

Release Notes

Release Date: 7 October 2023

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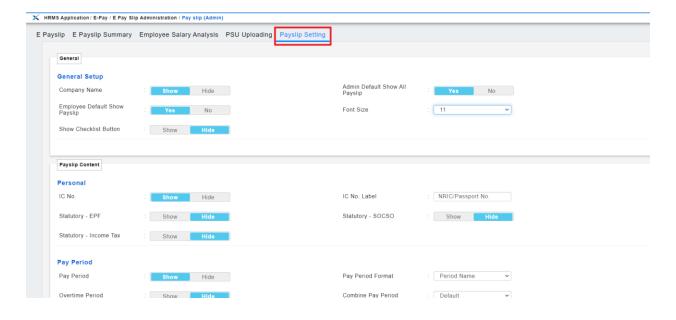
Release Notes Summary

Feature	Release Type	Setup Required	User Guide	Contact Support	Admin Access	Supervisor Access	User Access
 Payslip Setting New Payslip Layout 	Enhancement	V	-	-	$\sqrt{}$	-	V
Employee ProfileMultiple Payment MethodEmployee Profile Report	Enhancement	-	-	-	V	V	V
 Employee Payment Report New Dashboard Reports 	Enhancement	-	-	-	V	-	-
Onboarding • Payment Method	Enhancement	_	-	-	V	-	V
Payroll Payroll Report – Group by Payment Method Payroll Period Maintenance	Enhancement	-	-	-	V	-	-

Payslip Setting New

A new setting to display customized payslip information has been added to **E-Pay** module. Admins are now allowed to select the type of information to be displayed in employee's payslips for their respective companies.

A new tab has been added to the E-Pay module, called **Payslip Setting**, with options such as IC/ID number, statutory and so on. Admins simply need to select whether the information should be shown or hidden from employee payslip. The changes are automatically reflected once the slider has been clicked.

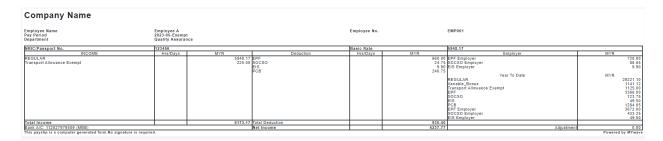


Payslip Layout

The layout of payslips has also been enhanced to improve user experience. More information can now be displayed on the payslip based on admin settings. The payslip layout has also been enhanced to support multiple payment methods.

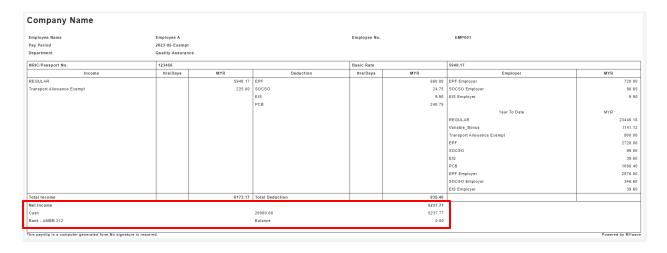
Before:

Old Payslip Layout



After:

New Payslip Layout



Employee Profile

Multiple Payment Method New

Multiple Payment Method feature is now available in EmplX system. This feature allows admin to customize employee payment methods with multiple payment options at a time. This feature is available in both **Add** and **Edit** Mode for **Employee Profile**.

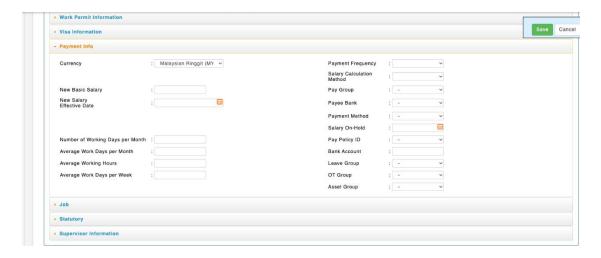
The **Payment Method** field has been revamped to a new section accommodate the multiple payment method feature. Admin is now allowed to setup employee payment method with 3 different types of payment (Bank/Cash/Cheque) based on either percentage or amount. Admin is also able to setup effective date of future payment methods and duplicate previous payment method records.

Furthermore, Payee Bank and Bank Account field has been renamed to Default Payee Bank and Default Bank Account, and moved to a new section, Bank Information, for a better user experience.

Employee Profile (Add):

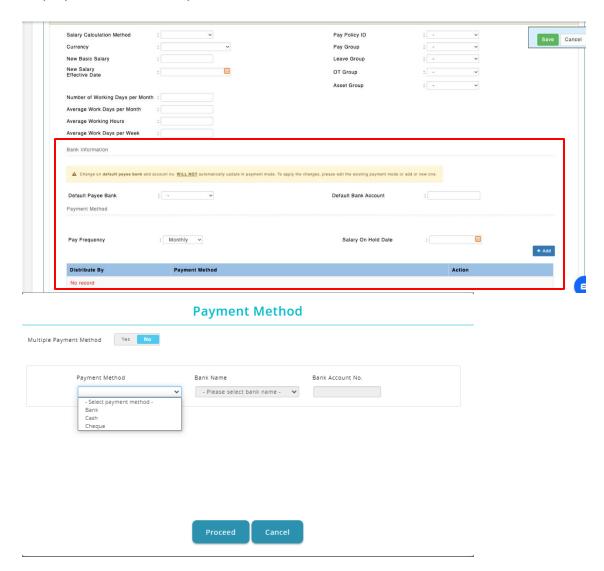
Before:

Employee Profile without Payment Method and Bank Information section



After:

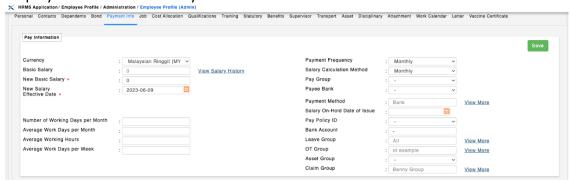
Employee Profile with Payment Method and Bank Information section



Employee Profile (Edit):

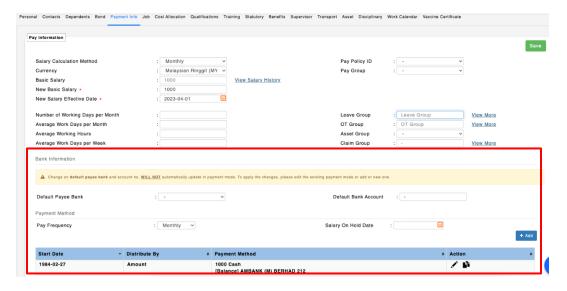
Before:

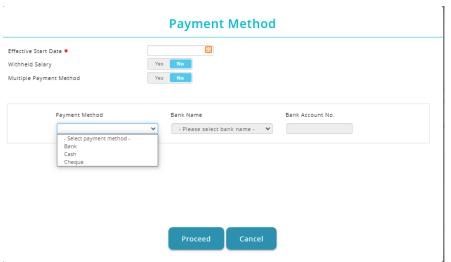
Employee Profile without Payment Method and Bank Information section



After:

Employee Profile with Payment Method and Bank Information section





Employee Profile Report

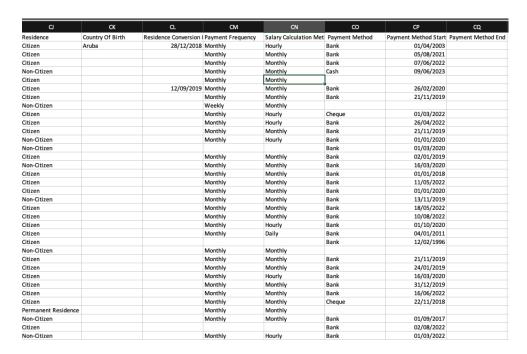
The **Employee Profile Report** has also been enhanced to accommodate the multiple payment method feature. Certain columns have been adjusted to enhance the user readability and new columns related to multiple payment method feature has also been added.

Individual Employee Profile Report has also been enhanced to reflect the changes made to Employee Profile. The **Payment Method** and **Bank Information** section has been added to the report.

Employee Profile Report:

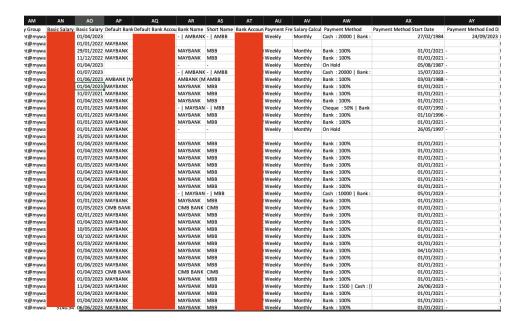
Before:

Employee Profile Report without Multiple Payment Method information



After:

Employee Profile Report with Multiple Payment Method information



Individual Employee Profile Report:

Before:

Individual Employee Profile Report without Payment Method and Bank Information section



After:

Individual Employee Profile Report with Payment Method and Bank Information section

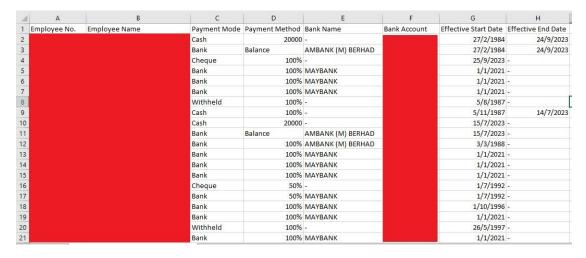


Dashboard

Employee Payment Report New

A new report, Employee Payment Report, has been added to Dashboard module to allow admins to view the full historical data of payment method for each employee.





Dashboard Reports

A number of existing Dashboard Reports have been enhanced to include multiple payment method information. Certain columns have been adjusted to enhance the user readability and new columns related to multiple payment method feature has also been added.

The affected reports are listed below :-

- Employee Profile
- Employee Profile (Separate Address)
- Active Employee Profile
- Active Employee Profile (Separate Address)

Before:

Dashboard Reports without Multiple Payment Method information

а	СК	CL	CM	CN	со	СР	cq
Residence	Country Of Birth	Residence Conversion	Payment Frequency	Salary Calculation Met	Payment Method	Payment Method Start	Payment Method End
Citizen	Aruba	28/12/2018	Monthly	Hourly	Bank	01/04/2003	
Citizen			Monthly	Monthly	Bank	05/08/2021	
Citizen			Monthly	Monthly	Bank	07/06/2022	
Non-Citizen			Monthly	Monthly	Cash	09/06/2023	
Citizen			Monthly	Monthly			
Citizen		12/09/2019	Monthly	Monthly	Bank	26/02/2020	
Citizen			Monthly	Monthly	Bank	21/11/2019	
Non-Citizen			Weekly	Monthly			
Citizen			Monthly	Hourly	Cheque	01/03/2022	
Citizen			Monthly	Hourly	Bank	26/04/2022	
Citizen			Monthly	Monthly	Bank	21/11/2019	
Non-Citizen			Monthly	Hourly	Bank	01/01/2020	
Non-Citizen					Bank	01/03/2020	
Citizen			Monthly	Monthly	Bank	02/01/2019	
Non-Citizen			Monthly	Monthly	Bank	16/03/2020	
Citizen			Monthly	Monthly	Bank	01/01/2018	
Citizen			Monthly	Monthly	Bank	11/05/2022	
Citizen			Monthly	Monthly	Bank	01/01/2020	
Non-Citizen			Monthly	Monthly	Bank	13/11/2019	
Citizen			Monthly	Monthly	Bank	18/05/2022	
Citizen			Monthly	Monthly	Bank	10/08/2022	
Citizen			Monthly	Hourly	Bank	01/10/2020	
Citizen			Monthly	Daily	Bank	04/01/2011	
Citizen					Bank	12/02/1996	
Non-Citizen			Monthly	Monthly			
Citizen			Monthly	Monthly	Bank	21/11/2019	
Citizen			Monthly	Monthly	Bank	24/01/2019	
Citizen			Monthly	Hourly	Bank	16/03/2020	
Citizen			Monthly	Monthly	Bank	31/12/2019	
Citizen			Monthly	Monthly	Bank	16/06/2022	
Citizen			Monthly	Monthly	Cheque	22/11/2018	
Permanent Residence			Monthly	Monthly			
Non-Citizen			Monthly	Monthly	Bank	01/09/2017	
Citizen					Bank	02/08/2022	
Non-Citizen			Monthly	Hourly	Bank	01/03/2022	

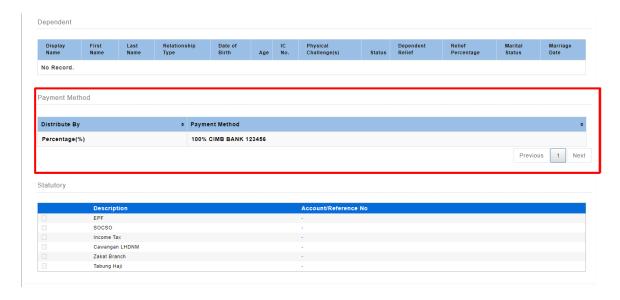
<u>After:</u>
Dashboard Reports **with** Multiple Payment Method information

AM	AN	AO	AP	AQ	AR	AS	AT	AU	AV	AW	AX	AY
y Group	Basic Salary	Basic Salary	Default Bank	Default Bank Accou	Bank Name	Short Name	Bank Accoun	Payment Fre	Salary Calcul	Payment Method	Payment Method Start Date	Payment Method End D
nt@mywa		01/04/2023			- AMBANK	- AMBB		Weekly	Monthly	Cash : 20000 Bank :	27/02/1984	24/09/2023
nt@mywa		01/01/2022	MAYBANK									l l
nt@mywa		29/01/2022	MAYBANK		MAYBANK	MBB		Weekly	Monthly	Bank : 100%	01/01/2021	-
nt@mywa		11/12/2022	MAYBANK		MAYBANK	MBB		Weekly	Monthly	Bank : 100%	01/01/2021	
nt@mywa		01/04/2023			-	-		Weekly	Monthly	On Hold	05/08/1987	-
nt@mywa		01/07/2023			- AMBANK	- AMBB		Weekly	Monthly	Cash : 20000 Bank :	15/07/2023	
nt@mywa		01/06/2023	AMBANK (M		AMBANK (M	AMBB		Weekly	Monthly	Bank : 100%	03/03/1988	-
nt@mywa		01/04/2023	MAYBANK		MAYBANK	MBB		Weekly	Monthly	Bank : 100%	01/01/2021	
nt@mywa		31/07/2021	MAYBANK		MAYBANK	MBB		Weekly	Monthly	Bank : 100%	01/01/2021	- 1
nt@mywa		01/04/2023	MAYBANK		MAYBANK	MBB		Weekly	Monthly	Bank : 100%	01/01/2021	
nt@mywa		01/01/2023	MAYBANK		- MAYBAN	- MBB		Weekly	Monthly	Cheque: 50% Bank	01/07/1992	- 1
nt@mywa		01/01/2023	MAYBANK		MAYBANK	MBB		Weekly	Monthly	Bank : 100%	01/10/1996	
nt@mywa		01/01/2023	MAYBANK		MAYBANK	MBB		Weekly	Monthly	Bank : 100%	01/01/2021	- 1
nt@mywa		01/01/2023	MAYBANK		-	-		Weekly	Monthly	On Hold	26/05/1997	
nt@mywa		25/05/2023	MAYBANK									ı
nt@mywa		01/04/2023	MAYBANK		MAYBANK	MBB		Weekly	Monthly	Bank : 100%	01/01/2021	
nt@mywa		01/04/2023	MAYBANK		MAYBANK	MBB		Weekly	Monthly	Bank : 100%	01/01/2021	-
nt@mywa		01/07/2023	MAYBANK		MAYBANK	MBB		Weekly	Monthly	Bank : 100%	01/01/2021	
nt@mywa		01/05/2023	MAYBANK		MAYBANK	MBB		Weekly	Monthly	Bank : 100%	01/01/2021	-
nt@mywa		01/04/2023	MAYBANK		MAYBANK	MBB		Weekly	Monthly	Bank : 100%	01/01/2021	
nt@mywa		01/04/2023	MAYBANK		MAYBANK	MBB		Weekly	Monthly	Bank : 100%	01/01/2021	-
nt@mywa		01/04/2023	MAYBANK		MAYBANK	MBB		Weekly	Monthly	Bank : 100%	01/01/2021	-
nt@mywa		01/04/2023	MAYBANK		- MAYBAN	- MBB		Weekly	Monthly	Cash : 10000 Bank :	05/01/2023	-
nt@mywa		01/01/2023	MAYBANK		MAYBANK	MBB		Weekly	Monthly	Bank : 100%	01/01/2021	-
nt@mywa		01/05/2023	CIMB BANK		CIMB BANK	CIMB		Weekly	Monthly	Bank : 100%	01/01/2021	
nt@mywa		02/01/2023	MAYBANK		MAYBANK	MBB		Weekly	Monthly	Bank : 100%	01/01/2021	-
nt@mywa		01/04/2023	MAYBANK		MAYBANK	MBB		Weekly	Monthly	Bank : 100%	01/01/2021	-
nt@mywa		10/05/2023	MAYBANK		MAYBANK	MBB		Weekly	Monthly	Bank : 100%	01/01/2021	- 1
nt@mywa		03/10/2022	MAYBANK		MAYBANK	MBB		Weekly	Monthly	Bank : 100%	01/01/2021	-
nt@mywa		01/03/2022	MAYBANK		MAYBANK	MBB		Weekly	Monthly	Bank : 100%	01/01/2021	-
nt@mywa		01/04/2023	MAYBANK		MAYBANK	MBB		Weekly	Monthly	Bank : 100%	04/10/2021	-
nt@mywa		01/04/2023	MAYBANK		MAYBANK	MBB		Weekly	Monthly	Bank : 100%	01/01/2021	- 1
nt@mywa		01/06/2023	MAYBANK		MAYBANK	MBB		Weekly	Monthly	Bank : 100%	01/01/2021	-
nt@mywa		01/04/2023	CIMB BANK		CIMB BANK	CIMB		Weekly	Monthly	Bank : 100%	01/01/2021	- 1
nt@mywa		01/03/2023	MAYBANK		MAYBANK	MBB		Weekly	Monthly	Bank : 100%	01/01/2021	
nt@mywa		11/04/2023	MAYBANK		MAYBANK	MBB		Weekly	Monthly	Bank : 1500 Cash : [26/06/2023	-
nt@mywa		01/04/2023	MAYBANK		MAYBANK	MBB		Weekly	Monthly	Bank : 100%	01/01/2021	-
nt@mywa		01/04/2023	MAYBANK		MAYBANK	MBB		Weekly	Monthly	Bank : 100%	01/01/2021	-
nt@mywa	5140.34	06/06/2023	MAYBANK		MAYBANK	MBB		Weekly	Monthly	Bank : 100%	01/01/2021	-
				_					•	_	•	

Onboarding

Payment Method New

A new **Payment Method** section has been added to **Onboarding** module. Users can now fill up their desired payment method information to the employee onboarding record before exporting to **Employee Profile**.



Payroll Report – Group by Payment Method

For payroll report that has group by payment method capabilities, if the employee has multiple payment mode on the same pay period or pay month, the employee will be categorized and grouped under **Mixed Payment Method**. If there is any employee without any assigned Payment Method, they will be grouped under **No Payment Method** section.

Bai	nk													
								OVER						
No.	Employee Number	Name	Dept Cod	e Mth	/Yr	Basic Salary	Normal Time Overtime	Offday Work Overtime	Day	PH Rest Day Overtime 8	Shift	2nd Shift AS Adjustment	3rd Shift NS	3rd Shift NS Adjustme
1	EMP001	Name A	Engineeri	ng 202	3-07	7,192.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.
1			Е	ANK TO	TAL	7,192.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.
Wit	thheld													
								OVER	RTIME					
No.	Employee Number	Name	Dept Cod	e Mth	/Yr	Basic Salary	Normal Time Overtime	Offday Work Overtime	Day	Day	Shift	2nd Shift AS Adjustment	3rd Shift NS	3rd Shift NS Adjustme
1	EMP002	Name B	Engineeri	ng 202	3-07	5,570.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.
1			WITH	IELD TO	TAL	5,570.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.
	ced Paym								RTIME	Bu B 4				
No.	Employee Number	Name	Dept Cod	e Mth	/Yr	Basic Salary	Normal Time	Offday Work Overtime	PH Rest Day	Day	Shift	2nd Shift AS Adjustment	Shift	3rd Shift NS Adjustme
							Overtime	Overtime	Overtime	8	АЗ	Aujustinent	14.3	Aujustine
1	EMP003	Name C	Quality Assuranc		3-07	5,948.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0
2	EMP004	Name D	D/L M3 Coating	202	3-07	4,380.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.
3	EMP005	Name E	-	ing 202	3-07	2,741.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.
3	MIX	ED PAYN	MENT MET	нор то	TAL	13,069.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.
_														
Νo	Payment	t Metho	d											
								OVER	RTIME					
No.	Employee Number	Name	Dept Cod	e Mth	/Үг	Basic Salary	Normal Time Overtime	Offday Work Overtime	Day	Day	Shift	2nd Shift AS Adjustment	3rd Shift NS	3rd Shift NS Adjustme
1	EMP006	Name F	Purchasir	ıg 202	3-07	8,107.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.
1	•	NO PAYN	MENT MET	HOD TO	TAL	8,107.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6			GR	AND TO	TAL	33,940.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0

Payroll Period Maintenance

Changing the period effective start and end date in **Payroll Period Maintenance** will trigger a redistribution of payment method based on the effective date of payment method specified in Employee Profile. The system will now detect if there is any employee payment method affected by the change of pay period and prompt for confirmation when the **Save** button is clicked.

