

PeopleSoft Country Extension for Brazil



PEOPLESOFT COUNTRY EXTENSION FOR BRAZIL

KEY FEATURES

- State-of-the-art, internet-based payroll solution
- Global architecture.
- Robust and intuitive actionable role-based analytics
- Seamless integration with PeopleSoft Time and Labor, Absence Management and Financials
- Configurable approval workflows with delegation capability
- Flexible and robust rules engine, flexible earnings and deductions
- Segmentation and Proration
- Retroactive Processing
- Statutory Requirements
- Mobile capabilities
- Simple and intuitive user interface

KEY BENEFITS

- Multi-country and multi-currency payments
- Increased accuracy and timeliness
- Stronger financial controls
- Superior insight via embedded payroll analytics
- Integrated solution for all your payroll needs – end-to-end payroll processing
- Lower Total Cost of Ownership

Managing your workforce globally often requires region or country specific features and functions in Human Resources and Payroll. Oracle's PeopleSoft Enterprise Human Resources and Global Payroll applications help make this possible. Being compliant with HR regulations is essential. Making timely payments to your workforce while lowering your total cost of ownership is a business goal your organization can achieve.

With PeopleSoft Enterprise country extensions, you have complete control over all aspects of your local HR and payroll operations, including statutory payroll and reporting requirements. The foundation of Oracle's PeopleSoft Enterprise country extension products is Oracle's PeopleSoft Enterprise Human Resources application and Oracle's PeopleSoft Enterprise Global Payroll, a state-of-the-art, internet-based payroll solution that is built on a truly global architecture. The benefits of this architecture include streamlined application maintenance (because there is one core product and a single rules-based payroll engine) and easy deployment and management across borders (because the information is in one place).

Country Extension Strategy

The Global Payroll core application provides the flexibility to create country extensions that are isolated from the core engine.

Country Extension Content

Each country extension consists of statutory and customary rules, such as payroll and absence rules, including earnings, deductions, absence entitlements, and absence takes.

Human Resources

In order to best support our customers, we often create country-specific features within our Human Resources product. These features work in collaboration with our Global Payroll and Global Payroll country extension products to form a cohesive and robust payroll solution that enables local compliance.

Global Architecture

Global Payroll is a comprehensive, flexible payroll solution. You can run payroll in a central location for multiple countries using a single database. You can enter and access payroll and absence data from any location around the world. You can use Global Payroll for a single country, or have separate databases for some or all countries in a multinational environment.

Regardless of your implementation architecture, Global Payroll is a truly global product, not a multi-local product with a single code line for all countries.

Rules-Based Product

Global Payroll is a rules-based product. All payroll processes, calculations, and results are determined by a set of rules that you can easily build. You can reuse the rules throughout the application to save time and space.

All rules are external to the delivered code line. The core engine contains no payroll rules, no preset sequence, and no tax algorithms. Instead, the rules are stored in the system, so no program modifications are required to tailor the solution to your requirements. You build a payroll solution unique to your needs by entering data into various online pages. In addition, Global Payroll provides sample rules that are meaningful and useful for customers seeking to utilize best practices for common payroll requirements when using Global Payroll Core for configuring their own country extensions.

User-defined elements are the base component of any rule. Because you can assemble elements in countless ways, Global Payroll is flexible enough to accommodate almost all payroll and absence rules. To define and execute payroll and absence calculations, you can use a flexible high-level language. There is no programming required. Payroll rule elements have attributes that you can use to calculate, accumulate, group, sequence, and aggregate pay items. Earnings and deductions, the heart of any payroll solution, are defined in PeopleSoft Enterprise Global Payroll as calculation rules.

We provide Global Payroll country extension products to alleviate the extensive development and maintenance time and expense that would be required to configure our core Global Payroll product for a specific country's payroll needs. This dramatically speeds implementation and still provides you with the ability to customize and configure your payroll application to meet your unique needs.

Flexible Earnings and Deductions

Your organization's unique payroll management requirements demand the ability to configure a payroll solution without losing the benefits of a standard, supported package. Our Global Payroll country extension products provide a unique, data-driven approach that enables you to define and manage your diverse payroll requirements that reflect your business policies. Earnings and deductions are defined as calculation rules with flexibility for total control over both their content and processing.

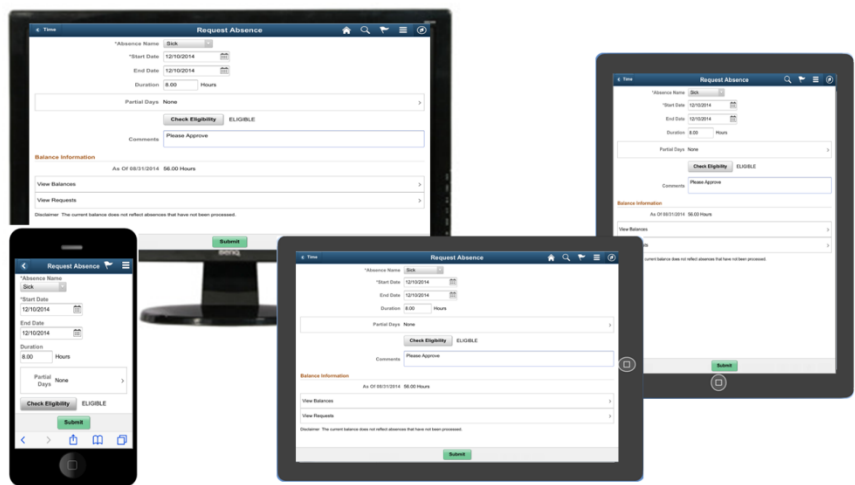
Payroll Reports

Each Global Payroll country extension product provides a comprehensive set of standard reports. Oracle also offers a broad range of flexible reporting tools to create and customize your own reports.

Self Service

Complement Global Payroll with PeopleSoft ePay. Employees can view their payslips online and can easily manage their net pay distribution to their own bank accounts.

PeopleSoft Absence Management provides the always-connected manager and employee an effective method for requesting Absence and staying on top of approval requests.



Simple, intuitive user experience on any device

Other Global Payroll Features

Global Our core Global Payroll product also has the following features available to all country extensions.

- Processing Calculations.** To accommodate all your payroll processing calculations, Global Payroll enables you to create customized, flexible formulas using mathematical and logical elements in a simple and intuitive interface.

You can define sophisticated rules and mathematical formulas simply by entering the appropriate attributes into online tables. Using a formula element gives further flexibility to define complex organizational needs.
- Accumulators.** Global Payroll makes it easy to track accumulated amounts or balances over time.
- Segmentation and Proration.** With Global Payroll, you can choose the events (such as leave of absence, transfer, salary change, or job change) that should trigger segmentation of pay components during a pay period.

- **On Demand Processing.** Global Payroll allows you to process a payment for any payee at any time using On Demand payment processing.
- **Retroactive Processing.** Global Payroll enables you to choose the events that trigger the flexible, user-defined retroactive process.
- **Absence Processing.** Global Payroll delivers a robust set of integrated absence management tools to give you complete control over absence management for your organization.
- **Payroll Processing Framework.** Global Payroll offers a flexible method for organizing your payroll elements into payroll runs.

You can define all elements of the payroll process, including pay groups, eligibility groups, and calendars, run types, pay periods, and process lists.

- **Calculation Monitoring.** The Global Payroll and Absence Monitor allows you to define your own alerts to monitor significant variations in Gross and Net payment calculations, as well as in Absences, and to compare with previous or against historical calculations.

The Monitor provides embedded analytics and ability to drill down to Departments and to the Employee's results to identify any issue in payroll or absence calculation.

- **Multilingual Functionality.** Global Payroll offers a robust set of Multilanguage features that enable you to work in your preferred language.
- **Multicurrency Functionality.** Global Payroll smoothly handles multiple currencies for even the most complex calculations.
You can state, calculate, and distribute an employee's pay in multiple currencies.
- **Complete, Integrated Solution.** Global Payroll integrates with other PeopleSoft Enterprise solutions such as Human Resources, Time and Labor, and Financials.
- **Data Archive/Purge Templates.** We deliver templates with documentation for archiving Global Payroll data, under specific conditions, to help you implement an archiving strategy to address the large amount of data that ERP applications create as well as to comply with regulatory requirements.
- **Move Data and Rules Quickly.** Use the Create Rule Package utility to package elements that you want to move between databases.

Key Human Resources Features for Brazil

Our Human Resources product has country-specific features to assist our Brazil customers with their Human Resources and payroll-related needs. The key Human Resources features for Brazil include:

- Manage statutory and common Brazilian hiring process data, such as national IDs, ethnic group, contract salary type, CBO, and SEFIP category.
- Company and Establishment tables provide required fields for Brazil, including Nature of Declarer and Option to Simples.

- Define Brazilian occupational codes (CBO) for different jobs. Override CBO values at the employee level. Generate Cadastro Geral de Empregados e Desempregados (CAGED) and Employee Registry Reports.

- Define Brazilian bank branch data using fields for Verifier Digit, Branch Location, and Contact Name.
- Define dependent data for family allowance (salario familia), income tax (imposto de renda), and child care (auxilio creche) purposes.
- View the number of dependents qualified for family allowance, income tax, and childcare during the most recent payroll process.
- Define union data such as union types, union codes, Union CNPJ, and month for salary review.
- PPP and CAT reports.

Key Payroll Features for Brazil

We have developed pre-built rules, processes and application pages to meet the unique needs of our customers managing their Brazil payrolls.

The key Global Payroll for Brazil features include:

- Definition tables that contain the tax rates, deduction limits, and other statutory data that the system needs in order to accurately calculate payroll in Brazil. This includes information such as minimum wage, INSS table, Federal tax rates, and entitlement for vacation (including absence discounts).

- You can define a set of parameters at the union code level including:
 - General parameters such as Union Monthly Contribution Percentage and Transportation Coupons percentage.
 - 13th salary parameters such as whether to pay the average salary payment with the first payment or to recalculate the payment if you have advance payments.
 - Termination parameters such as the number of days notice required for dismissal and whether to allow termination when an employee has tenure.
 - Average salary parameters such as the criteria for averages calculation and which earnings and deductions to include in the calculation.
- You can define and process different types of earnings including regular pay, overtime, bonuses and premiums, transportation allowances, extra pay required by union and collective agreements, and termination pay, among others.
- You can set up salary advances for monthly and hourly employees. The system template bases the advance on 40% of the monthly salary and the number of days worked during the month. You can also create criteria to meet your specific requirements.
- You can define different rules and criteria for calculating the average salary allocation to which employees who receive variable compensation (such as overtime or a differential for a night shift) may be entitled. You can specify whether the average salary allocation should be adjusted for inflation.

You can add the average salary allocation to vacation, termination, 13th salary, or maternity pay. Eligibility for the average salary allowance depends on union rules and the Consolidated Labor Laws (CLT). For each union, you can specify the rules and criteria for calculating the average salary allocation.

- Calculation of the statutory 13th salary (Christmas bonus) given to employees. This amount is based on the monthly salary and is prorated according to the months the employee worked during the year (a month is counted as worked if the employee worked more than 15 days during the month).
- You can choose to pay average salary in the first installment. You also have the ability to pay this first installment of 13th salary during the vacation payroll process.
- Ability to pay 13th salary first and second installments inside or outside the payroll.
- Vacations. Recording and tracking changes made to Acquisitive Periods, including Absences Treatment, Vacation Programming Scheduling, Mass Vacation Programming Scheduling, Acquisitive Periods, Maintenance Periods, and reports associated with Vacations.
- Calculation of the final check amount for terminated employees. The system enables you to define different termination action/reason combinations, according to the legal reasons, that trigger specific termination earnings, earnings of indemnities, and deductions to include in the employee's final check.

- The Mass Termination Simulation Process enables you to simulate mass terminations or layoffs to anticipate the cost associated with the staff reduction, based on a list of criteria that can be selected. Mass Simulations Process leverages the off cycle advance payment functionality from Global Payroll Core.
- The Mass Termination and Complements for Termination Payroll process enables you to automate the management of terminations and its complements as off cycle demands.
- Ability to calculate collective agreement retroactively and generate SEFIP 650 accordingly.
- Ability to convert absence from illness to accident at work due to a causal nexus, recalculating all the payroll periods and generate SEFIP 660.
- Termination Reports.
- Provisions Payroll, including earnings and taxes for 13th Salary and Vacations.
- Definition and processing of different types of before tax and after tax deductions.
- Definition and updating ability for the Instituto Nacional do Seguro Social (INSS) percentage table.
- You can define and process each one of the legal requirements for taxes such as income tax (IRRF-Imposto de renda na fonte). You can calculate and deduct withholding of income tax for monthly payroll, 13th salary, and vacation payments.
You can also update the IRRF table when changes to deductible tax rates occur. Deductions for qualifying dependents, contributions to social security (INSS), and income from retirements and pensions are delivered.
- Calculation of four types of garnishments, including alimony, such as fixed amount, amount based on minimum wage, amount based on an accumulator, and amount based on the net payment (this will generate a gross to net calculation), delivered as samples.
Additionally, you can create your own formula for each case and assign it to the respective pension recipient.
- You can create scheduled payments for your loans, track balances for each loan, and adjust payroll deduction amounts.
You can deduct loan payments from monthly payroll, vacation, 13th salary, or termination payments.
- You can pay overtime at 100%, 70%, or 50% of the normal salary and specify how to treat nightly hours.
The overtime functionality is handled by rules that can be changed to suit your payment requirements.

- Definition and tracking of multiple absences including maternity, labor accident, sickness, military service, paid absence, unpaid absence, and union absence.

You can create work schedules and calendars specifying the holidays. The calculation process uses these schedules and calendars to determine whether each day is a work day or non-worked day.

- Generation of payslips and online payslips (through ePay).
- You can define source bank and payee bank information. After generating a payroll, you can run the banking process and generate a flat file containing payment instructions for the bank.

Global Payroll for Brazil delivers one template that you can modify to match different bank reporting formats. With this tool you will be able to setup and generate all your Bank EFTs.

- Ability to process Advance Payroll.
- Ability to run On and Off-cycle payrolls
- Predefined archive object and archive template to aid you in archiving your result data using the Data Archive Manager.
- Ability to define segmentation triggers only for effective dated records (with one very useful exception).
- Generation of a robust set of reports including:
 - Compensation Agreement
 - Extension for Compensation agreement.
 - Term Resp - Fam Allowance BRA.
 - Depend Statement Income Tax BRA.
 - Family Allowance Report.
 - Financial Register Report – History of Payroll Results.
 - Employment Contract Termination (Termo de Rescisão do Contrato de Trabalho, port.).
 - Unemployment Insurance.(Seguro Desemprego Web)
 - Homolognet
 - Vacations Receipt/Notice (two reports).
 - Vacation Credit Report.
 - Averages Detailed Demonstration Report.
 - DARF (Documento de Arrecadação Federal).
 - Monthly DIRF.
 - SEFIP.
 - GPS (Guia Previdência Social).

PRODUCT NAME

PeopleSoft Country Extension for Brazil

RELATED PRODUCTS

PeopleSoft Country Extension for Brazil is a fully integrated solution that works seamlessly with other PeopleSoft products. For more information on related applications, refer to product datasheets on the following:

- PeopleSoft ePay
- PeopleSoft Human Resources
- PeopleSoft Compensation and Benefits
- PeopleSoft Time and Labor
- PeopleSoft Absence Management.





Visit [PeopleSoft Information Portal](#) for further updates and announcements on PeopleSoft products

- Benefits by Disability BRA.
- INSS Salary Contrib Report BRA.
- GRCS.
- GRFC.
- IREN. – Annual Income Information.
- RAIS (Relação Anual das Informações Sociais).
- DIRF (Declaração do Imposto Retido na Fonte).
- PIS (Programa de Integração Social).
- Averages Detailed Demonstration Report.
- MANAD (Manual Normativo de Arquivos Digitais)

**CONTACT US**

For more information about PeopleSoft Country Extension for Brazil, visit [oracle.com](#) or call +1.800.ORACLE1 to speak to an Oracle representative.

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Hardware and Software, Engineered to Work Together

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