

→ SunSystems Payroll

Key Features

→ Overview

SunSystems Payroll is a comprehensive, easy to use, accurate solution for all of your payroll requirements. It provides you with flexibility in how you input and maintain payroll information and employee details, as well as methods of payment. Additionally you can increase the visibility of the information stored in your payroll solution by using the comprehensive reporting capabilities.

SunSystems Payroll enables you to meet time-sensitive statutory government requirements as well as ensuring that you accurately pay your employees on time, every time.

Key features at a glance:

- Allows for different payment periods and methods within one company
- Calendar tool enables pay periods to be set, flagged and reviewed
- Handles multiple payslip and cheque designs
- Provides employee profile templates
- Documents can be embedded against employee details
- Caters for holidays and leavers (including P45 forms)
- Statutory year-end P35, P14 and P60 forms produced
- NI, Directors NI, SSP and SMP capabilities
- Caters for tax credits and student loans
- Online revenue submissions using the eSubmission Utility
- Flexible reporting capability
- Employee and employer pension calculations based on up to 3 different LEL/UEL criteria
- COMP, COSR, AVC and stakeholder pension schemes catered for
- Integrates with SunSystems nominal ledger

Flexible payments

SunSystems Payroll can easily handle all of the flexible payments issues that occur in today's organisations. Weekly, fortnightly, four weekly and monthly paid employees can all be maintained on one company entry and each payment period can be flagged up in the calendar tool. Employees can be paid in any combination of cheque, cash or BACS with payslips and cheques defined from the multiple designs available.

Record creation and information storage

Multiple companies can be created with an unlimited number of employees per company. In addition, multiple users can access SunSystems Payroll, with menu level security depending upon their individual permissions.

Employee profiles can be set-up within SunSystems Payroll to provide users with standard templates from which they can set up additional employees quickly and easily. Profiles contain default payment and deduction types, method of payment, the ability to record the statutory sick and maternity payments (SSP and SMP) and other information such as company car details and holiday entitlement.

SunSystems Payroll holds all standard employee details, (name, address, payments, year-to-date values etc.), and additional documents can be embedded against these details. This may include photographs, word documents, (references, curriculum vitae, written warnings etc.), or spreadsheets. Employee payment details and payslip images can be held in period summaries for up to 99 periods. Payslips from past periods can be reprinted at any time if required.



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Compliance with legislation

SunSystems Payroll is fully compliant with the latest government legislation, fulfilling all of your statutory reporting requirements. It produces year-end P35, P14 and P60 forms and caters for tax credits and student loans. Calculations for tax, NI, Directors NI, SSP and SMP can be made for each individual employee. In addition, advanced NI, PAYE, SSP and SMP tables can be specified. P45 forms can also be produced for any employee leaving the organisation.

This solution was the first to successfully pass the Inland Revenue's rigorous tests for the 2001/2002 Filing by Internet for End-of-Year Returns. Using the SunSystems eSubmission Utility, users can submit P35s and P14s online via a secure XML file to the Government Gateway. This reduces the burden of end-of-year procedures and saves time as well as money.

Reporting capability

Reports can be created to analyse the payroll information, e.g. departmental totals, and these can be output in a number of different file formats, displayed on screen, sent to a printer or emailed.

Pensions

Pension contributions can be quickly calculated in SunSystems Payroll based on up to 3 different LEL (Lower Earning Limit) / UEL (Upper Earning Limit) criteria. In addition, pensions can be paid using either a fixed amount or a percentage based on a definable figure. SunSystems Payroll can also handle COMP (Contracted Out Money Purchase), COSR (Contracted Out Salary Related), AVC (Additional Voluntary Contribution) and stakeholder pension requirements.

Personnel

The Personnel module, which comes as standard with SunSystems Payroll, provides you with the ability to maintain a range of employee records. This can include training, absenteeism, holiday, disciplinary and job history details, as well as expenses and benefits, providing a useful source of information on each employee.