HRF034

Internal control system (ICS) List

Enable a review of relevant data changes by using the four-eyes principle and ensure that no payroll accounting can be carried out without their approval.

Solution Description

With this HRFORCE solution, data entries are clearly prepared for the respective clerk to check the four-eyes principle and offered for approval.

In addition, productive payroll accounting is prevented if checks are pending – a payroll simulation including the changed data is possible.

Implemented Functionalities

CONTROL INSTRUMENT FOR THE FOUR-EYES PRINCIPLE

LOGGING DATA CHANGES
Relevant data is logged to check the four-eyes principle when entering/changing.

AUDIT COCKPIT
Preparation of changes for review/approval

CONTROL INSTRUMENTS
Direct access to data maintenance and payroll calculation functions from the audit cockpit, including communication with the clerk

PAYROLL
Prevent productive payroll calculation in the event of outstanding checks of relevant data changes

AUDIT PROTOCOL
View log of all audit steps

Client Advantages

Logged data changes including depiction of the change (old and new value)

Complete list of all relevant data changes with various selection options (Audit cockpit)

Approval or rejection with note function

Inquiry to the clerk via email

Direct access to data maintenance and payroll simulation

Prevent payroll calculation for unchecked data changes

Changelog of all data changes