

Total Administrative, Attendance and Payroll System (TAAPS)

Total Administrative, Attendance and Payroll System (TAAPS) automatically records and monitors the attendance, movements, and leaves of all employees in a large and integrated business establishment. The system was developed to automate attendance monitoring efficiency by increasing the accuracy and security.

• DTR

- ✓ Finger Registration
- ✓ Timesheet
- ✓ Tracks Tardiness
- ✓ Tracks Under time

• Administrative (Human Resources Information)

- ✓ Master List of Personnel
- ✓ Personal Data Sheet
- ✓ Shift Schedule
- ✓ Leave Ledger
- ✓ Service Record
- ✓ Health Care Benefits
- ✓ Contribution Ledger
- ✓ Loan Ledger
- ✓ Schedule of Deductions

• PAYROLL

- ✓ Payroll Register
- ✓ Pay Slip
- ✓ Computation of Overtime Pay
- ✓ Leave/Travel Order/Gatepass/Under Time
- ✓ Withholding Tax
- ✓ GSIS/SSS/Pag-ibig/Philhealth Contribution
- ✓ SSS/Pag-ibig Loan
- ✓ Internal Contributions(Customized)

• Allowances (Customized)

- ✓ Longevity Pay
- ✓ Cost of Living Allowance
- ✓ Rice, Light, Water, Transportation, Representation & Cell Card



Employee Profile Maintenance Module

Employee No.: 0119 Name: Richard Tomas M. Balalao

Health Care: Availments Training: Accountability: Allowances: Suspensions: Service Records: Status: Miscellaneous: Family Members: Personal Data

EmployeeNo.: 0119 Planilla No.: 0121

First Name: Richard Tomas

Middle Name-Initial: M.

Last Name: Balalao

Picture Path:

Birthdate: 12/28/68 Age: 43 Blood Type:

Current Address: Brgy. Madamba, Dingas, Boca Norte

Provincial Address: Brgy. Madamba, Dingas, Boca Norte Same as Current

Phone Number: CellPhone Number:

Civil Status: Married Date: 01/01/1900 Sex: Male

Save Close

PAYROLL REGISTER By Department (Office of the General Manager)

Search By: Family Name

NUMBER	NAME	EMP. CLASS	TOTAL DEDUCTIONS	NET PAY	TAKE HOME	MODIFIED BY
0548	Alcaraz, Jojo Benjamin Reyes	C	730.00	-730.00	-730.00	ken 5/2
0417	Asuncion, Abigail D.	R	963.50	1,655.30	1,655.30	ken 5/2
0114	Balites, Renato A.	R	3,863.30	6,936.70	6,936.70	ken 5/2
0570	Ballesteros, Adonis U.	C	230.00	-230.00	-230.00	ken 5/2
0566	Berlome, Pauline Kathleen B.	C	230.00	-230.00	-230.00	ken 5/2
0418	Basilio, Glenda R.	R	900.90	1,449.50	1,449.50	ken 5/2
0002	Bello, Hideline A.	R	1,195.80	2,170.60	2,170.60	ken 5/2
0595	Bumanglag, Princess Joy A.	C	230.00	-230.00	-230.00	ken 5/2
0544	Comis, Mark-Alan L.	C	230.00	-230.00	-230.00	ken 5/2
0012	Corpus, Cherilles Antonia P.	R	1,314.50	2,490.30	2,490.30	ken 5/2
0557	Galera, Glenn Bueno	C	230.00	-230.00	-230.00	ken 5/2
0011	Gutierrez, Wendell P.	R	1,474.90	2,904.70	2,904.70	ken 5/2
TOTAL			112,130.50	0.00	0.00	67,278.30

Payroll Register Payroll Register (Detailed) Signatures: RECORDCOUNT: 24

PAYSLIP REPORT RECORDCOUNT: 24

PERIOD COVERED FROM: 02/22/10 TO: 03/05/10 Group By: Department Category: USM

Print Exit Close

DIGITAL DATA CORPORATION

MAIN OFFICE

50A Malakas Street, Brgy. Pinyahan, Quezon City

Tel. Nos : (632) 4354300, 7382160

Telefax: (632) 9284942

Mobile: Globe +63917-5541896 / Sun - +63922 8173414

Email: sales@digitaldata.ph

Website: www.digitaldata.ph

MINDANAO OFFICE

2nd Blk., Villanueva Subdivision, Kidapawan City.

Tel. No.: (02) 697-5392

Mobile: Smart +639192657928 / Sun +639323373068

SOUTHERN LUZON OFFICE

Galver Bldg. Executive Village Tugos, Sorsogon City

Mobile: Smart +639219909813 / Sun +639332515119

