BRIDGEBUILDERHRMS
LEADERSHIP THRU UNDERSTANDING

Human Resource Management System

About HRMS

BridgeBuilder HRMS is the specialized Human Resource Management System built by FlexSystem, whose solutions are currently used by approximately 25% of Hong Kong listed companies. Today, HRMS continues to be at a pivotal turning point in Asia and to evolve as a practical, strategic, and tactical conduit by being a bridge between senior management and the whole organization, between HR professionals and other members of the management team through a mixture of dynamic data flow, mobile technology and better analytical processing. BridgeBuilder HRMS aims to facilitate the transformation of the HR professional to a strategic corporate partner.

Modules

BridgeBuilder HRMS has been specifically designed for HR professionals across various industries and is a strategic tool to gain significant competitive advantages for your organization:

Personnel Management
- Employee Life Cycle Mgt.
- Proactive Email Notification
- Employee Search Engine
- Personal Data Privacy

Performance Appraisal
- KPI Setting
- User-definable Competencies
- Appraisal Status Tracking E-appraisal

Employee Self-service / Manager Self-service
- Personal Info Updates
- Checking for Leave Balance
- Online Appointment Entry
- Pay Slip and Tax Return Forms

Compensation and Benefits
- Payroll Rules Engine
- Salary Tracking
- Minimum Wage Calculator
- Cross Border Payroll

NEW
Expense Claim
- E-Claim with Custom Policies
- Claim Entitlement
- Foreign Currencies Equivalence
- Multi-layers Approval Path
- Attachment

Reporting
- Standard Reports
- Document Designer
- Pivot Table
- Export to PDF/Excel
- Instant Report Preview

Leave
- RSE Calculator
- Leave Entitlement
- Leave Payment Tracking

NEW
Cost Allocation
- Automated Cost Allocation by Payroll & Attendance
- Flexible Allocation Structure
- Integrated with Financial Data

HR Dashboard
- Online HR Metrics:
- Headcount & Turnover
- Salary Cost
- Workforce

Time & Attendance
- Shift & Roster Mgt.
- OT & OT Claim
- Attendance Allowance
- 418 Rule

NEW
OT Claim
- Automate OT Claim Disbursement
- Plan & Claim Comparison
- OT Management by Team

Mobile Technology
- Responsive Web Application
- Support Mobile & Tablet

Benefits

Human Resources Department
Single data of truth for all personal data, including leave, payroll, movement...
By automating the payroll calculation process, HR Professionals can now focus on other value-added services to the company.
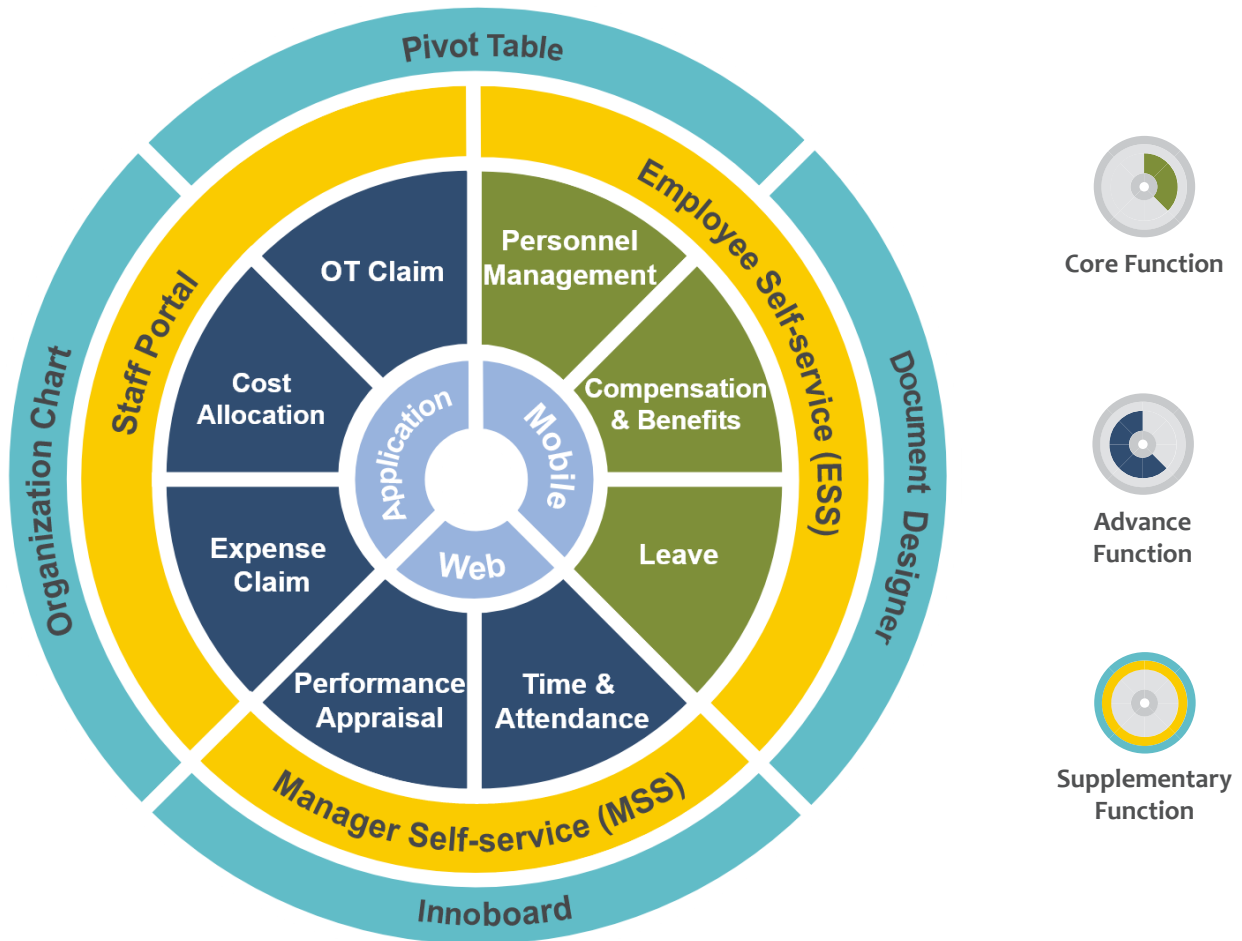
Employee
Employee can easy to manage leave application, leave inquiry and cancelation on the web anywhere anytime. They can also download payslip, taxation form, perform appraisal and manage attendance information in one integrated platform.

System Structure

The integrated HR solution consists of three function groups are as follows.

Department Head
With the proactive email alert function, Department Head/ Manager can now receive approval request from their subordinates immediately, which greatly reduce the time for approval. Meanwhile, Department Head/ Manager can also check their leave status of their team, approve OT claim, perform appraisal, and view attendance status.

Executive
Executives can gain a holistic view of the corporate workforce, and make a faster business decision to drive sales and reduce costs. You can search employee by specific talents, skills, working experience, seniority, which better build your team.

Regional HRMS

BridgeBuilder HRMS supports regional HRM, managing payroll and taxation in full compliance with the latest Employment Ordinance and Labour Law for different regions. We always keep the pace, always steadfast to support your business growing, and embrace your people.

Mainland China

Social Fund Schemes
- Support Social Insurance and Housing Fund
- Import data from Mandatory Benefits Outsourcing Partners

Other Local Regulation
- Sick Leave Payment
- Statutory Annual Leave
- Severance Pay

China Taxation
- 183-day-rule for Foreigners
- Adjustable Tax Brackets for IIT
- Pre-Tax Income Calculation
- Special Deduction
- e-Tax info.

Macau

Payroll Calculation
- Localized payment
- Final payment
- Support Pro-rata Formula with comparison logic

Social Security Fund
- Part-Time Staff handling
- Customized allocation of contribution
- Approved SSF form generation

Macau Taxation
- Support Monthly or Quarterly Tax Deduction
- Annual Taxation Adjustment Approved M/2A, M2, M3 and M4 Forms generation

Singapore

Central Provident Fund (CPF) Contribution
- Support Different Schemes
- Adjustable Limit on Ordinary Wages, Additional Wages and Rate of Skill Development Levy
- Currency Exchange Rate for Contribution
- e-Submission File

Singapore Taxation
- Listed as a supporting Payroll Software Vendor in Inland Revenue Authority of Singapore
- (IRAS) e-Submission TXT files approved by IRAS and passed File Validation
- Test Tax Filing of IRA8A, IRA8B, IR8S and IR8A