

WebFlex powered by pendylum*

Ceridian Canada Web Solution

Using the web to manage your HR, self-service and payroll needs

Ceridian Canada Ltd. in partnership with WebFlex is pleased to offer to Ceridian clients a Web solution that offers **Human Resources, Payroll, Electronic Pay stubs** and **Managerial/Employee Self-Service** in a single integrated web application – WebFlex. WebFlex is seamlessly integrated with Ceridian's powerful Payflex payroll processing engine and is the cornerstone of Pendylum's scalable Employee Relationship Management (ERM) system.

WebFlex Overview:

Human Resources

Implementing WebFlex will enable you to provide more autonomy to your staff, employees, line managers and executives while retaining control over information. This decreases the time and costs associated with administrative tasks, enabling HR team members to focus on valuable and strategic initiatives. WebFlex delivers an integrated HR/Payroll application providing a consolidated database of all employees in the organization, distributed to the appropriate users through a comprehensive security model.

HR Self-Service Module

Maintaining employee records is critical and time-consuming - save on administration costs by asking your employees to help themselves by making changes to their demographic information (i.e. address, banking and other personal information). Use the web to deliver employee self-service to your company's most important assets, at the same time freeing up your HR team to manage strategic initiatives to the benefit of your employees and the company.

WebFlex includes the processing and tracking of:

- Personal information
- Historical salary/compensation information
- Beneficiary/dependent information dates
- Contribution allocations
- Emergency contact information
- Employment dates
- Historical job/position information
- Department/division information
- Review dates
- Union/labour details

And Features:

- Easy to use employee record updates
- Comprehensive summary reports
- New employee Wizard & group templates
- Future-dated transactions

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Payroll

WebFlex seamlessly exchanges data with the Ceridian Canada Ltd. Payflex payroll processing engine. It provides all the necessary payroll information incorporating the organisation's compensation policies. Pay cheque earnings, benefits and deductions calculation results can be viewed on-line soon after the payroll gross to net calculation has been processed.

Other powerful features of the WebFlex Payroll Interface:

- View on-line results of the payroll calculation
- One-time/recurring deductions
- Manage direct deposit information
- Secondary cheque production request
- View employee pay cheque history
- View deduction balances and arrears

Employee/Managerial Self-Service

Give your employees the WebFlex tools that empower them with accountability, making your payroll team's job more manageable. Save time and money by using WebFlex's E-Stub to deliver employee pay stubs over a secure web environment. Employees can review current and past pay stubs on-line. Eliminate the sorting and distributing of pay stubs to department managers and employees. Remove the need to reprint lost pay statements. You determine the number of periods to be available for the employee to view and/or print.

Security

We know the data is confidential and you need to control user access. WebFlex provides a flexible Security Module that enables you to configure and administer user-defined application security as you see fit. For example, different levels of access to individual services (i.e. read and/or update of employee data) can be granted to users or user-groups independently. All services have five levels of security: i) supervisor, ii) insert/delete, iii) update, iv) read, v) none. As well as access privileges, the amount of data a user can access through a service can also be controlled. All sensitive data is time stamped and audited to provide the ultimate in security and includes a historical system log for detailed auditing.

Additional integrated modules available through [pendylum](#)

- Time & Attendance
- Scheduler
- Advanced Benefit Management
- Statutory Holiday Calculator