About TCS iON
TC\ iON is a strategic unit of Tata Consultancy Services focused on Small and Medium Businesses as well as educational institutions. We provide technology-based solutions for a unique IT-as-a-Service model, offering end-to-end business solutions for the sector.

TC\ iON caters to the needs of multiple industry segments, through innovative, easy-to-use, secured, integrated, hosted solutions. It is simple-as-you-grow, pay-as-you-use business continuity solution which allows for quick onboarding and offers full access to TCS global experience, domestic market reach, skills, and delivery capabilities.

For more information, visit us at www.tcsion.com

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As organizations strive to improve employee morale, job satisfaction, and productivity, it becomes imperative to regularize the payroll cycle, in order to keep employees motivated. But how do you ensure that your employees receive the right salaries on time, every month? How do you eliminate errors and inaccuracies in payroll management? How do you ensure data compliance with government norms?

Overview

An effective payroll solution is one that ensures accuracy, consistency, and scalability in your payroll operations. While helping you adhere to statutory rules and compliances, our solution brings down the complexity of the payroll process and speeds it up. This ensures minimal manual intervention from your HR personnel, allowing them to focus on other strategic initiatives. Our comprehensive, on-demand iON Payroll Solution has been designed to offer you all this. The solution generates monthly pay slips comprising variable and fixed components for each employee. Taking into account investment declarations, tax deductions, loan deductions, leave encashment, claims, increments and Provident Fund (PF) management; it generates yearly income forms, maintains tax savings for your employees and projects income tax liabilities. It also calculates final settlement of resigning or retiring employees. It also offers in-built reports for the entire financial year for the entire financial year.

Benefits

We provide a comprehensive solution covering the complete payroll cycle, bringing you advantages such as:

- Instant deployment
- Efficient payroll processing
- Improved productivity of HR staff
- Increased employee productivity
- Increased employee acceptance, leading to faster and more efficient administration
- Reduced duplicate data entry and facilitation of communication
- Reduced risk of payroll tax penalties by accurately calculating employee earnings and deductions
- Viewing graphical analysis of data using the analytical widgets

iON Payroll Solution: Functionalities

- Master Maintenance
  - Maintains employee particulars
  - Maintains income tax parameters
  - Maintains pay account codes
  - Maintains loan interest rates
  - Configures organization specific rules or grade based/employee specific pay codes using the Payroll Configurator (patent filed)
  - Maintains all statutory parameters

- Miscellaneous Payments and Recovery
  - Allows users to register the details of sundry transactions, which are need based. It also gives users the facility to modify any errors or deletion on payroll computations carried for previous months
  - Adhoc payment recoveries

- Monthly Payroll
  - All payments and deductions for a particular employee are marked and then mapped to different transactions for a month. After creating payroll transactions, the pay details are computed to generate pay slips
  - Computes payroll
  - Provides an option to undo the computation process which enables the user to carry out required corrections or rectifications

- Month-End Processing
  - Heats the payroll flags for continuation from next month
  - Generates salary voucher
  - Updates monthly data like Year to Date (YTD) figures, loan balance, and installments
  - Posts the payroll voucher to the F&A system
  - Provides an option to send the salary slips through email
  - Generates TDS return to submit online income tax returns
  - Generates provisional salary slip to estimate future payroll liabilities

- Saving and Income Tax
  - Allows users to register details of relevant investments to tax saving calculation under Section 80C, 80D, etc.
  - Generates yearly income forms
  - Projects income tax liabilities
  - Maintains tax savings: internal and external
  - Provides a detailed employee wise income tax calculation
  - Provides a detailed employee wise net income of salary for the entire financial year

- PF and Final Settlement
  - Maintains PF details for the current financial year
  - Calculates gratuity
  - Manages leave encashment
  - Manages final settlement processing for individual as well as multiple employees
  - Generates online PF smart file (FT DR)
  - Generates online ESS return for ESI (DC)

- Reports
  - Generates pay slips
  - Generates bank / cash schedules
  - Generates pay transaction details
  - Generates pay register and pay variance report
  - Generates Forms 16 (Salary Certificate)
  - Generates all the Statutory Reports
As organizations strive to improve employee morale, job satisfaction, and productivity, it becomes imperative to regularize the payroll cycles, in order to keep employees motivated. But how do you ensure that your employees receive the right salaries on time, every month? How do you eliminate errors and inaccuracies in payroll management? How do you ensure data compliance with government norms?

We, at Tata Consultancy Services (TCS) bring you our automated iON Payroll Solution to help you manage the complete payroll cycle of your organization.

Overview
An effective payroll solution is one that ensures accuracy, consistency, and reliability in your payroll operations. While helping you adhere to statutory rules and compliances, our solution brings down the complexity of the payroll process and speeds it up. This ensures minimal manual intervention from your HR personnel, allowing them to focus on other strategic initiatives. Our comprehensive, on-demand iON Payroll Solution has been designed to offer you all this.

The solution generates monthly pay slips comprising variable and fixed components for each employee. Taking into account investment declarations, tax deductions, loan deductions, leave encashment, claims, increments and Provident Fund (PF) management; it generates varied income forms, maintains tax savings for your employees and projects income tax liabilities. It also calculates final settlement of resigning or retiring employees.

Benefits
We provide a comprehensive solution covering the complete payroll cycle, bringing you advantages such as:

- Instant deployment
- Efficient payroll processing
- Increased productivity of HR staff
- Improved employee productivity
- Increased employee acceptance, leading to faster and more efficient administration
- Reduced data entry and facilitation of automation
- Reduced risk of payroll tax penalties by accurately calculating employee earnings and deductions
- Viewing graphical analysis of data using the analytical widgets

Overview of the iON Payroll Solution

<table>
<thead>
<tr>
<th>Features</th>
<th>Details</th>
</tr>
</thead>
</table>
| Master Maintenance | - Maintains employee particulars
- Maintains income tax parameters
- Maintains pay account codes
- Maintains loan interest rates
- Configures organization specific rules or grade base/employee specific pay codes using the Payroll Configuration Panel in Flash
- Maintains all statutory parameters

Miscellaneous Payments and Recovery
- Allows users to register the details of sundry transactions, which are need-based.
- It also gives users the facility to notify any errors or slip-ups on payroll computations carried in previous months.
- Admin payment recoveries

Monthly Payroll
- All payments and deductions for a particular employee are marked and then mapped to different transactions for a month. After creating payroll transactions, the pay details are computed to generate pay slips.
- Computes payroll
- Provides an option to undo the computation process which enables the user to carry out required corrections or rectifications

Month-End Processing
- Heats the payroll flags for continuation from next month.
- Generates salary registers.
- Updates monthly data like to Date (YTD) figures, loan balance, and installments
- Posts the payroll voucher to the F&I system.
- Provides an option to send the salary slips through e-mail
- Generates TDS correct file to submit online income tax returns.
- Generates provisional salary (YR to estimate future payroll liabilities).

PF and Final Settlement
- Maintains PF details for the current financial year
- Calculates gratuity
- Manages leave encashment
- Manages final settlement processing for individual as well as multiple employees

Reports
- Generates pay slips
- Generates bank- i/cash schedules
- Generates pay transaction details
- Generates pay register and pay variance report
- Generates Forms 16 (Salary Certificate)
- Generates all the statutory reports

An overview of the iON Payroll Solution

<table>
<thead>
<tr>
<th>Reports</th>
<th>Details</th>
</tr>
</thead>
</table>
| Generates statutory reports (Audit, Compliance, Compliance Filing, Filing of returns, Income Tax Return, etc.)
| Adhoc payment recoveries |
| Generates online PF smart file (PF IC)
| Generates online ESIC return file (ESIC ECR) |
| Generates all the statutory reports |
As organizations strive to improve employee morale, job satisfaction, and productivity, it becomes imperative to regularize the payroll cycles, in order to keep employees motivated. But how do you ensure that your employees receive the right salaries on time, every month? How do you eliminate errors and inaccuracies in payroll management? How do you ensure data compliance with government norms?

We, at Tata Consultancy Services (TCS) bring you our automated iON Payroll Solution to help you manage the complete payroll cycle of your organization. Our simple, cost-efficient solution assures easy integration with associated solutions like Finance and Accounting (F&A), allowing you to focus on core activities.

Overview
An effective payroll solution is one that ensures accuracy, consistency, and reliability in your payroll operations. While helping you adhere to statutory rules and compliances, our solution brings down the complexity of the payroll process and speeds it up. This ensures minimal manual intervention from your HR personnel, allowing them to focus on other strategic initiatives. Our comprehensive, on-demand iON Payroll Solution has been designed to offer you all this. The solution generates monthly pay slips comprising various and fixed components, for each employee. Taking into account investment declarations, tax deductions, loan deductions, leave encashment, claims, increments and Provident Fund (PF) management, it generates varying income forms, maintains tax savings for your employees and projects income tax liabilities. It also calculates final settlement of resigning or retiring employees.

Benefits
We provide a comprehensive solution covering the complete payroll cycle, bringing you advantages such as:

- Instant deployment
- Efficient payroll processing
- Increased productivity by HR staff
- Improved employee productivity
- Increased employee acceptance, leading to faster and more efficient administration
- Reduced duplicate data entry and facilitation of automation
- Reduced risk of payroll tax penalties by accurately calculating employee earnings and deductions
- Viewing graphical analysis of data using the analytical widgets

iON Payroll Solution: Functionalities

Master Maintenance
- Maintains employee particulars
- Maintains income tax parameters
- Maintains pay account codes
- Maintains loan interest rates
- Configures organization specific rules or grade based/employee specific payroll codes using the Payroll Configuration (Payconf) module
- Maintains all statutory parameters

Miscellaneous Payments and Recovery
- Allows users to register the details of sundry transactions, which are needed to calculate the final payment recoveries
- Computes payment recoveries

Monthly Payroll
- All payments and deductions for a particular employee are marked and then mapped to different transactions for a month. After creating payroll transactions, the pay details are computed to generate pay slips
- Computes payroll
- Provides an option to undo the computation process which enables the user to carry out required corrections or rectifications

Month-End Processing
- Heats the payroll flags for continuation from next month
- Generates salary statement
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- Posts the payroll voucher to the F&A system
- Provides an option to send the salary slips through e-mail
- Generates ITDS wertex to submit online income tax returns
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- Provides a detailed employee wise income tax calculation
- Provides a detailed employee wise net salary for the entire financial year

PF and Final Settlement
- Maintains PF details for the current financial year
- Calculates gratuity
- Manages leave encashment
- Manages final settlement processing for individual as well as multiple employees
- Generates online PF smartfile (PF ECR)
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Reports
- Generates pay slips
- Generates bank - cash schedules
- Generates pay transaction details
- Generates pay register and pay variance reports
- Generates Forms 16 (Salary Certificate)
- Generates all the statutory reports

An overview of the iON Payroll Solution

Module
- Month End Processing Module
- Monthly Payroll Module and Transaction Module
- Provident Fund (PF) Information Module
- Employee Information Module
- Income Tax Information Module
A pay-as-you-use model
Our model of incurs capital investment upfront as we facilitate procurement of the IT infrastructure and software on rent for the duration of the contract. Additionally, you only pay for the number of users who actually use the software. Thus, you pay as you use on a monthly basis, which includes maintenance and training. Typically, the ROI exceeds rental within three months, when best practices are well followed.

Integrating solutions
We offer a single window IT with a pre-integrated suite of hardware, network, software and services. We ensure that your functions are digitized, automated and connected. For example, if you are using a CRM solution along with a core ERP in manufacturing, and have a document management system to organize supporting files and documents, we ensure that these solutions are connected and work as one. So for you, it is simply one IT and not multiple applications.

Increased agility
We bring in the agility to keep pace with changing processes or a new line of business. We help you configure the processes to work as you currently do or the software recommends and allows you to configure the processes to work as you currently do. The solution gives you increased flexibility allowing you to perform various tasks from your mobile device, no matter where you are.

Increased business
You gain from:

- ease of use of the software.
- automatic upgrades
- personalization of the software allowing you to customize the processes you would need. Furthermore, the multilingual capability of the software allows you to read in vernacular languages (like Hindi, Marathi, Tamil etc) enabling users to learn and operate the solution with ease.

Automatic upgrades
We continuously invest in our solutions to incorporate best practices. The software is constantly enriched based on user feedback and industry and statutory changes. You will get the upgrades without disrupting your business operations or any additional cost. Being in perpetual beta ensures that there is no technology obsolescence.

Enhanced Business Continuity
Our solution offers optimal performance in normal broadband connectivity along with a stringent security mechanism to ensure your data privacy is maintained. The capacity of the solution grows with your increasing computing needs and reduces the need for IT staff. The solution is resilient to failures as the service works from back-up data centers in the event of a disaster, ensuring continuity of business operations.

Why iON
iON provides a comprehensive solution that addresses varied IT requirements of your organization.

From hardware, network to IT, iON is offered as a single service, it is a pay-as-you-use model, allowing you to leverage the solution’s true potential as your business grows. iON ensures integration of all processes along with ease of use of the software.

You gain from:

- Integrated solutions
- We offer a single window IT with a pre-integrated suite of hardware, network, software and services.
- We ensure that your functions are digitized, automated and connected.
- For example, if you are using a CRM solution along with a core ERP in manufacturing, and have a document management system to organize supporting files and documents, we ensure that these solutions are connected and work as one.

- Personalized solutions
- Although iON is a cloud service, the software is configurable to each business. You will always get the flavor of your business by picking and choosing what processes you would need. Furthermore, the multilingual capability of the software allows you to customize the solution label names in a vernacular language (like Hindi, Marathi, Tamil etc) enabling users to learn and operate the solution with ease.

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- Increased agility: We bring in the agility to keep pace with changing processes or a new line of business. We help you configure the processes to work as you currently do or the software recommends and allows you to choose industry best practices based on your business parameters. The solution gives you increased capability of the software allows you to customize the processes you would need. Furthermore, the multilingual flavor of your business by picking and choosing what processes you would need. Furthermore, the multilingual capability of the software allows you to customize the solution label names to read in vernacular languages (like Hindi, Marathi, Tamil etc) enabling users to learn and operate the solution with ease.

- Automatic upgrades: We continuously invest in our solutions to incorporate best practices. The software is constantly enriched based on user feedback and industry and statutory changes. You will get the upgrades without disrupting your business operations or any additional cost. Being in perpetual beta ensures that there is no technology obsolescence.

- Enhanced Business Continuity: Our solution offers optimal performance in normal broadband connectivity along with a stringent security mechanism to ensure your data privacy is maintained. The capacity of the solution grows with your increasing computing needs and reduces the need for IT staff. The solution is resilient to failures as the service works from back-up data centers in the event of a disaster, ensuring continuous up-time of the service.

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