



# Softland ERP Human Resources & Payroll Area//



## Vacation Control Module

The Vacation Control module is responsible for calculating the company's employees vacations. It also generates the corresponding personnel actions for the regular update of each employee's available vacation days.

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### Features:

- It has options to allow the calculation of employees' vacations by determining different schemes, as mandatory or additional vacations, among others.
- It helps calculating the number of vacation days earned by the employee through holiday contributions, which are formulas that establish the rules under which the system calculates the available days.
- It keeps a separate registry of available mandatory vacations and vacations obtained as additional benefits provided by the company (such as bonuses and awards).
- It generates and processes vacations' requests.
- It is integrated with the Human Resources module to update personnel actions for vacation accrual by employee.
- It keeps a log of all personnel actions of accrual and mandatory vacations applied to an employee.
- It helps providing mass updates of available vacations.
- It defines the privileges to approve and deny employees' requests, according to hierarchy, which helps processing employees management.
- It allows the implementation of a massive vacation process.
- It uses the available vacation scheme per year, in which employees can see the number of vacation days and the annual accumulated available vacations.