

Effectiveness of Payroll Management System in increasing the Productivity of Organisation: A Study of Hindustan Coca – Cola Beverages Pvt. Ltd.

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Abstract

A Payroll management system deals with the financial aspects of employee's salary, allowances, deductions, gross pay, net pay etc. and generation of payslips for the specific period. The study was conducted to know the Effectiveness of payroll management system in 'Hindustan coca – cola Beverages pvt. Ltd.' and role of HR in Payroll management system in Organization. Interview method was adopted to collect the information from operators of processing lines. This was done with the help of questionnaires being given out to them for their completion. The study had confirmed that the company is having a good payroll management System. From this study, it is found that majority of the workers were satisfied with the processing of this system. The study had confirmed that the company is having a good payroll management System. From this study, it is found that majority of the workers were satisfied with the processing of this system.

Keywords: Payroll, Payroll management system, Productivity, Payslips

Introduction

Payroll Management System

A lot has changed in payroll management over the past few years. Earlier, payroll processing meant manual calculations that was time consuming and lead to data entry errors. Today, organizations use automated system to process payroll accurately and meet statutory compliance. The Payroll Management System deals with the financial aspects of employee's salary, allowances, deductions, gross pay, net pay etc. and generation of pay-slips for a specific period. The outstanding benefit of Payroll Management System is its easy

implementation. Other advantages of Payroll Management System are its extensive features and reports.

Features

Payroll Management System gives you the power to:

- 1) Manage Employee Information Efficiently.
- 2) Define the emoluments, deductions, leave etc.
- 3) Generate Pay-Slip at the convenience of a mouse click.
- 4) Generate and Manage the Payroll Processes according to the Salary Structure assigned to the employee.
- 5) Generate all the Reports related to employee, attendance/leave, payroll etc.
- 6) Manage your own Security.

Role of hr in payroll management system

- 1) Ensures timely and accurate preparation of all Institution payroll operations and works closely with the Human Resources Office to ensure that payroll actions are in conformance with employment and benefits practices and accounting procedures.
- 2) Maintains all payroll records, reports, computations and audits, including periodic internal audit tests of labor utilization.
- 3) Works closely with internal and external auditors to ensure compliance with relevant tax laws and government regulations.
- 4) Interfaces routinely with Human Resources on employee benefits issues (deductions, retirement payments, etc.) to ensure timely and accurate processing.
- 5) Supervises Payroll Office staff and operations; provides on-going assistance to Institution employees in tax-related payroll matters.

Objectives of the study

- 1) To study the role of HR in payroll management system in 'Hindustan coca-cola Beverages pvt. Ltd.'
- 2) To study the effectiveness of payroll management system in organization.

Research methodology

The present study covers the payroll management techniques followed during the year 2018 in HCCBPL. This implies that the employee's data for the year 2018-19 has been considered for review. The present study was conducted in Hindustan Coca-Cola Beverages Pvt. Ltd. This was done with a view to gain an insight into the satisfaction techniques being followed in the manufacturing industry. The Hindustan Coca-Cola Pvt. Ltd. count of such employee was only 365. Random selection techniques were used for the sample of 50. This was done only for the permanent operators of the organization. Help was taken from the personnel line in-charge of different production lines. Data collection method is Observation and interview. The secondary data was obtained from the company old reports, website, published as well as unpublished documents etc. The period for the study was 6 weeks. Interview method was adopted to collect the information from operators of processing lines. This was done with the help of questionnaires being given out to them for their completion. SPSS was used to analyse the data.

Literature review

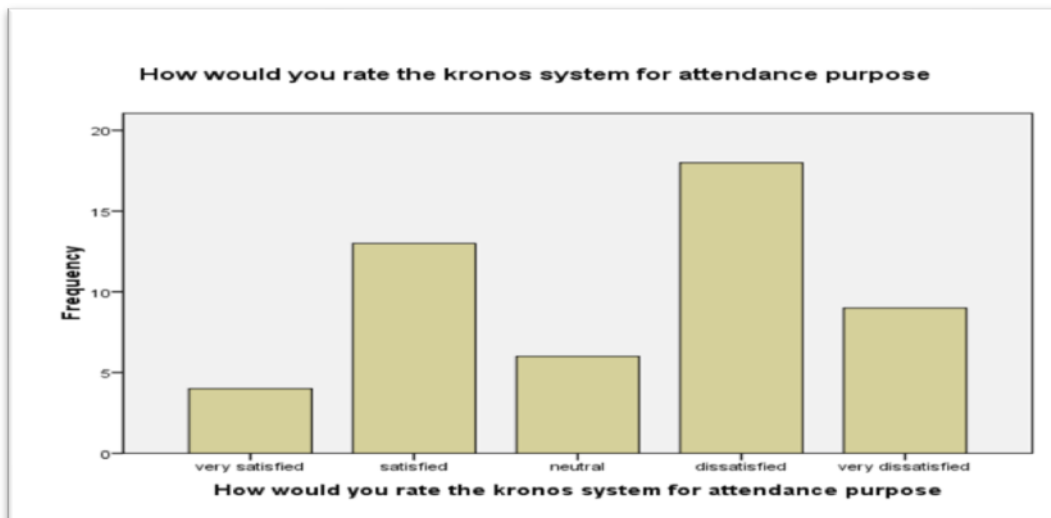
The payroll system implemented by Arjun V. Singh, Siddesh V. Chaphekar, and Yogesh S. Sawant is a desktop based system, which is developed in VB.net as frontend and Microsoft Access 2007 SQL server 2008 as backend. The base of the planned system is a database, which stores all information pertinent to personnel allowances, deductions, taxes and net pay. Features of the planned system are: Importing attendance from Biometric machine, Sending details regarding salary and attendance before finalizing salary, Faculty Management, Overtime Calculation, through mail sending salary slips, HRD programs like offer letter, appointment letter, promotion letter etc, Faculty Birthday notification, generate annual profit-loss of college by using graphs.

The payroll system implemented by Kritika Mahajan, Shilpa Shukla, Nitasha Soni is a desktop based system, which is developed in HTML, CSS and JQuery as frontend, C#, ASP.net is used for backend and for data parsing, JSON and Ajax is used.

- The payroll system is a new system which uses the computer to work out calculations regarding employees' performance whereas can compute the total target and hence produce the salary achieved by the employee.

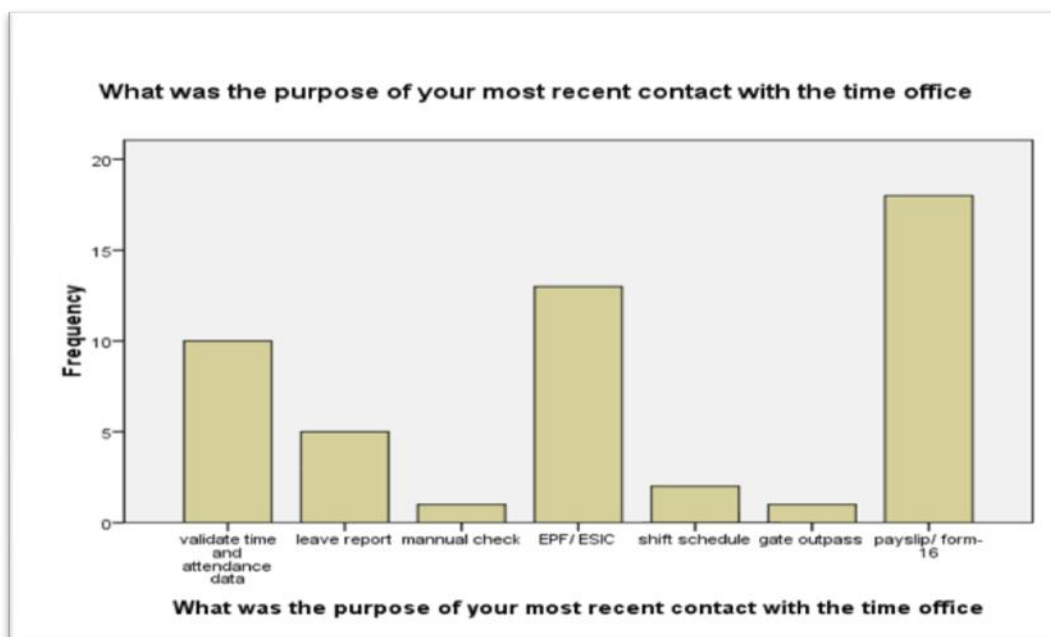
Data analysis & interpretation

QUESTION 1:- How would you rate the KRONOS SYSTEM for attendance purpose?



Inference:- The present analysis shows that 4% of employees are very satisfied, 14% are satisfied, 6% are neutral, 19% are dissatisfied and 9% are very dissatisfied with the kronos system.

QUESTION 2:- What was the purpose of your most contact with time – office ?



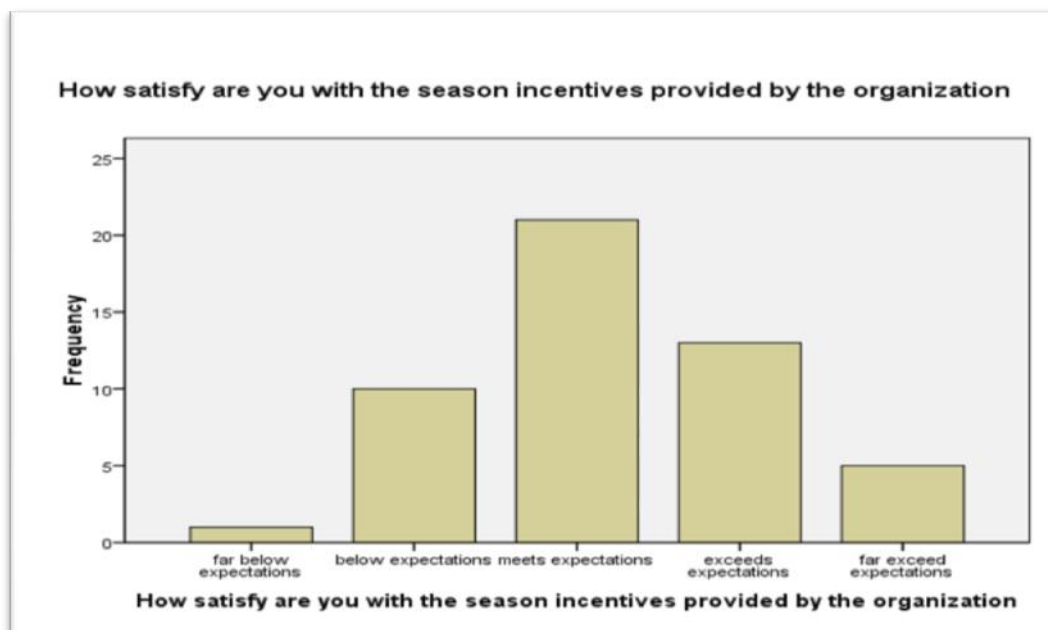
Inference:- This chart shows that employees have contact with time office, for 9% validate time and attendance data, 5% for leave report, 2% for manual check, 14% for EPF/ESIC, 3% for shift schedule, 1% for gate out pass, 18% for pay slips & form-16.

QUESTION 3:- Does your organization provides you the conveyance allowances?



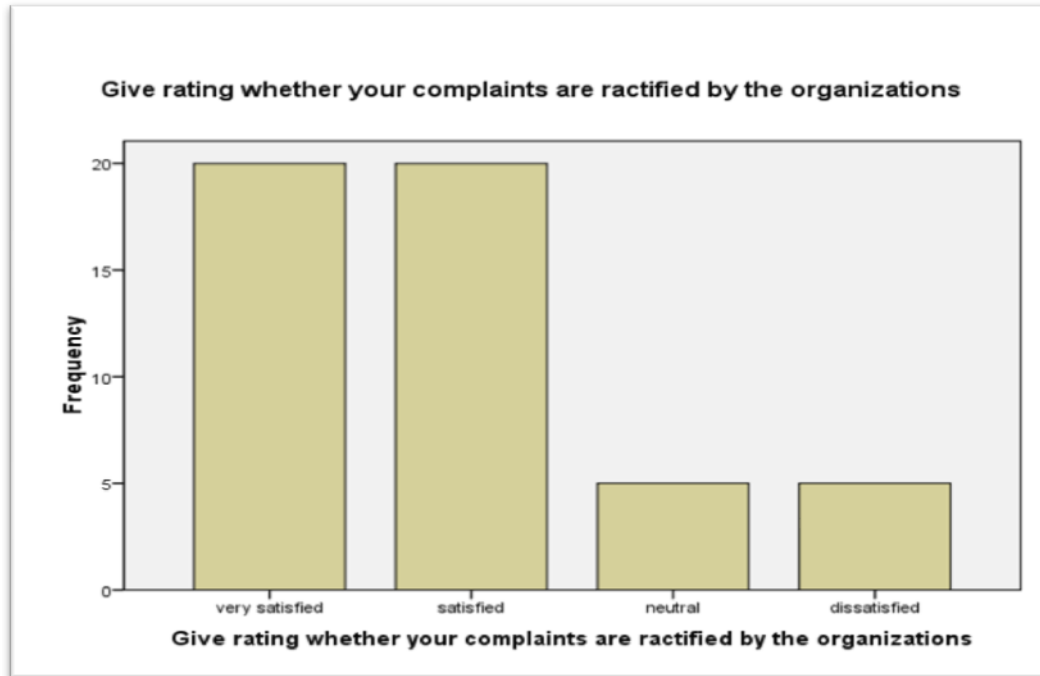
Inference:- The analysis shows that 45% employees are provided by the conveyance allowances and 5 % are not getting any conveyance allowance.

QUESTION 4:- How satisfy are you with the season incentives provided by the organization?



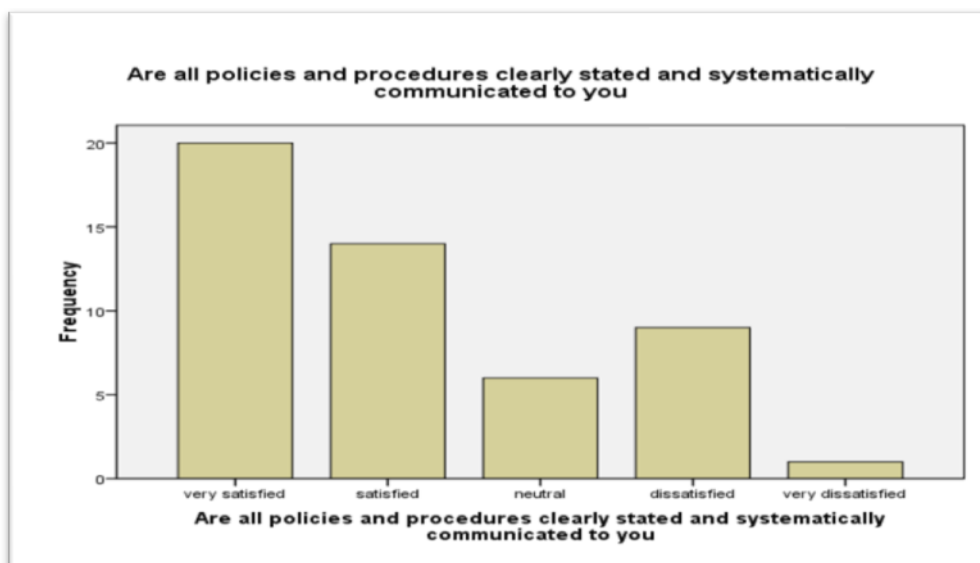
Inference:- It shows that 1% employees gives rating on far below expectation,10% below expectations, 23% meets expectations, 15% exceeds expectations, and 6% far exceed expectations to the season incentive policies of the organization.

QUESTION 5:- Give rating whether your complaints are rectified by the organization ?



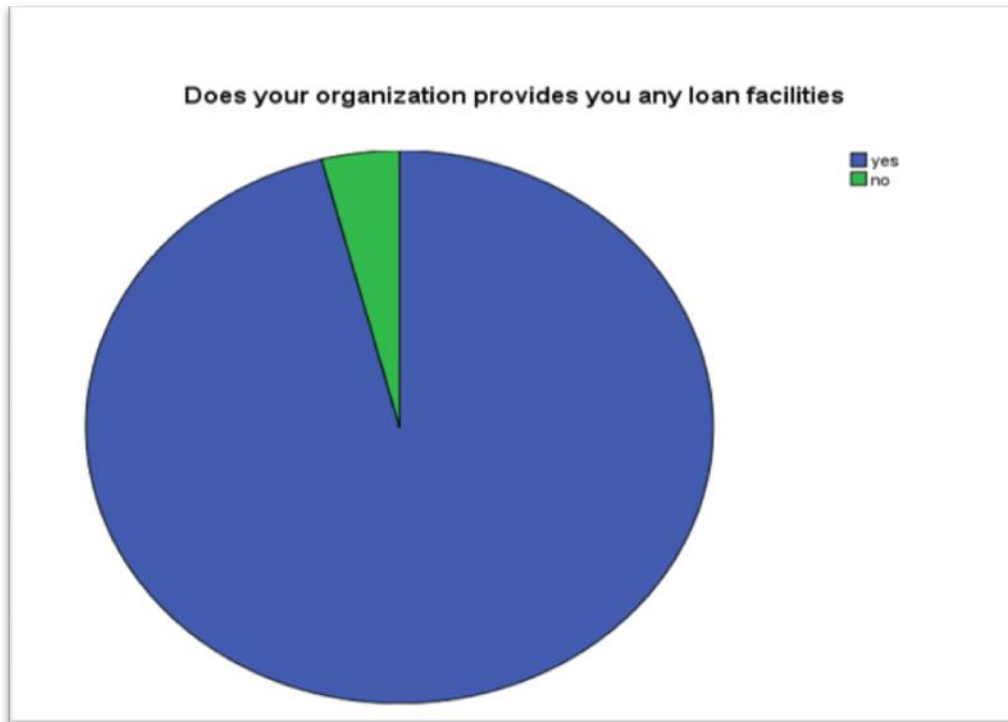
Inference :- In this chart, analysis shows that 20% employees are very satisfied,20% are satisfied,5% are neutral, and 5% are dissatisfied with the rectification of the complaints in the organization.

QUESTION 6:- Are all policies and procedures clearly stated and systematically communicated to you ?



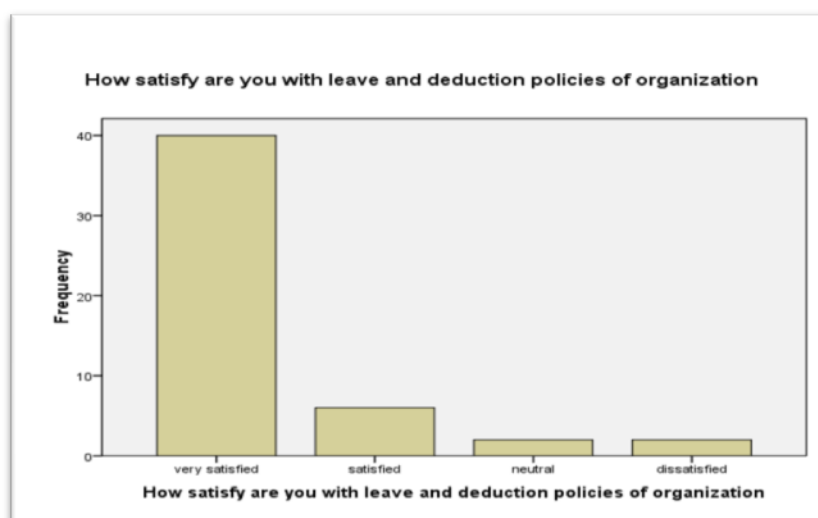
Inference:- This chart is stated that 20% employees are very satisfied,14% are satisfied,5% are neutral,9% are dissatisfied, and 2% are very dissatisfied with these policies and procedures.

QUESTION 7:- Does your organization provides you any loan facilities ?



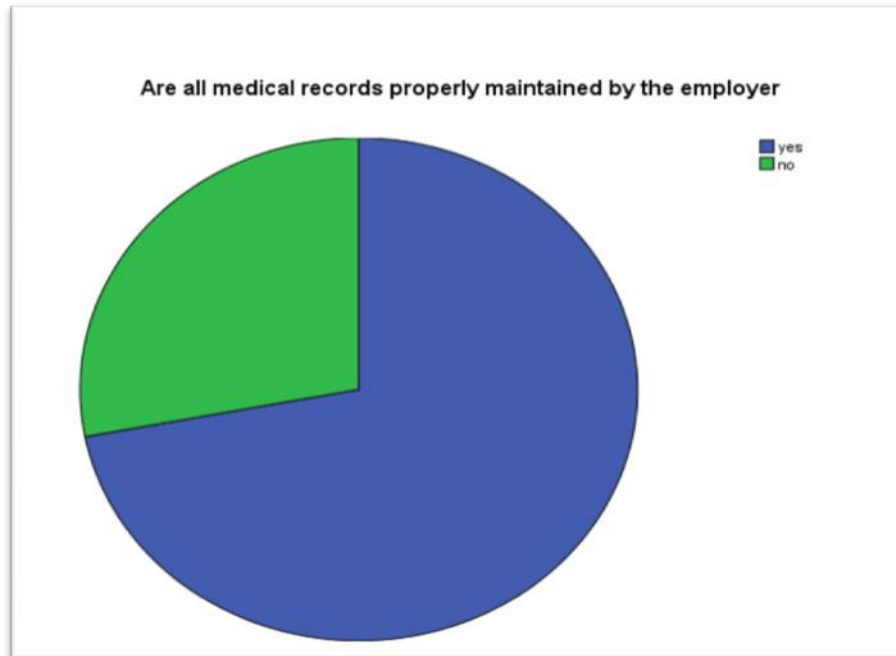
Inference:- This chart shows that 90% employees get loan facilities by organization.

QUESTION 8:- How satisfy are you with the deduction policies of organization ?



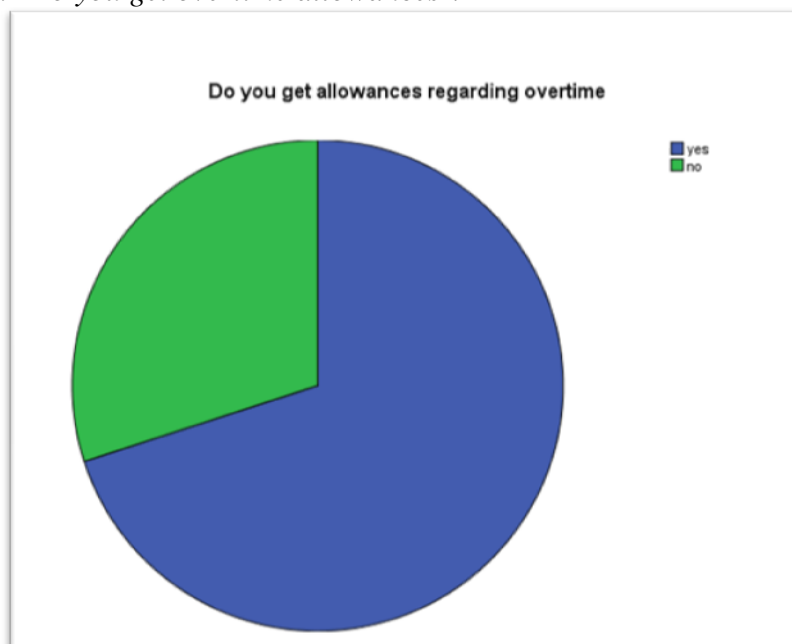
Inference:- This chart shows that 40% of employees are satisfied, 5% are satisfied, 2% are neutral, and 2% are dissatisfied with the leave and deduction policies of the organization.

QUESTION 9:- Are all medical records properly maintain by the employer ?



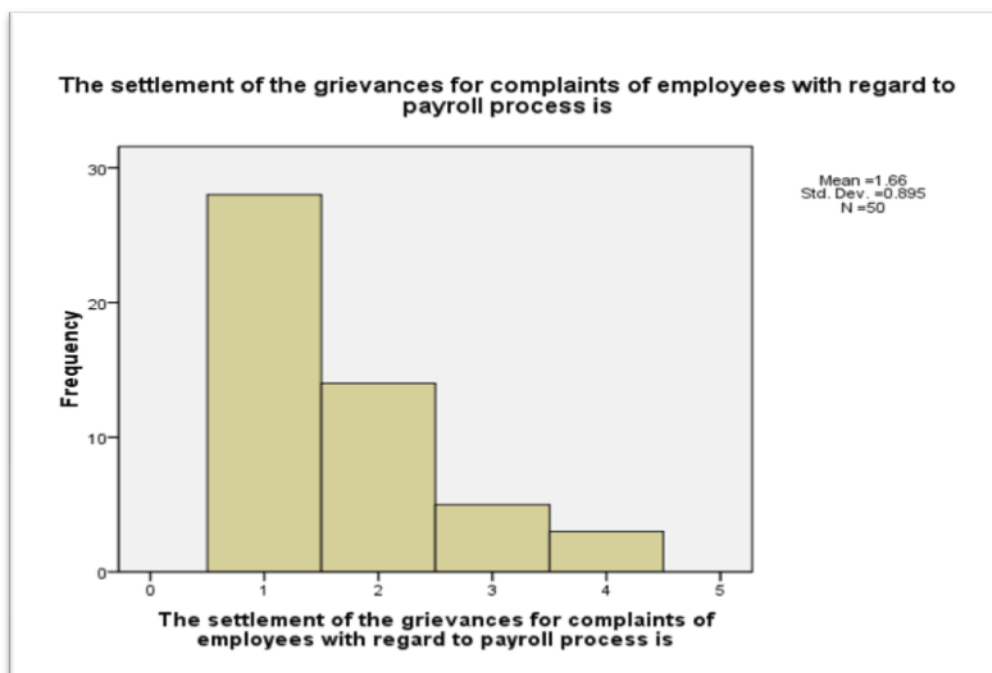
Inference:- This diagram says that 75% of data shows that medical records are properly maintained by the employer.

QUESTION 10:- Do you get overtime allowances ?



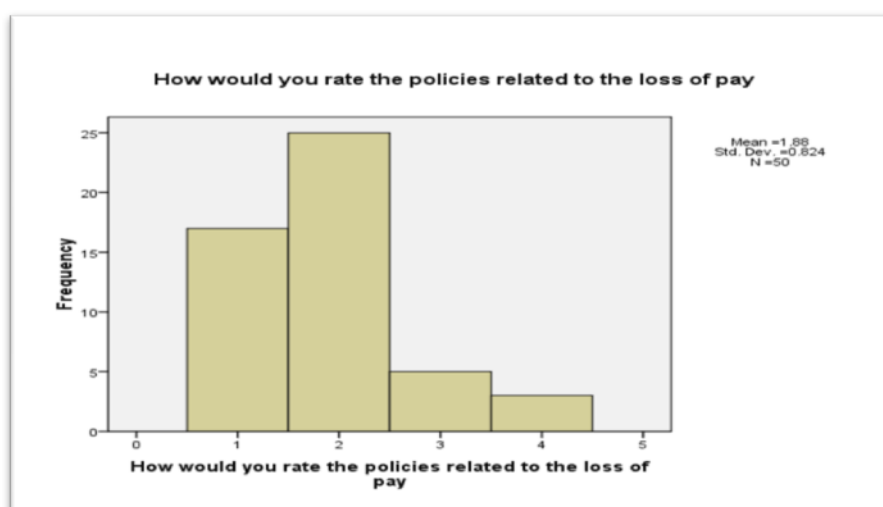
Inference:- It shows that 70% of employees get allowances regarding overtime.

QUESTION 11:- The settlement of the grievances for complaints of employees with regard to payroll process is ?



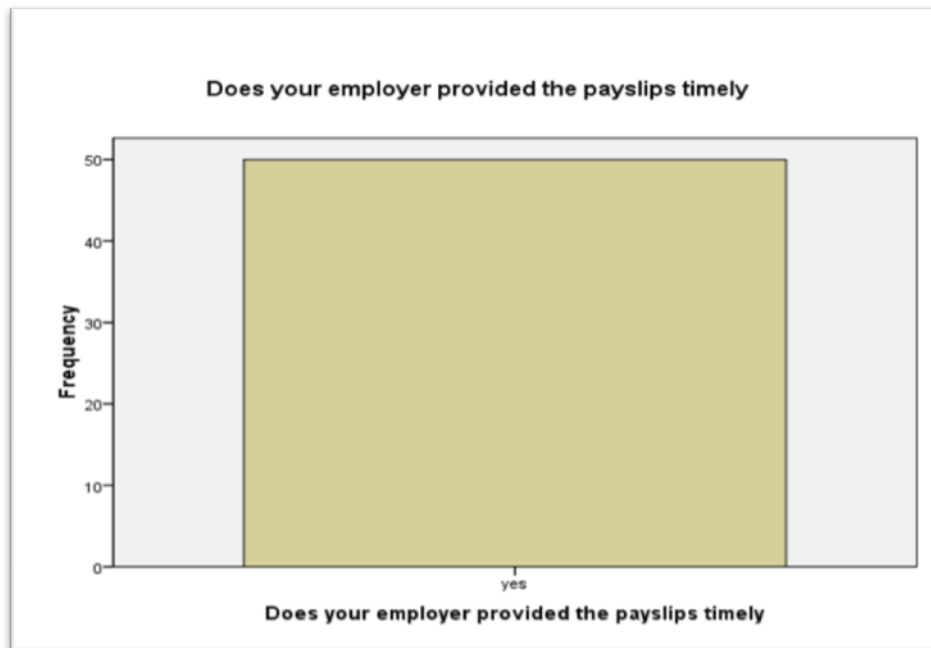
Inference:- The present chart shows that 28% of the employees are very satisfied, 15% are satisfied, 5% are neutral, and 4% are dissatisfied with the settlement of the grievances for complaints.

QUESTION 12:- How would you rate the policies related to the loss of pay ?



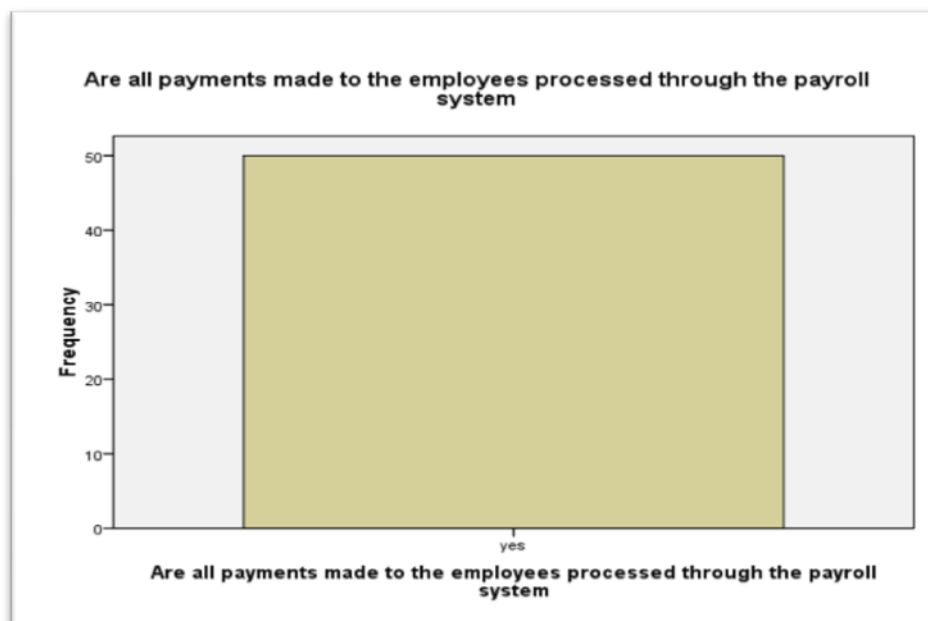
Inference :- This analysis states that the employees rate the policy of loss of pay in the rating of 16%, 25% , 5% and 4 %.

QUESTION 13:- Does your employer provided you the pay slips timely ?



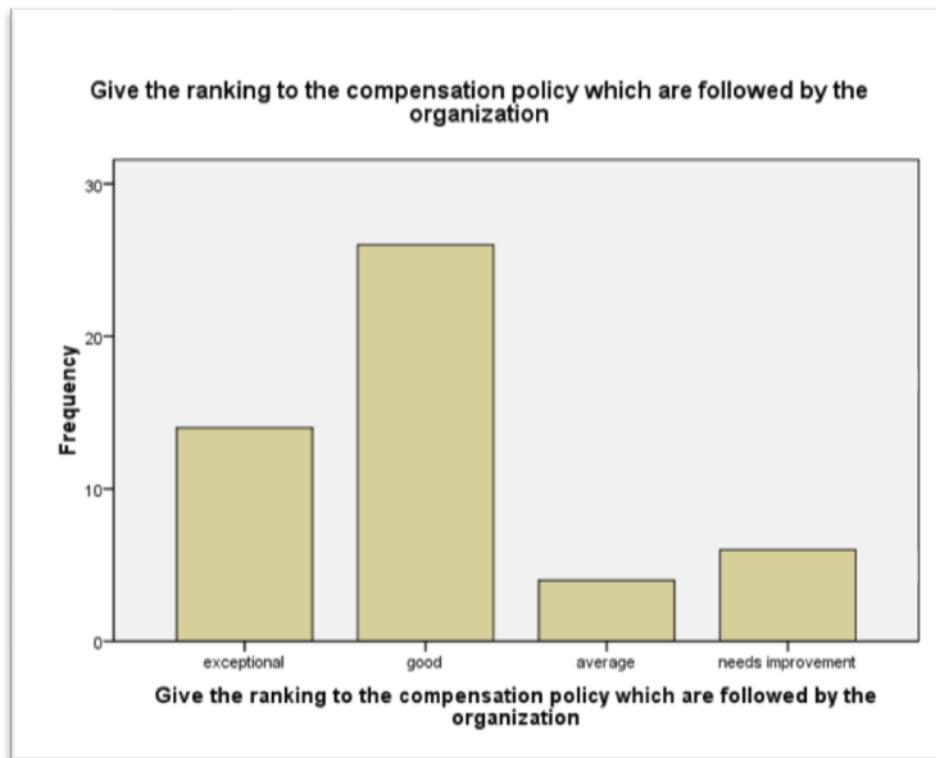
Inference:- This chart stated that all the employees get the pay slips timely.

QUESTION 14:- Are all payments made to the employees processed through the payroll system?

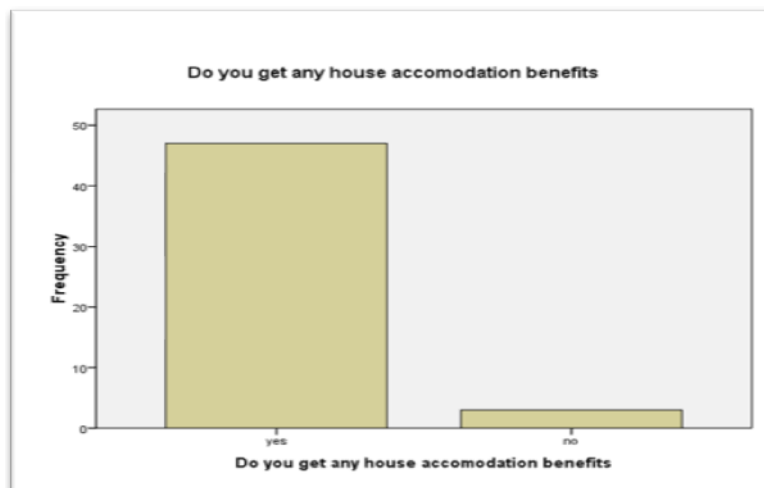


Inference:- Yes, this analysis states that the all payments are made to the employees processed through the payroll system.

QUESTION 15:- Give the ranking to the compensation policy which are provided by the organization?



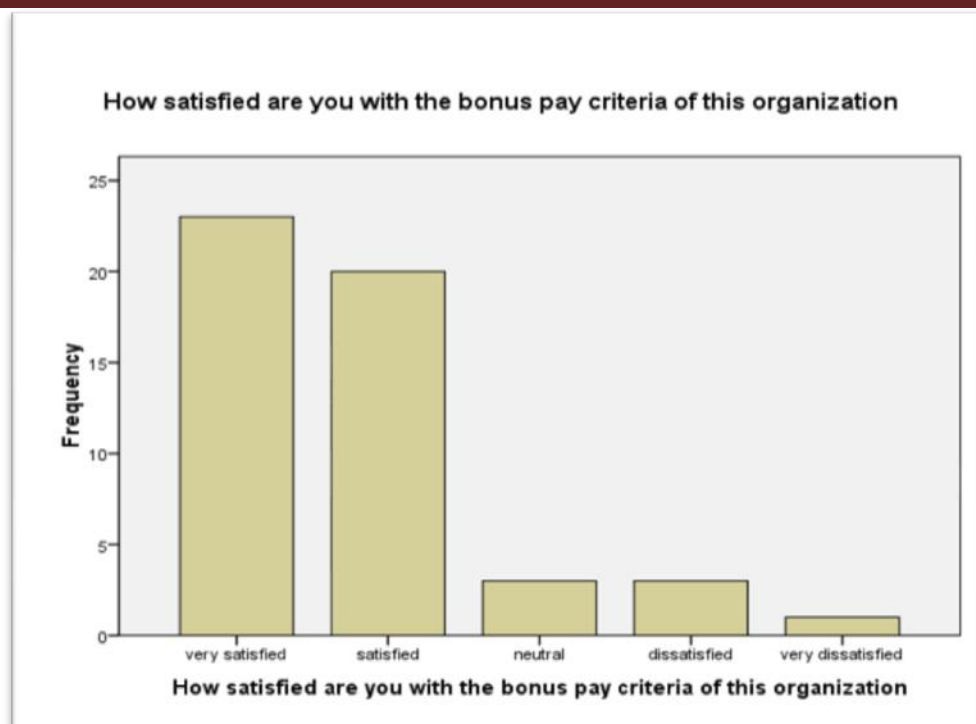
Inference :- It shows that employees says 14% are exceptional, 25% are good, 5% are average and 7% are needs improvement.



QUESTION 16:- Doyou get any house accommodation benefits?

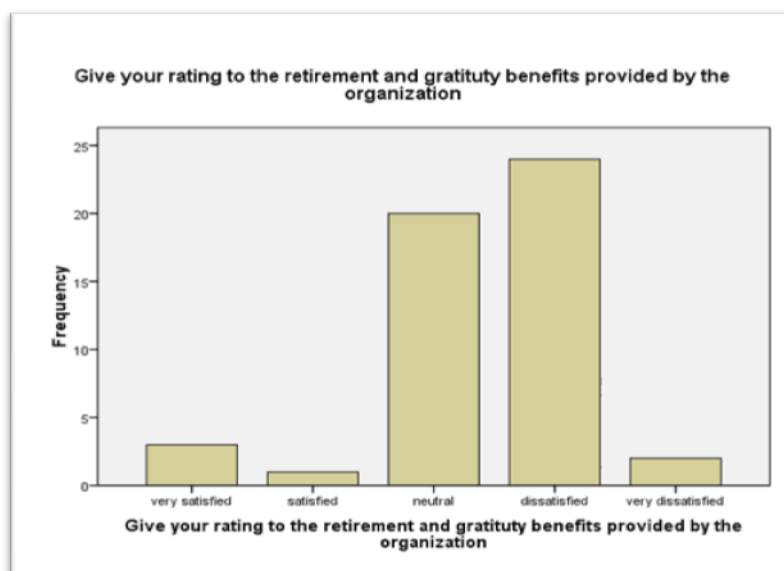
Inference :- It shows that 45% employees gets these benefits and 2 % are not.

QUESTION 17:- How satisfied are you with the bonus pay criteria of this organization?



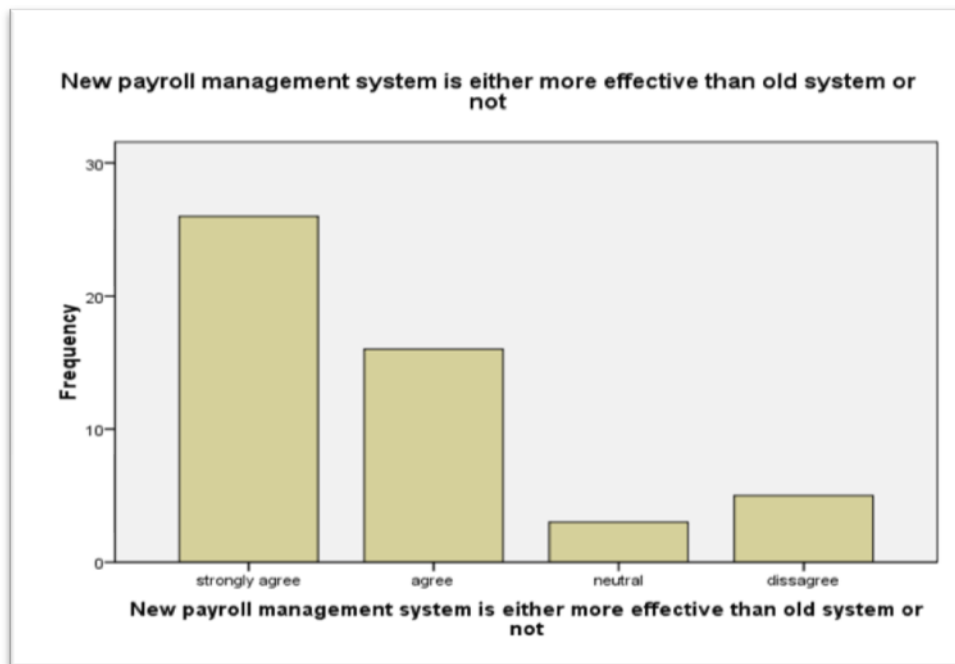
Inference:- This present analysis states that 23% employees are very satisfied, 20% are satisfied, 4% are neutral, 4% are dissatisfied, and 2% are very dissatisfied with the bonus pay criteria of the organization.

QUESTION 18:- Give your rating to the retirement and gratuity benefits provided by the organization ?



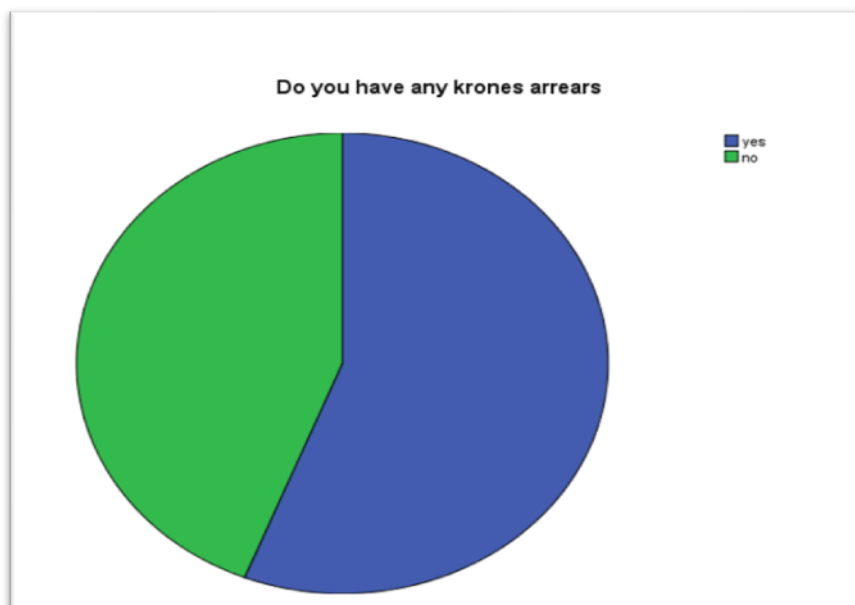
Inference:- This shows that 3% employees are very satisfied, 2% are satisfied, 20% are neutral, 24% are dissatisfied and 3% are very dissatisfied with these benefits.

QUESTION 19:- *New payroll management system is either more effective than old system or not?*



Inference :- This analysis shows that 25% employees are strongly agree, 15% are agree, 4% are neutral and 5% are disagree with this system.

QUESTION 20:- *Do you have any kronos arrears ?*



Inference :- This chart states that 60% employees are having kronos arrears and 40% are not having any arrears.

SPSS analysis:

Name	Type	Width	Decimals	Label	Values	Missing	Columns	Align	Scale
Q1	Numeric	8	0	How would you rate the kronos system for attendance purpose	{ 1, very satisfied}...	None	8	Right	Ordinal
Q2	Numeric	8	0	What was the purpose of your most recent contact with the time office	{ 1, validate time and attendance data}...	None	8	Right	Ordinal
Q3	Numeric	8	0	Does your organization provides you the conveyance allowances	{ 1, yes}...	None	8	Right	Ordinal
Q4	Numeric	8	0	How satisfy are you with the season incentives provided by the organization	{ 1, far below expectations}...	None	8	Right	Ordinal
Q5	Numeric	8	0	Give rating whether your complaints are ractified by the organizations	{ 1, very satisfied}...	None	8	Right	Ordinal
Q6	Numeric	8	0	Are all policies and procedures clearly stated and systematicall y communicate d to you	{ 1, very satisfied}...	None	8	Right	Ordinal
Q7	Numeric	8	0	Does your	{ 1, yes}...	None	8	Right	Ordinal

				organization provides you any loan facilities					
Q8	Numeric	8	0	How satisfy are you with leave and deduction policies of organization	{ 1, very satisfied}...	None	8	Right	Ordinal
Q9	Numeric	8	0	Are all medical records properly maintained by the employer	{ 1, yes}...	None	8	Right	Ordinal
Q10	Numeric	8	0	Do you get allowances regarding overtime	{ 1, yes}...	None	8	Right	Ordinal
Q11	Numeric	8	0	The settlement of the grievances for complaints of employees with regard to payroll process is	{ 1, very satisfied}...	None	8	Right	Ordinal
Q12	Numeric	8	0	How would you rate the policies related to the loss of pay	{ 1, exceptional }...	None	8	Right	Ordinal
Q13	Numeric	8	0	Does your employer provided the payslips timely	{ 1, yes}...	None	8	Right	Ordinal
Q14	Numeric	8	0	Give the ranking to the	{ 1, exceptional	None	8	Right	Ordinal

				compensation policy which are followed by the organization	}...				
Q15	Numeric	8	0	Are all payments made to the employees processed through the payroll system	{ 1, yes}...	None	8	Right	Ordinal
Q16	Numeric	8	0	Do you get any house accomodation benefits	{ 1, yes}...	None	8	Right	Ordinal
Q17	Numeric	8	0	How satisfied are you with the bonus pay criteria of this organization	{ 1, very satisfied}...	None	8	Right	Ordinal
Q18	Numeric	8	0	Give your rating to the retirement and gratituty benefits provided by the organization	{ 1, very satisfied}...	None	8	Right	Ordinal
Q19	Numeric	8	0	New payroll management system is either more effective than old system or not	{ 1, strongly agree}...	None	8	Right	Ordinal
Q20	Numeric	8	0	Do you have any krones arrears	{ 1, yes}...	None	8	Right	Ordinal

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	10
2	7	2	3	1	1	1	1	1	2	2	1	1	2	1	1	2	2	3	1
2	7	1	4	3	4	1	1	1	1	1	2	1	2	1	1	2	4	2	2
5	7	2	1	4	1	2	4	1	2	4	1	1	2	1	1	5	4	4	1
1	4	1	4	1	1	1	1	1	1	2	1	1	2	1	1	1	4	1	1
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5	7	1	4	4	4	1	4	1	2	1	1	1	2	1	1	1	3	4	2
4	1	1	5	2	1	1	1	1	2	2	1	1	4	1	1	1	3	1	1

4	7	1	3	2	3	1	1	1	2	2	1	1	1	1	1	1	3	2	1
3	7	1	3	2	4	1	1	1	2	1	2	1	1	1	1	2	3	2	2
3	2	1	4	2	1	1	1	1	1	1	1	1	1	1	1	1	4	1	2

Findings & suggestions

- ❖ The present analysis shows that 4% of employees are very satisfied,14% are satisfied,6 % are neutral,19 % are dissatisfied and 9 % are very dissatisfied with the kronos system.
- ❖ This shows that employees have contact with time office, for 9% validate time and attendance data, 5% for leave report, 2% for manual check, 14% for EPF/ESIC, 3% for shift schedule , 1% for gate out pass, 18% for pay slips & form-16.
- ❖ The analysis shows that 45% employees are provided by the conveyance allowances and 5 % are not getting any conveyance allowance.
- ❖ It shows that 1% employees gives rating on far below expectation,10% below expectations, 23% meets expectations, 15% exceeds expectations, and 6% far exceed expectations to the season incentive policies of the organization.
- ❖ The analysis indicates that 20% employees are very satisfied,20% are satisfied,5% are neutral, and 5% are dissatisfied with the rectification of the complaints in the organization.
- ❖ It also shows that 20% employees are very satisfied,14% are satisfied,5% are neutral,9% are dissatisfied, and 2% are very dissatisfied with these policies and procedures.
- ❖ It shows that 70% of employees get allowances regarding overtime.This analysis states that the all payments are made to the employees processed through the payroll system.It shows that employees says 14% are exceptional,25% are good, 5% are average and 7% are needs improvement.
- ❖ This present analysis states that 23% employees are very satisfied, 20% are satisfied,4% are neutral,4% are dissatisfied, and 2% are very dissatisfied with the bonus pay criteria of the organization.This shows that 3% employees are very satisfied,2% are satisfied, 20% are neutral,24% are dissatisfied and 3% are very dissatisfied with these benefits.

Suggestions

In order to improve the satisfaction level of employees the organization should make more better system and to get feedback regularly from the employees about the different things. Proper attendance machines should be arranged for the employees, in order to eliminate the chances of wrong&miss punch of employeesattendance.

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