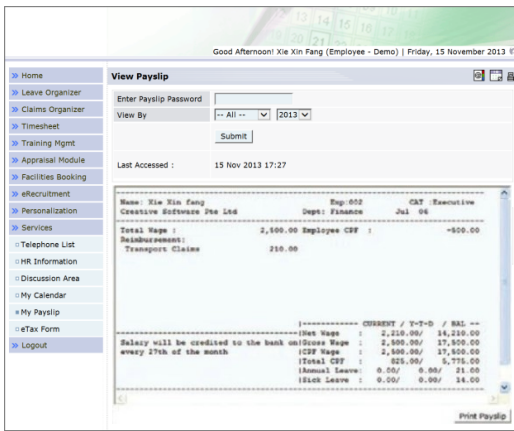


EasyPay ePortal

EasyPay ePortal is an online, web-based employee self-service suite of solutions. It allows you to manage employees' human resource matters within a company or organization - locally or internationally.

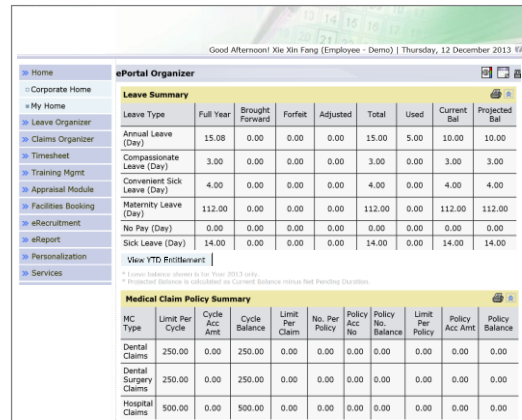
ePortal Entry Point

- Update personnel data
- View payslip
- View/Upload company phone listing, HR policies or handbook



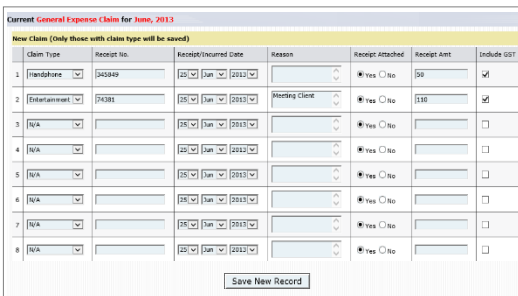
eLeave Module

- Leave application
- Automated multi-tier leave approval via email
- View leave entitlements & balance by leave types
- Shared leave calendar (monthly view)



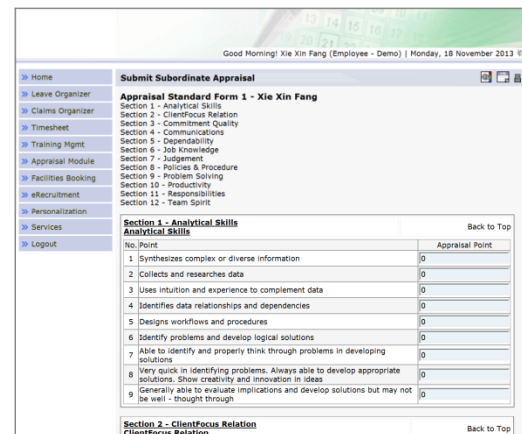
eClaim Module

- Claims submission
- Automated multi-tier claims approval
- View medical & dental claim entitlement & balance



eAppraisal Module

- Employee can fill up appraisal form online
- Upon completion, managers can comment, respond or feedback with necessary action



eFacility Module

- Booking of all facilities (commonly shared resources)
- Such as meeting rooms, vehicles, AV equipment

eTraining Module

- Managers can schedule training courses for employees
- Employees can also apply ad-hoc training courses

Other ePortal Modules

- eIndividual Report (IR8A viewing)
- eTimesheet
- eRecruitment