

# LIVEDIGITAL TECHNOLOGIES PVT LTD



## S.R.Deka Group Boosts Efficiency With Odoo HRMS

FMCG INDUSTRY

## Introduction

**Client: S.R. Deka Group**

**Location: Mangaldoi, Assam**

**Employee Count: Over 4000 employees**

The S.R. Deka Group, a renowned family-owned business organization with expertise in food and beverage manufacturing, sought to enhance their operational efficiency, streamline processes, and achieve greater scalability while ensuring compliance with industry standards and regulatory requirements. They turned to Odoo ERP as a comprehensive solution to address these challenges.

## Challenges:

Prior to implementing a comprehensive HRMS solution, the S.R. Deka Group faced several challenges in managing its human resources effectively:

**Recruitment Process:** Manual recruitment procedures were time-consuming and lacked proper candidate tracking, leading to inefficiencies in talent acquisition.

**Onboarding and Documentation:** The onboarding process was cumbersome due to excessive paperwork, resulting in delays and inconsistencies in new employee orientation.

**Leave Management:** Absence of a centralized leave management system led to difficulties in tracking leave balances and enforcing consistent leave policies.

**Attendance Tracking:** Manual attendance recording resulted in errors and discrepancies in employee attendance records, impacting payroll accuracy.

**Payroll Processing:** Manual payroll calculations were error-prone and time-consuming, posing challenges in compliance and employee satisfaction.

**Expense Management:** Managing employee expenses and reimbursements was challenging, lacking transparency and accountability.

**Advance Requests:** There was no systematic process for handling employee advance requests, leading to delays and administrative overheads.

**Insurance Management:** Tracking employee insurance policies and claims manually was cumbersome and prone to errors.

**Tax Compliance:** Ensuring accurate TDS calculations and tax compliance was complex and time-consuming, risking regulatory penalties.

**Overtime Tracking:** Inaccurate tracking of overtime worked by employees affected payroll accuracy and compliance.

**Shift Scheduling:** Manual creation and management of employee shift schedules were time-consuming and prone to errors.



**Exit Management:** The exit process lacked structure, resulting in delays and inefficiencies in employee separation procedures.

## Solution:

To address these challenges, the S.R. Deka Group opted for an integrated HRMS solution, incorporating the following modules:

**Recruitment Module:** Streamlined applicant tracking, resume parsing, and interview scheduling to enhance the recruitment process's efficiency.

**Onboarding Module:** Introduced a digital onboarding module to automate document collection, employee orientation, and task assignment, ensuring smoother transitions for new hires.

**Leave Management:** Implemented a centralized leave management platform for employees to request leaves, managers to approve them, and HR to track leave balances consistently.

**Attendance Tracking:** Integrated biometric or card-based attendance tracking systems for accurate and real-time attendance data recording.

**Payroll Processing:** Automated payroll calculations, including tax deductions, allowances, and deductions, ensuring accuracy and compliance with regulatory requirements.

**Expense Management:** Enabled employees to submit expense claims digitally, with managers reviewing and approving them efficiently for transparent and accountable expense management.

**Advance Requests:** Implemented a module for handling employee advance requests systematically, streamlining the advance processing workflow.

**Insurance Management:** Managed employee insurance policies and claims within the HRMS for transparency and timely processing.

**Tax Compliance:** Automated TDS deductions and generated tax-related reports for compliance with tax regulations.

**Overtime Tracking:** Automated tracking of overtime hours and integration into the payroll process for accurate compensation calculation.

**Shift Scheduling:** Digitally created and managed employee shift schedules considering employee preferences and compliance requirements.

**Exit Management:** Introduced a structured exit management module covering all aspects of employee separation, from exit interviews to clearance processes, ensuring a smooth transition.

## Results:

The implementation of the HRMS solution yielded significant improvements for the S.R. Deka Group:

**Efficiency:** HR processes became more efficient, reducing manual efforts and improving productivity.

**Accuracy:** Data accuracy improved across all HR functions, leading to more reliable decision-making.



**Employee Satisfaction:** Employees experienced better access to HR services, resulting in improved satisfaction and engagement.

**Compliance:** The HRMS ensured better compliance with tax and labor regulations, mitigating risks of non-compliance.

**Cost Savings:** Manual efforts were reduced, leading to cost savings for the organization in terms of time and resources.

## Conclusion:

By successfully implementing an integrated HRMS solution, the S.R. Deka Group transformed its HR management processes, achieving improvements in efficiency, accuracy, compliance, and employee satisfaction. This comprehensive system optimized various HR functions, from recruitment to exit management, enhancing the overall operational effectiveness of the organization.

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