TechIntegra ERP

HR & PAYROLL · MADE FOR THE SULTANATE OF OMAN

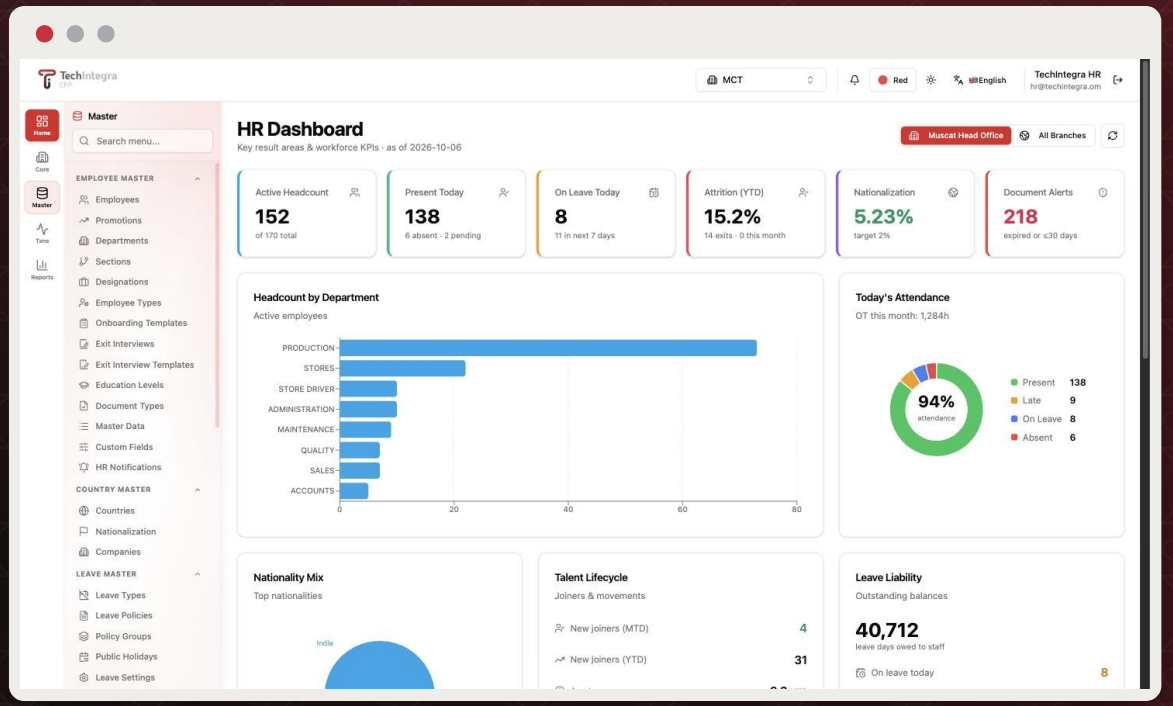
Your entire workforce. One system.

Zero spreadsheets.

نظام واحد لإدارة الموارد البشرية والرواتب — مصمم لسلطنة عُمان

Attendance, overtime, leave, payroll, settlements and loans in one bilingual platform, ready for the Social Protection Fund.

SPF-Ready | English \| العربية | OMR native | Multi-branch



Live HR dashboard: headcount, attendance, attrition and Omanisation at a glance

ONE SUITE, NINE MODULES

Everything HR, from hire to final settlement

Each module works on its own, and they all share one employee record, one calendar and one payroll.

Organisation

Companies, branches, departments, sections, designations, employee types

Employee Master

Complete profiles, documents, visas, history, assets, accommodation

Onboarding & Exit

Checklists, activation control, exit interviews, rejoin tracking

Attendance & Shifts

Biometric devices, shifts, rosters, daily register, corrections, timesheets

Overtime

Rule-based OT rates, caps, incentives and pre-approval requests

Leave

Policies, accruals, balances, approvals, holidays, comp-off

Payroll

Formula-driven components, runs, approvals, payslips, bank files

Settlements

Leave salary, encashment, air tickets and end-of-service

Loans & Advances

Interest-free loans and advances recovered through payroll

SOCIAL PROTECTION FUND

SPF-Ready payroll.
Contributions calculated, not chased.

TechIntegra ERP is built for Oman's Social Protection Fund. Every payroll run will calculate employee and employer contributions and carry them into payslips, bank files and reports.

Omani employees

Employee and employer shares applied automatically by nationality, with the insurable-wage cap handled

Expatriate employees

Work-injury cover for expatriate staff, calculated every month

Expat savings scheme

Ready for the savings scheme that replaces gratuity accrual for expatriate service from July 2027

Rates you control

Effective-dated rates: when the law changes, you update a setting, not the software

SPF
READY
صندوق الحماية الاجتماعية

Plus an Omanisation compliance report: actual nationalisation % against each scheme's target

EMPLOYEE MASTER

One complete record for every employee

Everything HR needs about a person, in one place and in both languages.

Complete profile

Personal, contact, family, bank and emergency details, with Arabic name support

Documents & visas

Passport, visa, resident card and contracts stored with expiry dates and file uploads

Actual vs LC role

Track the real job and the official designation side by side

Promotions & history

Promotions, transfers and salary revisions; every change audited

Insurance & family

Medical insurance plans, dependents, qualifications and languages

Excel import

Bulk Excel import with validation, plus fields of your own

Assets & housing

Issued assets plus camp, room and bed allocation

Passport release

Release and return register with a printable, numbered form

Every punch, every shift, every day, accounted for

Attendance flows straight into overtime, leave and payroll, with no re-typing.

Shift master

Day, night and split shifts with breaks and weekly offs

Shift roster

Assign shifts per employee or in bulk, by date range

Daily register

In/out times, late minutes and early exits, with status set automatically

Excel import

Upload attendance safely; rows outside the employment period are blocked

Corrections workflow

Employees request, managers review, HR approves

Monthly timesheet

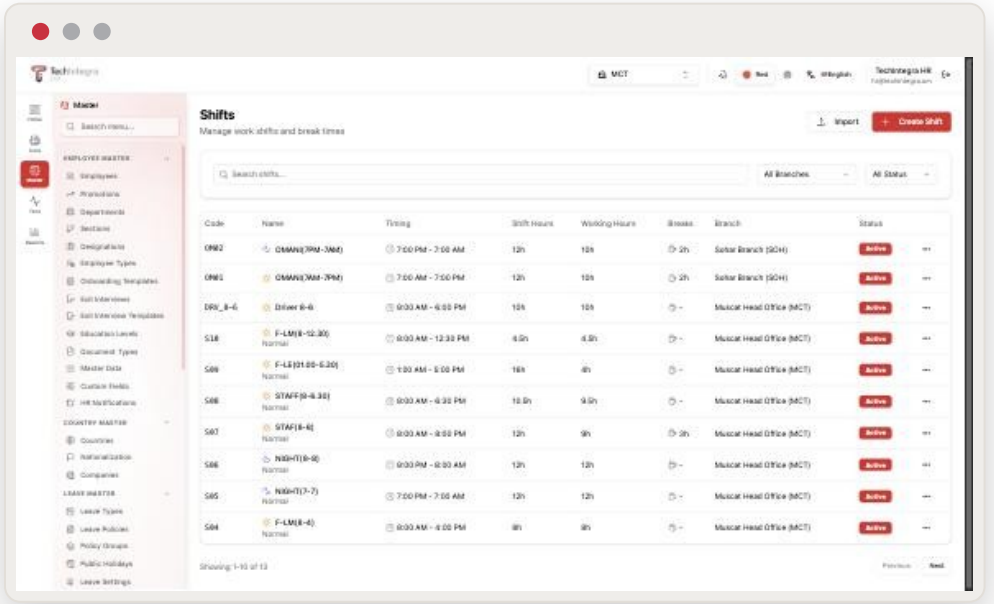
Colour-coded calendar per employee with summary totals

Absence rules

Sandwiched weekends, CF days and bulk absence compensation, all rule-driven

Biometric integration

ZKTeco fingerprint and face terminals feed punches straight into the register



Shift master across branches

Biometric, manual or Excel

Every punch is tagged with its source (device, manual entry or import), so you always know where a time came from.

Overtime paid exactly as your policy says

Define the rule once; the system applies the right rate, base and cap to every hour.

Rule-based OT

Choose the salary base (Basic, Basic + Food…) and the monthly hours divisor

Weekday, off-day, holiday

A separate rate for each day type, e.g. 1.25× and 1.5×

Daily & monthly caps

Hours over the cap are paid as an OT incentive, not lost

OT pre-approval

Request, approve or reject overtime before it is worked

Office-staff OT

A day-rate model with a flat holiday rate for staff grades

Eligibility control

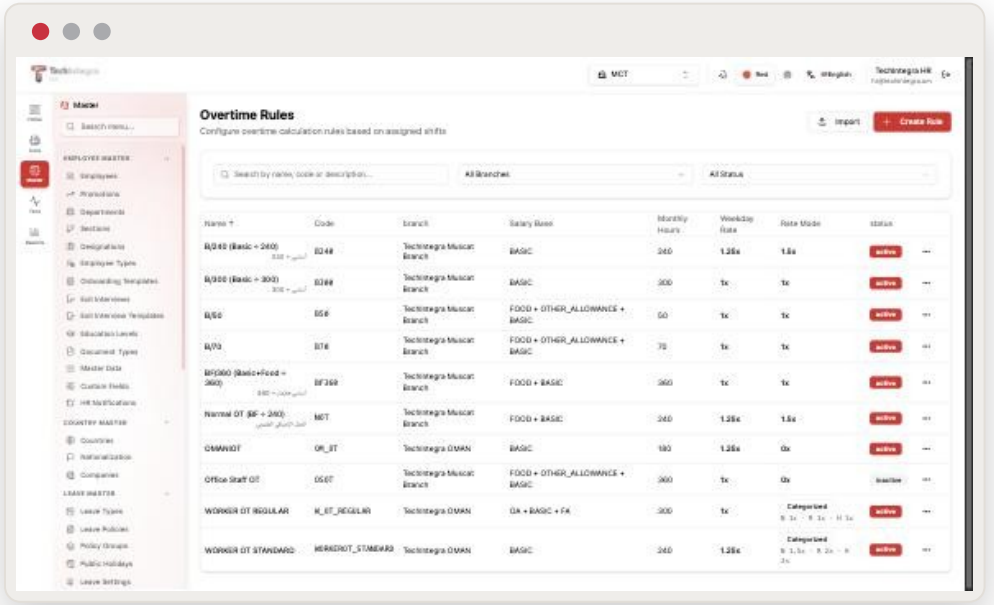
Only eligible employees are paid OT, enforced in payroll

Comp-off option

Give time off instead of pay for off-day work

Audit-ready

Approved and actual OT are stored with every payroll run



Overtime rules per branch and grade

Assigned per employee
Labour, drivers and office staff each get the right OT rule; no more one-size-fits-all formulas.

Leave that accrues, balances and approves itself

From the application to the payslip, with balances everyone can trust.

Leave types

Annual, sick, maternity, paternity, emergency, unpaid or your own

Leave policies

Entitlement, monthly or yearly accrual, and minimum-service rules

Policy groups

Different rules for staff, labour or management

Balances

Auto accrual, carry-forward at year end, manual adjustments

Approval workflow

Multi-level approvals configured per branch

Public holidays

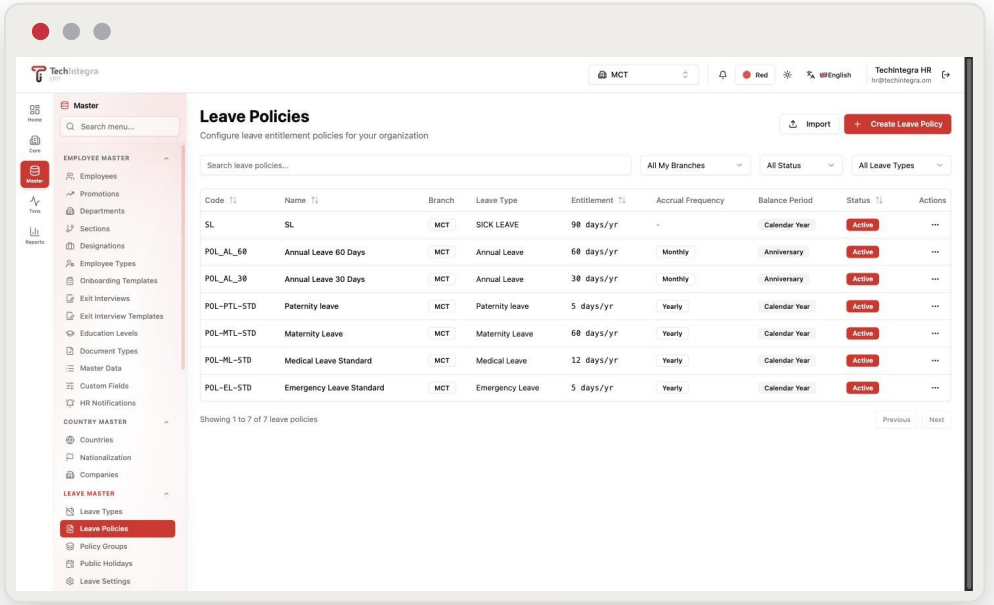
Holiday calendar per branch; copy last year in one click

Comp-off

Grant time off with expiry; the oldest days are used first

Leave reports

Balances, history, team calendar and accruals, exportable



Leave policies with accrual and balance periods

Rejoin control built in
Late return after leave is recorded on a rejoin form, with each extra day marked paid or unpaid.

PAYROLL ENGINE

Payroll in hours, not days

Attendance, overtime, leave, loans and adjustments meet in one run.

Salary components

Fixed amounts, percentages or formulas such as attendance allowance

Pay grades & structures

Structure templates per pay grade, with per-employee overrides

Flexible pay cycles

Calendar month or custom cut-offs such as 26th to 25th

Run lifecycle

Process, review, approve and mark paid, with full history

Automatic pro-rata

Joiners, leavers, absences and unpaid leave handled for you

Adjustments

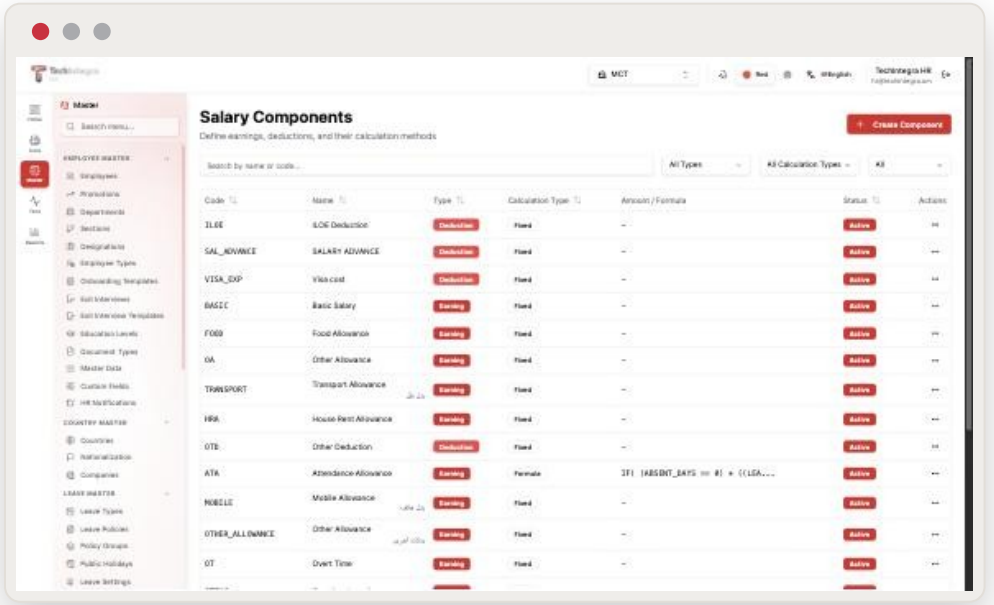
One-off earnings and deductions, reserved for the right run

Run freeze

Lock the period so nobody changes attendance after approval

Bank & cash

Pay by bank or cash; rounding rules you set



Salary components: fixed, percentage and formula

SPF contributions plug in here

Statutory deductions sit alongside your own components, so payslips, bank files and reports stay in sync.

PAYSLIPS, BANK FILES & DOCUMENTS

The documents finance and the bank actually need

Generated straight from the approved run, on your company letterhead.

Payslips

PDF payslips for one employee or the whole run, in English or Arabic

Bank salary letters

Salary transfer letters for your bank; combine several runs into one letter

Salary report

An Excel register with an earnings subtotal and summaries by payment mode and department

Settlement statements

Leave and exit settlement documents in PDF and Excel, ready to sign

Passport release forms

Numbered release and return forms with employee and visa details

Your letterhead

Each company's header and footer printed on every document

Final figures that hold up to scrutiny

Every settlement and every loan is reconciled automatically with payroll.

Leave & exit settlements

- Leave salary paid in advance for the leave period
- Leave encashment and air tickets by your air-ticket rules
- End-of-service gratuity by gratuity rule and termination reason
- Unauthorised absence netted off automatically
- Payroll skips days a settlement already covers
- Settlement document as PDF and Excel; rejoin recorded on return

Loans & salary advances

- Interest-free loans and advances with approval workflow
- Monthly instalments, with defer or catch-up per month
- Instalment capped against net pay and deferred automatically
- Repayment by salary deduction or cash
- Outstanding balance recovered in the final settlement
- Loan report as on any date, in PDF and Excel

LIFECYCLE & ALERTS

Nothing expires, slips or gets forgotten

The system reminds the right people before problems become fines.

Onboarding checklists

Templates per role; an employee is activated only when the checklist is complete

Document expiry alerts

Visas, passports and cards flagged 30 days ahead

Probation & birthday alerts

Daily notifications to the roles you choose

Rejoin tracking

See who has rejoined, who is overdue and who is still on leave

Exit interviews

Structured templates that capture why people leave

In-app notifications

Approvals and alerts arrive in the notification bell

REPORTS

Answers in one click, not one week

Every report filters by branch, company and department, and exports to PDF or Excel.

Omanisation

Actual nationalisation % against each scheme target

Punch exceptions

Missing punches, unprocessed days and leave not applied

Production report

Days worked and OT for any date range, before payroll

Salary register

Payroll in Excel with payment-mode and department summaries

Leave reports

Balances, history, team calendar and accruals

Loan report

Outstanding and recovered amounts as on any date

Rejoin report

Rejoined, overdue and still-on-leave employees

Promotions report

Who moved up, when, and to what

Document expiry

Passports, visas and cards expired or due soon

Birthdays

Upcoming birthdays by month and department

Missing payroll runs

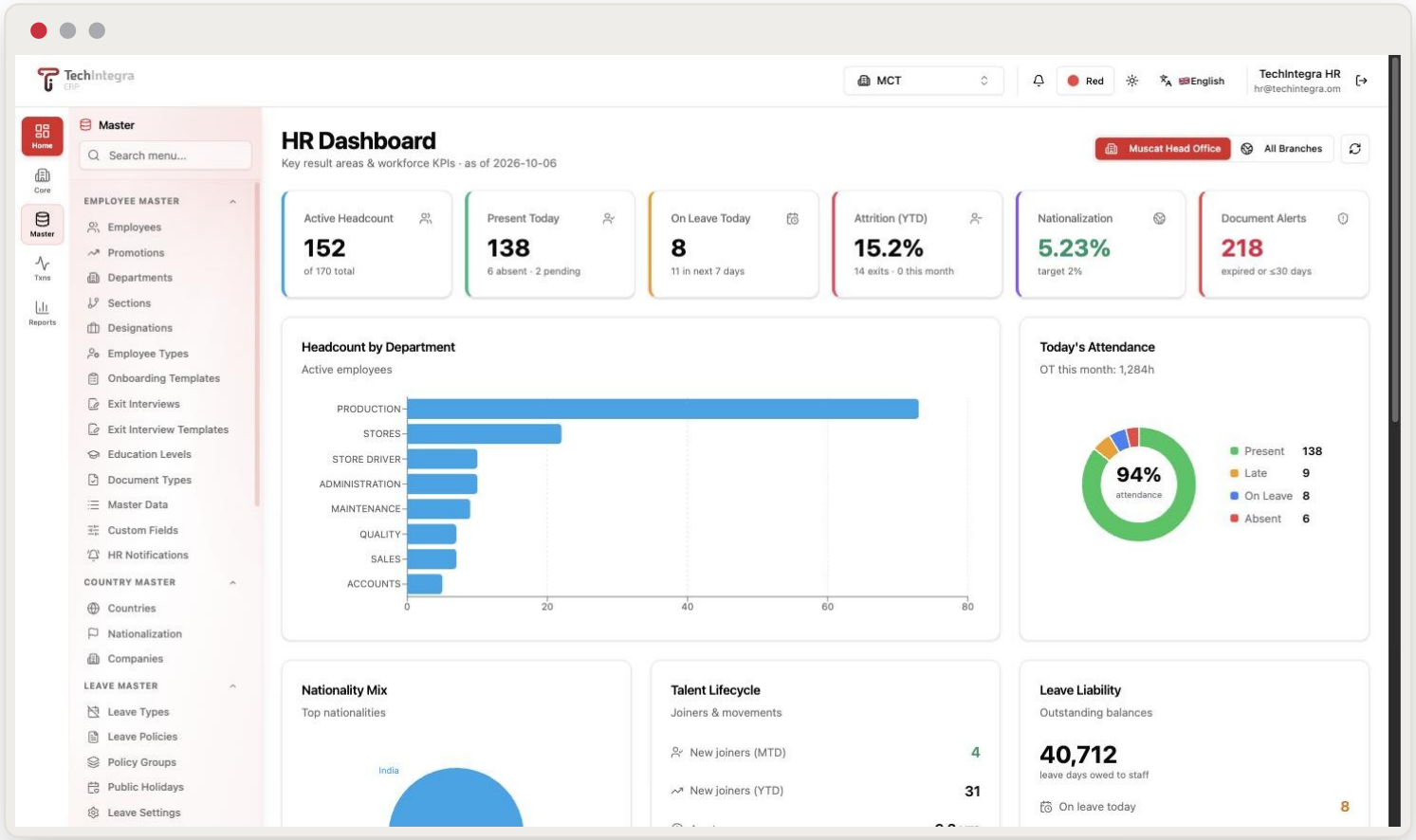
Employees left out of a payroll period

Leave liability

Leave days owed to staff, on the dashboard

Your workforce at a glance, every morning

Live KPIs per branch or across all branches.



Active headcount

Total and by department

Present & on leave

Today, plus the next 7 days

Attrition (YTD)

Exits this year and this month

Omanisation %

Nationalisation against your target

Document alerts

Expired or due within 30 days

Leave liability

Leave days owed to staff

PLATFORM & CONTROL

Enterprise control without enterprise complexity

Secure, bilingual and multi-company from the ground up.

English & Arabic

The full interface in both languages, with right-to-left layout

Multi-company, multi-branch

Each branch's data kept separate; consolidated views for head office

Role-based access

Permissions per page and per action, for every role

Approval workflows

Sequential or parallel approvals with conditions

Full audit trail

Who changed what and when, on every record

PDF & Excel everywhere

Every register and report exports in one click

LET'S TALK

See your next payroll *run itself.*

Book a 30-minute live demo using your own salary structure. We'll run a SPF-ready payroll in front of you.

Discover
We map your branches, policies and pay rules

Configure
Shifts, leave, OT and SPF set up for you

Migrate
Employees and balances imported from Excel

Go live
First payroll run with our team beside you

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