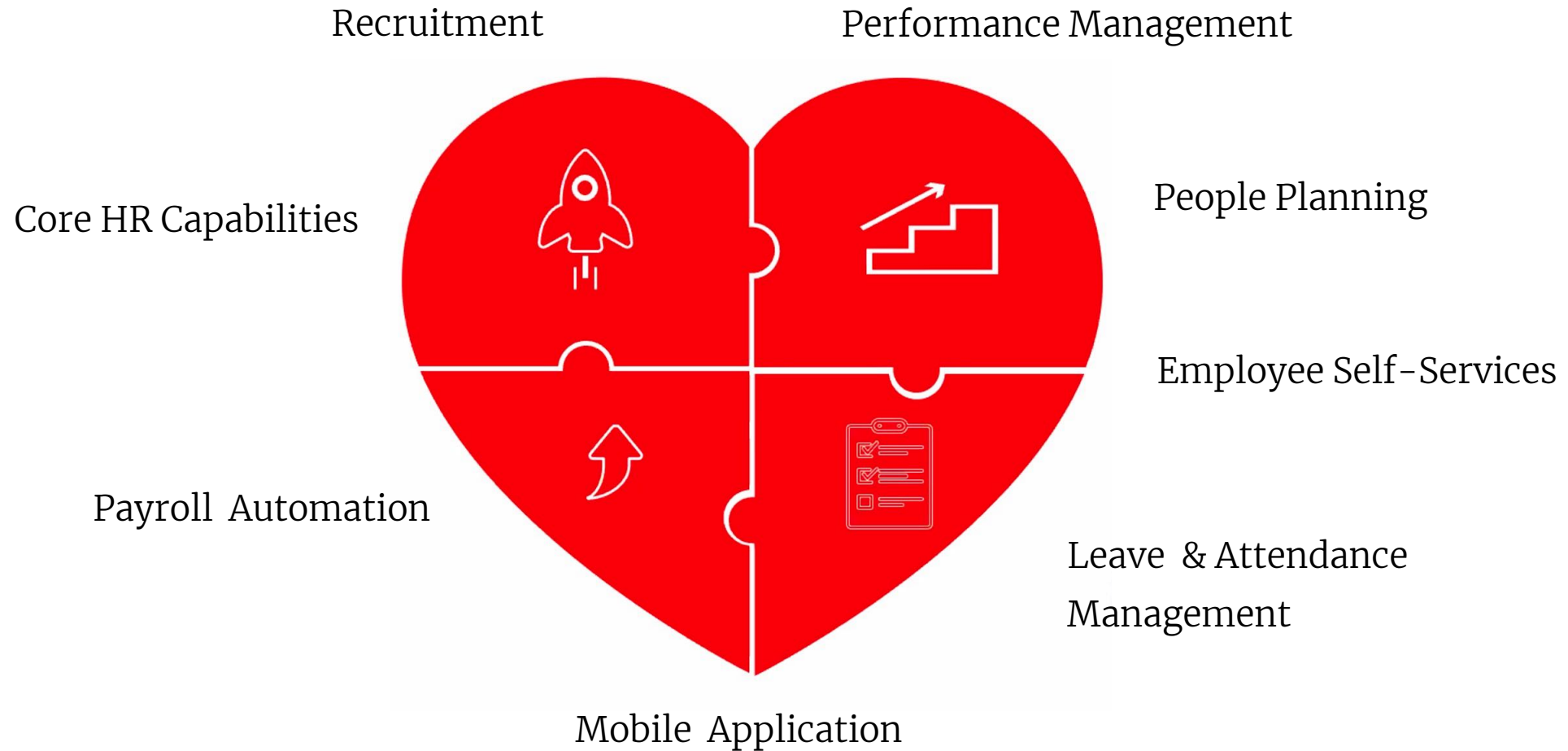




Oracle NetSuite Human Capital Management (HCM)

Core HRIS – Payroll Automation – Leave & Attendance – Employee Self Service –
Recruitment – Performance Management – People Planning – HR Analytics

InoPeople is HR Solution built Native inside Oracle NetSuite



InoPeople Solution Overview

Human Capital Management (HCM)

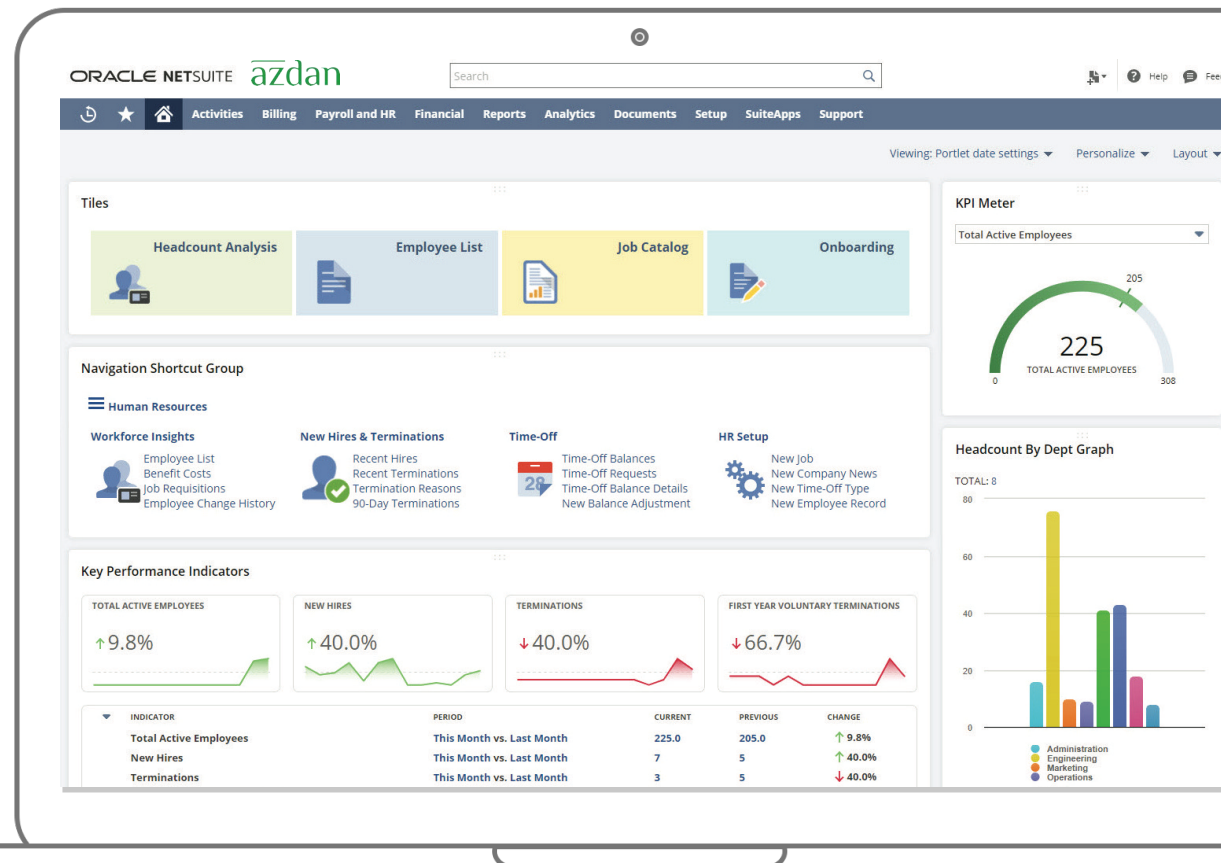
InoPeople HCM is a Human Resources SuiteAPP that is built for Oracle NetSuite. It was developed in compliance with the local employment rules and regulations throughout GCC, Levant and North Africa.

Key Benefits

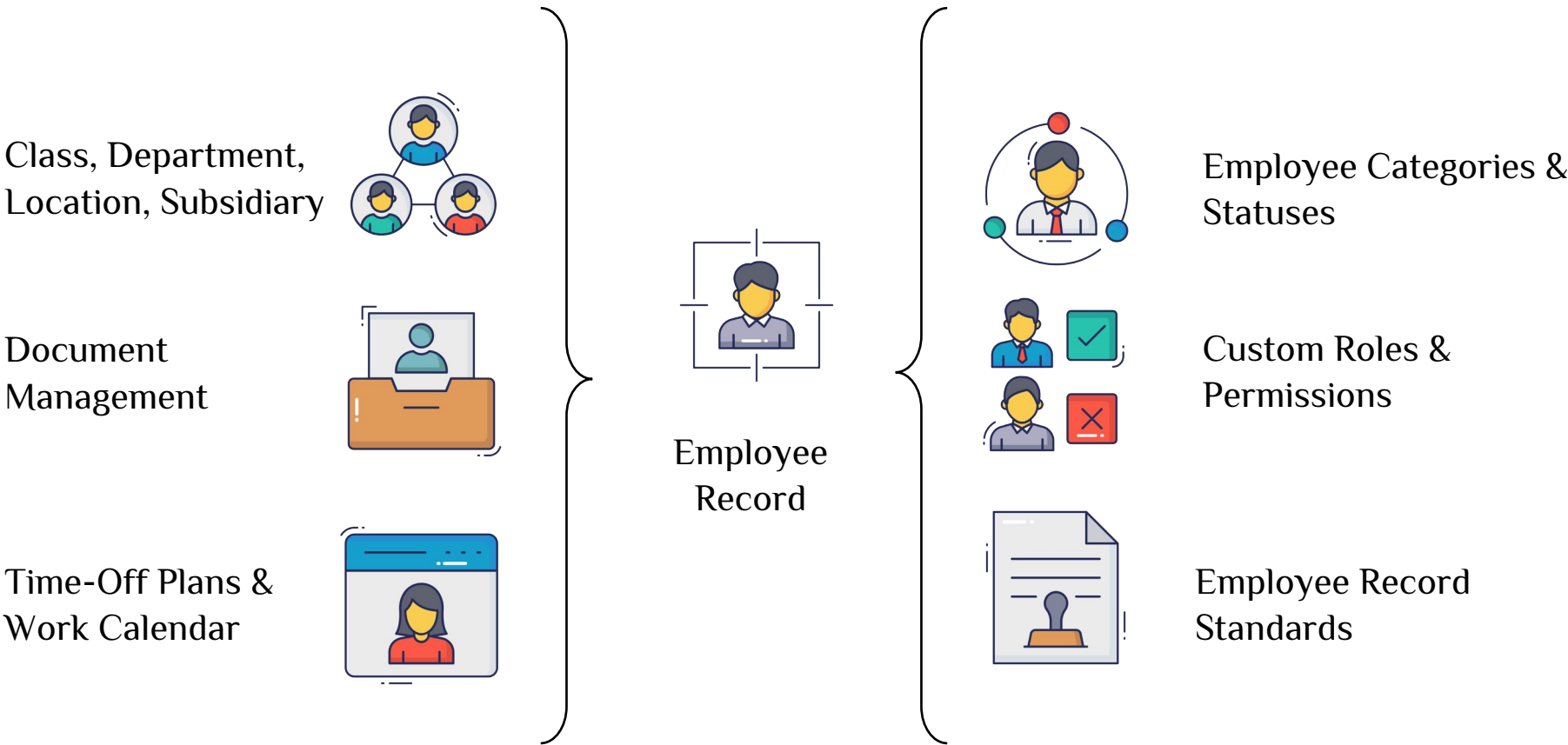
- Centralized solution to manage global employees
- Provides real-time people analytics
- Connects HR data with financials and procurement
- Payroll automation
- Employee self-service
- Recruitment
- Performance management



“ InoPeople HCM enables organizations to automate their daily HR processes to help building a better workplace environment and achieving HR goals more effectively.



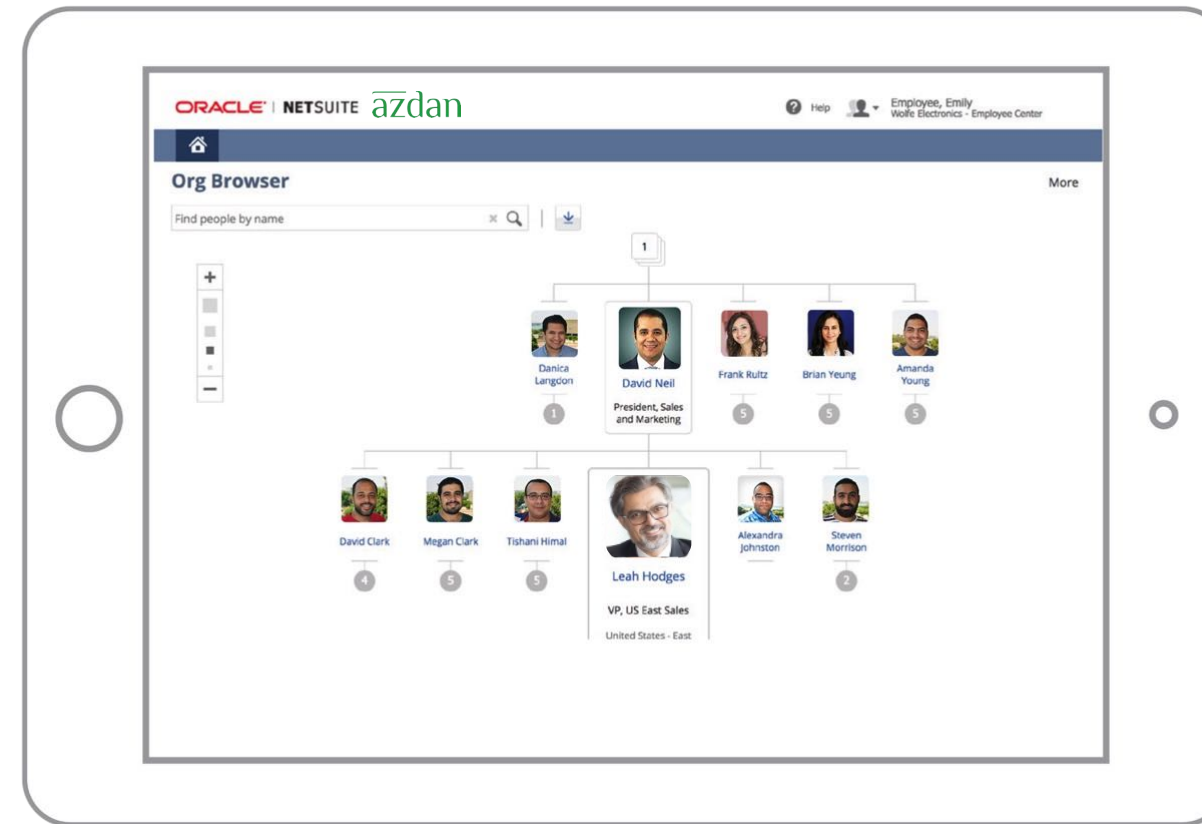
Organizational Planning & Setup



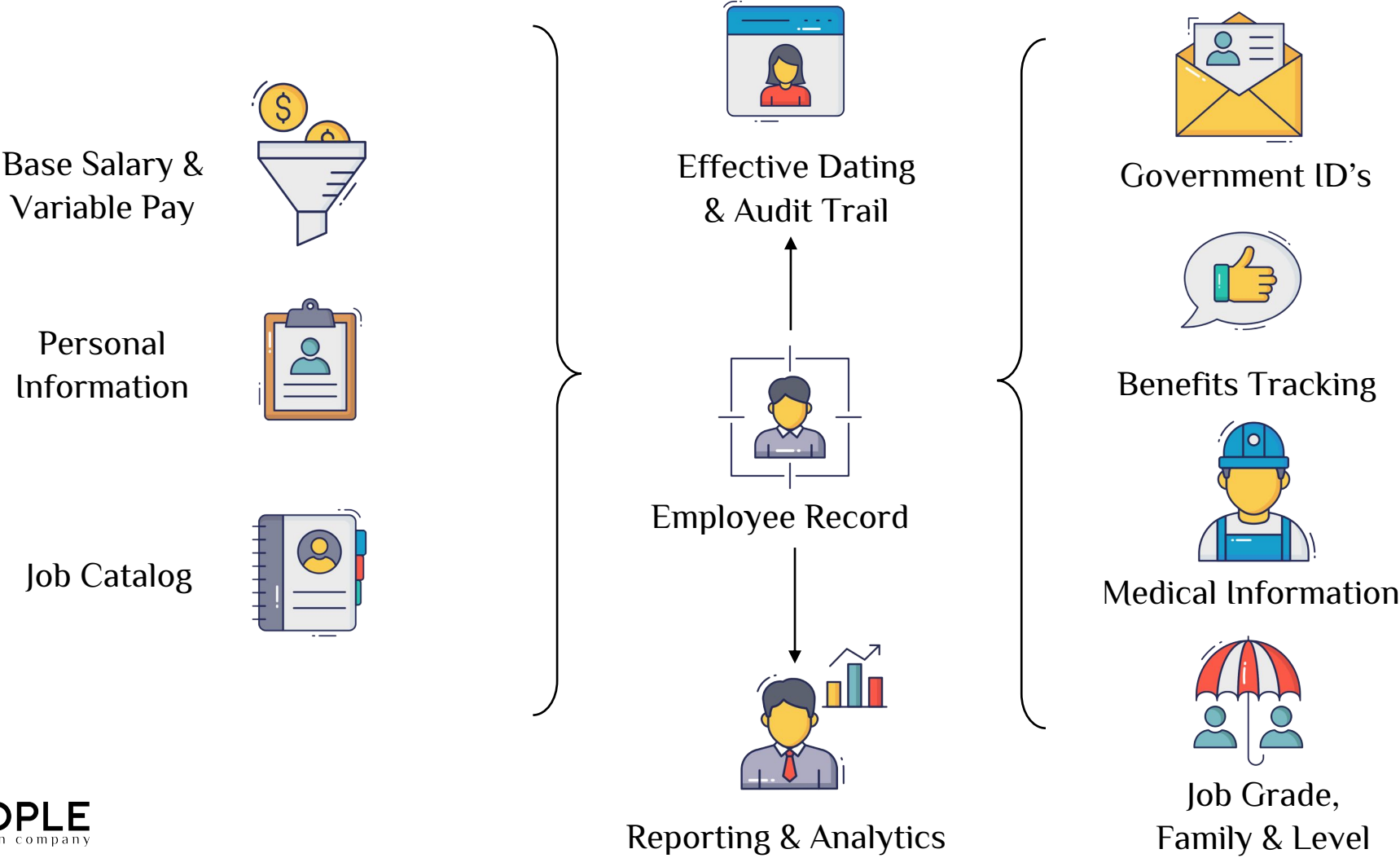
Core HR Capabilities

- Employee directory including all employees' information
- Employee assignment history
- Employee belongings
- Employee dependencies
- Organization structure
- Role-based access (field-level security)
- Trend analysis, KPIs
- Role-based and user-based configurable dashboard
- Multi-layer approval workflows
- Alerts and notifications (contract expiry, birthdays, passport expiry, documents expiry, etc..)

“ InoPeople HCM meets all the local requirements for the HR and Payroll in Middle Eastern Countries.



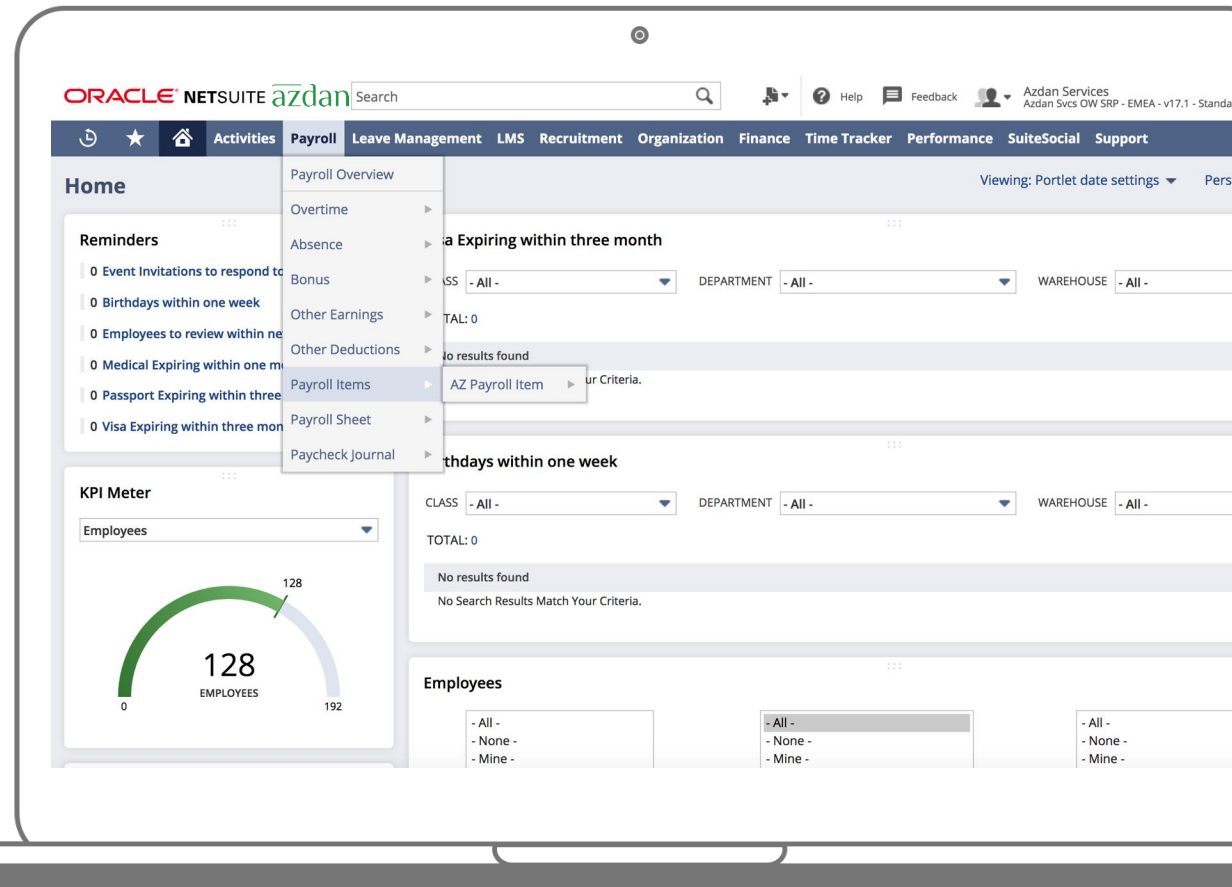
Employee Record Management



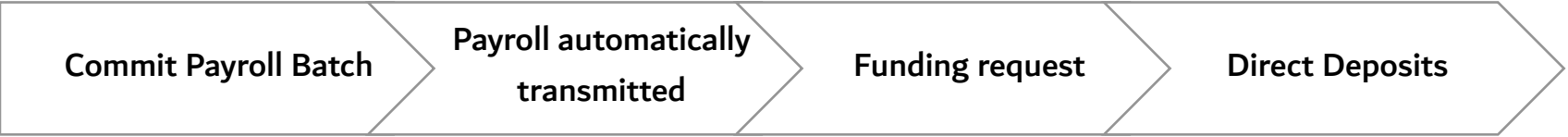
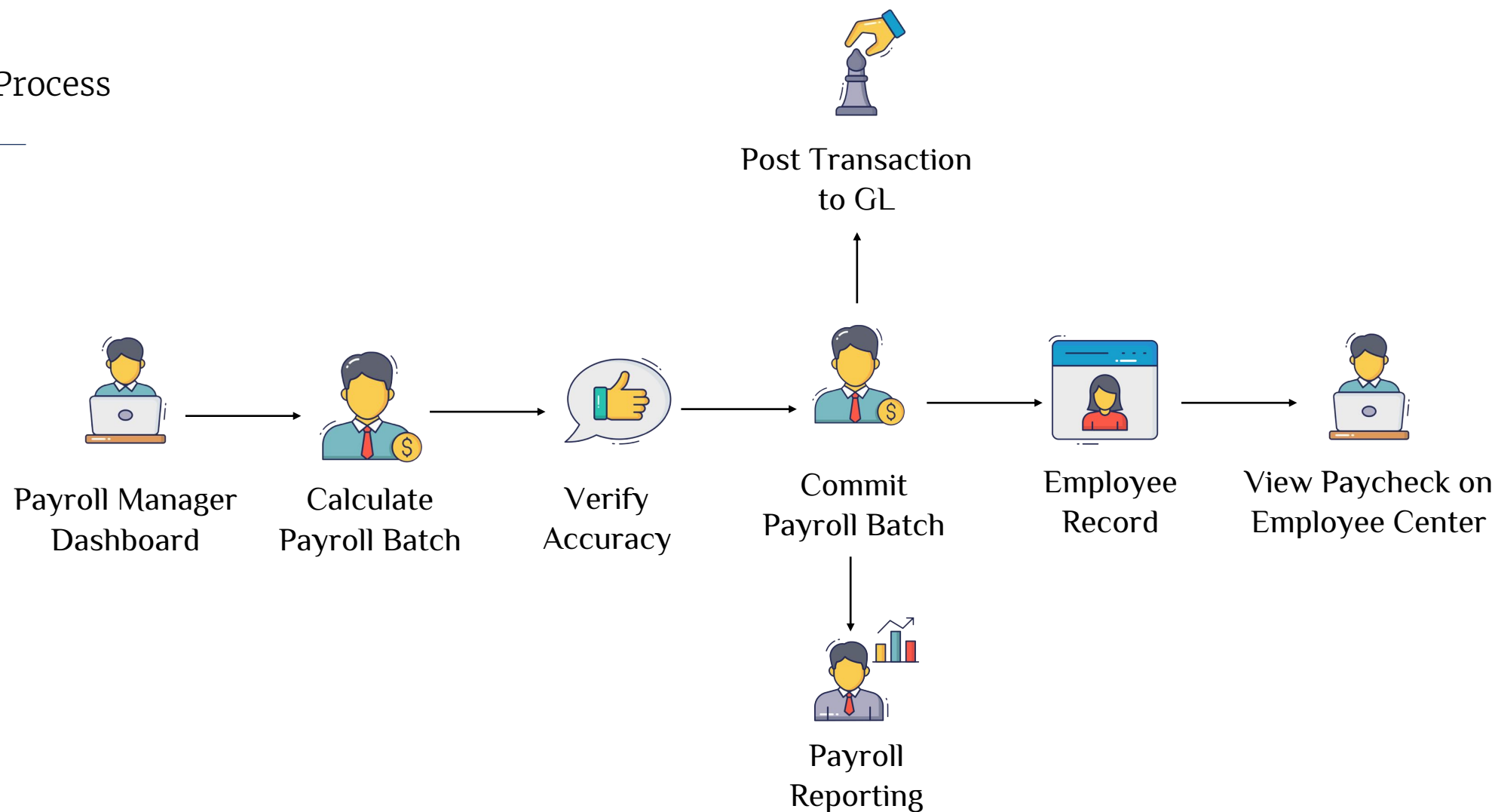
Payroll Automation

- Compensation and benefits
- Configurable payroll items per each company (subsidiary)
- Dynamic variable elements (bonus, non-recurring items)
- Payroll tax engine / country-based configurable
- Social insurance engine / country-based configurable
- Payroll hold up to item level
- Payroll accruals and payments connected to financial module
- Air-ticket provisions
- Gratuity calculator and provision

“ Daily repetitive tasks and high-volume, low-value activities are managed more efficiently.



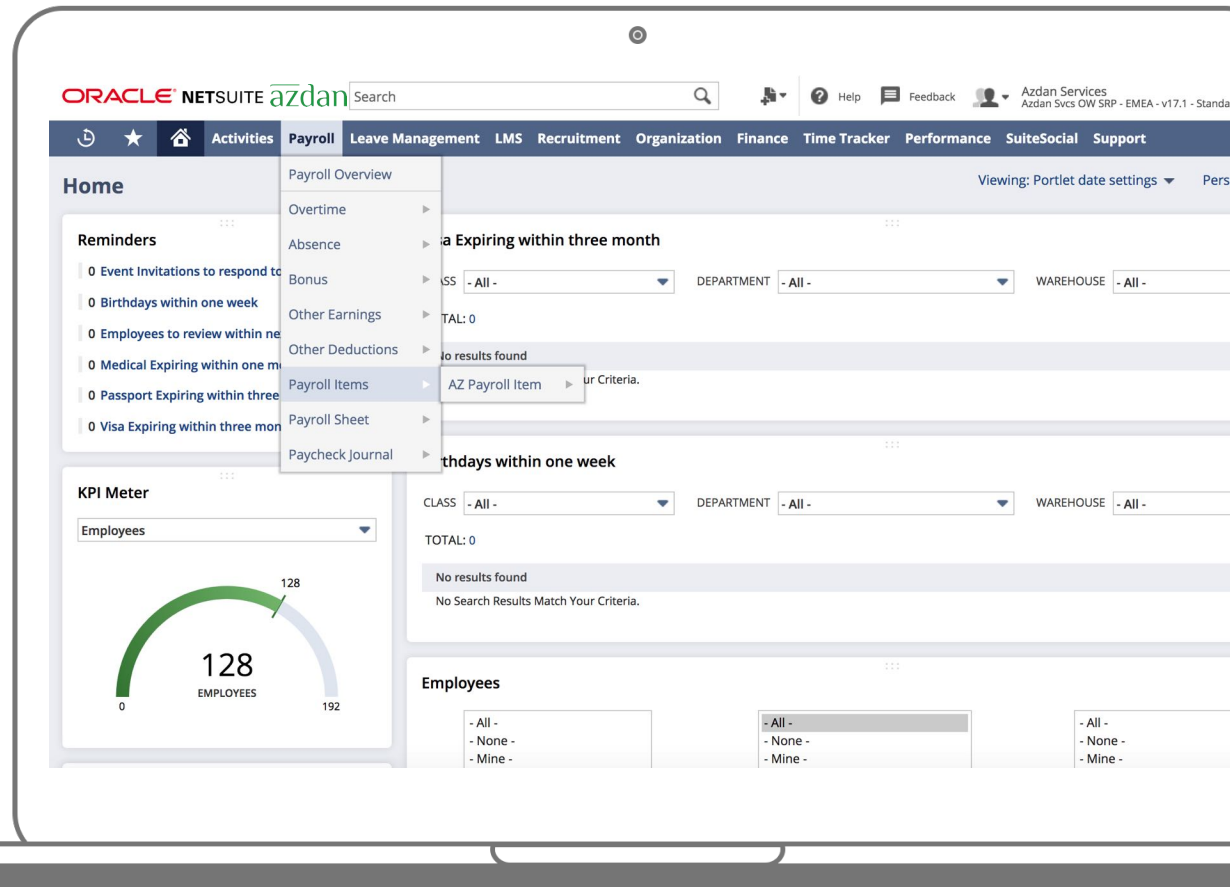
Payroll Process



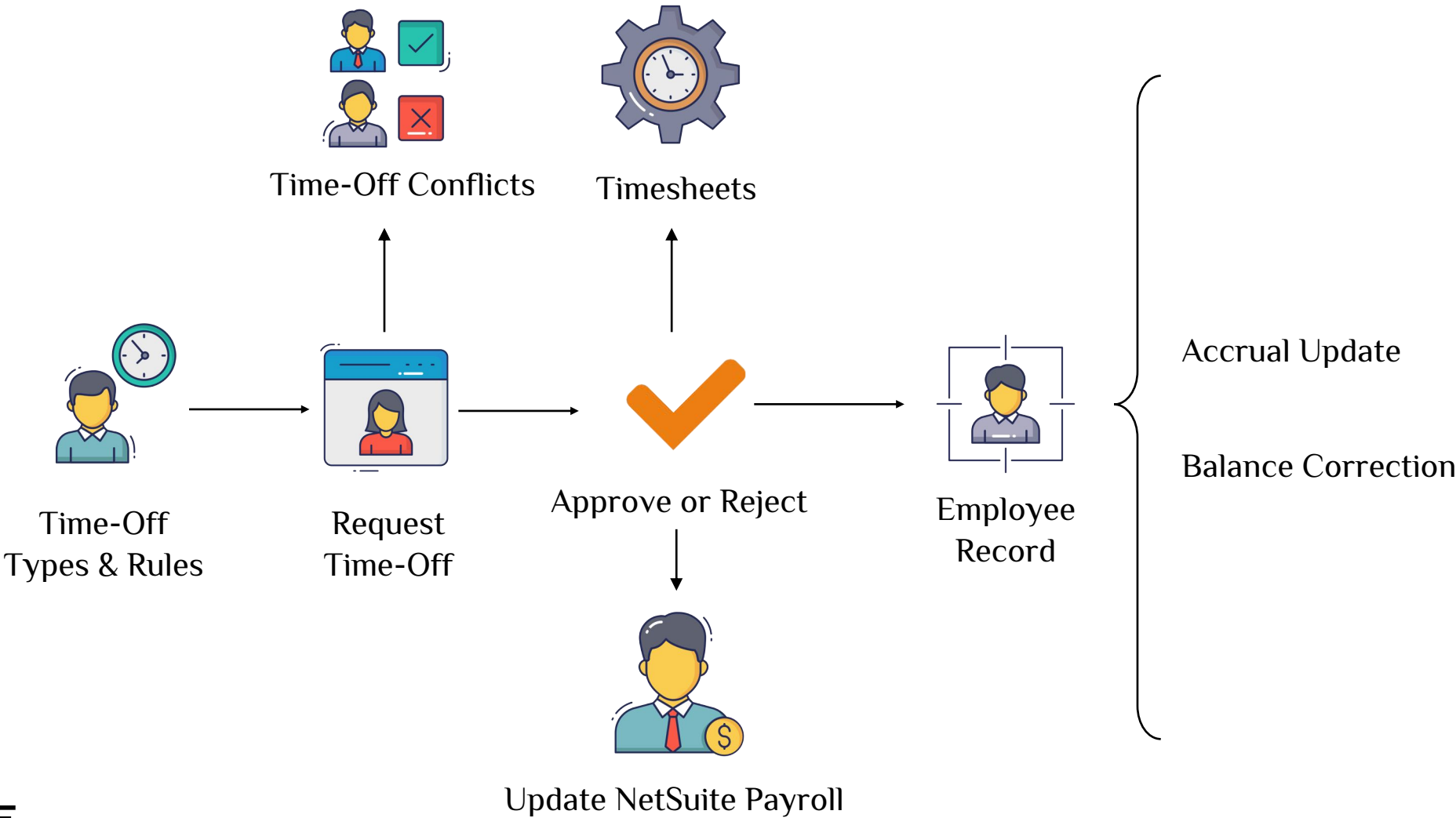
Leave & Attendance Management

- Leave types and leave rules
- Leave entitlement
- Unpaid leave
- Leave proration
- Leave approvals and notifications
- Attendance calendar
- Integration with biometric machine
- Automatic payroll calculation
- Overtime calculation
- Early leave and late arrival calculation
- Absence calculation

“ Eliminating manual timekeeping practices which takes a toll on employees productivity and morale.



Time-Off Management



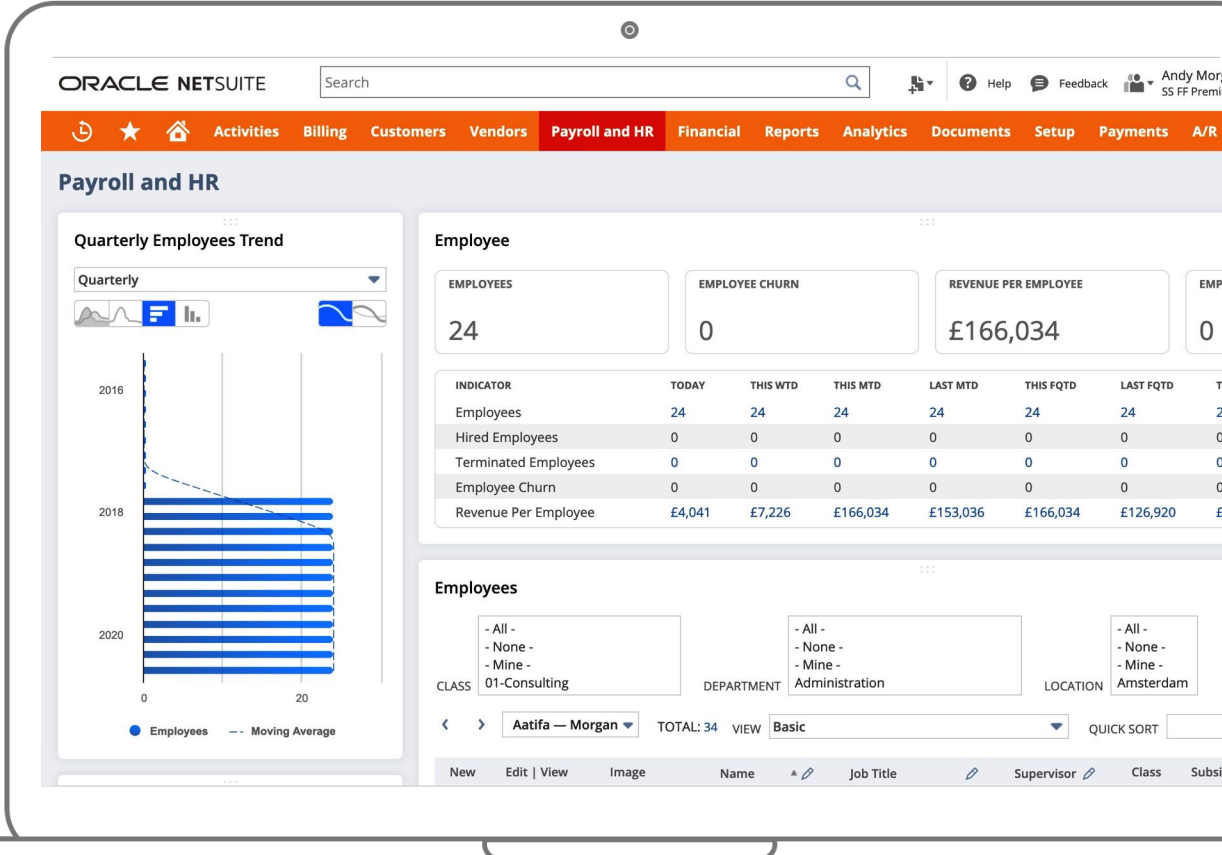
Performance Management

Performance management is a process by which managers and employees work together to plan, monitor and review an employee’s work objectives and overall contribution to the organization.

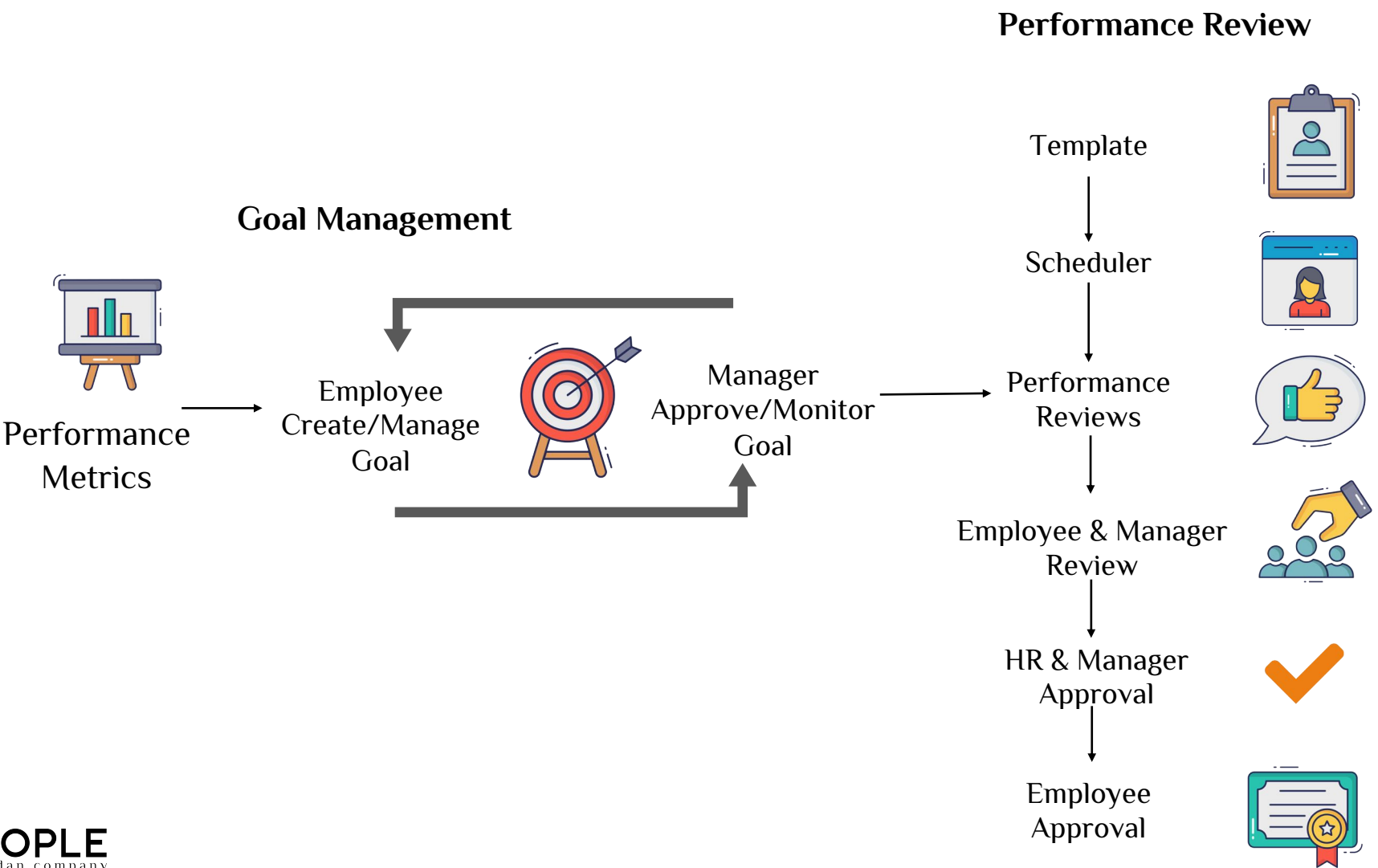
- Define multiple performance KPIs performance factor
- Multiple performance appraisals per year
- Employee feedback
- Supervisor feedback
- Evaluation score history



“ InoPeople performance management measures the employee’s overall performance considering previous achievements and planned objectives.



Performance Management

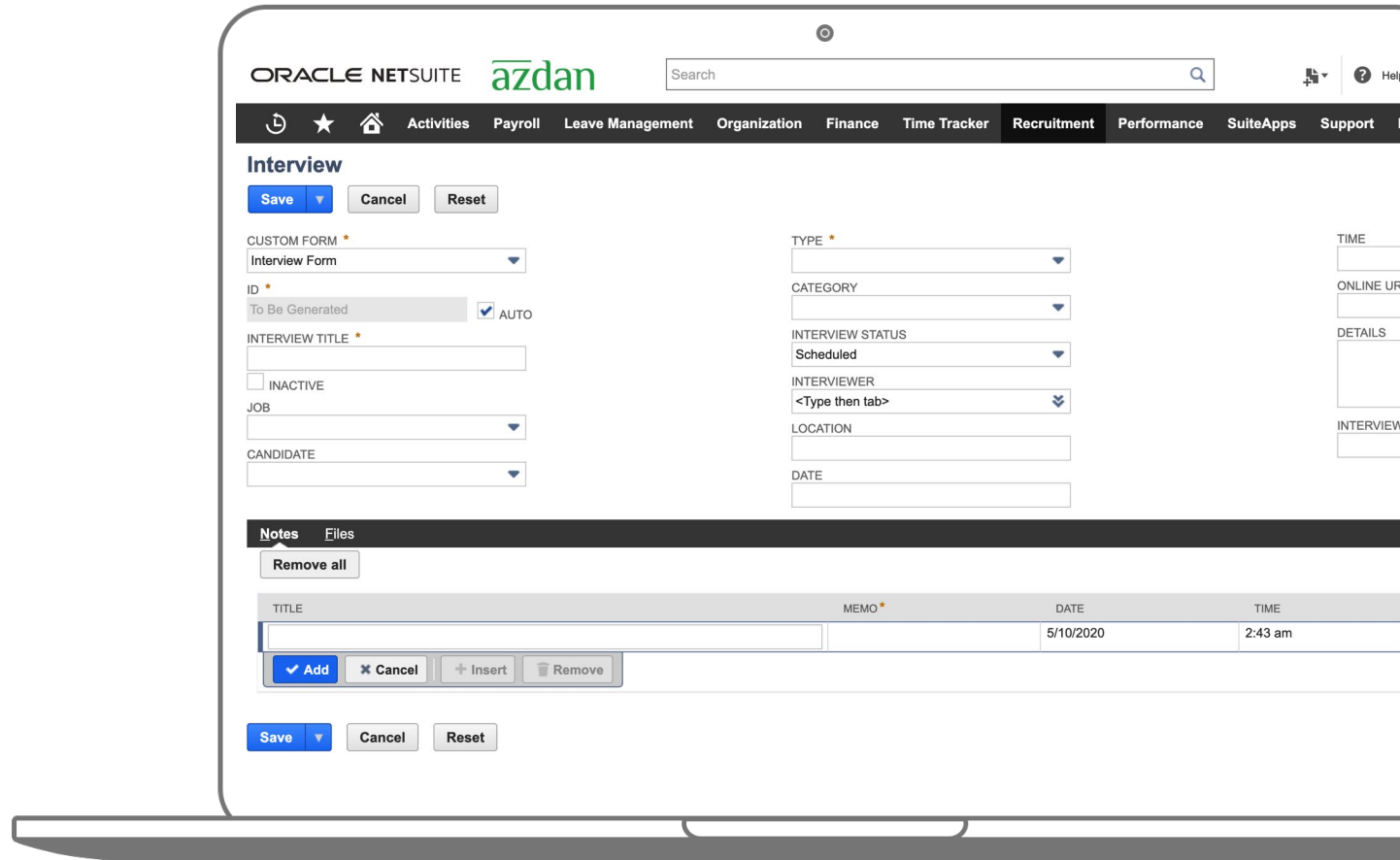


Recruitment

InoPeople provides an online job board that manages your entire recruitment and selection process—from posting job ads to sending offer letters.

- Job post
- Candidate profile
- Candidate processing
- Interview report
- Feedback
- Workflow automation

“ Having a structured system for recruitment management allow organizations to filter the right candidates and hire the top talents.



The screenshot displays the Oracle NetSuite Recruitment interface. At the top, the header includes the Oracle NetSuite logo, the 'azdan' logo, a search bar, and navigation tabs for Activities, Payroll, Leave Management, Organization, Finance, Time Tracker, Recruitment, Performance, SuiteApps, and Support. The 'Recruitment' tab is active, showing the 'Interview' form.

The 'Interview' form has a title bar with 'Save', 'Cancel', and 'Reset' buttons. Below the title bar, there are several input fields and dropdown menus:

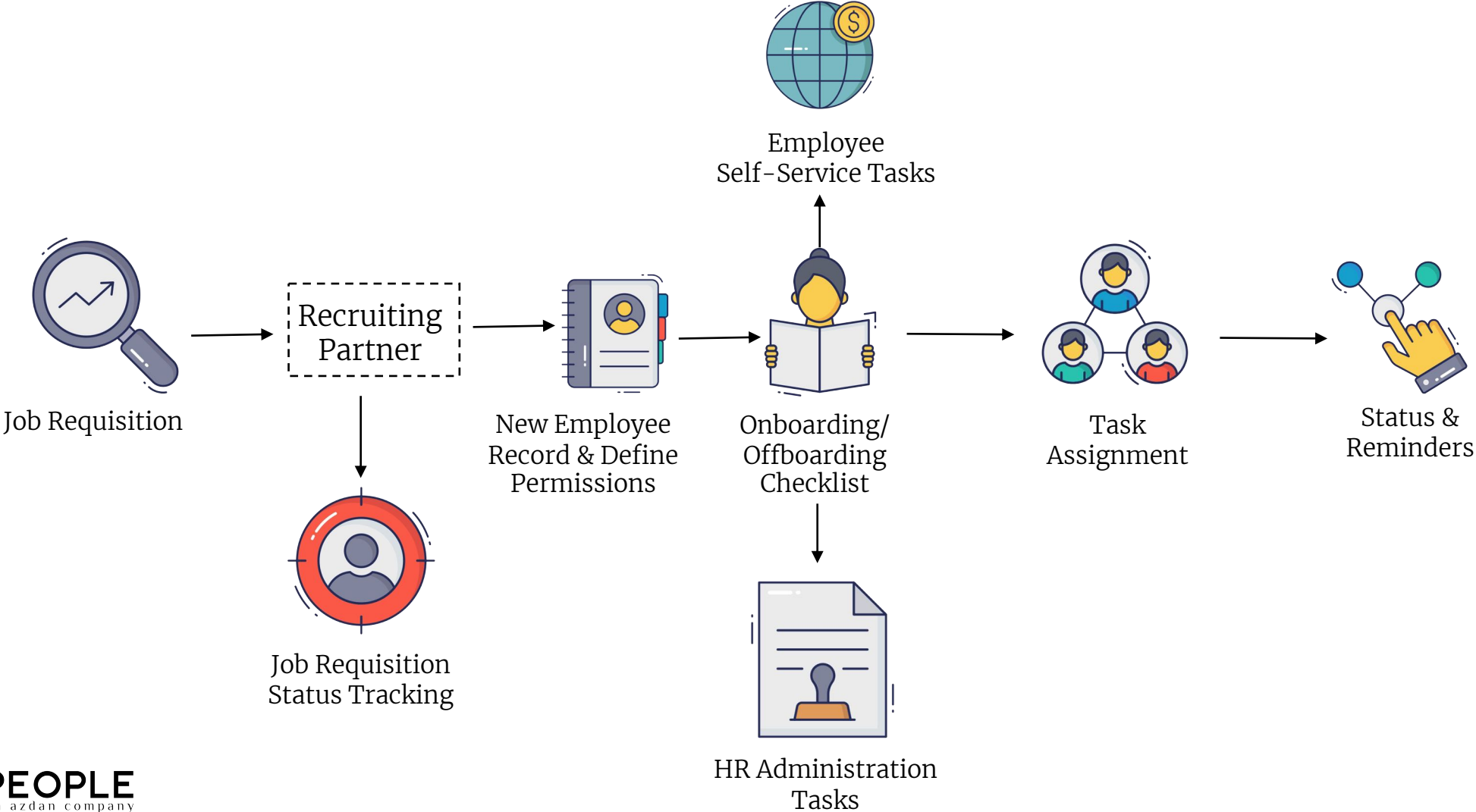
- CUSTOM FORM**: A dropdown menu with 'Interview Form' selected.
- ID**: A text field with 'To Be Generated' and an 'AUTO' checkbox.
- INTERVIEW TITLE**: A text field.
- INACTIVE**: A checkbox.
- JOB**: A dropdown menu.
- CANDIDATE**: A dropdown menu.
- TYPE**: A dropdown menu.
- CATEGORY**: A dropdown menu.
- INTERVIEW STATUS**: A dropdown menu with 'Scheduled' selected.
- INTERVIEWER**: A dropdown menu with '<Type then tab>' selected.
- LOCATION**: A text field.
- DATE**: A text field.

Below the form fields, there is a 'Notes' tab and a 'Files' tab. The 'Notes' tab is active, showing a table with columns for 'TITLE', 'MEMO', 'DATE', and 'TIME'. The table has one row with the following data:

TITLE	MEMO	DATE	TIME
		5/10/2020	2:43 am

Below the table, there are buttons for 'Add', 'Cancel', 'Insert', and 'Remove'. At the bottom of the form, there are 'Save', 'Cancel', and 'Reset' buttons.

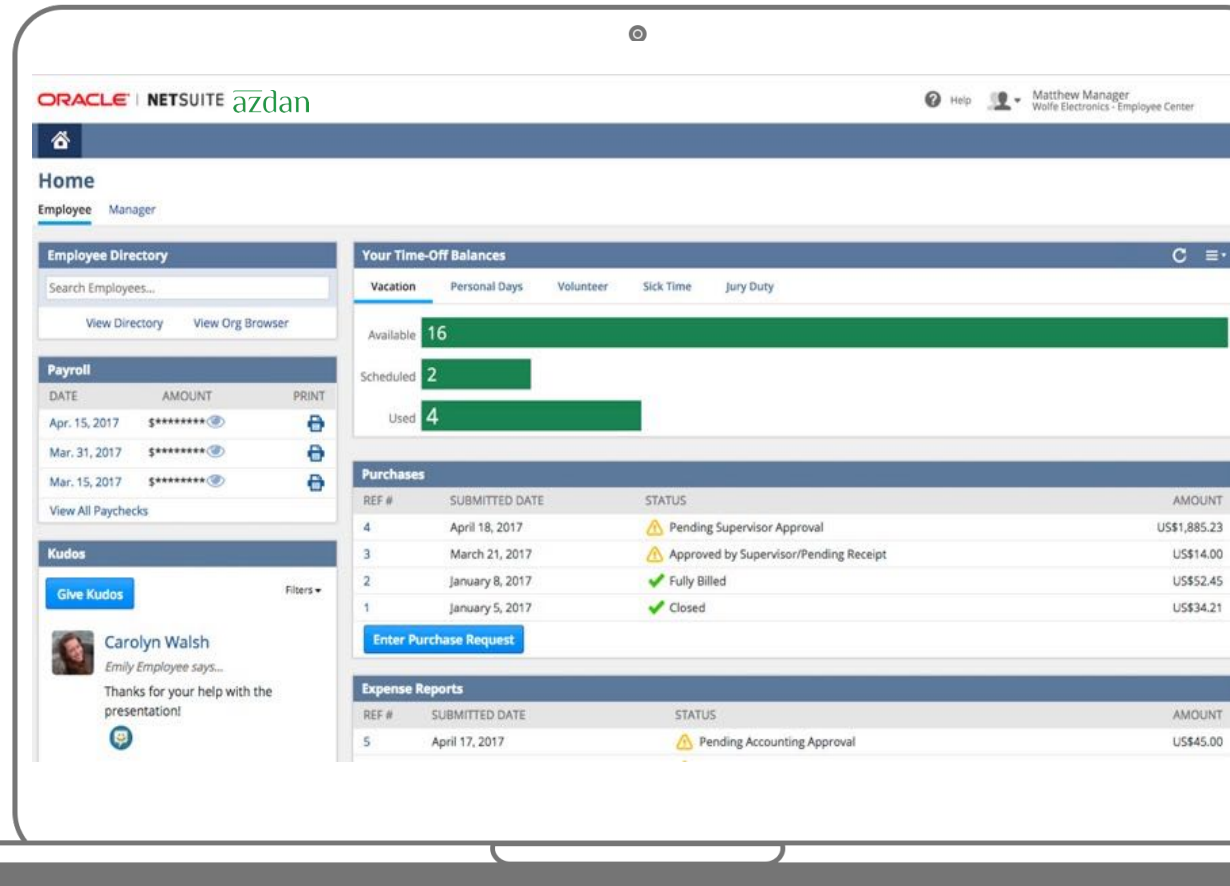
Employee Hire Process & Offboarding



Employee Self Service

- Pay slip generation and notification
- Leave requests & balance
- Document request
- Loan and advance request
- Track absence history
- View compensation history & pay-slips expense reimbursement
- Purchase requests
- Task management
- Time sheet recording and tracking reminders and activities

“ Processing employees’ queries through self-service will help the HR department to manage their time in a hassle free and effective way.



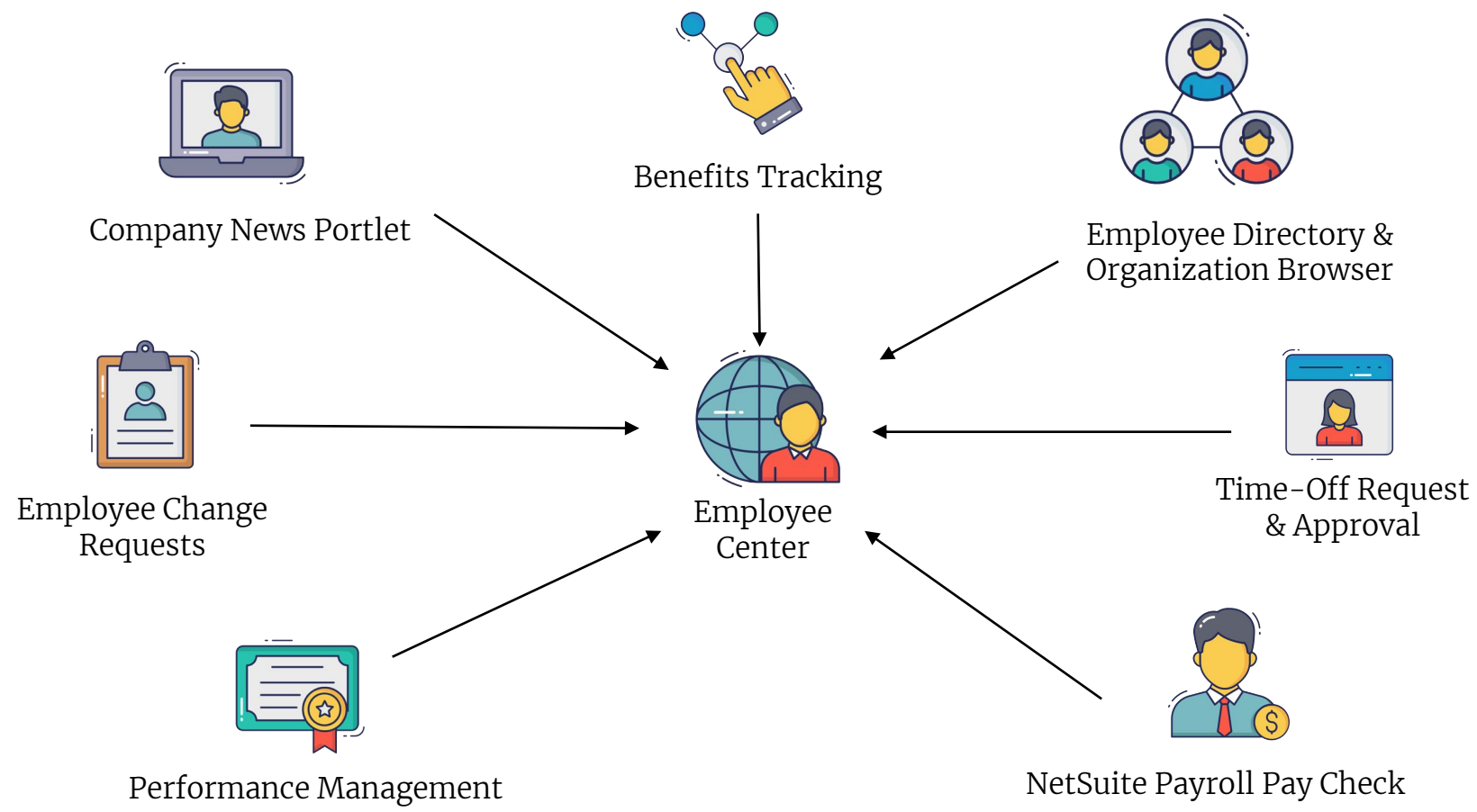
The screenshot displays the Oracle NetSuite Employee Self Service interface for the company 'azdan'. The user is logged in as 'Matthew Manager' (Wolfe Electronics - Employee Center). The interface is divided into several sections:

- Home:** Includes links for 'Employee' and 'Manager'.
- Employee Directory:** Features a search bar and links to 'View Directory' and 'View Org Browser'.
- Payroll:** Displays a table of payroll entries with columns for DATE, AMOUNT, and PRINT.
- Kudos:** Includes a 'Give Kudos' button and a section for 'Carolyn Walsh' with a message: 'Emily Employee says... Thanks for your help with the presentation!'.
- Your Time-Off Balances:** Shows a bar chart for 'Vacation' (Available: 16, Scheduled: 2, Used: 4) and tabs for 'Personal Days', 'Volunteer', 'Sick Time', and 'Jury Duty'.
- Purchases:** Displays a table of purchase requests with columns for REF #, SUBMITTED DATE, STATUS, and AMOUNT.
- Expense Reports:** Displays a table of expense reports with columns for REF #, SUBMITTED DATE, STATUS, and AMOUNT.

REF #	SUBMITTED DATE	STATUS	AMOUNT
4	April 18, 2017	Pending Supervisor Approval	US\$1,885.23
3	March 21, 2017	Approved by Supervisor/Pending Receipt	US\$14.00
2	January 8, 2017	Fully Billed	US\$52.45
1	January 5, 2017	Closed	US\$34.21

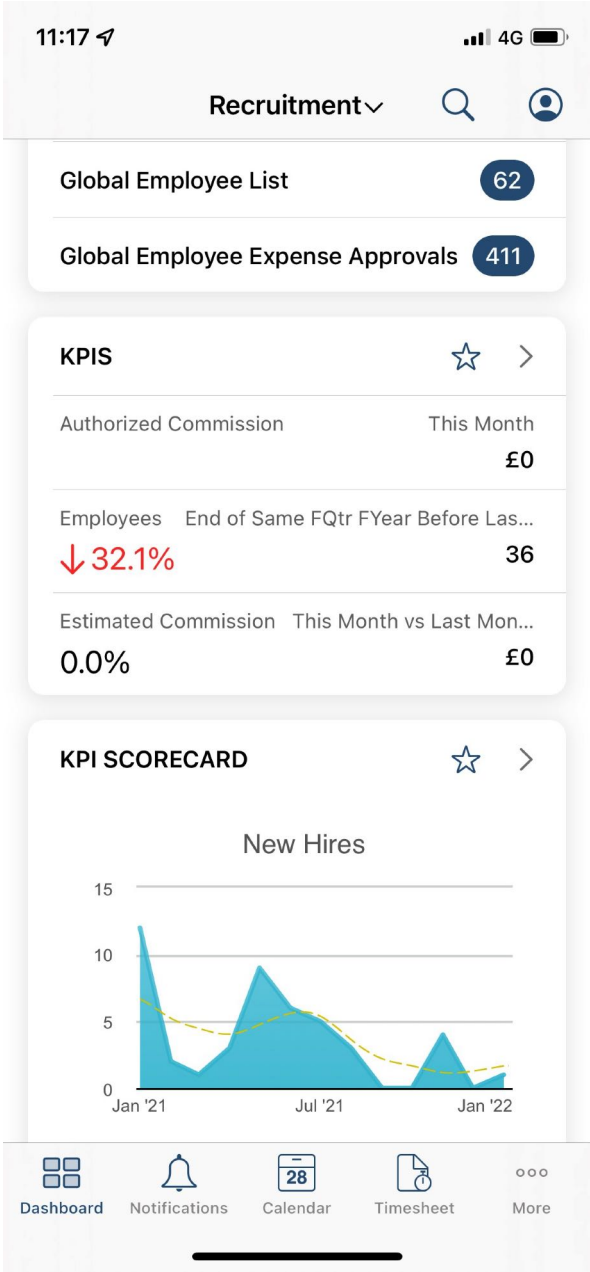
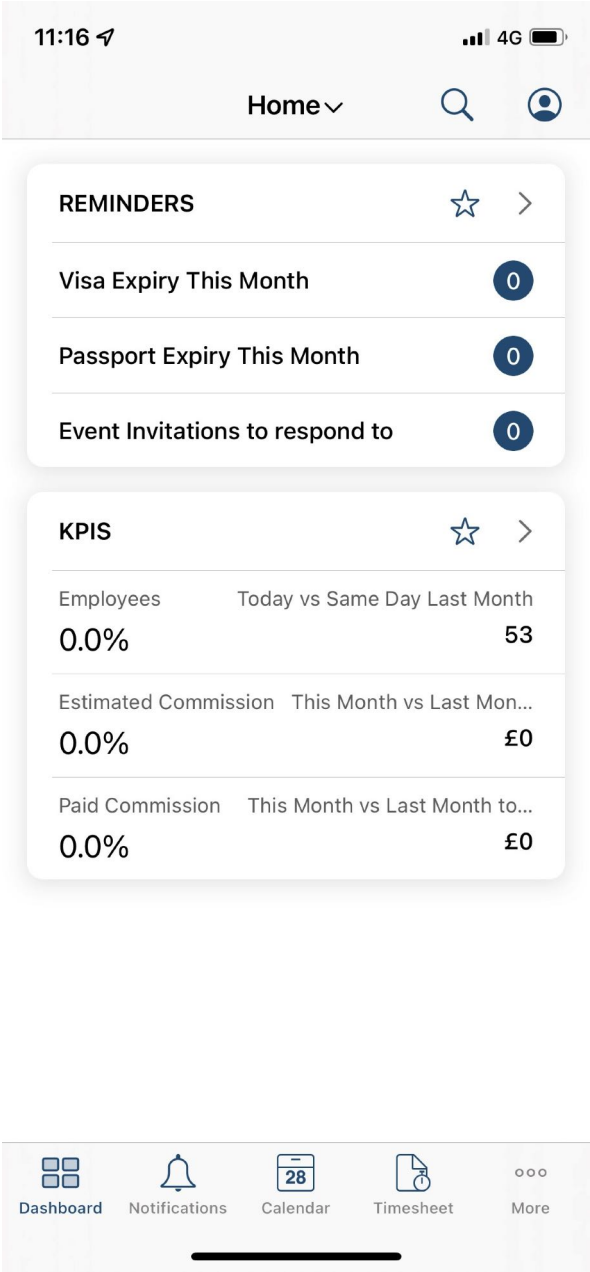
REF #	SUBMITTED DATE	STATUS	AMOUNT
5	April 17, 2017	Pending Accounting Approval	US\$45.00

Employee & Manager Self Service



Mobile Application

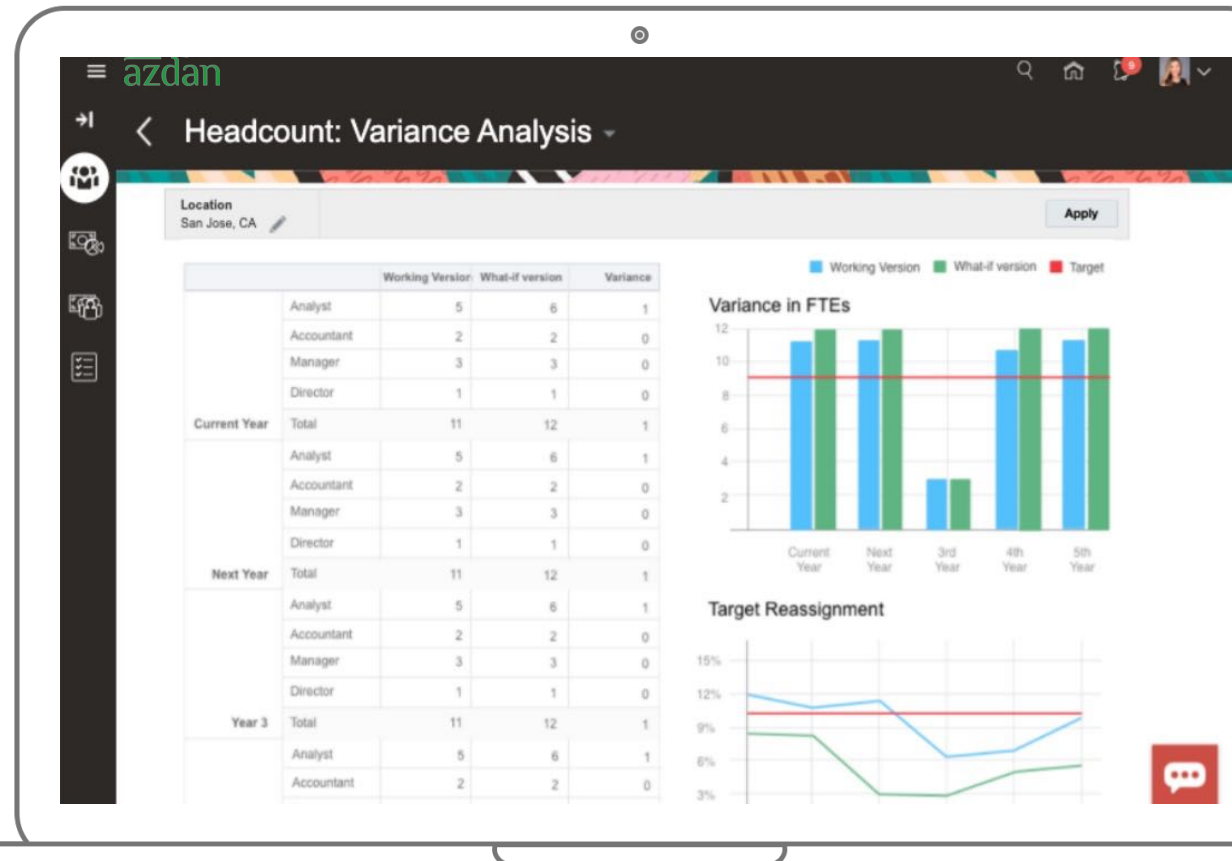
- Full fledged mobile application for:
 - HR staff mobile application
 - Employees mobile application
- Employee can perform all hr activities
 - Leave request and approval,
 - Payroll run,
 - Document request such as HR letter
 - Submit timesheet
 - Add expense report
 - Make purchase request



Human Capital Planning

- Close the gap between workforce supply and demand
- Drill down into what skills, competencies needed for long-term organizational success
- Analyze workforce trends and gain insights into attrition and retirement
- Predict costs and effectiveness of organizational changes
- Get a complete view of your headcount across your entire organization
- Improve collaboration between HR and Finance

“ Align headcount planning with demand drivers and budgets using skills, competencies and costs by department or employee level.



Human Capital Analytics

Real-time visibility into performance across all business functions improves communication among decision-makers.

Key Benefits

- Real-time searches,
- Reporting
- Industry Leading KPIs
- Dashboards
- SuiteAnalytics Workbook
- Granular permissions

“ InoPeople is helping HR leaders understand what’s happening in the business by personalizing NetSuite.

