Manage your HR Department with Dialog HRPal!
A single, integrated solution!

HRPal is a Dialog Hosted HR Solution which is designed to streamline human resources as well as plan, attract, retain, develop, reward and align people towards an organization's business goals and objectives!

Organizations face several HR Management Problems such as
- Large amounts of paperwork
- Duplication of work
- Inability to view real time activities
- Coordination of training and calendars
- Requirement to have extra resources as there is no platform for employee HR self service
- Problems in the deployment of Self Service HR processing
- Delays in HR activity processing
- High investment for HR software tools

How can Dialog HRPal help an organization?
- Does not require any IT staff, installation or expensive servers
- Deploys in a very short period of time
- Backed by professional support
- Hosted on highly secured servers
- Pay as you grow and pay per employee
PM (Performance Management)

- Comprehensive setting up process of evaluation methods, rating mechanisms
- Goal setting with revision, guideline capabilities
- Complete quarterly/bi-annual/annual online reviews
- Progress tracking with guidance
- Facilitates 360 evaluations
- Final summary with custom ranking and moderation capabilities
- Competency assessment
- Recognition of additional accomplishments and contribution to culture/value system
- Final rates linked to compensation plans
- Identification of training requirements
- Career advancement prospects based on final assessment
- Complete online monitoring and tracking of appraisal process
- Online analysis of final ratings
- Ability to access history evaluation with drill down facilities in employee profiles
- Comprehensive reporting
ESS (Employee Self Service)

- Ability to access information pertaining to personal / work / attendance records
- Apply Leave, Online claims and change personal info with the ability to track history
- Online training calendar with the ability to apply, view nominations and notifications
- Nominate training programs, participants
- Do online appraisals
- Employee feedback and online jobs requisitions
- Access to company HR news, staff directory, policies, job opportunities and more
- Alerts for absenteeism, new staff, resignation of staff, Birthday alerts and more
- Easy access to benefit packages, claims and balance tracking
- Personalization of portal

T&D (Training and Development)

- Setting up and configuration
- Comprehensive resource and program database with history tracking
- Easy to use TNA with access to profiles/ training plans/ progress plan
- Auto generation of training calendar with access to workforce through portals
- Online training recommendations / nominations
- Proposal approvals via workflow with budget controls
- Participant Notifications
- Logistics Notifications
- Training attendance capturing
- Final training evaluation
- Knowledge sharing and transfer of learning
- Effectiveness tracking
- Comprehensive alerts and tracking layers to monitor the process
- Business intelligence and reporting tools
PMA (Profile Manager Administrator)

- Setting up and configuration of required parameters
- Comprehensive electronic personal profiles with details such as Personal/Work/Family/Bank/Qualifications/Emergency/Insurance/Health/Legal/Work Experience/Skills/Professional Memberships/Achievements/Training/Travel/Performance History/Letter History and many other employee related profile information.
- Execute transfers/promotions
- Plan and execute increment schedules
- Respond to employee feedbacks (requires Self Service)
- Step by step complete resignation process with clearance documents and more.
- Powerful User friendly query builder to list any criteria based selection
- Complete list of database fields for variety of criteria based selection
  - Ability to combine multiple criteria's for more complex searching
  - Ability to store and retrieve frequently used queries
  - Ability to short list and print/email profile information of the selected
- Easy Search facility for profiles/profile names and resigned employee profiles
- Letter Builder and Administrator
- Individual access rights to respective areas

SAL (Payroll Administration)

- Advance Formula building and total control over defining salary and other payroll related computations
- Ability to handle centralized multi company payroll administration
- Fulfills country specific statutory requirements with easy to manage system plug-in architecture to handle centralized multi country payroll administrations
- Ability to handle multi currency payments
- Advance built-in system integration tools and features
- User friendly transaction maintenance and easy integration with Microsoft Excel spreadsheets
- User defined custom reports
- Comprehensive user management / security with systems audit trails
- Advanced data entry / processing validations and reconciliation reports
- Highly optimized payroll processing to manage a large workforce
- Integrated system alerts and notifications
- User defined advanced data export facilities to manage SLIP transfers / GIRO, EPF, CPF, etc.