

PAYROLL & CLAIMS SERVICES

Paying your people correctly and on time is critical to ensuring your employees remain motivated and productive. This clearly adds to your business's competitive advantage and success and you cannot afford to get this wrong.

At Vital.org, we offer a range of payroll solutions built on many years of experience to help you deliver a world-class service to your people and contribute to the success of your business. Through a thorough understanding of each of our valued partners, we have developed a suite of solutions for you to choose from, delivering superior service to your employees. We aim to facilitate the way you do business, and bring to you a peace of mind.



OUR PAYROLL AND CLAIMS SOLUTION

(1) Monthly Payroll

- Performs all salary transactions
- Ensures all your employees are paid on-time
- Accurate and on-time adjustments for allowances, deductions, increments and promotion in accordance to your policies
- Confidential payment of bonuses
- Manages all CPF and IRAS payments

(2) Casual / Temporary Employee Payroll

- Includes CPF and IRAS payments and reporting

(3) Process Employee Claims

- Verifies employee claims / reimbursements

(4) Address Employee Queries

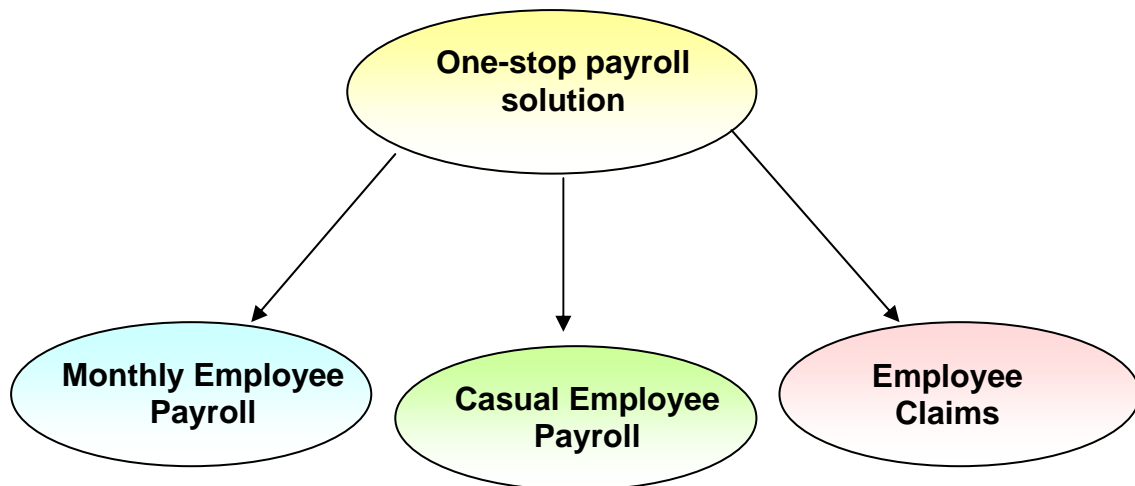
- Receives and addresses all employee queries on payroll and claims



(5) Advise on Payroll and Claims

- Experts in payroll and claims to offer assistance to agencies on CPF issues, IRAS concerns and implementation of new benefits or claims.

THE PAYROLL AND CLAIMS MODEL



BENEFITS OF OUR PAYROLL & CLAIMS SERVICES

Improved Service	<ul style="list-style-type: none">🏠 Dedicated payroll and claims team ensures that your employees' claims & salaries are paid on-time🏠 Knowledgeable payroll and claims specialists to assist your employees
Peace of Mind	<ul style="list-style-type: none">🏠 Ensures that your agency makes statutory and policy adjustments (e.g. CPF rate changes) on-time🏠 We take care of the mundane payroll processes, allowing agencies to focus on their core operations🏠 Claims are processed within the stipulated time.
Compliance	<ul style="list-style-type: none">🏠 Complies with all Government policies and guidelines🏠 Seamlessly integrated with key institutions such as the Inland Revenue Authority of Singapore (IRAS) and Central Provident Fund Board (CPF Board).🏠 Sharing of best practices and lessons learnt from other agencies
Confidentiality	<ul style="list-style-type: none">🏠 We are particular and attentive to your confidential payroll information🏠 As a government department, your data will be transmitted and governed under a highly secured network.