



AdaptiveHRIS

V2.0

A World Class
HR and Payroll Solution

WHY CHOOSE ADAPTIVE HRIS?



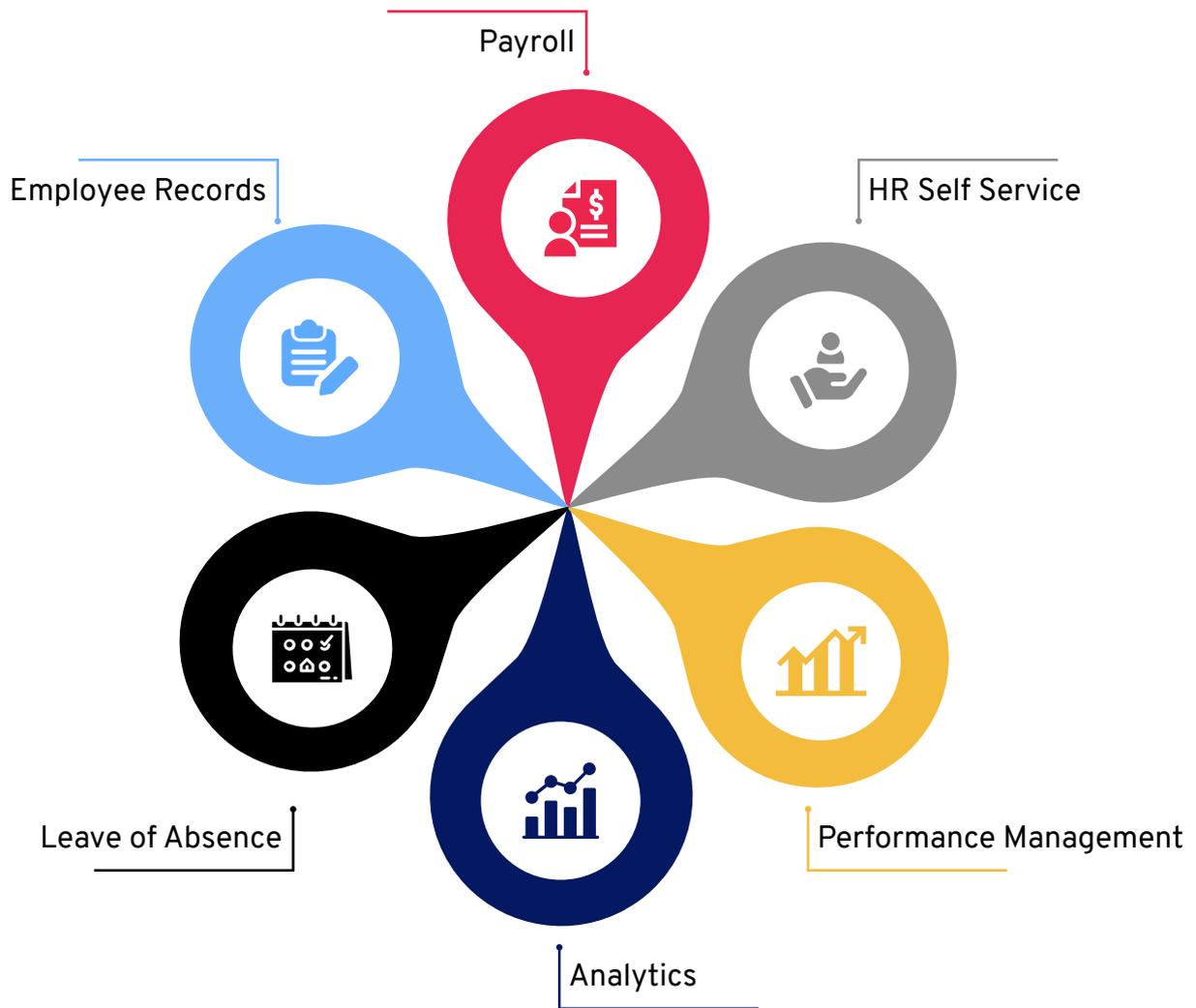
Adaptive HRIS is a locally made HR and Payroll system built to world class standards of quality and technology. Here are a few reasons why your choice of HRIS would be the best one:

1. Africa's leading telecoms have been trusting us for their HR technology for the past seven years running
2. This solution is made 100% by African's, thus you will not be left hanging nor have to fly in technicians to resolve issues whilst your business suffers.
3. As a home-made solution, all our local laws, conventions and regulations have been baked in. Thus, compliance comes in the box.
4. You get best practice HR technology that you can easily customize to suit your unique way of work.
5. Our software development processes have quality assurance and control integrated in. This means you can be rest assured of the accuracy, performance and reliability of Adaptive HRIS.
6. Our solution has been reliably serving broad base of customers in diverse industries ranging from banking through manufacturing to information communications technology.

These and many more are why your decision to consider Adaptive HRIS for your business is a smart one

FEATURES

ADAPTIVE HRIS solution enables you to decisively meet and respond to HR management challenges. With integrated payroll, benefits, employee self-service, documents sharing, ticketing and analytics capabilities; Adaptive HRIS helps you to maximize every cent you invest in employees.



01

PAYROLL

Best practice, best fit for our environment.



ACCURACY

With Adaptive HRIS, you have the peace of mind that payroll calculations are 100% accurate. Our development processes have quality assurance and control built right in.

TRUSTWORTHY

It's Fast

With Adaptive HRIS, you have the peace of mind that payroll calculations are 100% accurate. Our development processes have quality assurance and control built right in.

It's Reliable

With Adaptive HRIS, you have the peace of mind that payroll calculations are 100% accurate. Our development processes have quality assurance and control built right in.

It's Secure

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02

EMPLOYEE RECORDS

Secure repository for your people data and documents.



Empower — Validate — Integrate



Find

Any record or document at blazing speeds

Export

Your selected data into standard formats for your reports and other applications

Protect

Your people data through role-based access control policies

Recover

Your data when you need it from automatically run back up processes

A photograph of two women sitting together and looking at a laptop. The woman on the left is wearing a black and white striped shirt. The woman on the right is wearing a red jacket and a grey baseball cap. The image has a blue tint and a red banner at the bottom containing text.

**HRIS EMPOWERS YOU TO
EFFECTIVELY PARTNER BUSINESS
FOR SUCCESS**

03

HR SELF SERVICE

Eliminate barriers to effective HR service delivery.

01

Leave of Absence

Employees could plan and request leaves with line and HR approval thereafter.

02

Performance

Employees plan their performance contracts and appraisals with line manager and HR.

03

Employee Records

Your staff can load diploma's, next of kin and more for your approval and integration.

04

Payslips

Let your employees download their own pay slips securely and conveniently.

05

Service Desk

Empower your employees to raise HR support and service requests for HR attention

06

Locate

Your team can find people and documents they need for efficient work.

04

LEAVE OF ABSENCE

Flexibly track employee leave of absence with integrated notifications

Effective Leave Planning

Employees work with their line managers and HR to plan out their leave days taking into account their team's

Integrated Notifications

Notifications by email, portal and message when leave plans and requests require attention from employees, line and HR





**Let your HRM catchup
With the ‘*new normal*’
using Adaptive HRIS**

05

PERFORMANCE MANAGEMENT

Plan, track and appraise effectively

01 Contracting

Employees work with their line to set their performance goals

02 Monitoring

Continuous appraisal of employees against their agreed contract with corrections for performance gaps

03 Appraisal

Final appraisal of employee against agreed contract

04 Performance Improvement

Performance gaps addressed with PIP initiatives from line and HR

06

ANALYTICS & DASHBOARDS

Gain business insights from your people data



01

Gain nuggets of insight from your HR and payroll data.

02

High utility dashboards, charts and reports to power your HR business intelligence.

03

Adaptive HRIS could be integrated seamlessly into your other data warehouse and business intelligence platforms.

04

Customize our reports at a few clicks of the button and export or print for your convenience.

SCREENSHOTS

2021, Mar x Employee Richmond, Amponsah

ACS
IT'S POSSIBLE

Protest
Accra P. O. BOX MD 1940, MADINA
024444444 | info@acsghana.com

Payslip

| | |
|--|--------------------------------------|
| Employee Name: Amponsah, Richmond | Employee ID: EMPST10005 |
| Job Title: Administration Manager | Level: Level 3 |
| Category: Permanent Fulltime Employee | |
| Bank Name: Calbank | Annual Salary: ₵60,000.00 |
| Bank Branch: Sarkumono | Social Security #: SN92829292 |
| Bank Account #: 029202293839 | |

| Earnings | | | Deductions | |
|------------------|-----------|------------------|-----------------------------------|------------------|
| DESCRIPTION | Taxable ? | Amount | DESCRIPTION | Amount |
| Basic Salary | True | ₵5,000.00 | Utility Dues | ₵50.00 |
| Health Allowance | True | ₵50.00 | SSNIT Tier-1 (Employee) | ₵275.00 |
| Car Allowance | True | ₵200.00 | Staff Wedding deduction (Onetime) | ₵50.00 |
| TOTAL | | ₵5,250.00 | PAYE Tax | ₵812.00 |
| | | | TOTAL | ₵1,187.00 |

Employer Pension Contribution **Loans and Advances**

Employee Payslip

Pay Calendar 2021, Mar Department

ACS
IT'S POSSIBLE

Payroll Register for 2021, March

| # | Staff # | Staff Name | Basic Salary | Bank Name | Bank Branch |
|---|------------|------------------------|--------------|-------------------------|-------------|
| 1 | EMPST10011 | Abdul-Shahid, Mohammed | ₵4,200.00 | GCB | Kasoa |
| 2 | EMPST10004 | Acheampong, Seth | ₵2,200.00 | Absa Bank | East Legon |
| 3 | EMPST10003 | Adu, Augustine | ₵2,100.00 | Consolidated Bank Ghana | Darkuman |
| 4 | EMP000001 | Adusah, Sandra | ₵2,500.00 | Universal Merchant Bank | Dansoman |
| 5 | EMPST10005 | Amponsah, Richmond | ₵5,000.00 | Calbank | Sarkumono |
| 6 | EMPST10008 | ANTWI, Floxy | ₵4,300.00 | CBG | Madina |
| 7 | EMPST10006 | Badu, Agnes | ₵3,500.00 | UMB | Kanda |
| 8 | EMPST10007 | DONKOR, FRANCIS | ₵2,500.00 | GCB | Osu |
| 9 | EMPST10010 | ENU, GODWIN | ₵3,200.00 | GCB | Dansoman |

Employee Payroll Register

SCREENSHOTS

Augustine Adu

JOB PROFILE

EMPLOYEE NUMBER: EMPST10003

DIVISION: prodtest

DEPARTMENT: Administration

LEVEL: Level 1

CATEGORY: Permanent Fulltime Employee

RECENT PAYSLIPS

| MONTH | YEAR | Action |
|-------|------|------------------------------|
| 4 | 2021 | View Payslip |
| 3 | 2021 | View Payslip |
| 2 | 2021 | View Payslip |
| 1 | 2021 | View Payslip |

LINE MANAGER

Richmond Amponsah
Administration Manager

TEAM LEAVE REQUESTS PENDING APPROVAL

| NAME | START | DURATION |
|------|-------|----------|
| | | |

DIRECT REPORTS

TEAM PERFORMANCE CONTRACTS

Self Service Home Screen Dashboard

HRIS Dashboard

STAFF
Workforce

11 Employees **11** Active **0** Probation

LEAVE
Employee Leave

2 Total **0** Upcoming

Requests

- Awaiting Approval: 6
- On Leave: 7

CALENDAR
Wednesday, April 21, 2021

| | SU | MO | TU | WE | TH | FR | SA |
|----|----|----|----|----|----|----|----|
| 13 | 28 | 29 | 30 | 31 | 1 | 2 | 3 |
| 14 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 15 | 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 16 | 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 17 | 25 | 26 | 27 | 28 | 29 | 30 | 1 |
| 18 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |

TASK
My Tasks

Admin Home Screen Dashboard

SCREENSHOTS

Payroll Administrator Dashboard

PAY CALENDARS

| MONTH | YEAR | |
|----------|------|------------------------------|
| April | 2021 | View Payroll |
| March | 2021 | View Payroll |
| February | 2021 | View Payroll |

PENSIONS

| PENSION TYPE | EMPLOYER AMOUNT |
|--------------|-----------------|
| SSNIT Tier-2 | 5.00 |
| SSNIT Tier-1 | 8.50 |

DEDUCTIONS

| DEDUCTION TYPE | EMPLOYEES |
|----------------|-----------|
| Group Dues | 1 |
| Utility Dues | 2 |
| Welfare | 7 |

ALLOWANCES

| ALLOWANCE TYPE | EMPLOYEES |
|-----------------------|-----------|
| Car Allowance | 5 |
| Clothing Allowance | 6 |
| Electricity Allowance | 2 |

Payroll Admin Dashboard

Employee Number EMP000001 **First Name** Sandra **Last Name** Adusah

Middle Names **Date of Birth** 02-Apr-2003 **Gender** Male Female

Marital Status Single

Remuneration Details Allowances Deductions Benefits_in_kind One Time Deductions Tax Reliefs Pensions

| | | | |
|------------------------|----------------|-----------------------|-------------------------|
| S.S Number | SN1028202 | TIN Number | P0223223 |
| Account Number | 103938332092 | Bank Name | Universal Merchant Bank |
| Bank Branch Name | Dansoman | Currency | Ghanaian Cedis |
| Remuneration Type | Monthly Salary | Basic Salary | 2,500.00 |
| Hourly Rate | 0.00 | Weekend Overtime rate | 0.00 |
| Week Day Overtime Rate | 0.00 | Holiday Overtime Rate | 0.00 |

Employee Pay Data Editing

SCREENSHOTS

Q People Search here ...

Employee Appraisal Scoring

Employee Number: EMPST10003 Employee Name: Augustine Adu
 Appraiser Number: EMPST10005 Appraiser Name: Richmond Amponsah

Appraisal Period: Select an Appraisal period Total Income: 0.00

| Description | Data Type | Target Measure | Weighting | TargetIncome | Actual Measure | Actual In |
|--|-----------|----------------|-----------|--------------|----------------|-----------|
| Preparing and issuing offer letters | Boolean | No | 25 | 250.00 | No | 0.00 |
| Printing and completing of loan forms for credit committee | Numeric | 50 | 25 | 500.00 | 50.00 | 0.00 |
| Ensure that minimum target is achieved | Numeric | 60 | 15 | 500.00 | 0 | 0.00 |
| WEEKLY UPDATING OF MONITORING SHEET FOR GROUP LOAN | Boolean | No | 25 | 600.00 | No | 0.00 |
| Deposit target | Boolean | No | 10 | 200.00 | No | 0.00 |

1

Continuous Appraisal Scoring

2021, Mar View Report for this month

1 / 1



Name of Establishment: Prodtest

| S/N | SS No. | Worker Name | BASIC | First Tiers | Second Tiers | Total |
|-----|------------|------------------------|-----------|-------------|--------------|---------|
| 1 | SN229202 | Abdul-Shahid, Mohammed | ₺4,200.00 | ₺588.00 | ₺210.00 | ₺798.00 |
| 2 | SN920019 | Acheampong, Seth | ₺2,200.00 | ₺308.00 | ₺110.00 | ₺418.00 |
| 3 | SN22211123 | Adu, Augustine | ₺2,100.00 | ₺294.00 | ₺105.00 | ₺399.00 |
| 4 | SN1028202 | Adusah, Sandra | ₺2,500.00 | ₺350.00 | ₺125.00 | ₺475.00 |
| 5 | SN92829292 | Amponsah, Richmond | ₺5,000.00 | ₺700.00 | ₺250.00 | ₺950.00 |
| 6 | SN93390393 | ANTWI, Floxy | ₺4,300.00 | ₺602.00 | ₺215.00 | ₺817.00 |
| 7 | SN4272622 | Badu, Agnes | ₺3,500.00 | ₺490.00 | ₺175.00 | ₺665.00 |
| 8 | SN9228292 | DONKOR, FRANCIS | ₺2,500.00 | ₺350.00 | ₺125.00 | ₺475.00 |
| 9 | SN0384494 | ENU, GODWIN | ₺3,200.00 | ₺448.00 | ₺160.00 | ₺608.00 |
| 10 | SN9383847 | Owusu, JAMES | ₺2,900.00 | ₺406.00 | ₺145.00 | ₺551.00 |

Social Security Fund Report

A photograph of two women with dark curly hair sitting at a table. The woman on the left is wearing a black turtleneck with a gold 'KAPPA' logo and is smiling broadly. The woman on the right is wearing a blue polka-dot top and is also smiling. In the background, there is a counter with bottles and a laptop on the table.

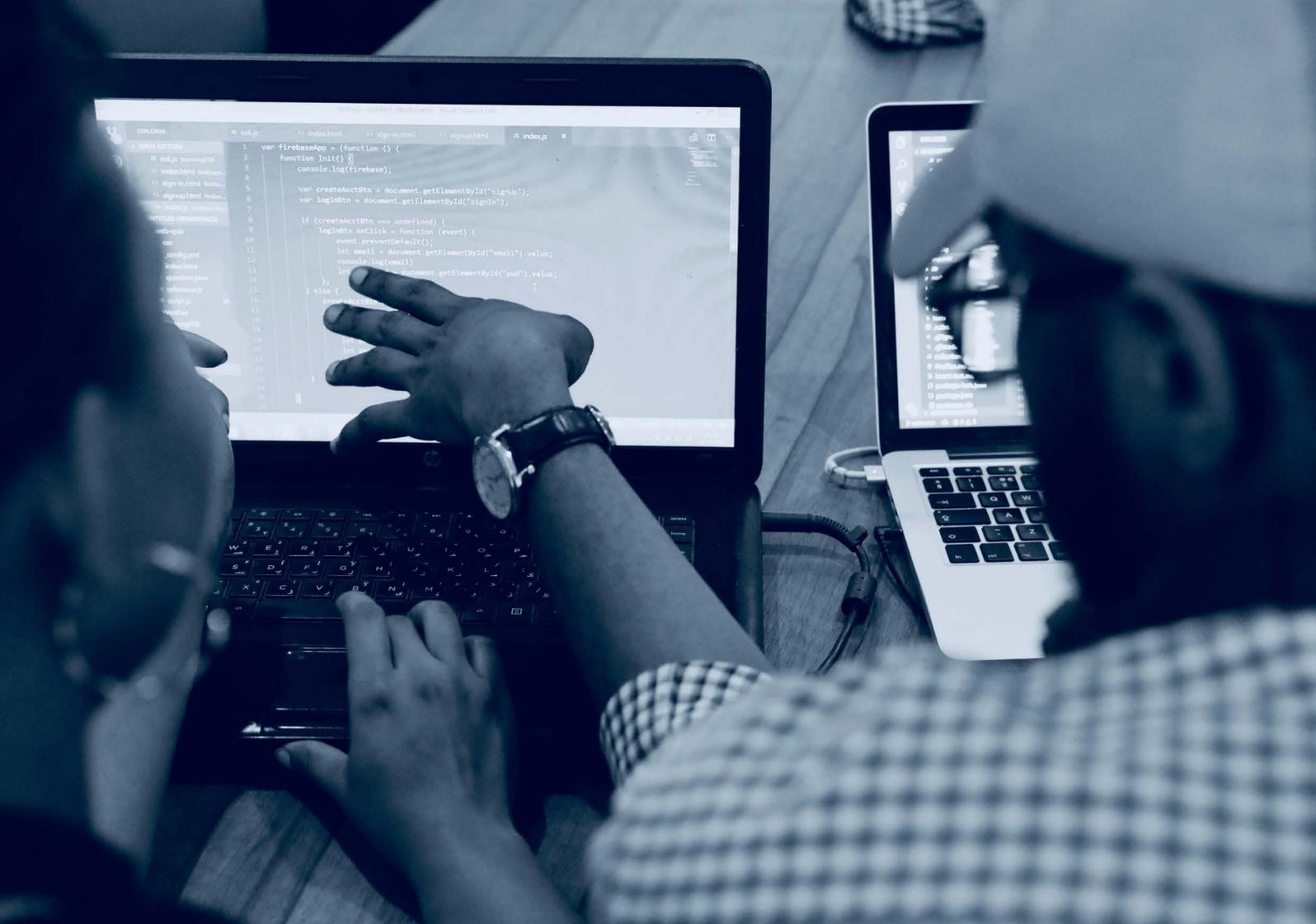
THE ADAPTIVEHRIS TEAM

The Adaptive HRIS Project is supported by high calibre team of professionals drawn from the best pool in the requisite disciplines.

**WITH HRIS
YOUR EMPLOYEE
DATA IS SECURED**

NOTABLE CLIENTS WE WORK WITH





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