



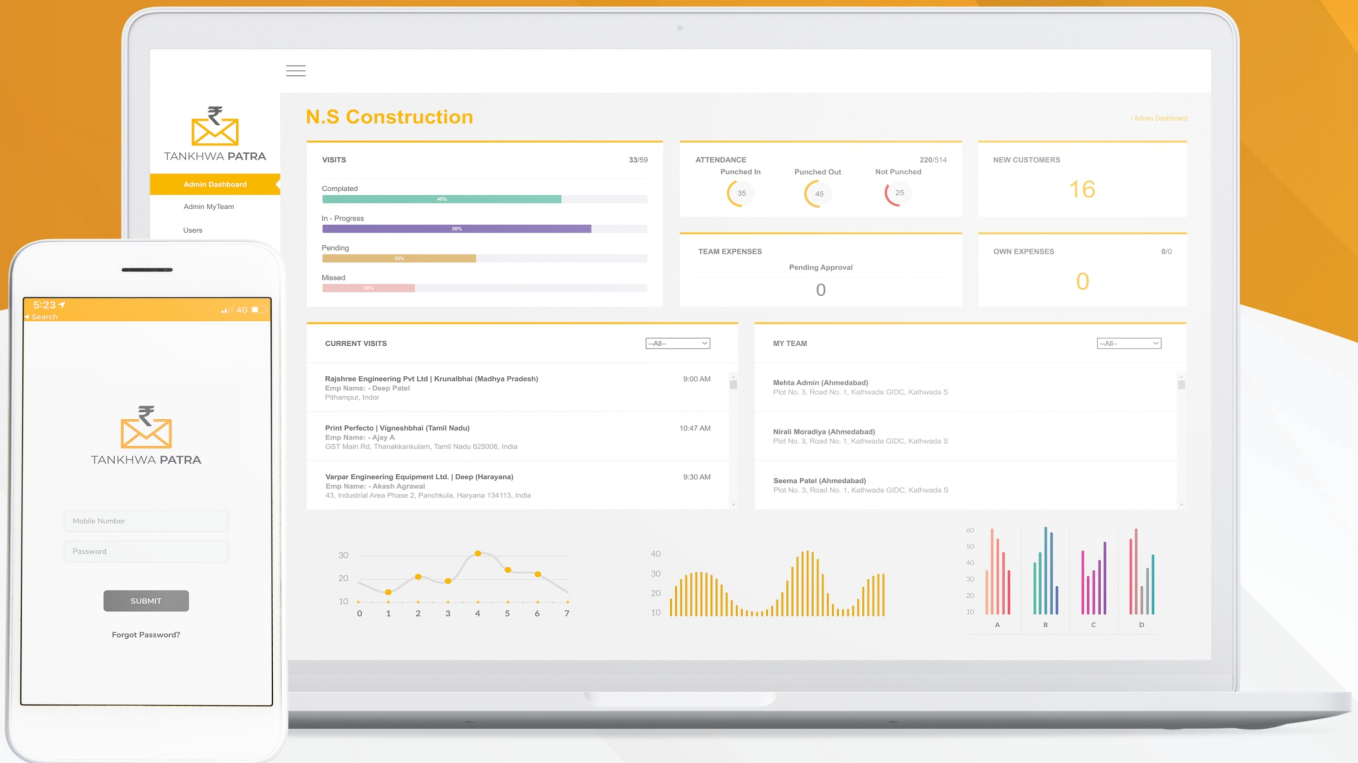
One Brand, Many Solutions

Struggling to simplify your HR & Payroll operations?

Try TANKHWA PATRA

India's Leading Payroll System.

Trusted by 30+ MNC.



TANKHWA PATRA

GET FREE DEMO NOW



01. Create Account & Set Your Company Info



02. Upload Employee Data



03. Manage Leave, Advance & Payroll



04. Support for Payroll

Be always UP TO DATE



www.tankhwapatra.com

INTERACTIVE WEB FEATURES

ATTENDANCE AND LEAVE MANAGEMENT

Attendance: This feature allows you to track employee tracking, fixing missed punches, and reducing compliance risks. If your organization uses biometrics or any attendance tracking system, Tankhwapatra can fetch the data from excel sheets or CSV generated from external devices.

Leave: It streamlines all the critical areas of leave allocation, tracking, and managing with employee self-leave tracking features. Tankhwapatra lifts the burden of employee leave management by streamlining the process. With custom entitlements, from monthly leaves to annual, Tankhwa Patra covers all leave types.

TAX & STATUTORY

Behind every successful company, there's a great tax payer from changing legislation to new tax forms, there's a lot to keep in mind when preparing and filing returns. But now you don't have to do it alone, you can trust Tankhwapatra for accurately preparing, reviewing, and filing the necessary documents for you.

Generate statutory return file formats for; **TDS (IT), e-TDS returns, Professional Tax, PF, ECR File, ESI Returns, ESI Challans digitally signed form 16 generation etc.**

LOANS & ADVANCES

Tankhwa Patra helps you streamline the process of loans & advances and makes it easier for your employees, HR's, and finance teams. It allows you to customize and track loans and advances with multiple repayment & interest options/EMI.

AUTOMATED PAYROLL & EXPENSE REIMBURSEMENT

Tankhwa Patra is designed to make your life simple. With a single click, you can automate payroll processing.

Receipts and reimbursement requests can pile up quickly. Our expense tool makes it easy to process expenses with ease and accuracy, without the paperwork.

Employees can even capture receipts and get supervisor approval with a simple click.

HR REPORTS

Whether you want to keep a track of your employee productivity or just review the attendance of your team, Tankhwa Patra's HR reports give you a comprehensive insight into your workforce trends. Right from employee shift details to attendance tracking policies, you can generate any report you need. Accurate and customize reports the way you need for your stakeholders.

INTERACTIVE MOBILE APPLICATION



Virtual Remote Attendance

Users can punch in and punch out based on their geo location just by toggling a button. While doing so, their location will also be stored along with the time. In addition to that, organisations can also enable the users to punch in / out within the preferred diameter of location of their offices.



User Records

Users can view their records such as, attendance, leave, loan and installments, advance payment, overtime, and user reports. These user records can be viewed and managed by assigned admin as well through the live sync between mobile and web application.



Visit & Expense

Users can fill their visit reports and expenses through mobile application, which can be reimbursed while salary generation. Also the expense will be sent to their expense approving authority for approval.



Salary Slip

Once the salary slip is generated through the admin panel, users will be notified on mobile application and will be able to view and download the salary slip. In addition, users will also be able to view and download the salary slips of previous months.



Developed by



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