

PRODUCT DETAIL

HR & OMS Feature Sheet

A complete, self-service HR and workforce operations platform built around one simple idea: a single RFID tap should be enough to run attendance, access, and identity.

Attendance & time tracking

- RFID tap-in / tap-out at any reader — first tap of the day is time-in, last is time-out
- Automatic late-minute and undertime computation against each employee's assigned shift
- Live dashboard — HR sees attendance update in real time as taps happen, no refresh needed
- Automatic absence marking for employees who neither tap nor have approved leave
- Attendance correction requests with a manager/HR approval workflow

Leave management

- Employee self-service leave filing with leave-type and date-range selection
- Manager/HR approval workflow with comments
- Real-time leave balance visible to the employee at all times
- Approved leave automatically respected by the absence-marking logic

Payroll support

- Digital payslips available to every employee for every pay period
- Bonuses and pay adjustments reflected alongside base pay
- Attendance-driven inputs (late minutes, absences, overtime) feed payroll automatically

Employee & identity management

- Digital employee profiles with photos, documents, and certificates
- Employee ID cards tied to the same RFID identity used for attendance and access
- Searchable company directory across departments and roles
- Onboarding and offboarding workflows with checklist tracking

Roles & portal access

Employee

Attendance history, leave requests, payslips, ID card, and profile — self-service, always available.

Manager	Team attendance review, leave and overtime approvals, and team records.
HR / Admin	Full employee lifecycle, payroll support, reporting, RFID card issuance, and system settings.

Live dashboards & notifications

- Real-time attendance feed as taps happen across every entrance
- Configurable notifications for late arrivals, pending approvals, and system events
- Company-wide announcements and news published straight to every employee's portal