



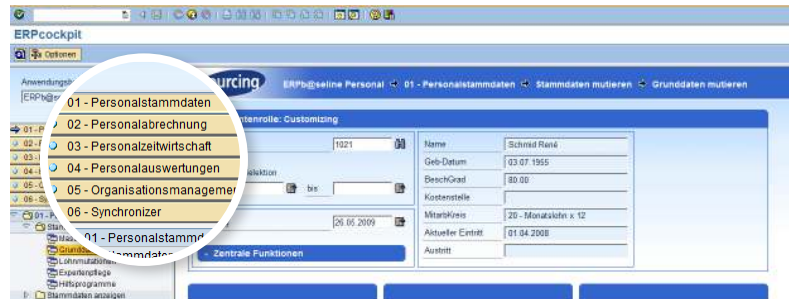
ADVICE

SAP Template / B@seline HR

SAP salary processing template for Swiss SMEs

ERPb@seline Human Resources is based on the basic processes of the module SAP HCM and SAP standard software. The solution is specifically tailored to the needs of small and medium-sized enterprises in Switzerland.

The pre-configured solution ERPb@seline Human Resources ensures a fast and cost-effective entry in human resources management. The solution includes all settings and processes needed for easy salary processing. It focusses on essentials.



With its clearly structured menu, employees can select functions directly and work in a process oriented way. This eliminates the time-consuming task of searching complex directory trees. ERPb@seline ensures that employees will quickly familiarize with the new application. To provide a clear overview, but also to support legal reporting, analyses can be generated at the touch of a button.

ERPb@seline HR at a glance

HR Master Data

- > Primary process and steps
- > Organizational structure in HR
- > Vacation and attendance management
- > Monthly processes (Import variable wage data)
- > Annual processes (wage round)

Organizational Management

- > Maintenance of master data, planned posts, jobs etc.
- > SAP standard HR reporting tools for organizational management, planned posts, and jobs
- > Generate visual organizational charts, integration of optional workflows

Payroll CH and legal reporting

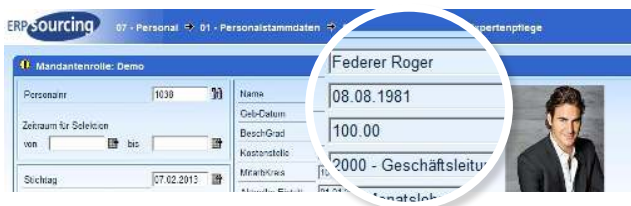
- > Linking planned posts to cost centres
- > Large wage type catalogue
- > Correction and multiple payroll
- > Periodic / recurring tasks
- > Payment transactions
- > Posting transfer
- > Statistics for BFS/SWISSMEM
- > Existing job catalogue pursuant to BFS requirements

Reports

- > Master data and wage types reports
- > Legal reports, provisions, and verifications
- > Daily, monthly, or annual report
- > Individual reports with Office Integration

Qualification management

- > employee qualification / training certificates



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We are an internationally active consultancy specialized in the design, implementation, and support of efficient, digitalized HR processes using SAP Human Capital Management (SuccessFactors, SAP HCM/HR).