



PayNest

PAYROLL · SIMPLIFIED

Smarter Payroll, Happier Teams.

India's complete payroll & HR platform — built for compliance, built for people.

20+

HR MODULES

30+

LIVE REPORTS

Multi

COMPANY & LOCATION

2

PORTALS · EMPLOYER & EMPLOYEE



Payroll & Disbursement

- Attendance-based payroll runs with proration
- Overtime method per employee — Comp-Off, fixed rate or one day's salary — from a master
- Salary hold during notice period; held amount stays out of bank disbursement
- Bank disbursement, payslips and month-on-month comparison



Statutory Compliance

- PF ECR & challan, ESI challan & contribution register
- PF annual return (Form 3A / 6A), TDS & Form 16
- Employee tax declarations with HR approval
- Compliance calendar with due-date reminders



Employee Master

- Live PAN / Aadhaar duplicate check shows the existing employee's code and name
- Reporting manager (or "Self") and shift type are mandatory
- Department → designation selection, employee photos in the list
- All photos and documents are stored securely in the database



Bulk Import from Excel

- Template dropdowns come from your masters: payroll group, department, designation, manager, shift, overtime method
- Designation list follows the chosen department
- Row-by-row validation with clear error messages
- Honours the employee-addition approval workflow



Hire, Approve & Rehire

- Multi-level approval for new employees, leave, loans and resignations
- Company-level rehire policy: cooling-off days and blocked exit types
- Rehire with the same employee code or a newly allocated one
- Complete employment and salary history



Exit & Full & Final

- Resignation workflow and exit checklist
- Exit interviews for both employee and HR, with a configurable question bank
- Full & Final settlement showing salary held, month by month
- F&F and exit reports



Health & Wellbeing

- Health profile: allergies, chronic conditions, fitness for duty
- Medical checkups, fitness certificates and reports
- Injury & incident history and vaccination records with certificates
- Emergency medical contact and preferred hospital



Company Hub & Portals

- Company policy documents and helpful links on employer and employee portals
- Kudos certificates carrying your company logo
- Super Admin decides which Employee Portal menus each company sees
- Company-wise notifications and approval reminders



Attendance & People Ops

- Geo-fenced and face-verified attendance, shifts and weekly offs
- Leave balances, loans and reimbursements with approval flows
- Recruitment, onboarding, assets, performance goals and surveys
- Project timesheets and an AI-powered HR chatbot



Admin, Reports & Security

- 30+ live reports with Excel export, plus a Report Builder
- Multi-company, locations and payroll groups; user list filtered by company
- Role-based menu permissions and full audit logs
- Support tickets and email help built in

EPF & ESI

Form 3A / 6A

TDS / Form 16

Geo-fencing Attendance

Approval Workflows

Exit Interviews

Health Records

Multi-company

Role-based Access

AI Chatbot