CASE STUDY

STREAMLINING PAYROLL PROCESSES FOR
M S RAMAIAH UNIVERSITY

A case study on implementing payroll for Educational institutions.

PROBLEM STATEMENT

M S Ramaiah University faced several challenges related to their payroll and human resources management processes

UNUSUAL TDS CALCULATION PERIOD

The university needed to calculate and file TDS (Tax Deducted at Source) for employees from March to February, which deviated from the regular April to March financial year used in India.

PROBLEM STATEMENT

LEAVE ALLOTMENT

The university struggled with manually allotting monthly leaves to employees, which was a time-consuming and error-prone process.

FORM T AND MUSTER ROLL PREPARATION

Preparing Form T and maintaining muster rolls for employees was a cumbersome manual task.

DA (DEARNESS ALLOWANCE) PERCENTAGE CHANGES

Monthly or quarterly changes in DA percentages for employees were not being efficiently managed, resulting in inaccuracies in salary calculations.

SOLUTION IMPLEMENTED

To address these challenges, M S Ramaiah University implemented a comprehensive solution using Saral PayPack, a payroll and HR management software

FORM T AND MUSTER ROLL GENERATION

Saral PayPack's reporting features were employed to generate Form T and streamline the preparation of muster rolls, reducing manual efforts

DA PERCENTAGE CALCULATION

The software was configured to calculate the DA component based on predefined formulas, ensuring that percentage increases were automatically computed and applied to salaries and payslips

SOLUTION IMPLEMENTED

MAR-FEB TDS CALCULATION OPTION

The software was configured to enable TDS calculation from March to February, aligning with the university's requirements without changing the financial year.

AUTO LEAVE ALLOTMENT

Saral PayPack's auto leave allotment feature was utilized to automatically assign leaves based on the salary calendar days, simplifying the leave management process

IMPACT AND RESULTS

The implementation of Saral PayPack and the associated solutions had a significant impact on M S Ramaiah University's payroll and HR management processes

AUTOMATION

The solution automated many manual processes, reducing the administrative burden on HR and payroll teams

ACCURACY

With formula-based DA calculation and automated processes, the accuracy of payroll calculations and TDS filings improved

EFFICIENCY

The software's automation features saved time and effort, allowing HR and payroll staff to focus on more strategic tasks

CLIENT SATISFACTION

M S Ramaiah University expressed high satisfaction with the solution's ability to meet their specific requirements and streamline their payroll and HR operations

COMPLIANCE

The university was able to ensure compliance with TDS regulations while adhering to their unique payroll timeline

In conclusion, the successful implementation of Saral PayPack and the tailored solutions provided by the software significantly improved the efficiency and accuracy of payroll and HR processes at M S Ramaiah University.

This case study highlights how technology can be leveraged to address specific challenges in a unique operational context, ultimately leading to increased client satisfaction and compliance

THANK YOU