

## HRMantra Pricing

	Features	Basic	Standard	Enterprise
<b>General</b>				
1	<b>Pricing</b>	Rs 3000 monthly for upto 50 employees. Thereafter Rs 60 PEPM (billed annually)	Rs 5000 monthly for upto 50 employees. Thereafter Rs 100 PEPM (billed annually)	Pricing as per features selected
2	<b>Suggested for businesses having employees strength</b>	upto 100	upto 250	> 250
3	<b>Setup Man Days (@ Rs 10,000 cost per day)</b>	6	9	30-160 (Based on features opted & No. of employees)
4	<b>Number of modules</b>	Core, HRIS, Leave & Payroll	All Basic Edition Features + Attendance & Claims	All Standard Edition Features + Project, PMS, Training, Admn (Claims+Assets+Travel+Expense mgmt) & Staffing
5	<b>Customisation (addition of features as desired by the client)</b>	NO	NO	YES
6	<b>Model</b>	SaaS	SaaS	SaaS or On-premise
7	<b>Patch updates in a year</b>	3	3	As needed
8	<b>Number of FREE reports</b>	85	110	325
9	<b>3D Business Intelligence Dashboards</b>	NO	NO	YES
10	<b>Number of fields per employee</b>	< 100	< 100	> 450
<b>Core</b>				
1	<b>Org Hierarchy Creation</b> • Creating and managing org hierarchies.	Unlimited	Unlimited	Unlimited
2	<b>Users and Access Mgmt</b> • User mgmt and Security mgmt and defining access rights for pages & reports and audit log tracking.	Unlimited	Unlimited	Unlimited
3	<b>Mobile Version</b> • Major functionality and ESS work-flows available on the go and version compatible with all kind of mobile phones which has browsers.	NO	NO	YES
4	<b>Configurable escalation levels in workflows</b>	Unlimited	Unlimited	Unlimited
5	<b>GPS Tracking</b> To track GPS location of employees through HRMantra Mobile App.  <b>This feature is recommended to be purchased only when you have lot of employees on the field &amp; you need to monitor their movements</b>	NO	NO	YES
6	<b>Formula builders &amp; auto timed triggers in Escalation matrices</b>	NO	NO	YES
7	<b>Event Reminders</b> • Reminding employees of important employee events like Birthday, Anniversary, Confirmation, Exit date, Retirement, Appraisal Due, Training to be attended, training evaluation, Project time-sheet filling reminder etc. • Reminders can be through SMS, email and pop up on the screen.	5 preset triggers on Birthday, Wedding Anniversary, Retirement, Confirmation Date and Joining Date	5 preset triggers on Birthday, Wedding Anniversary, Retirement, Confirmation Date and Joining Date	All 15 preset triggers

8	<b>Custom Event Reminders</b> <ul style="list-style-type: none"> <li>• Custom defined events like Medclaim expiry, Car Insurance expiry, Society Maintenance, Credit Card Repayment, Housing Loan Repayment etc.</li> </ul>	NO	NO	YES
9	<b>Thought of the day</b> <ul style="list-style-type: none"> <li>• Clients can enjoy readymade 365 thoughts of the day.</li> </ul>	YES	YES	YES
10	<b>Configurable thoughts of the day</b> <b>This feature is recommended to be purchased only if you want to add huge number of your own customised thoughts of the day.</b>	NO	NO	YES
11	<b>Inbuilt events &amp; greeting cards</b>	YES	YES	YES
12	<b>Portal Mgmt.</b> <ul style="list-style-type: none"> <li>• Can personalise the home page as per the need.</li> </ul>	NO	NO	YES
13	<b>Single Sign On (AD Integration)</b> <ul style="list-style-type: none"> <li>• Integrating AD or any 3rd party software with HRMantra for single sign-on facility. This feature helps all employees to log in with only one user name password across multiple softwares. This reduces hassles of remembering multiple user credentials.</li> </ul> <p><b>This feature is recommended to be purchased only when you have multiple applications like ERP, accounts, CRM being accessed from a common portal like your company website with single user name &amp; password</b></p>	NO	NO	YES
14	<b>IP Locking</b>	NO	NO	YES
15	<b>Audit Log</b> <ul style="list-style-type: none"> <li>• Audit log management of every activity performed (additions/modifications/deletions) in the software including login-logout with IP trace.</li> </ul>	NO	YES	YES
16	<b>Report Designer</b> <ul style="list-style-type: none"> <li>• A report designer to create any no of statement type of reports.</li> </ul>	NO	NO	YES
17	<b>Configurable email &amp; letter templates</b>	NO	NO	YES
<b>HRIS</b>				
1	<b>Exit Interviews Work-flow</b> <ul style="list-style-type: none"> <li>• Exit Interview application-approval work-flow based on configurable escalation matrix</li> <li>• Time-based work-flow can be defined</li> <li>• An email based quick approval facility for faster approval without logging-in into the application.</li> </ul> <p><b>This feature is recommended to be purchased only if you want to keep record of exit interviews to take steps to reduce attrition rate</b></p>	NO	NO	YES
2	<b>Employee Search Engine</b> <ul style="list-style-type: none"> <li>• Strong employee search engine for employees based on criteria, age, experience in the company etc. and generating any no. of MIS reports from it.</li> <li>• Generating "N" no of MIS for analysis and giving data to the management.</li> </ul>	YES	YES	YES
3	<b>Org Chart</b> <ul style="list-style-type: none"> <li>• Very powerful org chart creator depicting any organization hierarchy like location, departments or designations.</li> </ul>	NO	NO	YES
4	<b>Reporting Chart</b> <ul style="list-style-type: none"> <li>• Very powerful org chart creator depicting any organization hierarchy like location, departments or designations.</li> </ul>	YES	YES	YES

5	<b>Employee Survey</b> <ul style="list-style-type: none"> <li>Surveys can be defined for employees belonging to any hierarchy</li> <li>N number of survey can be created.</li> <li>Objective &amp; subjective questions can be defined with multi-select options.</li> </ul>	NO	NO	YES
6	<b>Employee Information</b> <ul style="list-style-type: none"> <li>Dynamic employee code creation based on a combination of alphabets or serial numbers.</li> <li>Employee Information includes various information like Official, Personal, Financial, Address, Experience, Academic, Qualification, Medical, Family, Job Function, Languages, Check-lists, Nomination etc.</li> <li>Disciplinary actions like suspensions, salary cuts or terminations can be maintained as well. Employees can submit change in their information which comes for HR for approval.</li> <li>Over 70+ reports for quick data analysis</li> </ul>	12 - Official, Financial, Personal, Salary, Academic, Present Address, Family, Experience, Nomination, Checklist, Language & Group Insurance	12 - Official, Financial, Personal, Salary, Academic, Present Address, Family, Experience, Nomination, Checklist, Language & Group Insurance	All 28 pages
7	<b>Employee Import Export</b> <ul style="list-style-type: none"> <li>Excel mapping based import utility.</li> </ul>	YES	YES	YES
8	<b>Employee Resignations Work-flow</b> <ul style="list-style-type: none"> <li>Resignation application-approval work-flow based on configurable escalation matrix</li> <li>An email based quick approval facility for faster approval without logging-in into the application</li> <li>Time-based work-flow can be defined</li> <li>Handover and take over of responsibility tracking</li> </ul> <p><b>This feature is recommended to be purchased only when the attrition rate is high &amp; you need to keep record of such resignation approvals</b></p>	NO	NO	YES
9	<b>Employee Transfers Work-flow</b> <ul style="list-style-type: none"> <li>Transfer application-approval work-flow based on configurable escalation matrix</li> <li>An email based quick approval facility for faster approval without logging-in into the application</li> <li>Time-based work-flow can be defined</li> <li>Handover and take over of responsibility tracking</li> </ul> <ul style="list-style-type: none"> <li><b>This feature is recommended to be purchased only when there are lot of employees being transferred &amp; you need to keep record of such transfer approvals</b></li> </ul>	NO	NO	YES
10	<b>Employee Online Tests</b> <ul style="list-style-type: none"> <li>Any number of test topics can be defined with randomized questions</li> <li>Negative marking available</li> <li>Based on cut-off percentage system calculates result and sends email automatically to the concerned HR.</li> </ul>	NO	NO	YES
11	<b>Induction Program</b> <ul style="list-style-type: none"> <li>Induction program can be defined on any hierarchy basis.</li> <li>Employees can refer the relevant policies, company history, products it manufactures, services it offers, list of key people and locations etc.</li> <li>It also has the facility to verify that all employees have read the policies.</li> <li>You can notify existing employees if there are changes in the policy and can keep track of older policy through document versioning</li> <li>Induction feedback can be filled in by all employees</li> </ul>	Preset page to input company policies	Preset page to input company policies	Available with designer
<b>Leave</b>				
1	<b>Leave Availing Work-flow</b> <ul style="list-style-type: none"> <li>application-approval work-flow based on configurable escalation matrix</li> <li>An email based quick approval facility for faster approval without logging-in into the application</li> <li>Time-based work-flow can be defined</li> <li>Over 15+ reports for quick data analysis</li> </ul>	YES	YES	YES

2	<b>Leave Encashment Work-flow</b> <ul style="list-style-type: none"> <li>Application-approval work-flow based on configurable escalation matrix</li> <li>An email based quick approval facility for faster approval without logging-in into the application</li> <li>Time-based work-flow can be defined</li> </ul>	NO	NO	YES
3	<b>Comp Offs Credit Work-flow</b> <ul style="list-style-type: none"> <li>application-approval work-flow based on configurable escalation matrix</li> <li>An email based quick approval facility for faster approval without logging-in into the application</li> <li>Time-based work-flow can be defined</li> </ul>	YES	YES	YES
<b>Payroll</b>				
1	<b>FBP Plan Work-flow</b> <i>Employees apply for flexible benefit plan (FBP)</i> <ul style="list-style-type: none"> <li>Application-approval work-flow based on configurable escalation matrix</li> <li>An email based quick approval facility for faster approval without logging-in into the application</li> <li>Time-based work-flow can be defined</li> </ul>	NO	NO	YES
2	<b>Investment Declaration Work-flow</b> <ul style="list-style-type: none"> <li>Application-approval work-flow based on configurable escalation matrix</li> <li>An email based quick approval facility for faster approval without logging-in into the application</li> <li>Time-based work-flow can be defined</li> </ul>	YES	YES	YES
3	<b>Tax Planning</b> <ul style="list-style-type: none"> <li>Employees can plan their investments and check tax burden by themselves.</li> <li>Once finalized they can submit it as an investment declaration.</li> </ul>	YES	YES	YES
4	<b>Payroll Processing</b> <ul style="list-style-type: none"> <li>Loan, increment &amp; arrears calculation</li> <li>Monthly variable component entry</li> <li>IT Estimation &amp; Payroll calculation</li> <li>Bonus &amp; Gratuity calculation</li> <li>Full &amp; Final settlement</li> <li>Over 70+ repots can be generated for record keeping and analysis</li> </ul>	YES	YES	YES
<b>Attendance</b>				
1	<b>Optional Holiday Work-flow</b> <ul style="list-style-type: none"> <li>application-approval work-flow based on configurable escalation matrix</li> <li>An email based quick approval facility for faster approval without logging-in into the application</li> <li>Time-based work-flow can be defined</li> </ul>	NO	NO	YES
2	<b>Attn Regularization Work-flow</b> <ul style="list-style-type: none"> <li>application-approval work-flow based on configurable escalation matrix</li> <li>An email based quick approval facility for faster approval without logging-in into the application</li> <li>Time-based work-flow can be defined</li> <li>Provision to track down "Daily Activity" in the same work-flow for the work done by an employee.</li> </ul>	NO	YES	YES
3	<b>Attn Over Time Work-flow</b> <ul style="list-style-type: none"> <li>application-approval work-flow based on configurable escalation matrix</li> <li>An email based quick approval facility for faster approval without logging-in into the application</li> <li>Time-based work-flow can be defined</li> </ul>	NO	YES	YES
4	<b>Attn On Duty Work-flow</b> <ul style="list-style-type: none"> <li>application-approval work-flow based on configurable escalation matrix</li> <li>An email based quick approval facility for faster approval without logging-in into the application</li> <li>Time-based work-flow can be defined.</li> </ul>	NO	YES	YES
5	<b>Attn Shift Mgmt</b> <ul style="list-style-type: none"> <li>Define any number of fixed / flexi and semi flexi shifts in a day.</li> <li>Any combination of weekly offs based on every (say) Sunday and / or 1st / 2nd / 3rd / 4th and 5th (say) Saturday or on the basis of even / odd monthly or even / odd yearly occurrences of the day of the week.</li> <li>Defining any no of holidays for any locations</li> </ul>	YES	YES	YES

6	<b>Late Coming Rule Feature</b> <ul style="list-style-type: none"> <li>Slab based calculation</li> <li>Compensation upto certain count is provided</li> <li>Deduction option of either leave or salary with fixed cutting or multiple times cutting.</li> </ul>	NO	YES	YES
7	<b>Combined Late-Early Feature</b> <ul style="list-style-type: none"> <li>Slab based calculation</li> <li>Compensation upto certain count is provided</li> <li>Deduction option of either leave or salary with fixed cutting or multiple times cutting.</li> </ul>	NO	YES	YES
8	<b>Early Going Feature</b> <ul style="list-style-type: none"> <li>Slab based calculation</li> <li>Compensation upto certain count is provided</li> <li>Deduction option of either leave or salary with fixed cutting or multiple times cutting.</li> </ul>	NO	YES	YES
9	<b>Monthly Working Hours Feature</b> <ul style="list-style-type: none"> <li>Daily or Monthly deficit hours can be tracked.</li> <li>Slab based calculation</li> <li>Compensation upto certain count is provided</li> <li>Deduction option of either leave or salary with fixed cutting or multiple times cutting.</li> </ul>	NO	YES	YES
10	<b>Condonement</b> <ul style="list-style-type: none"> <li>HR can condone late, early, deficit minutes for all employees.</li> </ul>	NO	YES	YES
11	<b>Missing Minutes Rules Feature</b> <ul style="list-style-type: none"> <li>Slab based calculation</li> <li>Deduction option of either leave or salary with fixed cutting or multiple times cutting.</li> </ul>	NO	YES	YES
12	<b>ARS Card Import Export</b> Import and export of attendance swipe cards data through excel file.  <b>This feature is recommended to be purchased only when your number of employees are in 1000s</b>	NO	NO	YES
13	<b>Attn Integration With Biometric system</b> <ul style="list-style-type: none"> <li>Integrating with 3rd party biometric system and picking up attn raw data from it.</li> </ul>	NO	YES	YES
14	<b>HRMantra Webcam Attn Feature</b> <ul style="list-style-type: none"> <li>A separate desktop application which can be kept at reception to register attendance which captures image of the employee.</li> <li>Web cam is required to capture image of the employee.</li> <li><b>Ideal for office locations where the number of employees are less and where having a biometric attendance capturing system will be costly.</b></li> </ul>	NO	NO	YES
15	<b>Public Holidays Selection</b> <ul style="list-style-type: none"> <li>Provision to define Public holidays basket for sets of employees the right to choose maximum holidays in a year.</li> </ul>	NO	NO	YES
16	<b>Attn Processing</b> <ul style="list-style-type: none"> <li>Attendance methods based on monthly register, daily attendance register or thru swipe card or biometric card with provision to give grace periods.</li> <li>Very powerful absenteeism rules.</li> <li>Separate permission cards to record normal shift attendance of employees in case of riots or heavy rains or bus late.</li> <li>Attendance Processing using multi-threading concept to maintain the responsiveness of the process.-Over 40+ reports for quick data analysis</li> </ul>	NO	YES	YES
17	<b>Master Permission Attendance Card</b>	NO	NO	YES
Admn				
Staffing				
1	<b>Job Posting Integration with Naukri</b> Job Posting to Naukri.com website  <b>It is recommended that you buy this feature only if you do a lot of job postings on naukri.com</b>	NO	NO	YES

2	<b>IJP Handling</b> • Vacancy application and approval from reporting managers.	NO	NO	YES
3	<b>Talent Requisition Work-flow</b> • Talent requisition application & approval process giving details of number of employees required to be filled with their experience, age band, qualifications, skills and functions. • Time-based work-flow can be defined • An email based quick approval facility for faster approval without logging-in into the application • Publish approved requisitions on websites or to employees for internal job postings.	NO	NO	YES
4	<b>Candidate Online Tests</b> • Any number of test topics can be defined with randomized questions • Negative marking available • Based on cut-off percentage system calculates result and sends email automatically to the concerned HR.	NO	NO	YES
5	<b>Candidate Offer Letter Work-flow</b> • application-approval work-flow based on configurable escalation matrix • An email based quick approval facility for faster approval without logging-in into the application • Time-based work-flow can be defined	NO	NO	YES
6	<b>Candidate Information</b> • Candidate data manual entry into application or through submit resume • Over 30+ reports for quick data analysis	NO	NO	YES
7	<b>Candidate Import Export</b> • Data import export utility for faster data capture	NO	NO	YES
8	<b>Candidate Search Engine</b> • Finding candidates for a position and generating N no of MIS for analysis and sending searched candidates for further screening	NO	NO	YES
9	<b>Resume Parsing</b> Resume parsing is a tool to add candidate CVs directly into HRMantra without manual data entry.  Important information to be understood before you opt for this feature: <b>Resume parsing is not a perfect science. There will be mistakes. HRMantra has been integrated with a third party resume parser &amp; is not responsible for its accuracy.</b>  <b>It will cost you flat Rs 12500 per month irrespective of the active number of employees in your company.</b> In case you want HRMantra to be loaded on your own server, then to use resume parsing feature, your server will have to be available on internet.	NO	NO	YES
10	<b>Candidate Communication</b> • Defining various letter formats with mail merge facility for correspondence through email with the candidates	NO	NO	YES
11	<b>Candidate Interview Process</b> • Scheduling Interviews for different rounds like HR, Technical, Mgmt, Commercial etc. • Provision to select external person or internal employee as interviewer. • Email intimation to candidate as well as to panel about the interview • Interview rating and recommendation submission.	NO	NO	YES
12	<b>Candidate Reference Check</b> • Provision to send a link along with the email to the contacts that candidates have provided for references. • References can submit their feedback on the click of a link in the email. • Quick analysis can be made by comparing the multiple references feedback.	NO	NO	YES
<b>Project</b>				

1	<b>Project Mgmt</b> <ul style="list-style-type: none"> <li>Client entry manually or through import/export.</li> <li>Client Assignment based on auto setting or manually</li> <li>Definig Project and assignning Manager &amp; Coordinator with effective date.</li> <li>Over 15+ reports for quick data analysis</li> </ul>	NO	NO	YES
2	<b>Project Resource Work-flow</b> <ul style="list-style-type: none"> <li>Resource applications can be escalated based on reporting or HOD.</li> <li>Provision to allocate one employee to multiple projects.</li> <li>Billing Type: Billable, Non-billable, Company back-fill.</li> </ul>	NO	NO	YES
3	<b>Project Timesheet Work-flow</b> <ul style="list-style-type: none"> <li>application-approval work-flow based on configurable escalation matrix</li> <li>An email based quick approval facility for faster approval without logging-in into the application</li> <li>Time-based work-flow can be defined</li> </ul>	NO	NO	YES
<b>LMS</b>				
1	<b>Training Requests Work-flow</b> <ul style="list-style-type: none"> <li>Application-approval work-flow based on configurable escalation matrix</li> </ul>	NO	NO	YES
2	<b>Training Program</b> <ul style="list-style-type: none"> <li>Training cycles can be defined within a training year.</li> <li>Create any number of training topic hierarchies like category and sub-category within topics.</li> <li>A training program can consist of many training topics and these programs can then be set at your company, department or designation levels. -Over 25+ reports for records keeping and analysis</li> </ul>	NO	NO	YES
3	<b>Training Internal Programs Work-flow</b> <ul style="list-style-type: none"> <li>Application-approval work-flow based on configurable escalation matrix.</li> </ul>	NO	NO	YES
4	<b>Training External Programs Work-flow</b> <ul style="list-style-type: none"> <li>Application-approval work-flow based on configurable escalation matrix</li> </ul>	NO	NO	YES
5	<b>Training Nomination</b> <ul style="list-style-type: none"> <li>Employees can fill up request application forms and HR can nominate employees for a training program thus from 4 different lists: by self, through appraisal, through HOD and employees not requested.</li> <li>Training Nomination based on TNI's received</li> </ul>	NO	NO	YES
6	<b>Training Feedback</b> <ul style="list-style-type: none"> <li>On completion of the training program, the employees can give their feedback online and the faculty can also rate the performance of the participants.</li> </ul>	NO	NO	YES
7	<b>Training Evaluation</b> <ul style="list-style-type: none"> <li>On completion of the training program, the employees can give their feedback online and the faculty can also rate the performance of the participants.</li> </ul>	NO	NO	YES
8	<b>Training Post-Effective Evaluation</b> <ul style="list-style-type: none"> <li>Post effective evaluation cab be tracked once training is imparted to the employees.</li> </ul>	NO	NO	YES
<b>PMS</b>				
1	<b>KRA/Goal Sheets</b> <ul style="list-style-type: none"> <li>Tasks can be defined on daily, weekly, monthly, fortnightly, yearly basis etc.</li> <li>Tasks targets can be defined based on Timelines, Quantity or Observations.</li> <li>Configurable task page layout with custom columns and in depth rating calculation.</li> </ul>	NO	NO	YES
2	<b>Confirmation Forms</b> <ul style="list-style-type: none"> <li>Online confirmation work-flow based on configurable escalation matrix.</li> </ul>	NO	NO	YES
3	<b>Appraisal Forms</b> <ul style="list-style-type: none"> <li>Any number of appraisal levels i.e performance appraisal by boss, subordinate, clients, peer group, HRD and the employee himself.</li> <li>These performance reviews are online, can be customized to each position and done whenever required.</li> <li>Appraisal process tracking and reminder emails to fill up form.</li> <li>Over 10+ reports for record tracking and analysis</li> </ul>	NO	NO	YES

4	<b>Succession Planning</b> <ul style="list-style-type: none"> <li>• <i>Planning successor for major positions.</i></li> <li>• <i>Evaluation of successor can be tracked.</i></li> </ul>	NO	NO	YES
5	<b>PIP</b> <ul style="list-style-type: none"> <li>• <i>Performance Improvement Plan (PIP) can be invoked any time for non-performers.</i></li> <li>• <i>Evaluation tracking.</i></li> </ul>	NO	NO	YES
6	<b>Review Normalization</b> <ul style="list-style-type: none"> <li>• <i>Normalization of the rating given at each appraisor level.</i></li> <li>• <i>Normalization of the rating at HR/ Mgmt level.</i></li> </ul>	NO	NO	YES