Paytazz
HR & PAYROLL MANAGEMENT SYSTEM

Complete HR & Payroll Solution for Your Organisation

A powerful, all-in-one platform that manages your entire workforce — from biometric attendance to payroll processing, leave management, contract labour, and employee self-service.

15+	360°	ESS	API

Complete Module Overview

Everything your HR team needs — in one integrated platform

CORE MODULES

Employee Management

Full employee lifecycle management for on-roll staff.

- ✓ Employee master with 5-tab profile
- ✓ Company / Branch / Department hierarchy
- ✓ Grade, Designation, Category setup
- ✓ Photo capture & document upload
- ✓ Employment status tracking

Contract Labour (CLM)

Dedicated module for contract/workmen management.

- ✓ Work Order (WO) number tracking
- ✓ Contractor-wise workmen grouping
- ✓ WC Policy & GPA Policy documents
- ✓ Police & Medical verification tracking
- ✓ Safety training date management

Attendance Management

Automated attendance from biometric devices.

- ✓ Daily attendance reports
- ✓ Late coming & early going alerts
- ✓ Overtime calculation
- ✓ Manual punch entry & correction
- ✓ Comp-off management

Payroll Processing

Flexible payroll engine with formula-based salary heads.

- ✓ Custom salary structures
- ✓ Salary heads with formulas
- ✓ Professional Tax (PT) slabs
- ✓ TDS / Income Tax management
- ✓ Advance & deduction handling

Leave Management

Comprehensive leave policy and balance tracking.

- ✓ Privilege, Sick, Casual, Maternity leaves
- ✓ Comp-off & Outdoor Duty
- ✓ Monthly / Yearly accrual
- ✓ Leave balance & encashment
- ✓ Prefix / Suffix absent rules

Shift Management

Flexible shift scheduling and rotation system.

- ✓ Multiple shift definitions
- ✓ Shift groups & rotation rules
- ✓ Weekly off configuration
- ✓ Fixed & rotating shift support
- ✓ Shift base date management

Biometric Devices

Centralized device and biometric data management.

- ✓ Multi-device support
- ✓ Face, Fingerprint, Card, Password
- ✓ Device status monitoring
- ✓ Remote device commands
- ✓ Real-time sync status

Canteen Management

Track employee & employer canteen contributions.

- ✓ Item master with images
- ✓ Employee contribution tracking
- ✓ Employer contribution setup
- ✓ Monthly canteen reports

Bus / Transport

Employee transport route management.

- ✓ Bus route master
- ✓ Employee-route assignment
- ✓ Transport allowance linking

How It Works — End-to-End Workflow

From company setup to employee self-service — fully automated

STEP-BY-STEP PROCESS

1

🏢 Organisation Setup

Configure your company structure — Company → Branch → Department → Sub-Department → Designation → Grade → Location → Division. Set up holiday groups, employment types and leave policies.

Company Master | Branch | Department | Grade | Holiday Groups

2

👤 Employee / Workmen Onboarding

Add employees (on-roll) or contract workmen (CLM) with complete profiles — personal details, identity documents, bank accounts, biometric data, ESS login credentials, and photo capture.

Employee Master | CLM Workmen | Biometric Registration | Document Upload

3

🕐 Shift & Weekly Off Assignment

Assign shifts (fixed or rotating), weekly off days, and shift groups to each employee. Configure shift base dates and rotation patterns for manufacturing shift environments.

Shift Groups | Rotation Rules | Weekly Off

4

📡 Biometric Attendance Collection

Employees punch in/out via biometric devices (face, fingerprint, card or password). The system automatically collects punch data, calculates attendance, flags late arrivals, early exits, and overtime.

Auto Attendance | Late/Early Alerts | Overtime Calc | Mobile Punch API

5

✅ Attendance Review & Leave Processing

HR reviews daily attendance reports, processes leave applications, approves comp-offs, makes manual corrections, and finalises attendance for payroll. Absent prefix/suffix rules are auto-applied.

Leave Approval | Manual Correction | Comp-off | Outdoor Duty

6

💰 Payroll Processing

Run payroll for the month — salary structures are applied, formula-based earnings and deductions calculated, PT slabs processed, TDS computed, advances recovered, and payslips generated.

Salary Structure | PT / TDS | Advances | Payslips

7

📱 Employee Self Service (ESS)

Employees access their own attendance records, leave balances, payslips, overtime, and manual logs through the ESS web portal or mobile app — reducing HR queries significantly.

ESS Web Portal | Mobile App | REST API | Payslip Download

Key Features & Capabilities

Built for real-world HR complexity in manufacturing & industrial environments

FEATURE HIGHLIGHTS

👥 Dual Workforce Management

- → Separate modules for On-Roll Employees and Contract Workmen (CLM)
- → Work Order (WO) number linking for contract workers
- → Contractor-specific policy documents (WC, GPA, Police verification)
- → Unified biometric integration for both workforce types

📊 Real-Time Attendance Reports

- → Daily attendance with present / absent / late / OT breakdown
- → Sortable, filterable, paginated data tables
- → Department-wise and category-wise attendance views
- → Export-ready report formats

💼 Advanced Payroll Engine

- → Formula-based salary head configuration (Basic, HRA, DA, etc.)
- → Professional Tax slab-wise auto-deduction
- → TDS / Income Tax with exemption management
- → Advance recovery and additional earning/deduction entries
- → Component hierarchy for correct calculation order

🔒 Security & Access Control

- → Role-based permission system — per module, per action
- → Admin vs ESS user separation
- → Full audit log — every change tracked with timestamp and user
- → License key validation built-in

📅 Leave Policy Management

- → 12+ leave types: PL, SL, CL, ML, Paternity, LWP, WO, Comp-off
- → Monthly or yearly accrual basis per leave type
- → Leave balance carry forward and expiry rules
- → Prefix / suffix absent auto-application rules

⚙️ System Settings & Customisation

- → Company logo and name in sidebar & browser tab (dynamic branding)
- → Dashboard type: All / On-Roll / Contract workforce
- → Configurable dashboard cards and report widgets
- → Docker-ready deployment for easy hosting

📋 Statutory Compliance Ready

PF / EPF | **ESIC** | **Professional Tax** | **TDS / Income Tax**

Employee Self Service & Technology

Empower employees. Reduce HR workload. Modern tech foundation.

EMPLOYEE SELF SERVICE (ESS)

ESS Portal & Mobile App

Employees can access their data anytime, anywhere — through the web portal or mobile application, reducing routine HR queries by up to 70%.

Attendance View
Daily punch records & monthly summary

Leave Balance
Check & apply for leave online

Payslip
Download monthly payslips anytime

Overtime Records
View OT hours & approval status

Manual Log Request
Request missed punch corrections

Dashboard Summary
Personal HR snapshot at a glance

TECHNOLOGY STACK

Python / Django
Robust, secure web framework

MS SQL Server
Enterprise-grade database

REST API
Mobile app integration ready

Bootstrap 5
Modern, responsive UI

Docker Ready
Easy deployment anywhere

Swagger API Docs
Full API documentation

Integration Capabilities

Biometric Devices
Face, Finger, Card, Password readers

Mobile Applications
Android / iOS via REST APIs

MQTT / Real-time Sync
Live device data using Mosquitto

Ready to Transform Your HR Operations?

Join organisations that have simplified their HR, attendance, and payroll management with Paytazz — the complete solution built for modern industrial workforces.

⚡

Save Hours Every Month

Automated attendance, payroll and reports eliminate manual data entry and reduce errors drastically.

📉

Reduce HR Queries

Employee Self Service (ESS) allows staff to check their own attendance, leaves and payslips anytime.

✅

Stay Compliant

Built-in PF, ESIC, Professional Tax, TDS calculations ensure statutory compliance at all times.

📈

Full Visibility

Real-time dashboards, attendance reports and audit logs give management complete workforce visibility.

GET IN TOUCH

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