers , etc.

# Now.... Online Payroll Application:

## Employee Login:

- Only Employees with unique ID and Password provided by Company can login to the system. This ID would be a unique one for every employee to manage their account.

**GenPayRoll** Home Employee Salary Attendance Leave Claim Investment Miscellaneous ContactUs Logout

Financial Year: 2011-12 Welcome: AJAY KUMAR VIJAY

- Personal Details
- Education Details
- Family Details
- Nominee Details
- Witness Details
- Experience Details

Home Employee Salary Attendance Leave Claim Investment Miscellaneous ContactUs

**GenPayRoll** Home Employee Salary Attendance Leave Claim Investment Miscellaneous ContactUs Logout

Financial Year: 2011-12 Welcome: AJAY KUMAR VIJAY

<b>Name</b>	AJAY KUMAR VIJAY		<b>Address Details</b>	
<b>DOB</b>	19/10/1983		<b>Flat</b>	109
<b>FH Name</b>	EDS		<b>Building</b>	BARMIS COLONY
<b>Gender</b>	<input checked="" type="radio"/> Male <input type="radio"/> Female		<b>Road</b>	TRANSPORT NAGAR ROAD
<b>E-Mail</b>	surya@sagpl.com		<b>Area</b>	DSF
<b>Joining Date</b>	01/07/2005		<b>City</b>	SDF
<b>Resign Date</b>			<b>Pin Code</b>	302014
<b>Phone No.</b>	3248878		<b>District</b>	JAIPUR
<b>Mobile No.</b>	9828165701		<b>State</b>	RAJASTHAN
<b>ADD</b>			<b>REMOVE</b>	

<b>PAI</b>	BVSPS9056C	<b>PF Applicable</b>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<b>Bank A C No</b>	4101112246002107	<b>PF No.</b>	SAGPF001/0001
<b>ESI Applicable</b>	<input checked="" type="radio"/> Yes <input type="radio"/> No	<b>PF Joining Date</b>	01/04/2009
<b>ESI No</b>		<b>Pension Applicable</b>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<b>ESI Joining Date</b>	01/04/2010	<b>Pension Joining Date</b>	01/07/2005
<b>UPDATE</b>		<b>CLOSE</b>	

Home Employee Salary Attendance Leave Claim Investment Miscellaneous

# Salary: Employee can view his monthly Salary with Various Earnings & Deductions Fields and Pay slips. Employee can download the payslip (PDF format) and take print outs of payslip etc.

**GenPayRoll** Home Employee Salary Attendance Leave Claim Investment Miscellaneous Contact Us Logout

Financial Year: 2010-11 Welcome: AJAY KUMAR VIJAY

SELECT MONTH: From April To April

ADD OVERTIME SALARY COMPARISON DOWNLOAD

EARNING	PACKAGE	AMOUNT
BASIC SALARY	25000	24784
HRA	12500	12392
TRANSPORT ALLOWANCE	12500	12500
OVERTIME	4000	4000
SPECIAL ALLOWANCE	25000	24784
LEAVE ENCASHMENT	0	300
LTA	27000	27000
TEA ALLOWANCE	66	53
HRA ARREAR	1000	1000
<b>TOTAL EARNING</b>	<b>107066</b>	<b>106813</b>

DEDUCTION	PACKAGE	AMOUNT
PF	780	773
TDS	500	500
ADVANCE	1000	1000
ADVANCE DED	1000	1000
<b>TOTAL DEDUCTION</b>	<b>3280</b>	<b>3273</b>

NET AMOUNT	US \$ 103540
NET AMOUNT (IN WORDS)	US \$ ONE LAC THREE THOUSAND FIVE HUNDRED FORTY ONLY

**SAG INFOTECH**  
 468, BASEMENT, ACHARYA KRIPLANI MARG, BEES DUKAN JAIPUR-302004  
 MAHARASHTRA  
 Phone : 91-9829050509 e-Mail : info@saginotech.com  
 Web-Site : www.saginotech.com

**PAY SLIP**

For the Month of Nov2010 (From 01-11-2010 To 30-11-2010)

Employee Name	: AJAY KUMAR VIJAY	Father's Name	: HANUMAN
DOJ	: 01/07/2005	Designation	: DEALER
Sex	: MALE	Work Location	: JAIPUR
Branch	: SAG-KRN	Pay Mode	: TRANSFER
Department	: MARKETING	DOB	: 19/10/1983
Total Days	: 30	Weekly-Off	: 4 (SAT)
Paid Holidays	: 4	Unpaid Holidays	: 0
Working Days	: 26	Max Payable Days	: 30
LOP	: 8	Net Paid Days	: 22
Present Days	: 22	Paid Leaves	: 0

Leave Name	Closing Balance
CL	25
EL	-2
PL	11

Earnings	Package	Amount	Deductions	Package	Amount
BASIC SALARY	35,000.00	25,667.00	PF	780.00	572.00
HRA	17,500.00	12,834.00	PROFESSIONAL TAX	200.00	200.00
TRANSPORT ALLOWANCE	17,500.00	17,500.00	TDS	24,127.00	24,127.00
SPECIAL ALLOWANCE	35,000.00	25,667.00			
LTA	27,000.00	27,000.00			
TEA ALLOWANCE	78.00	54.00			
HRA ARREAR	1,000.00	1,000.00			
<b>Total Earnings</b>	<b>133,078.00</b>	<b>109,722.00</b>	<b>Total Deductions</b>	<b>25,107.00</b>	<b>24,899.00</b>

**Net Pay** : US \$ 84,823.00  
**In Words** : US \$ Eighty Four Thousand Eight Hundred Twenty Three Only

<b>Employer's Contribution (CTC)</b>	
GROSS EARNING	109,722.00
EMPLOYER'S PROVIDENT FUND	572.00
... -> FAMILY PENSION FUND	397.00
... -> EPF DIFFERENCE	175.00
EMPLOYER'S STATE INSURANCE	Nil
<b>Total</b>	<b>110,294.00</b>

**Total CTC** : US \$ 110,294.00  
**In Words** : US \$ One Lac Ten Thousand Two Hundred Ninety Four Only

**Miscellaneous Information**

**Salary Paid Upto Current Month**

BASIC SALARY	207,038.00	PF
--------------	------------	----





## Attendance:

Employees can view their monthly attendance. It would reflect the number of Paid Leaves available (Sick Leave, Casual Leave, Earned Leave etc) of a particular employee. Employee can even apply online for a leave with reasons from anywhere through this application and can receive confirmation of same by Company through mail.

# GenPayRoll

Home Employee Salary Attendance Leave Claim Investment Miscellaneous ContactUs Logout

Financial Year: 2010-11 Welcome: AJAY KUMAR VIJAY

SELECT MONTH

### LEAVE CALENDAR

01/Apr/2010 - 30/Apr/2010

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	

### LEAVE DATA

Total Paid Days	Leave Without Pay	Max. Paid Days	Net Paid Days	Total Paid Leaves	Present Days
29	0.25	29	28.75	3	25.75

### LEAVE DETAIL

S No	Leave Date	Leave Name	Time
1	02/04/2010	CL	I Half
2	02/04/2010	LWP	II Half
3	06/04/2010	PL	I Half
4	08/04/2010	LWP	
5	08/04/2010	LWP	I Half

### PAID LEAVE

Leave Name	No. Of Leave Availed	Previous Used	Previous Encashed / Lapsed	Closing Balance
CL	1	1	0	16
EL	0	0	0	1
PL	2	0	0	18

Home Employee Salary Attendance Leave Claim Investment Miscellaneous ContactUs

Investment:

Here, Employee can furnish details of the investment made like insurance, mutual fund, house rent etc. which is very important at the time of return filing, and the same can be downloaded by the Company from the software by simply clicking on the download button.

**GenPayRoll** Home Employee Salary Attendance Leave Claim Investment Miscellaneous ContactUs Logout

Financial Year: 2010-11 Welcome: AJAY KUMAR VIJAY

**HOUSE RENT YEAR-WISE**

HOUSE RENT PAID

FOR MONTH'S

RESIDENCE III   
(Delhi, Mumbai, Kolkata, Chennai)

**HOUSE RENT MONTH-WISE**

MONTH NAME	RENT	METRO CITY	MONTH NAME	RENT	METRO CITY
APRIL	<input type="text"/>	<input type="checkbox"/>	OCTOBER	<input type="text"/>	<input type="checkbox"/>
MAY	<input type="text"/>	<input type="checkbox"/>	NOVEMBER	<input type="text"/>	<input type="checkbox"/>
JUNE	<input type="text"/>	<input type="checkbox"/>	DECEMBER	<input type="text"/>	<input type="checkbox"/>
JULY	<input type="text"/>	<input type="checkbox"/>	JANUARY	<input type="text"/>	<input type="checkbox"/>
AUGUST	<input type="text"/>	<input type="checkbox"/>	FEBUARY	<input type="text"/>	<input type="checkbox"/>
SEPTEMBER	<input type="text"/>	<input type="checkbox"/>	MARCH	<input type="text"/>	<input type="checkbox"/>

Note:-For Metro Cities (Delhi, Mumbai, Kolkata, Chennai)

House Rent

Allowance/ Reimbursement

Deduction Under VIA (A)

House Property Income

Print Preview

Previous Employer Detail

# Download Miscellaneous Details:

Employee can download miscellaneous details like Form 16, Form 16AA, Form 12BA, Salary Computation, and Annual Salary Certificate easily from the web site.

**GenPayRoll**  
 Home Employee Salary Attendance Leave Claim Investment Miscellaneous ContactUs Logo  
 Financial Year: 2010-11 Welcome: A.JAY KUMAR V.

**MISCELLANEOUS INFORMATION**

---

FORM 16 : Download

FORM 16AA : Download

FORM 12BA : Download

COMPUTATION : Download

ANNUAL CERTIFICATE : Download

**FORM NO. 16AA**  
 [See third proviso to rule 12(1)(b) and rule 31(1)(a)]  
 Certificate under section 203 of the Income-tax Act, 1961 for tax deducted at source from income chargeable under the head 'Salaries' -cum-Return of income

Name and address of the employer <b>ANKIT 21-</b>		Name and designation of the employee <b>ANUPAM SINGH</b>	
PAN/GIR No.	TAN	PAN/GIR No.	
TDS Circle where annual return/statement under section 206 is to be filed -		Period From <b>01/04/2012</b> To <b>31/03/2013</b>	Assessment Year <b>2013-14</b>

**Details of salary paid and any other income and tax deducted**

1. Gross Salary			
(a) Salary as per provisions contained in section 17(1)	429600.00		
(b) Value of perquisites under section 17(2) (as per Form No. 12BA, wherever applicable)	Nil		
(c) Profits in lieu of salary under section 17(3) (as per Form No. 12BA, wherever applicable)	Nil		
(d) Total		429600.00	
2. Less: Allowance to the extent exempt under section 10			
(a) TRANSPORT ALLOWANCE	9600.00	9600.00	
3. Balance (1-2)			420000.00
4. Deductions:			
(a) Entertainment allowance	Nil		
(b) Tax on employment	Nil		
5. Aggregate of 4(a) to (b)		Nil	
6. Income chargeable under the head 'salaries' (3-5)			420000.00
7. Add: Any other income reported by the employee			
(a) Income from House Property	Nil		
(b) Other Income	Nil		Nil
8. Gross total income (6 + 7)			420000.00
9. Deductions under Chapter VIA			
(A) Sections 80C, 80CCC and 80CCD	Gross Amount	Deductible Amount	
(a) SECTION 80C	Nil	Nil	
(b) SECTION 80CCC	Nil	Nil	
(c) SECTION 80CCD	Nil	Nil	
(B) Other Sections under Chapter VIA	Gross Amount	Qualifying Amount	Deductible Amount
(a)			
10. Aggregate of deductible amount under Chapter VIA			Nil
11. Total income (8 - 10)			420000.00
12. Tax on total income			
13. Surcharge (on tax computed at S. No. 12)			



**And many more practical features which will be explained in actual demonstration of Software as per your query.**

## Our Latest Products:

- **Smart Bill (For Service-Tax Billing)**
- **Smart Shoppee (For Inventory Management)**
- **Excise Software.**
- **Auditor Software.**
- **PC-Spy Software.**



## Our Upcoming working Schedule:

- **New taxonomies on XBRL by MCA.**
- **Upcoming Changes in Budget,2012 for F.Y. 2012-13.**
- **Preparing for Upcoming DTC (Direct Tax Code), GST (Goods and service Tax) and Companies Act.**
- **And coming Changes in the Indian GAAP or Corporate world.**

**Thank you for your Valuable time.  
We assure you the best Services.**

**Also contact for  
OUTSOURCING  
work by Our  
Professionals.**

**CONTACT US**



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