PeopleSoft Country Extension for China

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PEOPLESOFT COUNTRY EXTENSION FOR CHINA

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.

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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, 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 China

Our Human Resources product has country-specific features to assist our China customers with their Human Resources and payroll-related needs.

The key Human Resources features for China include:

- You can track Hukou Type and Location, Working Life, Native Place and Political Status in Personal Data. National ID formatting options support the ability to track the Old National Identification Number as well as the Pass Information.

- You can define personal file information for Chinese employees.

Key Payroll Features for China

We have developed pre-built rules, processes and application pages to meet the unique needs of our customers managing their China payrolls. The key Global Payroll for China features include:

- Public Housing Fund and Social Insurance : Process Public Housing Fund and Social Insurance deductions in accordance with Beijng, Shanghai, Tianjin and Shenzhen Tax Region requirements. With PeopleSoft Enterprise Global Payroll for China you can manage statutory employee and employer Public Housing Fund deductions as well as voluntary employee Public Housing Fund deductions. You can also calculate and deduct Social Insurance contributions for Basic Pension Insurance, Basic Medical Insurance, Supplementary Medical Insurance, Unemployment Insurance, Work-related Injury Insurance and Maternity Insurance. Additionally, a specific benefits administrator role and dedicated transactions enable you to segregate the benefits administrator role from the payroll administrator role.

Global Payroll for China streamlines your Public Housing Fund and Social Insurance reporting by providing preconfigured reports:

- o Monthly Employee and Employer Contribution Report
- o Requisition/Loss of Eligibility Report
- o Annual Report for declaring Employee and Employer Contribution Bases

Streamline your PHF/SI reporting with preconfigured reports

- Payroll Workflow Approval: Manage your payroll in accordance with your company policy with the delivered payroll approval workflow. Configure approvers, reports and workflows that you need through the Approval Workflow Engine (AWE) and the Delegation Framework.

- Payroll Budget Control: Define a payroll budget for headquarters and child companies and/or departments over a period, distribute it based on the desired organizational tree and monitor the payroll actual cost against the budget during the budget period. Make adjustments, set up alerts and run reports to keep you payroll budget under control.

- End-to-end Tax Administration: Reduce the time you have to spend in managing tax administration. PeopleSoft Enterprise Global Payroll for China supplies complete and up-to-date tax rates supporting Normal Tax, Annual Bonus Tax, and Severance Tax and Remuneration Tax for Beijing, Shanghai, Tianjin and Shenzhen Tax Regions. Calculate tax on normal income, 13th month payments, bonus payments and severance payments taking donations and tax discounts for disabled employees into account. Complete all tax calculations associated with leave and other payments upon termination of employment. PeopleSoft Enterprise Global Payroll for China also includes Cater for Tax when Paid and Tax when Earned scenarios.

- Detailed Tax Reporting: Get complete control of your tax reporting

  o Individual Income Tax Withholding Report designed in accordance with Article 9 of the Individual Income Tax Law of the People's Republic of China. Generate separate copies for local employees and expatriates.

  o Employee Income Payment Detail Report. Use this report as a supplement to the Individual Income Tax Withholding Report.

- Termination Processing: Calculate termination payments in accordance with legislation and your own business practices. Termination payments consist of severance payments, pay in lieu of notice and outstanding leave balances. Severance tax calculation rules are taken into account when calculating termination payments.

- Segmentation and Proration: Manage segmentation of pay components during a pay period for a leave of absence, transfer, or salary change. Calculate only certain elements due to a mid-period change.

- Retroactivity Processing: Recalculate previous pay runs and forward the differences between the new and the old pay run to the current period. Tax can be calculated based on Tax when Earned and Tax when Paid scenarios.

- Comprehensive Leave Management: Global Payroll for China comes preconfigured with paid and unpaid vacation leave. You can configure any number of additional leave types. When configuring and managing leave, you can:

  o Enter, maintain, review an employee's current, historic, or future leave

  o Specify detailed information for specific absence types such as maternity leave and compensatory time off

- o Specify how leave is accrued and awarded, including pro rata, unused leave, carryover, or leave pools

- o Account for how absence is taken, including cascading leave or usage limits

- o Manage how leave is paid, leave bonus, negative leave balances, and retroactive changes and payouts on termination or in advance

- o Provide employees the ability to model and forecast leave, based on what the entitlement would be at that time

- Leave Self-Service: Approve or deny employee self-service leave requests. Employees, managers, and payroll administrators can also view leave balances and statuses depending on security.

- Payment Distribution Manage all facets of pay distribution and have monies drawn from specific source accounts and distributed to employee or recipient accounts

- Payroll Reports : Global Payroll for China provides a comprehensive set of standard reports, including:

  - o Payroll register

  - o Pay component register

  - o Error message report

  - o Summary register

  - o Absence results register

  - o CNAO (National Audit Office of China) Reports

- Global Payroll for China enables you to export HCM data to XML files to comply with the CNAO Version 2 standard for Shared Information and Payroll Information reports for the following enterprise types:

  - o State-Owned Enterprise and Joint Venture

  - o Public Sector and Government Ministry

CONTACT US

For more information about PeopleSoft Country Extension for China, 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

Oracle is committed to developing practices and products that help protect the environment