

LEAVE MANAGEMENT

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Based upon codes , date-driven, real-time, retrospective leave-entitlement and calculations, the Leave Management module provides an extensive leave management sub-system that can calculate and maintain leave balances dynamically, based upon user-definable formulas, accrual rules and non-accrual conditions. An unlimited number and variety of leave types can be maintained within the system with links to ensure that overlapping leave periods and special leave types are correctly administered.

User-definable formulas, accrual rules, and non-accrual conditions are used to calculate and maintain leave balances accordingly. Leave codes are linked to ensure that the rules for leave types are clearly defined throughout the system.

Leave booking transactions can be entered in advance or in arrears across an unlimited span of dates. Any transactions against leave entitlements, current or future, are automatically reflected in all relevant leave balance enquiries.

Leave balances and accruals are stored and generates real-time leave entitlements for the required period, taking into account all current and future leave bookings. Storage of leave balance and leave accrual calculations links into the payroll system.

Where two or more overlapping leave types, dates or times exist , the system will generate an appropriate warning to the operator to prevent duplicate bookings being posted to the database.

