

# STEM Soft Ltd.

*With*

# Ten Trade Technology

[www.bangladeshmirror.net](http://www.bangladeshmirror.net)

# **3T HRM & Payroll**

## Who We Are

STEM SOFT LIMITED is a web design, Software development and networking oriented company, based in Bangladesh. It has started its journey since 2008 as Proprietary concern TEN TRADE TECHNOLOGY and upgraded its entity to Private Limited Company by name of STEM SOFT LIMITED. It has started its goal to run and strived successfully establish a distinguished place with the target for giving maximum effort with their "Quality of Work" and "Commitment of Word" to its clients.

## Strength

1. Its Management expertise's has been serving for more than decade.
2. Offering professional services in Web design, development and Customized Enterprise Resource software.
3. It also provides computer Graphics work for Web publishing, E-Commerce and Networking.
4. It works through offshore outsourcing.
5. Extensive Enterprise Resource software named Electrum Office which includes Accounts, inventory, Payroll, Sales, Budgeting, HRM & PMIS, Leave Automation, and STEM SOFT SCHOOL, which is school management software.

## Mission & Vision

1. To create a broad market to provide, served and maintain quality and commitment for its clients, considering the view that can meet local software with high, local and International standard.
2. To promote advance scientific research in Information Technology.
3. To solve employment problem by providing universally available, high quality, affordable communication and information technology services to create a brand worldwide.
4. To provide fast and finest solution rather than much paper works.
5. All in all This STEM SOFT LIMITED is the name that has appeared in IT world not only to increase profitability but also with the vision for economic development in local Area.

## Technical Analysis

1. Wide Area network between Head Office & Branch office
2. Local Area network between Departments
3. High Security
4. Centralized Database System
5. Graphical Representation
6. Attend, Payroll, Leave Related Functions.

## Why Use Ten Trade HRM?

### Electrum Office HRM

A complete package for all kind of business organization, covering Departments like Human Resource and Time section and also an address book includes in this software. It would provide reports of Every Employees' details, various types of Attend Related information and Salary related functions as per local (BD.) Labour

law and other facilities. Electrum Office HRM includes some facilities for Export oriented sectors, which has to face audit & compliance on salary and time related issues. Piece Rate & Wages related payroll program can managed by Ten Trade HRM Software. This payroll software is effective in sense of actual salary & wages estimate Through the Employees information, join date, attend Information, production Information etc. It Gives the most accurate and appropriate and fastest result from the raw data, whereas, at manual system there remains possibility of misrepresentation, mistake and misdeeds.

Its attend calculation and volume of work can be reserved for the soundness of actual salary and wages estimation.

This software will help to take managerial decisions to the key persons from the reports. This software is designed and developed by expert personnel who had worked hard to cover the needs for manage their institute. It has facilities to generate various types of reports, which are required by the management during normal business operations to operate the business effectively.

#### Modules of Electrum Office HRM

3T Electrum Office ERP has 6 modules,

1. Administrator
2. Time Section User
3. Payroll User
4. Staffs(User)

#### Centralized Database System

In Centralized system all sorts of customer information as well as their transaction histories or ledgers are stored in the Central Server at Data Center. Branches having proper authorization procedures log on to this central server through remote networking media like remote networking and make business transactions as well as fetch reports of various kinds.

#### Network Compatibility

Ten Trade Payroll is Compatible with Wide Area network between Head Office & Branch office and Local Area network between Departments. Ten Trade Payroll is developed to provide maximum support to Account Department For Managing Salary And wages. This software will help to take managerial decisions to the key persons from the reports.

#### Fastest and effective Reports and Search Ability

Ten Trade Payroll Includes various kind of report like Employee, Attend, Absent, Late, Overtime, Production Summary, production report detail, Project, Style, Style Rates, salary, Compliance etc. There are also search forms to find different kind of data within this database.

#### Editing Records

Ten Trade Payroll has various edit forms to manage mistakes in employee, attend, Project, production, style and rates Information's. It has some other features to

manage the database easily which make this software unique.

### Hardware and software requirement for 3T Electrum Office ERP

We prefer using server for this software and we will suggest as per business length and its area coverage.

Here we include a minimum hardware and software requirements

- i. Processor Core i3
- ii. Processor Speed 2.5 GHz
- iii. Hard Disk Space 500 GB (min.)
- iv. Ram Memory 8GB
- v. SOFTWARE: Operating System Windows 10/8/7
- vi. Printer
- vii. Power Backup (UPS/IPS)
- viii. Database : Mysql Language :PHP
- ix. WEBSERVER : Apache v2.2+
- x. Proximity Card Device, Face or Finger print Device for Managing Time Attendance.

## Forms View

### Ten Trade HRM Software

#### Employee Info

- i.) Employee Info
- ii.) Increment (Verious type)
- iii.) Transfer
- iv.) Device User Info

#### Database items

- i.) Department classes and Designation
- ii.) Country, Jilla, Upojilla, Thana & Post Office DB
- iii.) Weekly Off and Holidays
- iv.) Grade
- v.) Data Back Up
- vi.) Recover Data
- vii.) Shift Info
- viii.) User Create
- ix.) Order Receive
- x.) Style Parts wise Rate Management

#### HR Reports Related

- i.) Job Responsibility
- ii.) Set Emp. KPI
- iii.) Org. Schemata DB
- iv.) Members Apparisal
- v.) Evaluate Emp. KPI-Performance
- vi.) HRM Monthly Process
- vii.) Edit Job Responsibility
- viii.) Edit Emp. KPI
- ix.) Edit Members Apparisal

HR Discipline & Action

- i) Misconduct Type DB
- ii) Action Type DB
- iii) Action Taken DB
- iv) HR Discipline & Action Form

Managers Database

- i) Managers DB
- ii) Managers Concern Department DB
- iii) Tag Manager with Employee
- iv) Daily Reports Process And Email Automation

**Attend Related Forms**

Attend Forms

- i) Department Wise Attend
- ii) Present But Outside Office
- iii) Employees Duty at Site
- iv) Staff Card Present (In Case Card Missing or Finger problems)
- v) Travel Info Input Form
- vi) Attend Upload From Xls file
- vii) Manual Leave Upload From Xls file
- viii) Shift & Roaster Duty management

**Leave Function**

Leave Forms

- i.) Leave Name DB
- ii.) Leave days Yearly Info
- iii.) ML/PL Leave Avail
- iv.) Compensatory leave Function
- v.) Leave Grant Forms
- vi.) Add & Edit AL Leave
- vii.) Advance Leave Balance Adj.
- viii.) Leave Forms

**Process Salary**

Accounts Festival Fine

- i.) Advance Due Fine Benefit Form
- ii.) Festival Bonus
- iii.) Absent + Holiday Penalty
- iv.) Breaking Month Salary As Advance Process
- v.) PF Encashment

Salary Related Function

- i.) Holiday Basic Days (Peace Rate worker)
- ii.) Food Allowance (Extra Food Amount. Example: ifter purpose)
- iii.) Deduct Salary For Late (If management have this policy)

Generate Salary

- i.) Salary Staff
- ii.) Salary Workers (Fixed salaried, Peace rate, Wages )

**Address Book**

Address Info Form

- i.) Address Book DB

- ii.) Email To Clients (using a default Gmail Account)
- iii.) Search Info

## Email Functions

### Mail Attachments

- i.) Daily Attend Reports Create
- ii.) Monthly Attend Reports Create
- iii.) Upload Proposals and Files

### Emailing

- i.) Daily Mail(With Attachments) Sent Auto or manage manually
- ii.) Mail Monthly Summary(With Attachments) Sent Auto or manage manually
- iii.) Periodic Email To Absentee
- iv.) Periodic Email To Team Members
- v.) Daily Mail(Mail To Managers)
- vi.) Email To Client

## Report View

### Reports

### Attend Related

- i.) Date Wise Summary Report
- ii.) Periodic Report
- iii.) Employees Movement
- iv.) Daily Attend Report
- v.) Absent Report
- vi.) Late Report
- vii.) Periodic Summary
- viii.) In Exit Report
- ix.) Half Day Present
- x.) Employees Shift calendar

### Employees Reports

- i.) ID wise
- ii.) Name wise
- iii.) Department wise
- iv.) Grade wise
- v.) Gender wise
- vi.) Employee Personal History
- vii.) Not Available/ Drop Out Employees
- viii.) Shift Group Wise Report
- ix.) Allowance wise
- x.) Join Date wise
- xi.) Employee Settlement

### Monthly Reports

- i.) Head Count Reports
- ii.) Associates Profile
- iii.) 1st Confirmation Status
- iv.) 2nd Confirmation Status
- v.) Attend Performance Appraisal
- vi.) Performance Appraisal

vii.) Attend Summary

Report Others

- i.) Increment Info
- ii.) Festival Bonus
- iii.) Salary Summary
- iv.) Grades
- v.) Conveyance Allowed Or Not
- vi.) Salary Yearly Break Down
- vii.) List Of PF Employees
- viii.) Employee Wise PF Report
- ix.) PF Summary
- x.) Off Days Report
- xi.) No OverTime Employees
- xii.) Card Print For Worker (Sticker Print)
- xiii.) Unauthorized Absent Record
- xiv.) Emp. Salary Yearly Record

Input Form (Department wise Pc rate Info Input)

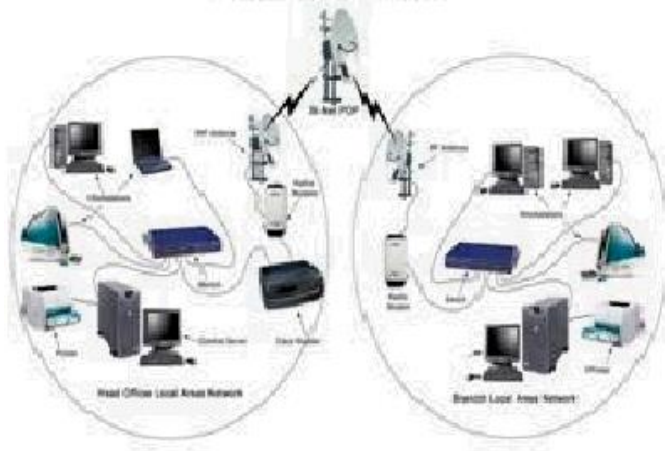
- i.) Winding
- ii.) Trimming
- iii.) Mending
- iv.) Linking
- v.) Iron

Production Related Reports

- i.) Style Wise Rates
- ii.) Style Production Status
- iii.) Style Wise Preodic Report
- iv.) Production Summary
- v.) Department Wise Production
- vi.) Production Report Employees
- vii.) Employee Wise report
- viii.) Designation Wise Production
- ix.) Production Report
- x.) Average Production

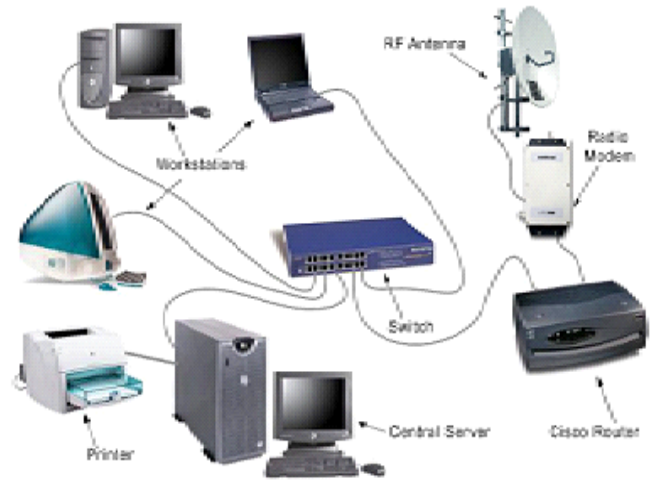
# Graphical Presentation

Wide Area Network: between Head Office and Branches

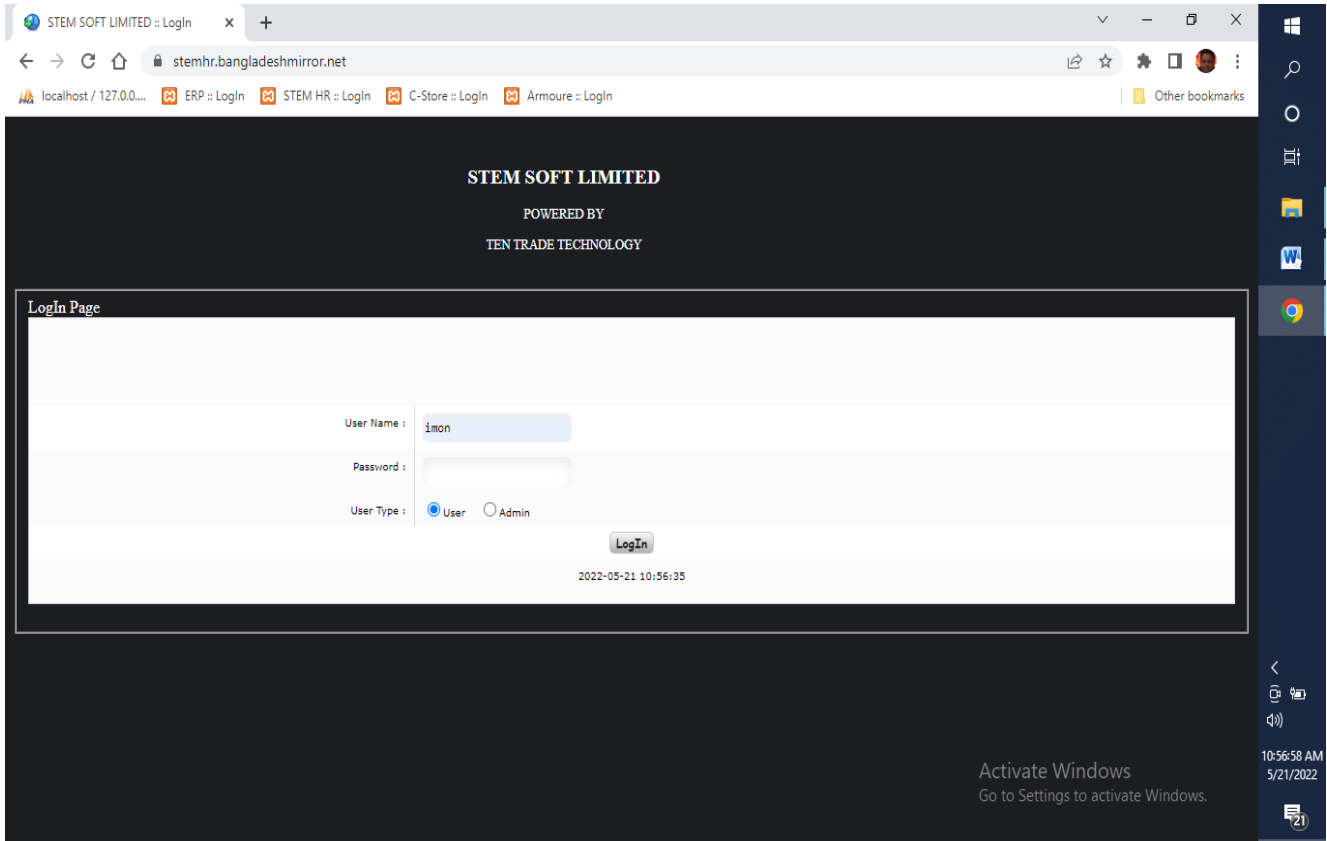


**Wide Area network**

Computer Network Design of Head Office



**Local Area network between Departments**



**Log In View**



Onlineds/logaccess



bangladeshmirror.net/stemhr/onlineds/logaccess

localhost / 127.0.0... ERP :: Login STEM HR :: Login C-Store :: Login Armour :: Login

# 3T Electrum Office (HRM) # (STEM.Office User : TTT100001)

HOME STAFF INFO DATABASE ITEMS GPS SETTINGS ATTEND FORMS ATTEND RELATED DATABASE LEAVE FUNCTION REPORTS PAYROLL LOGOUT

You are set Present For Today. Your Location : H.Office : 23.7299707,90.3807875  
23.72895080-23.73094880  
90.37961370-90.38161170

Activate Windows  
Go to Settings to activate Windows.

**Main View**

Empdbcls/addstaff

bangladeshmirror.net/stemhr/Empdbcls/addstaff

localhost / 127.0.0... ERP :: Login STEM HR :: Login C-Store :: Login Armour :: Login

# 3T Electrum Office (HRM) # (STEM.Office User : TTT100001)  
Latitude: 23.7299707 Longitude: 90.3807875

HOME STAFF INFO DATABASE ITEMS GPS SETTINGS ATTEND FORMS ATTEND RELATED DATABASE LEAVE FUNCTION REPORTS PAYROLL LOGOUT

**Employee Professional Info**

Add New Staff :

Employee Name :	BoInvAdm	Company Name :	STEM Soft Limited
Employee Id :	AAC Employee Id	Finger/Card Id :	112
Join date :	2022-05-21	Date of Birth :	1982 -05 May -06
Section Type/Unit :	STEMOFFICE	Department :	Administration~STEMOFFICE
Sub-Department :	Admin	Designation :	Executive Admin
Position Level :	Executive	Grade :	05
Shift Group :	G	Shift Roaster :	No
Allowence Type :	Fixed	OffDay :	FridayOff
Job Type :	Regular	Gender :	Male
Area/Block :	H.Office	HR InCharge :	
Email :	tentradetechnology@gmail.c	tag Managers ID :	-
Blood Group :	O+	Phone :	
Tin No. :		National ID No. :	
Gross Salary :		Technical alunc :	

Activate Windows  
Go to Settings to activate Windows.

**Employee Database Input form**

Empdbcls/edtstffinf

bangladeshmirror.net/stemhr/Empdbcls/edtstffinf

localhost / 127.0.0... ERP :: Login STEM HR :: Login C-Store :: Login Armoure :: Login

# 3T Electrum Office (HRM) # (STEM.Office User : TTT100001)  
Latitude: 23.7299707 Longitude: 90.3807875

HOME STAFF INFO DATABASE ITEMS GPS SETTINGS ATTEND FORMS ATTEND RELATED DATABASE LEAVE FUNCTION REPORTS PAYROLL LOGOUT

### Employee Professional Info

Update Staff :

Employee Name :	Sayed Imon	Company Name :	STEM Soft Limited
Employee Id :	TTT 100001	Finger/Card Id :	10001
Join date :	2022-04-11	Date of Birth :	1975-11-13
Section Type/Unit :	STEMOFFICE	Department :	Management
Sub-Department :	1	Designation :	2
Position Level :	Top Management	Grade :	1
Shift Group :	G	Shift Roaster :	No
Allowance Type :	Staff	offDay :	FridayOff
Job Type :	Regular	Gender :	Male
Area/Block :	Office	HR InCharge :	
Email :	sayedimon@gmail.com	tag Managers ID :	
Blood Group :	O+	Phone :	1827660396
Tin No. :		National ID No :	255525
Gross Salary :	150000.00	Technical Allowance :	150000

### Update Database

Empdbcls/incrementgen

bangladeshmirror.net/stemhr/Empdbcls/incrementgen

localhost / 127.0.0... ERP :: Login STEM HR :: Login C-Store :: Login Armoure :: Login

# 3T Electrum Office (HRM) # (STEM.Office User : TTT100001)  
Latitude: 23.7299707 Longitude: 90.3807875

HOME STAFF INFO DATABASE ITEMS GPS SETTINGS ATTEND FORMS ATTEND RELATED DATABASE LEAVE FUNCTION REPORTS PAYROLL LOGOUT

### Increment Join date Wise

Increment Join date Wise

Department:	STEMOFFICE@Administration
Month:	3-March
Year:	2022
Increment Date	2022-05-19
Increment on Basic	5 %

report

### Increment Join date Wise before 2019-01-01

Department:	
Join Date After	2000-01-01
Join Date Before	2018-12-31
Increment Date	2022-05-31
Basic Calculation	5 %

report

Activate Windows  
Go to Settings to activate Windows.

### Increment

Databasecls/designation

bangladeshmirror.net/stemhr/Databasecls/designation

localhost / 127.0.0... ERP :: Login STEM HR :: Login C-Store :: Login Armoure :: Login Other bookmarks

# 3T Electrum Office (HRM) # (STEM.Office User : TTT100001)  
Latitude: 23.7299705 Longitude: 90.3807773

HOME STAFF INFO DATABASE ITEMS GPS SETTINGS ATTEND FORMS ATTEND RELATED DATABASE LEAVE FUNCTION REPORTS PAYROLL LOGOUT

**Designation data input:**

Unit/Department Type: STEMOFFICE

Department: Administration-STEMOFFICE

Sub-Department: Admin~Administration

Type(As Per Tofsil): KA

Sl. No.	Designation	পর্যায়	Level	Grade	Sl. No.	Designation	পর্যায়	Level	Grade
1	Accounts Executive	Accounts Executive	Executive	04	2				
3					4				
5					6				
7					8				
9					10				
11					12				

Save

Sl. No.	Section Type/Unit	Department	Sub-Department	Designation	Grade	পর্যায়	Level	edit	Delete
1	STEMOFFICE	Management	COO	COO	01	COO	KA		
2	STEMOFFICE	Administration	Admin	Executive Admin	05	Executive Admin	KA		
3	STEMOFFICE	Administration	Admin	HR Manager	03	HR Manager	KA		

**Designation data input Form**

Databasecls/offdayfrm

bangladeshmirror.net/stemhr/Databasecls/offdayfrm

localhost / 127.0.0... ERP :: Login STEM HR :: Login C-Store :: Login Armoure :: Login Other bookmarks

# 3T Electrum Office (HRM) # (STEM.Office User : TTT100001)  
Latitude: 23.7299705 Longitude: 90.3807773

HOME STAFF INFO DATABASE ITEMS GPS SETTINGS ATTEND FORMS ATTEND RELATED DATABASE LEAVE FUNCTION REPORTS PAYROLL LOGOUT

**Weekly/Holidays Forms**

Weekly/Holidays(Group By)

1	2022-05-06	2	2022-05-13	3	2022-05-20
4		5		6	
7		8		9	
10		11		12	

Type: Weekly For: All Press: save

Delete FriDays / Holidays From Attend Table

1		2		3	
4		5		6	
7		8		9	
10		11		12	

Remove From All Remove

Activate Windows  
Go to Settings to activate Windows.

**Weekly & Holiday Input Form**

Attendatabasecls/shiftinfo

bangladeshmirror.net/stemhr/Attendatabasecls/shiftinfo

localhost / 127.0.0.1 ERP :: Login STEM HR :: Login C-Store :: Login Armoure :: Login

# 3T Electrum Office (HRM) # (STEM.Office User : TTT100001)  
Latitude: 23.7299691 Longitude: 90.3807799

HOME STAFF INFO DATABASE ITEMS GPS SETTINGS ATTEND FORMS ATTEND RELATED DATABASE LEAVE FUNCTION REPORTS PAYROLL LOGOUT

### Shift Info Input Form:

Form I

Input Date: 2022-05-21

Shift	Strt. In	Exit After	Late Count	OT Count	Shift Group	Time Status	Roaster Type	Date	Tim
G	08:00	9@9 Hours	0.05@0.0833	9.2@9.3335	G	Regular	No	2022-05-22	06:00:00

Save

Form II

Sl. No.	Shift	Strt. In	Exit After	Late Count	OT Count	Shift Group	Time Status	Roaster Type	Dura
1			1@1 Hours	0@0 Hours	4@4 Hours		Regular		
2			1@1 Hours	0@0 Hours	4@4 Hours		Regular		
3			1@1 Hours	0@0 Hours	4@4 Hours		Regular		
4			1@1 Hours	0@0 Hours	4@4 Hours		Regular		
5			1@1 Hours	0@0 Hours	4@4 Hours		Regular		
6			1@1 Hours	0@0 Hours	4@4 Hours		Regular		
7			1@1 Hours	0@0 Hours	4@4 Hours		Regular		
8			1@1 Hours	0@0 Hours	4@4 Hours		Regular		
9			1@1 Hours	0@0 Hours	4@4 Hours		Regular		

### Shift Database

Attendcls/deptvisefrm

Attendcls/deptvisefrmcont

bangladeshmirror.net/stemhr/Attendcls/deptvisefrmcont?wrkdtrfm=2022-05-25&overtime=2&Save=Save

localhost / 127.0.0.1 ERP :: Login STEM HR :: Login C-Store :: Login Armoure :: Login

# 3T Electrum Office (HRM) # (STEM.Office User : TTT100001)  
Latitude: 23.7299691 Longitude: 90.3807799

HOME STAFF INFO DATABASE ITEMS GPS SETTINGS ATTEND FORMS ATTEND RELATED DATABASE LEAVE FUNCTION REPORTS PAYROLL LOGOUT

Department Absent Report Date : 2022-05-25 | Total absent : 2

<input type="checkbox"/> Check All	Employee Id	Date	Employee Name	Department	Designation	In Time	Out Time 1	Out Time 2	Work Site
<input checked="" type="checkbox"/>	100001	2022-05-25	Sayed Imon	Management		2022-05-25 08:01:54	2022-05-25 19:08:00 -> 11	2022-05-25 19:08:00 -> 11	H.Office
<input type="checkbox"/>	100002	2022-05-25	Khashruzzaman	Administration		2022-05-25 08:01:44	2022-05-25 19:07:56 -> 11	2022-05-25 19:07:56 -> 11	H.Office

OverTime : 2

Activate Windows  
Go to Settings to activate Windows.

### Manual Attend Form

Attendcls/deptvisefrm | Attendcls/trvinputfrm

bangladeshmirror.net/stemhr/Attendcls/trvinputfrm

localhost / 127.0.0.1... ERP :: LogIn | STEM HR :: LogIn | C-Store :: LogIn | Armoure :: LogIn

# 3T Electrum Office (HRM) # (STEM.Office User : TTT100001)  
Latitude: 23.7299726 Longitude: 90.380765

HOME STAFF INFO DATABASE ITEMS GPS SETTINGS ATTEND FORMS ATTEND RELATED DATABASE LEAVE FUNCTION REPORTS PAYROLL LOGOUT

### Employees Duty at Site

Insert Record

Sl. No	Employee Name	Date From	Date To	Remark
1.)	100001-Sayed Imon	2022-05-03	2022-05-05	
2.)				
3.)				
4.)				
5.)				
6.)				
7.)				
8.)				
9.)				
10.)				
11.)				
12.)				
13.)				
14.)				

### Duty Outside Office(Manual Present Form)

phpMyAdmin | Human Resource Software with | LvAppRepPx.php

localhost/hr.Soft/payroll/LvAppRepPx.php?ids=10007993&rep=report

Year :2020 Leave Application Form ID :10007993

Name	Area	Department	Designation
Md.Said Imon	GAZP/R	Contract Management/WRD Gas/PR&A&E GAZP/R PLANT	Plant Manager

Join Date: 1998-09-23 | Grade: 6 | Incharge: Md.Said Kabir

Request leave for \_\_\_\_\_ day(s) [CL, AL, SL, PL, C, WP, HL] effective on/ffrom \_\_\_\_\_ to \_\_\_\_\_

Purpose of leave: \_\_\_\_\_

Communicating address during leave: \_\_\_\_\_

His/Her Duties will be carried out by: \_\_\_\_\_

Comment if Any: \_\_\_\_\_

Cross function clearance for more than 2 days leave applied in advance:

Service Sales | Field Services | Power Plant | Fin. & Acc. | Logistics | HR & Admin | O & M

Sign. Of Applicant | Sign Of Controlling Officer | Recommended By

Date: \_\_\_\_\_ Date: \_\_\_\_\_ Date: \_\_\_\_\_

HRD use only

Leave Entitled	Used	Balance	Sign & Date	Date Printed By:
AL	0	0		
AL	0	0		
C	00	00		
CL	00	00		
PL	0	0		
SL	00	00		
WP	0	0		

Approved By: \_\_\_\_\_  
Head Of Department/MD

### Leave Application Form

localhost / localho... x # Electrum Office :: 3T ... x Eminence HRM Softwa... x Eminence HRM Softwa... x WAMPSEVER Ho... x

localhost/multi-shifting\_Hospital/payroll/viewdlyshiftreportxi.php?wrkdtdfrm=2014-06-01&wrkdttc

### Daily Shift Report: ERL1007

Report Date From 2014-06-01 To 2014-06-30 | Print Date : 2014-06-18 12:43:48

Card No	Id	Name	Project	Department	Designation	Join date	Type
ERL1007	3	Shusmita Hossain Khan	Head Office	Business Development	Coordinator	2006-12-22	Roaster - A
Days :	Sun,01 Jun,14	Mon,02 Jun,14	Tue,03 Jun,14	Wed,04 Jun,14	Thu,05 Jun,14	Fri,06 Jun,14 W	Sat,07 Jun,14 W
(Shift) In :	[A] 09:00	[A] 09:00	[A] 09:00	[A] 09:00	[A] 09:00	[A] 09:00	[A] 09:00
Exit :	18:00	18:00	18:00	18:00	18:00	18:00	18:00
Days :	Sun,08 Jun,14	Mon,09 Jun,14	Tue,10 Jun,14	Wed,11 Jun,14	Thu,12 Jun,14	Fri,13 Jun,14 W	Sat,14 Jun,14 W
(Shift) In :	[A] 09:00	[A] 09:00	[A] 09:00	[A] 09:00	[A] 09:00	[A] 09:00	[A] 09:00
Exit :	18:00	18:00	18:00	18:00	18:00	18:00	18:00
Days :	Sun,15 Jun,14	Mon,16 Jun,14	Tue,17 Jun,14	Wed,18 Jun,14	Thu,19 Jun,14	Fri,20 Jun,14 W	Sat,21 Jun,14 W
(Shift) In :	[A] 09:00	[A] 09:00	[A] 09:00	[A] 09:00	[A] 09:00	[A] 09:00	[A] 09:00
Exit :	18:00	18:00	18:00	18:00	18:00	18:00	18:00
Days :	Sun,22 Jun,14	Mon,23 Jun,14	Tue,24 Jun,14	Wed,25 Jun,14	Thu,26 Jun,14	Fri,27 Jun,14 W	Sat,28 Jun,14 W
(Shift) In :	[A] 09:00	[A] 09:00	[A] 09:00	[A] 09:00	[A] 09:00	[A] 09:00	[A] 09:00
Exit :	18:00	18:00	18:00	18:00	18:00	18:00	18:00
Days :	Sun,29 Jun,14	Mon,30 Jun,14	Tue,01 Jul,14	Wed,02 Jul,14	Thu,03 Jul,14	Fri,04 Jul,14	Sat,05 Jul,14

### Employees Monthly Shift info

localhost / localho... x # ৩৩৩৩৩৩৩৩৩৩... x Human Resource Soft... x Monira Knit Apparels L... x

localhost/MoniraGarments.Soft/payroll/absentmonthlyinf.php?wrkdtdfrm=2016-04-0

### AssistantOperator@Finishing Attendants Report: Date between 2016-04-01 and 2016-04-30. [ Date Differences :30 ]; April,2016.

Sl.No.	Id	Name	Join date	Status	01	02	03	04	05	06	07	08	09	10	11
1.]	131001	Momota	2014-07-01	In : 09:00(W) Out : 13:02 Ext.Wrk.(Lt): 0.00(0)	09:01	09:10	09:00	09:00	09:01	09:00	09:01	W	09:00	08:59	09:00
2.]	131002	Minara	2015-08-01	In : 09:01(W) Out : 13:01 Ext.Wrk.(Lt): 0.00(0)	08:57	08:58	08:58	08:58	08:58	08:57	09:01	W	08:58	08:53	08:56
3.]	131014	Aru	2015-12-10	In : 09:02(W) Out : 13:02 Ext.Wrk.(Lt): 0.00(0)	A	A	09:01	08:53	08:59	09:00	08:59	W	09:02	08:54	08:56
4.]	131015	Jaygaon	2015-12-21	In : 08:57(W) Out : 13:01 Ext.Wrk.(Lt): 0.00(0)	08:51	08:49	08:53	08:53	08:51	08:48	08:49	W	08:47	08:47	08:50
5.]	131026	Polaash	2016-03-03	In : W Out : W Ext.Wrk.(Lt): 0.00(0)	09:00	20:17	16:58	A	A	A	A	W	08:46	08:52	A
6.]	131027	Alam	2016-03-07	In : 09:01(W) Out : 13:01 Ext.Wrk.(Lt): 0.00(0)	08:56	08:55	08:56	08:56	08:51	08:55	08:54	W	08:59	08:54	09:07
7.]	131028	Josna Jahirul	2016-03-07	In : W Out : W Ext.Wrk.(Lt): 0.00(0)	A	A	A	09:01	09:01	09:01	09:01	W	09:01	09:00	09:01
				In : 09:01(W) Out : 09:15-L Ext.Wrk.(Lt): 0.00(0)	09:03	09:01	09:03	09:00	08:53	W	09:00	08:59	08:58		

### In Exit Report

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Comment Share

### Li & Fung (Bangladesh) Ltd.

#### Employee Wise Report

#### Employees Attend Absent Report

Sl. No	ID	Name	Org. Unit		Position
1	BGD000166	Rajib Saha	LF Logistics-Support Services/CRM-ALL/SS		Manager - Support Services
Date	In	Exit	Sts	OT	Remark
01-Jun-2014 Weekly	00:00	00:00		0	
02-Jun-2014	12:59	17:40	L	0	
03-Jun-2014	09:43	17:34	L	0	
04-Jun-2014	09:04	17:42	P	0	
05-Jun-2014	08:51	17:23	P	0	
06-Jun-2014	10:03	17:26	L	0	
07-Jun-2014 Weekly	00:00	00:00		0	
08-Jun-2014 Weekly	00:00	00:00		0	
09-Jun-2014	15:17	15:17	L	0	
10-Jun-2014	08:41	17:07	P	0	
11-Jun-2014	08:57	17:16	P	0	
12-Jun-2014	09:03	17:18	P	0	
13-Jun-2014	09:45	14:33	L	0	
14-Jun-2014 Weekly	00:00	00:00		0	
15-Jun-2014 Weekly	00:00	00:00		0	
16-Jun-2014	00:00	00:00	A	0	
17-Jun-2014	00:00	00:00	A	0	
18-Jun-2014	00:00	00:00	A	0	

12:47 PM

**Movement Report PDF**

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Home Insert Page Layout Formulas Data Review View

Clipboard Font Alignment Number Styles Cells Editing

Sl.No.	Emp Id	CardID	Name	Biz.Str.	P.Group	Designati	Join Date
1	BGD000543	4350784	Mohamm	LF Fashion-FML	CT	Divisional	02-Jun-08
1-Sl No	Date	In	Exit	Status	Remarks	Over Time	
1	01-Sep-13	0:00:00	0:00:00	A		0	
2	02-Sep-13	9:31:00	20:17:00	L		0	
3	03-Sep-13	9:34:00	18:51:00	L		0	
4	04-Sep-13	9:32:00	19:29:00	L		0	
5	05-Sep-13	9:31:00	19:00:00	L		0	
6	06-Sep-13	9:52:00	15:59:00	L		0	
7	07-Sep-13	11:50:00	13:20:00	L		0	
8	08-Sep-13	0:00:00	0:00:00	A		0	
9	09-Sep-13	9:40:00	18:52:00	L		0	
10	10-Sep-13	10:22:00	19:47:00	L		0	
11	11-Sep-13	10:13:00	10:13:00	L		0	
12	12-Sep-13	10:00:00	10:00:00	L		0	
13	13-Sep-13	20:01:00	20:01:00	L		0	
14	14-Sep-13	0:00:00	0:00:00	A		0	
15	15-Sep-13	0:00:00	0:00:00	A		0	
16	16-Sep-13	11:40:00	20:06:00	L		0	
17	17-Sep-13	9:34:00	19:02:00	L		0	
18	18-Sep-13	10:34:00	18:22:00	L		0	
19	19-Sep-13	11:05:00	19:14:00	L		0	
20	20-Sep-13	9:42:00	19:34:00	L		0	
21	21-Sep-13	0:00:00	0:00:00	A		0	

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### Movement Report PDF

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localhost/SOliver-hm/payroll/mnthlyatndinfsexd.php?wrkdtfrm=2013-08-01&wrkdtto=2013-08-31&rep=rej

Safe Web Identity Safe

**s'Oliver :: Monthly Attend Summary**

**Attend Report: Date From 2013-08-01 To 2013-08-31. [ Date Differences :30 ]; August,2013.**

ID	Name	In-Ex>Status	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20
3	Razib Ahamed	In Time: 08:28 Status: P Exit Time: 18:05 S.Hr.: 0:00	0	H	W	P	P	H	P	H	H	W	L	L	Lv	P	H	Lv	W	P	P	P
5	Jaspal Singh	In Time: 09:30 Status: Lv Exit Time: 0:00 S.Hr.: 0:00 Lv	0	H	W	0	Lv	0	0	H	H	W	0	0	Lv	P	P	H	0	0	0	0
6	Sonjoy Srivastava	In Time: 09:30 Status: P Exit Time: 18:02 S.Hr.: 0:28	0	H	W	P	P	H	P	H	H	W	L	L	P	P	H	0	0	0	0	0
7	Delwar Hossain	In Time: 08:40 Status: P Exit Time: 18:04 S.Hr.: 0:00	0	H	W	P	P	H	P	H	H	W	L	P	P	P	H	0	0	0	0	0
8	Mohammad Abdullah	In Time: 10:14 Status: L Exit Time: 16:32 S.Hr.: 2:23	0	H	W	P	P	H	P	H	H	W	0	0	Lv	Lv	Lv	0	0	0	0	0

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### First In Last Out Report

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localhost/UnitedApparels.SoftEx/payroll/msalrepwkrq.php?wrkdtfrm=2019-03-01&wrkdtto=2019-03-31

**United Apparels**

**31 Day's Salary Report, Salary Report Date From : 2019-03-01 Date To : 2019-03-31 ; For Department : Garments@Finishing**

Fulhar, Modonpur Bandar, Narayangonj.

General Informations					Attendance Summary								Salary Summary			OT Summary			Payable Summary				Deduction Summary				Net Payable	Sign.	
Sl.No.	Emp.Id	Emp.Name	Desig.	J.Date	T.Days	W.Days	OffDay	Present	Abs.	Late	Lv.	O.Lv.	G.Sal.	Sal. Days	O.T. Wkld.	O.T. Rate	O.T. Amo.	Oth. Ben	OffDay O.T.	Eid Bns.	G.Pay.	Abs. Ded.	Adv. Ded.	Ded. Late	Rev.				
1	310018	Mohsin Iron Man		2017-05-23	31	25	6	25.00	0.00	0.00	0.00	0.00	9613	31.0	55	49.76	2737	400.00	0.00	0.00	9613.00	0.00	0	0	10.00			<b>12,740</b>	
2	310034	Md. Kamal Fokir Iron Man		2017-11-01	31	25	6	25.00	0.00	0.00	0.00	0.00	9613	31.0	46	49.76	2289	400.00	0.00	0.00	9613.00	0.00	0	0	10.00			<b>12,292</b>	
3	310035	Mohammad Ali Iron Man		2017-11-01	31	25	6	25.00	0.00	0.00	0.00	0.00	9613	31.0	55	49.76	2737	400.00	0.00	0.00	9613.00	0.00	0	0	10.00			<b>12,740</b>	
4	310044	Md. Kawser Iron Man		2018-03-11	31	25	6	25.00	0.00	0.00	0.00	0.00	9443	31.0	61	48.67	2969	400.00	0.00	0.00	9443.00	0.00	0	0	10.00			<b>12,802</b>	
5	310051	Md. Aminur Rahman Jr. Iron Man		2018-07-09	7	6	1	6.00	0.00	0.00	0.00	0.00	7636	7.0	4	37.09	148	0.00	0.00	0.00	1724.26	0.00	0	0	10.00			<b>1,863</b>	
6	310053	Md. Shariful Islam Iron Man		2018-09-02	31	25	6	25.00	0.00	0.00	0.00	0.00	9443	31.0	56	48.67	2726	400.00	0.00	0.00	9443.00	0.00	0	0	10.00			<b>12,559</b>	
7	310054	Amir Hossain Iron Man		2018-09-03	31	25	6	24.00	1.00	0.00	0.00	0.00	9443	30.0	48	48.67	2336	0.00	0.00	0.00	9138.39	304.61	0	0	10.00			<b>11,465</b>	

7:04 PM 11/10/2019

### Salary report



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localhost/Ducati.Soft/payroll/dlyrepnew.php?wrkdtfrm=2019-07-17&repTyp=Summary1&rep=

### Daily Summary Report

Attend Summary Report dated :2019-07-17

SI No	Dept. & Type	Sub-Department	Tot.Emp.	Emp.Male	Emp.Female	Male In	Female In	Tot.In.	Tot.Late	Absent In	Male Exit	Female Exit	Tot.Exit	Absent Exit
1	Administration	Admin	19	19	0	19	0	19	0	0	19	0	19	0
2	Administration	Load Manager	1	1	0	1	0	1	0	0	1	0	1	0
3	Administration	Office	15	11	4	11	4	15	3	0	11	4	15	0
4	Administration	Supervisor	7	6	1	6	1	7	0	0	6	1	7	0
5	Cleaner - Loader	Cleaner	8	2	6	2	6	8	0	0	2	6	8	0
6	Cleaner - Loader	Loader	5	5	0	4	0	4	0	1	4	0	4	0
7	Cleaner - Loader	Sweeper/Gardener	3	2	1	2	1	3	0	0	2	1	3	0
8	Iron	Iron Man	15	15	0	15	0	15	0	0	15	0	15	0
9	Iron Fixed	Asst Operator	1	1	0	1	0	1	0	0	1	0	1	0
10	Iron Fixed	Iron Man	5	5	0	5	0	5	0	0	5	0	5	0
11	Jacquard	Asst. Distributor/Inspection	3	1	2	1	1	2	0	1	1	1	2	1
12	Jacquard	Asst. Operator	2	1	1	1	1	2	0	0	1	1	2	0
13	Jacquard	Asst.Neckcut Operator	7	0	7	0	7	7	0	0	0	7	7	0
14	Jacquard	Distributor	1	1	0	1	0	1	1	0	1	0	1	0
15	Jacquard	Incharge	2	2	0	2	0	2	1	0	2	0	2	0

6:17 PM 11/10/2019

**Daily Attend absent summary**

# PayRoll For Sweater Factory :: - Mozilla Firefox

http://localhost/robust/payroll/viewcards.php?Submit=View+Cards

<p><b>Ducati Apparels Ltd.</b> Kathgora, Ashulia, Savar, Dhaka. Phone : 0 <b>Md.monsonor</b></p> <p>Factory ID <b>50001</b></p> <p>LINKING Linking operator-A</p> <p>Managing Director</p>	<p><b>Ducati Apparels Ltd.</b> Kathgora, Ashulia, Savar, Dhaka. Phone : 0 <b>MD.Ashraful islam</b></p> <p>Factory ID <b>50002</b></p> <p>LINKING Linking operator-A</p> <p>Managing Director</p>	<p><b>Ducati Apparels Ltd.</b> Kathgora, Ashulia, Savar, Dhaka. Phone : 0 <b>Mrs.Mahinoor</b></p> <p>Factory ID <b>50003</b></p> <p>LINKING Linking operator-A</p> <p>Managing Director</p>	<p><b>Ducati Apparels Ltd.</b> Kathgora, Ashulia, Savar, Dhaka. Phone : 0 <b>Md.Samim ahamed</b></p> <p>Factory ID <b>50004</b></p> <p>LINKING Linking operator-A</p> <p>Managing Director</p>
<p><b>Ducati Apparels Ltd.</b> Kathgora, Ashulia, Savar, Dhaka. Phone : 0 <b>Md.Mofizur rahman</b></p> <p>Factory ID <b>50005</b></p> <p>LINKING Linking operator-A</p> <p>Managing Director</p>	<p><b>Ducati Apparels Ltd.</b> Kathgora, Ashulia, Savar, Dhaka. Phone : 0 <b>Miss.Rayhayna</b></p> <p>Factory ID <b>50006</b></p> <p>LINKING Linking operator-A</p> <p>Managing Director</p>	<p><b>Ducati Apparels Ltd.</b> Kathgora, Ashulia, Savar, Dhaka. Phone : 0 <b>Miss.Nasrin</b></p> <p>Factory ID <b>50007</b></p> <p>LINKING Linking operator-A</p> <p>Managing Director</p>	<p><b>Ducati Apparels Ltd.</b> Kathgora, Ashulia, Savar, Dhaka. Phone : 0 <b>Miss.Rita</b></p> <p>Factory ID <b>50008</b></p> <p>LINKING Linking operator-A</p> <p>Managing Director</p>
<p><b>Ducati Apparels Ltd.</b> Kathgora, Ashulia, Savar, Dhaka. Phone : 0 <b>Md.Robin</b></p> <p>Factory ID <b>50009</b></p> <p>LINKING Linking operator-A</p> <p>Managing Director</p>	<p><b>Ducati Apparels Ltd.</b> Kathgora, Ashulia, Savar, Dhaka. Phone : 0 <b>Md.Biplob</b></p> <p>Factory ID <b>50010</b></p> <p>LINKING Linking operator-A</p> <p>Managing Director</p>	<p><b>Ducati Apparels Ltd.</b> Kathgora, Ashulia, Savar, Dhaka. Phone : 0 <b>Mosarraf hossain</b></p> <p>Factory ID <b>50011</b></p> <p>LINKING Linking operator-A</p> <p>Managing Director</p>	<p><b>Ducati Apparels Ltd.</b> Kathgora, Ashulia, Savar, Dhaka. Phone : 0 <b>Md.sumon</b></p> <p>Factory ID <b>50012</b></p> <p>LINKING Linking operator-A</p> <p>Managing Director</p>

Done

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**Workers Card Print**

# **Software Development & Consulting Service Agreement**

## **Consulting Services**

System analysis, Program development, & personnel Training.

## **Scope & services**

Implementing Customized software which includes Salary, Wages Information.

## **Developer Responsibilities**

STEM SOFT LIMITED shall develop software to modify, customize, amend, and enhance for fulfilling the requirement of The Client.

## **Development Phases & Sub Phases**

- a) As per conversation with The Client personnel STEM SOFT LIMITED has designed the program
- b) Specify the limitation of software
- c) If the product doesn't support client, it should start from the beginning.
- d) STEM SOFT LIMITED shall deliver the complete software within **Fifteen Days** after signing the agreement.

## **Responsibilities**

STEM SOFT LIMITED will provide Software Documentation as tutorial with complete software and ensure proper training along with necessary documents to manage software. STEM SOFT LIMITED Should ensure smooth run of the Software. For any troubleshoot and any occurrence in the system of software notified by phone, STEM SOFT LIMITED will take proper steps to solve the problem as soon as possible. STEM SOFT LIMITED will maintain the Confidentiality and security of the system.

## **Terms of the Agreement**

This agreement is effective as on the date it is signed by the both parties. The terms and conditions will remain in effect until STEM SOFT LIMITED has delivered and The Client has accepted software. STEM SOFT LIMITED will not be responsible for Any damage of Software caused by hardware or power failure or Wrong data input of the client Operator. The Client Will Provide contracts for any failure caused and will notify by phone for further solutions. STEM SOFT LIMITED has rights to contract with other company for similar works.

## **Software Renewal & Service Agreement(Optional)**

The Client Should Pay 20,000/- per year for the renewal of the Software.

Under service Contact agreement, the Client is to pay Taka 3000/- per month or Taka 36,000/- per Year for its software maintenance and Software Renewal Charge will be included within service agreement amount.

If there is no service agreement and client wants to service charge on call basis, software renewal charge will be charged yearly and client should pay 4000.00/- for call basis service. For Further modification of the software it will charge Extra.

## Payment method

The Client Have to pay STEM SOFT LIMITED 75% of its costs as advance.

STEM SOFT LIMITED will handover products before or on delivery date and The Client will pay the rest of the amount on date.

## Price :

Sl. No	Description	Qty@Rate	Amount
1.	Ten Trade Electrum Office HRM:	1 Unit	120,000.00
2.	Training 4 Class free	1 Class@1000.00	
<b>Total :</b>			<b>50,000.00</b>
Remarks : For any other Customization it will charge 5000.00 Extra for each module.			

## Mode Of Payment :

*We prefer 75% payment as advance while giving work order and rest of the amount within 45 days after completion setup of all software and hardware.*

*Do not hesitate to contact with us. For Further Information contact with our dedicated personnel or call customer service.*

## Prepared By



### **Md. A. Sayed imon**

Owner & C.O.O.

Ten Trade Technology

STEM Soft Limited

Cell No :01711003888, Phone : 8802-8751639

Email : [sayedimon@bangladeshmirror.net](mailto:sayedimon@bangladeshmirror.net) or

[sayedimon@gmail.com](mailto:sayedimon@gmail.com)