

HRMantra Pricing

Features		Description
General		
1	Model	SaaS or On-premise
2	Patch updates in a year	As needed
3	Number of FREE reports	325
4	3D Business Intelligence Dashboards	YES
5	Number of fields per employee	> 450
Core		
1	Org Hierarchy Creation <ul style="list-style-type: none"> Creating and managing org hierarchies. 	Unlimited
2	Users and Access Mgmt <ul style="list-style-type: none"> User mgmt and Security mgmt and defining access rights for pages & reports and audit log tracking. 	Unlimited
3	Mobile Version <ul style="list-style-type: none"> Major functionality and ESS work-flows available on the go and version compatible with all kind of mobile phones which has browsers. 	YES
4	Configurable escalation levels in workflows	Unlimited
5	GPS Tracking To track GPS location of employees through HRMantra Mobile App. <i>This feature is recommended to be purchased only when you have lot of employees on the field & you need to monitor their movements</i>	YES
6	Formula builders & auto timed triggers in Escalation matrices	YES
7	Event Reminders <ul style="list-style-type: none"> 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. 	All 15 preset triggers
8	Custom Event Reminders <ul style="list-style-type: none"> Custom defined events like Medclaim expiry, Car Insurance expiry, Society Maintenance, Credit Card Repayment, Housing Loan Repayment etc. 	YES
9	Thought of the day <ul style="list-style-type: none"> Clients can enjoy readymade 365 thoughts of the day. 	YES
10	Configurable thoughts of the day <i>This feature is recommended to be purchased only if you want to add huge number of your own customised thoughts of the day.</i>	YES
11	Inbuilt events & greeting cards	YES
12	Portal Mgmt. <ul style="list-style-type: none"> Can personalise the home page as per the need. 	YES

13	Single Sign On (AD Integration) <i>Please note, this feature is available only for on-premise customers</i> <ul style="list-style-type: none"> • 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. <p>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 & password</p>	YES
14	IP Locking	YES
15	Audit Log <ul style="list-style-type: none"> • Audit log management of every activity performed (additions/modifications/deletions) in the software including login-logout with IP trace. 	YES
16	Report Designer <ul style="list-style-type: none"> • A report designer to create any no of statement type of reports. 	YES
17	Configurable email & letter templates	YES
HRIS		
1	Exit Interviews Work-flow <ul style="list-style-type: none"> • Exit Interview application-approval work-flow based on configurable escalation matrix • Time-based work-flow can be defined • An email based quick approval facility for faster approval without logging-in into the application. <p>This feature is recommended to be purchased only if you want to keep record of exit interviews to take steps to reduce attrition rate</p>	YES
2	Employee Search Engine <ul style="list-style-type: none"> • Strong employee search engine for employees based on criteria, age, experience in the company etc. and generating any no. of MIS reports from it. • Generating "N" no of MIS for analysis and giving data to the management. 	YES
3	Org Chart <ul style="list-style-type: none"> • Very powerful org chart creator depicting any organization hierarchy like location, departments or designations. 	YES
4	Reporting Chart <ul style="list-style-type: none"> • Very powerful org chart creator depicting any organization hierarchy like location, departments or designations. 	YES
5	Employee Survey <ul style="list-style-type: none"> • Surveys can be defined for employees belonging to any hierarchy • N number of survey can be created. • Objective & subjective questions can be defined with multi-select options. 	YES

- 6 Employee Information**
- Dynamic employee code creation based on a combination of alphabets or serial numbers.
 - Employee Information includes various information like Official, Personal, Financial, Address, Experience, Academic, Qualification, Medical, Family, Job Function, Languages, Check-lists, Nomination etc.
 - 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.
 - Over 70+ reports for quick data analysis
- All 28 pages
- Excel mapping based import utility.
- Import and export of Online test questions through excel file.

This feature is recommended to be purchased only when your number of employees are in 1000s

Import and export of changes in reporting structure through excel file.

This feature is recommended to be purchased only when your number of employees are in 1000s & if you want to maintain record of changes in reporting history.

- 7 Employee Resignations Work-flow**
- Resignation 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
 - Handover and take over of responsibility tracking
- YES

This feature is recommended to be purchased only when the attrition rate is high & you need to keep record of such resignation approvals

- 8 Employee Transfers Work-flow**
- Transfer 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
 - Handover and take over of responsibility tracking
- YES

- **This feature is recommended to be purchased only when there are lot of employees being transferred & you need to keep record of such transfer approvals**

- 9 Employee Online Tests**
- 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.
- YES

Import and export of Online test questions through excel file.

This feature is recommended to be purchased only when the number of online tests are too many & questions in each are in 100s

- 10 Induction Program**
- Induction program can be defined on any hierarchy basis.
 - Employees can refer the relevant policies, company history, products it manufactures, services it offers, list of key people and locations etc.
 - It also has the facility to verify that all employees have read the policies.
 - You can notify existing employees if there are changes in the policy and can keep track of older policy through document versioning
 - Induction feedback can be filled in by all employees
- Available with designer

Leave

- 1 Leave Availing Work-flow**
- 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
 - Over 15+ reports for quick data analysis
- Import and export of leave balance, leave history, credit entries, adjustment entries data through excel file.

YES

- 2 Leave Encashment Work-flow**
- 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

YES

- 3 Comp Offs Credit Work-flow**
- 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

YES

Payroll

- 1 FBP Plan Work-flow**
- Employees apply for flexible benefit plan (FBP)
- 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

YES

- 2 Investment Declaration Work-flow**
- 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

YES

- 3 Tax Planning**
- Employees can plan their investments and check tax burden by themselves.
 - Once finalized they can submit it as an investment declaration.

YES

- 4 Payroll Processing**
- Loan, increment & arrears calculation
 - Monthly variable component entry
 - IT Estimation & Payroll calculation
 - Bonus & Gratuity calculation
 - Full & Final settlement
 - Over 70+ reports can be generated for record keeping and analysis
- Import and export of loan given data through excel file.

This feature is recommended to be purchased only when the number of loans being given are too many every month

YES

Import and export of payroll history data through excel file.
 Import and export of payroll input data for a month through excel file.
 Import and export of Investment data through excel file.
 Import and export of pay-review data through excel file.
 Import and export of FFS input data for a month through excel file.

This feature is recommended to be purchased only when the number of FFS are many & it is time consuming to enter such data from the front end

Attendance

- 1 Optional Holiday Work-flow**
- 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

YES

2	<p>Attn Regularization Work-flow</p> <ul style="list-style-type: none"> • 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 • Provision to track down "Daily Activity" in the same work-flow for the work done by an employee. 	YES
3	<p>Attn Over Time Work-flow</p> <ul style="list-style-type: none"> • 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 	YES
4	<p>Attn On Duty Work-flow</p> <ul style="list-style-type: none"> • 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. 	YES
5	<p>Attn Shift Mgmt</p> <ul style="list-style-type: none"> • Define any number of fixed / flexi and semi flexi shifts in a day. • 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. • Defining any no of holidays for any locations <p>Import and export of Shift schedule data through excel file.</p> <p>This feature is recommended to be purchased only when the number of employees are in 100s, there are multiple shifts & frequent shift rotations</p>	YES
6	<p>Attn Deduction Policies (Late, Early, Deficit and Condonement)</p> <ul style="list-style-type: none"> • Slab based calculation • Compensation upto certain count is provided • Deduction option of either leave or salary with fixed cutting or multiple times cutting. <ul style="list-style-type: none"> • Slab based calculation • Compensation upto certain count is provided • Deduction option of either leave or salary with fixed cutting or multiple times cutting. <ul style="list-style-type: none"> • Slab based calculation • Compensation upto certain count is provided • Deduction option of either leave or salary with fixed cutting or multiple times cutting. <ul style="list-style-type: none"> • Daily or Monthly deficit hours can be tracked. • Slab based calculation • Compensation upto certain count is provided • Deduction option of either leave or salary with fixed cutting or multiple times cutting. <ul style="list-style-type: none"> • Slab based calculation • Deduction option of either leave or salary with fixed cutting or multiple times cutting. <ul style="list-style-type: none"> • HR can condone late, early, deficit minutes for all employees. 	YES
7	<p>Attn Integration With Biometric system</p> <ul style="list-style-type: none"> • Integrating with 3rd party biometric system and picking up attn raw data from it. <p>Import and export of attendance swipe cards data through excel file.</p> <p>This feature is recommended to be purchased only when your number of employees are in 1000s</p>	YES
8	<p>HRMantra Webcam Attn Feature</p> <ul style="list-style-type: none"> • A separate desktop application which can be kept at reception to register attendance which captures image of the employee. • Web cam is required to capture image of the employee. • Ideal for office locations where the number of employees are less and where having a biometric attendance capturing system will be costly. 	YES

9	Public Holidays Selection	
	<ul style="list-style-type: none"> • Provision to define Public holidays basket for sets of employees the right to choose maximum holidays in a year. 	YES
10	Attn Processing	
	<ul style="list-style-type: none"> • Attendance methods based on monthly register, daily attendance register or thru swipe card or biometric card with provision to give grace periods. • Very powerful absenteeism rules. • Separate permission cards to record normal shift attendance of employees in case of riots or heavy rains or bus late. • Attendance Processing using multi-threading concept to maintain the responsiveness of the process.-Over 40+ reports for quick data analysis 	YES
11	Master Permission Attendance Card	YES
Admn Staffing		
1	Job Posting Integration with Naukri <i>Job Posting to Naukri.com website</i>	
	<i>It is recommended that you buy this feature only if you do a lot of job postings on naukri.com</i>	YES
2	IJP Handling	
	<ul style="list-style-type: none"> • Vacancy application and approval from reporting managers. 	YES
3	Talent Requisition Work-flow	
	<ul style="list-style-type: none"> • 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. 	YES
4	Candidate Online Tests	
	<ul style="list-style-type: none"> • 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. <i>Import and export of Online test questions through excel file.</i>	YES
	<i>This feature is recommended to be purchased only when the number of online tests are too many & questions in each are in 100s</i>	
5	Candidate Offer Letter Work-flow	
	<ul style="list-style-type: none"> • 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 	YES
6	Candidate Information	
	<ul style="list-style-type: none"> • Candidate data manual entry into application or through submit resume • Over 30+ reports for quick data analysis • Data import export utility for faster data capture 	YES
7	Candidate Search Engine	
	<ul style="list-style-type: none"> • Finding candidates for a position and generating N no of MIS for analysis and sending searched candidates for further screening 	YES

8	<p>Resume Parsing <i>Resume parsing is a tool to add candidate CVs directly into HRMantra without manual data entry.</i></p> <p><i>Important information to be understood before you opt for this feature: Resume parsing is not a perfect science. There will be mistakes. HRMantra has been integrated with a third party resume parser & is not responsible for its accuracy.</i></p> <p><i>It will cost you flat Rs 12500 per month irrespective of the active number of employees in your company.</i> 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.</p>	YES
9	<p>Candidate Communication</p> <ul style="list-style-type: none"> • Defining various letter formats with mail merge facility for correspondence through email with the candidates 	YES
10	<p>Candidate Interview Process</p> <ul style="list-style-type: none"> • 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. 	YES
11	<p>Candidate Reference Check</p> <ul style="list-style-type: none"> • 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. 	YES
Project		
1	<p>Project Mgmt</p> <ul style="list-style-type: none"> • Client entry manually or through import/export. • Client Assignment based on auto setting or manually • Defining Project and assigning Manager & Coordinator with effective date. • Over 15+ reports for quick data analysis <p><i>Import and export of timesheet input data for a month through excel file.</i></p> <p><i>This feature is recommended to be purchased only when the number of timesheets are many & employees would like to enter multiple days timesheet together or if they do not have online access</i></p> <p><i>Import and export of clients master data through excel file.</i></p> <p><i>This feature is recommended to be purchased only when the number of clients are many & it is time consuming to enter their data from the front end</i></p>	YES
2	<p>Project Resource Work-flow</p> <ul style="list-style-type: none"> • Resource applications can be escalated based on reporting or HOD. • Provision to allocate one employee to multiple projects. • Billing Type: Billable, Non-billable, Company back-fill. 	YES
3	<p>Project Timesheet Work-flow</p> <ul style="list-style-type: none"> • 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 	YES
LMS		
1	<p>Training Requests Work-flow</p> <ul style="list-style-type: none"> • Application-approval work-flow based on configurable escalation matrix 	YES
2	<p>Training Program</p> <ul style="list-style-type: none"> • Training cycles can be defined within a training year. • Create any number of training topic hierarchies like category and sub-category within topics. • 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 	YES

3	Training Internal Programs Work-flow	YES
	<ul style="list-style-type: none"> • Application-approval work-flow based on configurable escalation matrix. 	
4	Training External Programs Work-flow	YES
	<ul style="list-style-type: none"> • Application-approval work-flow based on configurable escalation matrix 	
5	Training Nomination	YES
	<ul style="list-style-type: none"> • 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. • Training Nomination based on TNI's received 	
6	Training Feedback	YES
	<ul style="list-style-type: none"> • On completion of the training program, the employees can give their feedback online and the faculty can also rate the performance of the participants. 	
7	Training Evaluation	YES
	<ul style="list-style-type: none"> • On completion of the training program, the employees can give their feedback online and the faculty can also rate the performance of the participants. 	
8	Training Post-Effective Evaluation	YES
	<ul style="list-style-type: none"> • Post effective evaluation cab be tracked once training is imparted to the employees. 	
PMS		
1	KRA/Goal Sheets	YES
	<ul style="list-style-type: none"> • Tasks can be defined on daily, weekly, monthly, fortnightly, yearly basis etc. • Tasks targets can be defined based on Timelines, Quantity or Observations. • Configurable task page layout with custom columns and in depth rating calculation. <p>Import and export of tasks data for appraisals through excel file.</p> <p>This feature is recommended to be purchased only when the number of tasks are many & it is time consuming to enter such entries from the front end</p>	
2	Confirmation Forms	YES
	<ul style="list-style-type: none"> • Online confirmation work-flow based on configurable escalation matrix. 	
3	Appraisal Forms	YES
	<ul style="list-style-type: none"> • Any number of appraisal levels i.e performance appraisal by boss, subordinate, clients, peer group, HRD and the employee himself. • These performance reviews are online, can be customized to each position and done whenever required. • Appraisal process tracking and reminder emails to fill up form. • Over 10+ reports for record tracking and analysis <p>Import and export of competency data through excel file.</p> <p>This feature is recommended to be purchased only when the number of competencies are in 100s & it is time consuming to do such entries from the front end</p>	
4	Succession Planning	YES
	<ul style="list-style-type: none"> • Planning successor for major positions. • Evaluation of successor can be tracked. 	
5	PIP	YES
	<ul style="list-style-type: none"> • Performance Improvement Plan (PIP) can be invoked any time for non-performers. • Evaluation tracking. 	
6	Review Normalization	YES
	<ul style="list-style-type: none"> • Normalization of the rating given at each appraisor level. • Normalization of the rating at HR/ Mgmt level. 	