

# herbst HRM - UK

## Human Resource Manager with Full UK Payroll

***“The greatest assets of any company are the talents, energies and other human resources of its employees”***

- **Extremely fast & user-friendly**
- **Employee profiles**
- **Working contracts**
- **Safety statements**
- **Accident log**
- **Job costing module**
- **Expenses/Adjustments**
- **Government forms**
- **Unlimited reporting**
- **BACS**
- **High security user control**
- **Integrated with accounts system**
- **Payroll history analysis**

Every Business has unique needs. Finding the perfect Human Resource & Payroll Solution for your firm can be difficult. In fact finding a software package that can do both is nearly impossible. Not anymore with Herbst **HRM**, we have created the perfect product to make it easy for you and for your business to manage your personnel.

A comprehensive Human Resource & Payroll System that automatically computes **National Insurance; Tax, Statutory Sick Pay (SSP), Student Loan Deductions (SLD), Statutory Maternity Pay (SMP), Holiday Pay, Entitlement; Leave - Sick and Personal Time** and much, much more.



HRM generates the most comprehensive reports of any HRM & Payroll software on the Irish Market for small, mid-sized or large businesses

Herbst HRM is an advanced, comprehensive human resource and payroll system designed for companies or payroll service bureaus processing payroll for companies.

Simply enter the company and employee information and use the default tax set up and rates for immediate payroll processing. Wages, taxes, deductions, and benefits are automatically computed for each person.

**Completely customizable**, HRM can be configured for each company's unique requirements to accommodate virtually any payroll, from the most basic to the most complex.

In addition, HRM includes the capability to process end of year reports (P30BC monthly & quarterly, P35 and P45). Sophisticated and packed with features, Herbst HRM is still easy enough for a novice to use

### Employee Record

An Employee record in HRM becomes more than just a name and number. HRM provides a comprehensive overview of all employee details and history, from career history to discipline in the past.



Herbst Human resources manager with full Payroll is a **completely integrated** solution with comprehensive functionality in all the areas that touch on the work lives of your employees and contractors.

HRM enables Human Resource Managers to maintain detailed information on every employee within the organization. Employee data is organized around a central screen containing information that provides a **complete overview of the employee**.

Numerous **sub-screens** can then be accessed from the central employee details screen, which contains additional information on the employee.

In addition a variety of **user defined reports and views** are available. Create your own, by sorting and filtering, or by the unique report designer, making reporting options virtually unlimited.

## Quickview

A unique user defined “online, no paper” Herbst Quickview Grid enables management to see any vital information instantly and have managerial information always on hand if desired with the correct user rights. Export information quickly into any Microsoft product, eg. Word, Excel etc.

## So, What’s Different about HRM?

### Accidents Control

Keep a record of employee accidents and injuries. Log the action taken and the cost of the injury to the company. All accidents are attached to the employee record for future reference.



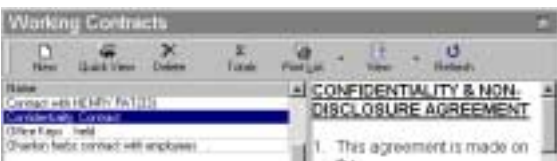
### Safety Statements

This critical document, required by all insurance companies, can be attached to each employee record, ensuring your company will never be lacking when it comes to safety legislation. Review and edit your safety statement directly from within Herbst HRM and print on a regular basis with payslips to refresh employee’s memories.



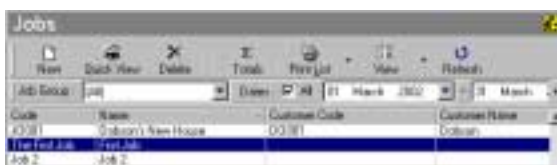
### Working Contracts

These working agreements can be attached to all employee records and can be easily individualized for each employee.



### Job Costing

The job Costing module in HRM is fully integrated with the payroll. It caters for all aspects of Jobs and Tasks and keeps a complete record of the cost these Jobs to your company in regards to wages. It also keeps track of all employees’ adjustments and expenses that need to be taken into account for each Job, which will make it easier when charging out to your clients.



With one simple click of a button, the employees Job sheets are imported into their timesheets to create their wages. Of course it is fully catered for in the reporting module, and all job Costing and Management reports are fully available at the click of a button.

## Running Your Payroll

Despite the fact that Herbst HRM is packed full of useful and powerful features, anyone with little or no payroll experience will find it quick and easy to use.

We have broken the Payroll routine down into three easy steps

### 1. Timesheet Quick Entry

Quick and easily enter the timesheets, whether hourly, gross to net, or net to gross.



### 2. Calculate Payroll

One click calculates everyone’s payroll. Simply click “undo” if you need to change your calculation.

### 3. Routine Listings

Efficiently print all your routine reports. Or simply Batch Report your Payslips, Summary reports (adjustment summary, payment summary, audit trail, nominal ledger reports, Government forms etc.)

### 4. Commit

You can choose to commit when you are finished with a particular weeks or months wages. This is not compulsory, but it is preferred by some people, who may have a few people using the program, and want it as an added security feature. Apart from this, there is no specific “closing off” procedure, and you are free to navigate between all weeks in the history and make changes – providing of course, you have the rights to do so, as a user.

**Herbst HRM is a complete Personnel management system designed with ease of use and complete human resources control in mind.**