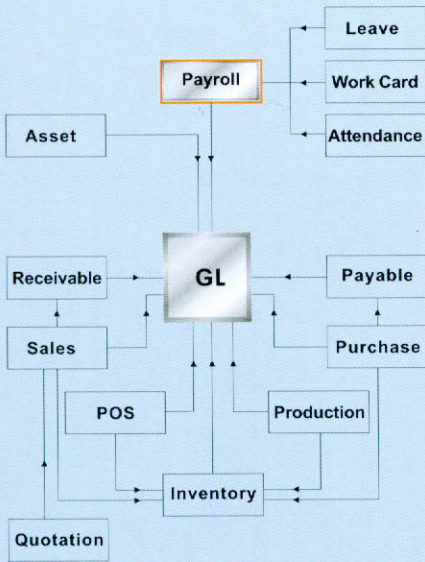
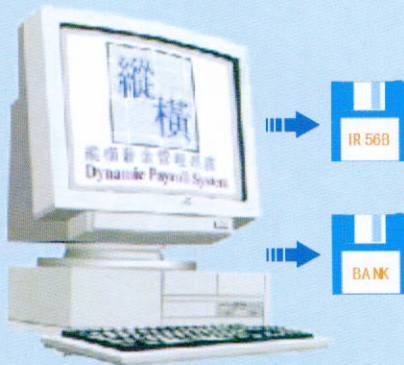


A12 Payroll Ledger



This module provides a register of employee data and processes the payroll of the company. It is also capable of generating files required by the Hong Kong Inland Revenue Department, and those required by the major banks.

It also supports the MPF function and generates files required by the Insurance companies.



Entering Employee Data

Enter Employee Data

Employee: 00000001

Name: HO Keung Rank: M-01 Senior Manager
 Chinese Name: 何強 Sex: Male Position: Manager
 Birth Date: 1962.04.02 Marital: Married Department: MARKETING
 Nationality: 廣東 Office Tel: 2891 2022
 ID No: A123456(7) Cost Centre: MKTU Marketing
 Education: HKU B.Sc. Entry Date: 2004.02.29
 Telephone: 2552 2422 Last Date: None
 Home Address: Flat 3101, Mei King Garden Tax: IR56B
 42 Yee Wo Street, Causeway Bay Payment Plan: 01 按月支付薪金
 Bank: Hong Kong
 Remarks: 001-212234422

Payroll Transaction Interface

Recurrent data may be generated. Users may directly non-recurrent payments.

Print:

Date: 2004.01.27

Employee	Employee Name	Cost	Reference	Rate	Rate	Salary
000003	Leung Yuk Chan	PROD		400	10.00	4000.00
000001	Chan Mei Ho	PROD		1250	5.00	6250.00

No. of entries: 2 10250.00

Termination

Dynamic calculates the leaving salary and generates a termination transaction.

Payment Files Required by Banks

Dynamic is capable of generating auto pay files required by banks. Dynamic supports the formats specified by the major banks. Please enquire for details.

Extracted Reports and Documents

Emp No.	Emp Name	Dept	Cost	Rate	Rate	Salary
000001	HO Keung	MARKETING	400	10.00	4000.00	
000003	Leung Yuk Chan	PROD	400	10.00	4000.00	
000001	Chan Mei Ho	PROD	1250	5.00	6250.00	

Employee	Employee Name	Salary	Housing	Bonus	Deduction	MPF-EE	MPF-ER	Total
000001	Ho Keung	447,800.00	11,000.00	500.00	-7,820.00	-14,032.90	15,000.00	452,647.10
000003	Leung Yuk Chan	170,100.00	5,280.00	0.00	-1,596.00	-6,204.45	6,591.95	173,801.50
000004	Chan Siu Hong	58,135.00	0.00	1,000.00	0.00	-2,474.75	2,886.75	59,437.00
000005	Lo Siu Hong	170,000.00	4,900.00	0.00	-1,640.00	-6,832.86	7,135.50	175,712.64
000005	Lo Siu Hong	632,400.00	95,000.00	0.00	0.00	-14,332.96	15,200.00	698,367.04
000005	Wong Lenno	678,400.00	49,000.00	0.00	0.00	-13,032.36	14,000.00	728,367.64
000001	Chan Mei Ho	59,361.00	0.00	0.00	0.00	-2,819.90	2,977.30	59,518.40
Grand Total:		2,186,196.00	161,430.00	1,500.00	-11,496.00	-59,882.96	63,594.00	2,341,839.04

**** END OF SALARY ANALYSIS BY EMPLOYEE ****

Functions Specific to Use in Hong Kong

- ▶ IR56B, F, G, M ...
- ▶ MPF files required by insurance companies

Functions Specific to Use in Macau

- ▶ Salary Adjustment Effective Date
- ▶ Generating Salary of new employee by working days
- ▶ Macau Tax Report
- ▶ F.PENSAO
- ▶ F.S.S
- ▶ S.S.M