INFO-TECH™

Your HR Matters On The Go!

INFO-TECH CLOUD SUITE

A complete HR solution that seamlessly connect your employees and increase engagement efficiently

Claim up to **80%** under PSG grant

INFO-TECH

FINGERPRINT/
FACE RECOGNITION READER

FACE RECOGNITION APP
& STAFF SELF SERVICE
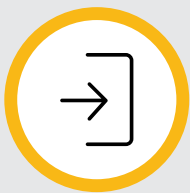
E-ATTENDANCE

E-PROJECT COSTING

E-PAYROLL

E-APPRAISAL

E-CLAIM

E-LEAVE

Single sign-on
for all apps

Access from
anywhere using
any device

Fully hosted in
Microsoft Azure
Cloud

Disaster
Recovery

Safe and Secure
environment

Maximum support level of 80% is valid from
1 April 2020 to 31 December 2020.

An Innitiative of:

SG:D | SMEs GO DIGITAL
PRE-APPROVED

INFOCOMM
MEDIA
DEVELOPMENT
AUTHORITY

INFO-TECH™

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Features

Face Recognition Mobile App
Clock-in Attendance with GPS location and Face Recognition

- Staff's live location view in Google Map
- View of current staff strength at a location
- History of location moved
- View staff's real-time attendance

Staff Self Service Application
(Supports iOS & Android)
Employees can access below details from smart phone App

- Attendance
- Leave
- IR8A Form
- Message from HR

- Payslip
- Personal Particulars
- Company Policy
- Services

Fingerprint / Face Recognition Reader
Requires only power or WIFI / 3G

- 2 seconds verification
- Attendance real-time transfer to cloud server
- View staff's real-time attendance
- Models: Built-in battery, built-in SIM card and hand carry

E-Payroll
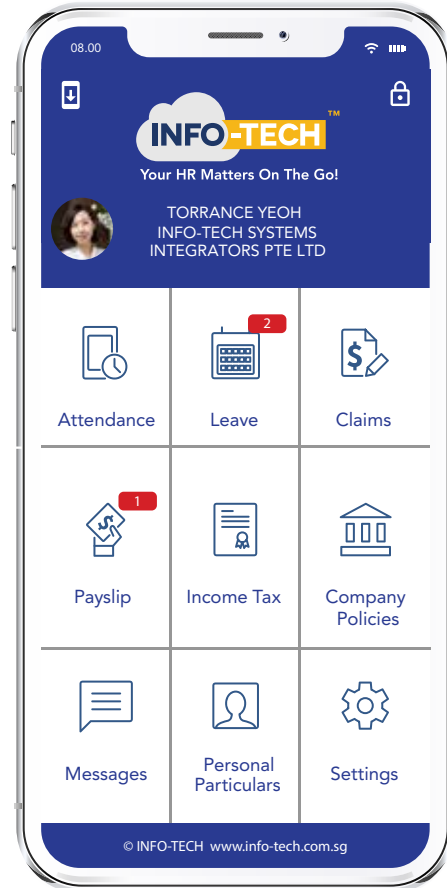*An overview of employee pay and position*

- Online submission to CPF Board, bank GIRO and IRAS
- Bonus and increment functions
- MOM itemized payslip
- Staff loan, insurance and accident details

E-Claim
- Claim application and approval (3 levels)
- Leave alerts and reports
- Employee Claim Taken Report
- Option to link approved claims to Payroll
- Customizable claim template

E-Project Costing
- Actual time spent for job done
- Multiple job details for one staff on the same day
- Comparison report for targeted and actual hour taken for a project or job
- Monthly man hour report and monthly wages report

E-Time Attendance Software
Time attendance features

- Multiple overtime and shift settings
- Details of summary attendance reports
- Employee allowance settings
- Lateness and overtime reports

E-Leave
Live notifications with a complete suite of features

- Leave application and approval
- Leave alerts and reports
- Medical claim monitor
- View notifications from HR/Management

E-Appraisal
Live notifications with a complete suite of features

- Employee appraisal (Up to 3 levels)
- Customizable 360 appraisal templates
- Assigned different appraisal templates to different staffs

Integrated HR Software:

Face Recognition App	Staff Self Service	Fingerprint/ Face Recognition Reader	E-Attendance	E-Payroll
E-HR	E-Leave	E-Claim	E-Appraisal	E-Project Costing

The INFO-TECH mobile app screen shows:

TORRANCE YEOH
INFO-TECH SYSTEMS
INTEGRATORS PTE LTD

Attendance	Leave	Claims
Payslip	Income Tax	Company Policies
Messages	Personal Particulars	Settings

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