



The Springbrook Payroll Suite is a comprehensive solution proven over tens of thousands of municipal payroll cycles and millions of payroll checks.

# Payroll Suite

Powerful, flexible and easy to use for your staff and employees.

**Flexibility** to handle any deduction, benefit or payroll scenario...even complex FLSA for public safety.

**Integrated** human resources capabilities that provides full personal histories at a glance.

**Online** employee self-service saves you time and gives employees access 24 hours a day.

**Built-in** workflow and approvals ensure best practices are followed, while reducing the tedium of repetitive tasks like approving timecards.

## ADDITIONAL PAYROLL FUNCTIONS

- Deduction, benefit and accrual revisions
- Electronic approvals of timesheets and PTO
- State and Federal reporting
- Automate your complex FLSA
- Retro Pay

## ADDITIONAL PAYROLL FUNCTIONS

**HUMAN RESOURCES** – Track and manage everything from promotions to certifications to disciplinary actions. Our flexible, code-based system enables automated effective dates to easily set and track the things that matter most.

- COLA and pay adjustments
- Electronic personnel action forms
- FMLA tracking
- Training and certification
- Online Open Enrollment
- Online Applicant Tracking

**EMPLOYEE SELF-SERVICE** – Online Employee Self-service lets your employees view and manage their own information, empowering them and saving you time and hassle. Rock solid security and approval workflows enable safe and smooth execution.

- Timecard entry
- Time off requests
- Online check stubs and W2s
- Easy access for employees' records