HiDY TECH
intelligence in technology

ZOHO Authorized Partner

HRMS Suite

HR · ATTENDANCE · PAYROLL · COMPLIANCE

HRMS Suite

People, time and payroll in one system, built for companies across the GCC and the Arab world.

- Recruitment
- Core HR
- Attendance
- Leave
- Payroll
- Expenses
- Documents
- Final settlement
- Performance
- Compliance Radar
- Self-service

243
business operations behind one secure API

28
portal screens

10
country packs: the Gulf, Egypt, Lebanon, Syria and Jordan

2
languages with native Arabic layout

BUILT ON ZOHO CREATOR

BY HIDY TECH

WHY HRMS SUITE

Stop chasing paper. Start running HR.

Most companies run HR on spreadsheets and goodwill, and most HR systems are built for one market and patched for the rest. HRMS Suite was designed for the Gulf and the Levant, with Arabic at its core.

One employee record

Attendance feeds payroll and leave feeds balances, so nobody types the same thing twice, and month-end stops being a scramble.

Payroll that checks itself

Pay runs flag missing salaries and negative nets before anything is approved or paid. Every amount traces back to its entries.

A risk score you can act on

Compliance Radar and the document expiry radar show what is at risk, and why, with a fix button, before an inspector asks.

Expense claims that pay with the salary

Manager approves, HR approves, and the amount lands on the payslip as its own line. No more receipts in drawers.

Arabic-native

Full right-to-left screens, Arabic digits and Hijri dates per user. Arabic payslip labels and letters print correctly.

Secure Zoho cloud

Runs on Zoho Creator with OAuth sign-in and role-based access. No servers for your IT team to maintain.

Built for the Gulf and the Levant: ten countries, one system

Payroll, leave, end of service, statutory contributions and compliance rules are settings per country, not code. A company with branches in several countries runs them all in one system: each branch is its own legal entity, and every employee follows the rules of the country they work in.

AE United Arab Emirates	**SA** Saudi Arabia	**KW** Kuwait	**QA** Qatar	**BH** Bahrain
OM Oman	**EG** Egypt	**LB** Lebanon	**SY** Syria	**JO** Jordan

- Weekend and working days
- Public and Ramadan holidays
- Leave types and tiers
- Insurance and end-of-service settings
- Currency per entity
- Bank salary file templates

> New country, new bank or new policy? Add a setting or a template. No new code, no waiting for a new release.

CAPABILITIES

Every HR process, in one place.

Eight connected modules share one employee record, so attendance feeds payroll, leave feeds the balance, and HR never re-types the same data twice.

CORE HR

Employees, organisation and hiring

- Full employee file: contract, history, education, dependents
- Legal entities, departments, designations, locations
- Recruitment: openings, candidate pipeline, interviews, offers

TIME

Attendance and regularization

- Check in and out with location capture, live board
- Shifts with breaks, grace, weekly offs, Ramadan hours
- Missed punch? Regularization request, approved by HR

TIME OFF

Leave

- Leave types per country with tiers by years of service
- Ledger-based balances: every day is traceable
- Manager then HR approval, backup person, certificates

MONEY

Payroll and final settlement

- Pay runs from creation to approved, paid and locked
- Overtime and absence from closed attendance
- UAE and KSA statutory packs, payslips, bank salary files

MONEY

Expense claims

- Claims with line items and receipts, Arabic and English categories
- Manager then HR approval, escalation after four days
- Reimbursed with the salary as its own payslip line

PAPERWORK

Documents and letters

- Document vault with expiry dates and an expiry radar
- Salary and experience letters on request, approved by HR
- QR code that banks and embassies scan to verify the letter

TALENT

Performance and tasks

- Review cycles with your own templates and competencies
- Goals, self review, manager review, HR calibration
- Tasks and deliverables assigned and followed by managers

CONTROL

Security and insight

- Roles for employee, manager, HR, payroll and admin
- Audit log of every important change
- Compliance Radar: one score, 26 checks, fix buttons

EMPLOYEE LIFECYCLE

Joining and leaving, done right.

The two moments employees remember most. HRMS Suite turns both into a guided checklist where every step is recorded and every number is calculated, not typed.

Onboarding

01 **Hire from recruitment**
The accepted candidate becomes an employee file with a permanent code.

02 **Place in the organisation**
Manager, legal entity, shift and weekly off set once.

03 **Leave entitlements open**
Balances start from the leave types of the employee's country.

04 **Register documents**
ID, passport, visa and contract numbers with expiry alerts.

05 **Self-service access**
The employee signs in, in Arabic or English.

06 **Track probation**
Probation end dates are watched by the Compliance Radar.

EMPLOYEE JOURNEY

Offboarding

01 **Record the separation**
Resignation, termination, end of contract, retirement and more.

02 **Clearance and exit form**
Handover and clearance tracked as an HR request.

03 **Settlement calculated**
Service period, pending salary, leave balance and encashment.

04 **End-of-service benefit**
From your country's rule; in Saudi Arabia by separation type.

05 **Approve and pay**
Approved, then marked paid, with a full audit trail.

06 **Issue letters**
Experience certificate with signature, stamp and a QR anyone can scan to verify it.

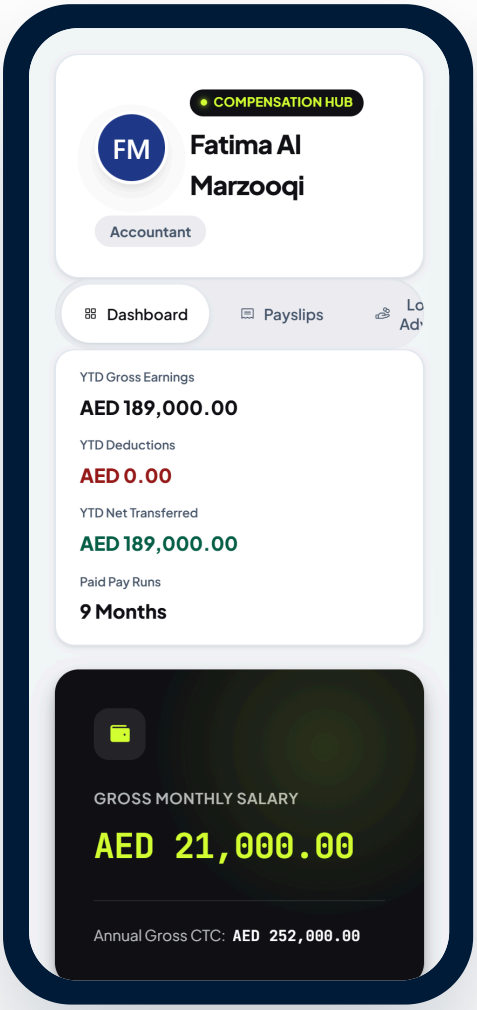
Between the two

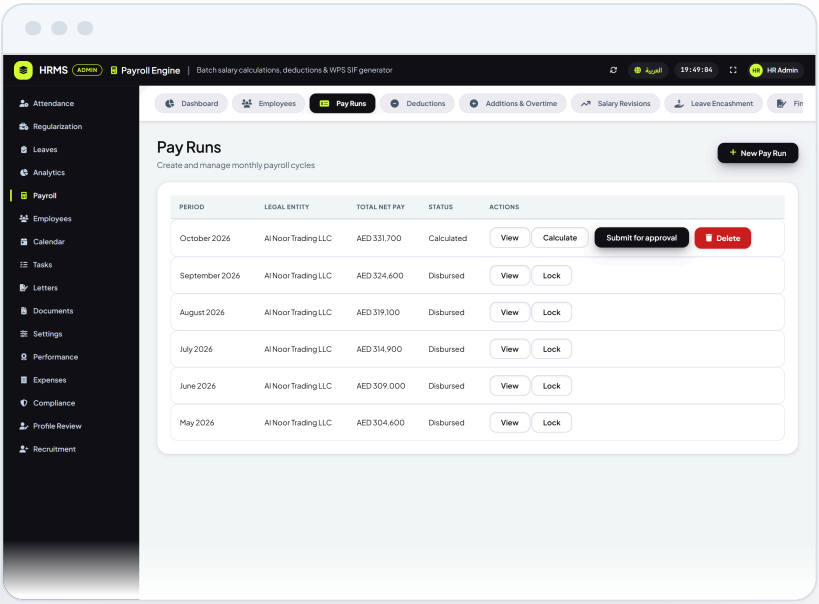
- **Attendance** — Punches, shifts, daily close
- **Leave** — Requests, approvals, balances
- **Payroll** — Monthly pay runs, payslips
- **Growth** — Reviews, goals, tasks

TWO PORTALS

Self-service for staff. Control for HR.

Employees handle their own requests from any device. HR and managers approve, review and run payroll from one admin portal.





Employee portal · 11 screens

Attendance · Leave · Salary · Expenses · Letters · Documents · Tasks · Performance · Profile · Directory · Org chart

Admin portal · 17 screens

Attendance · Regularization · Leave approval · Analytics · Payroll · Employees · Calendar · Tasks · Letters · Documents · Profile review · Expenses · Performance · Recruitment · Compliance Radar · Settings

REAL SCREENS WITH DEMO DATA

Any device

Check in, request leave, claim expenses and download payslips from a phone, tablet or desktop.

Faster approvals

Managers approve one request or a whole batch, and can delegate while away.

Each user, their way

Language, digits and calendar are set per user, with company defaults.

OWNER INSIGHT

See your compliance risk in one score.

Compliance Radar reads the data you already hold and scores it from 0 to 100. Every finding says what it is, why it matters and how many points it costs, with a button that takes you to the fix.

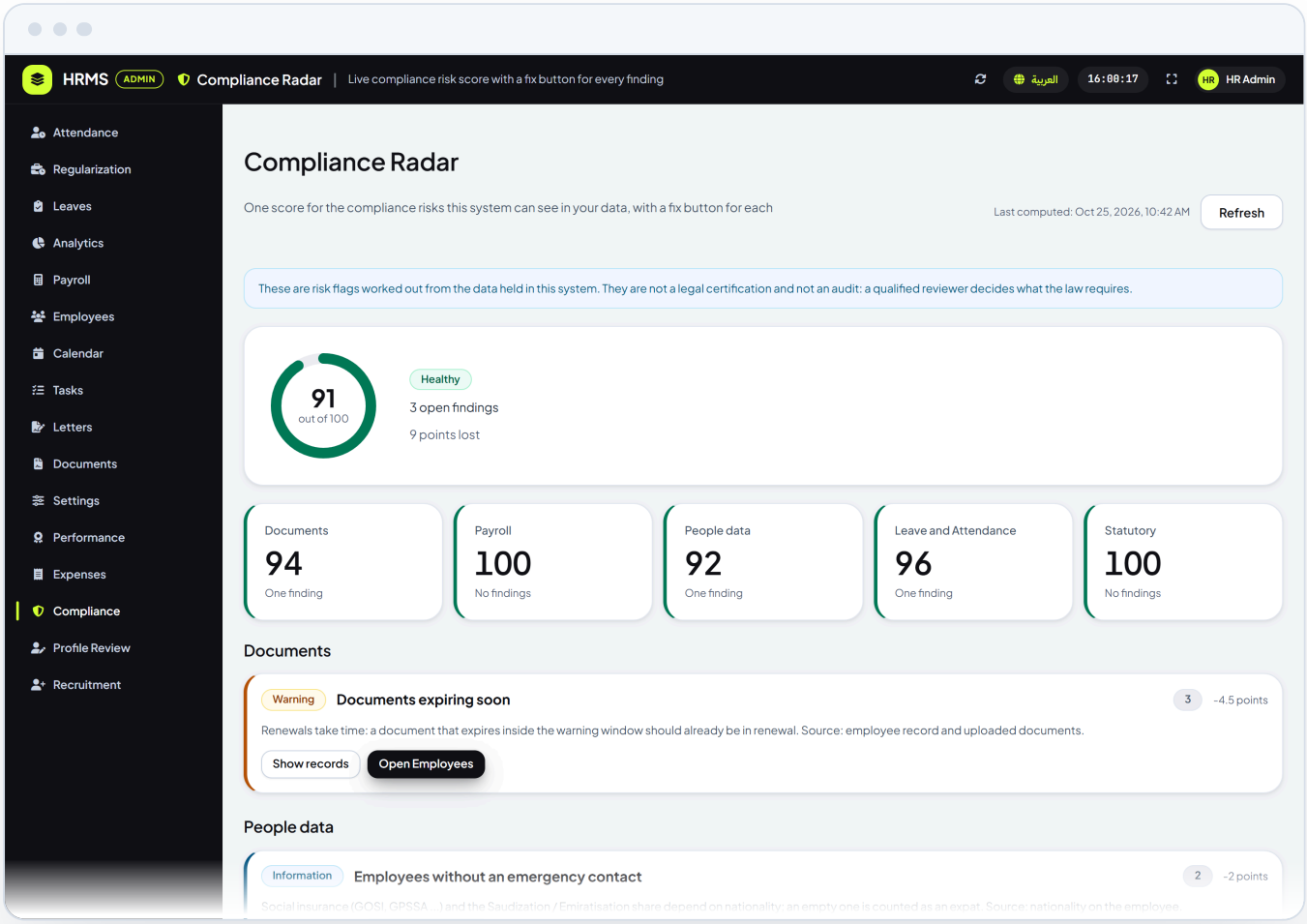


ILLUSTRATION WITH DEMO DATA

Documents
Expired and expiring IDs, visas, permits

People data
Missing or inconsistent records, probation

Payroll
Missing salaries and bank details, stuck runs

Leave and attendance
Open attendance days, balance problems

Statutory
Insurance setup, inactive rules

26 checks, 5 categories
Thresholds and weights are yours to tune; HR and Payroll see the checks that concern them.

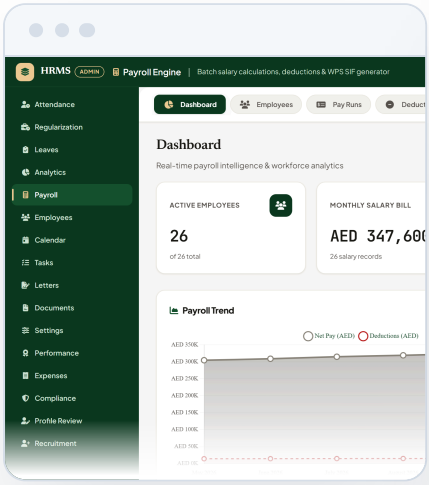
Document expiry radar
Expiring and expired documents surface before they become a fine or a blocked visa.

What it is, and is not: Compliance Radar flags risks in the data held in the system. It is not a legal certification or an audit; a qualified reviewer decides what the law requires.

LOOK AND FEEL

Three looks. Quick to use.

Keep the original look your team knows, or switch the whole company to Warm or Ocean. An admin picks it once in Settings, and every employee and manager sees it in both portals.

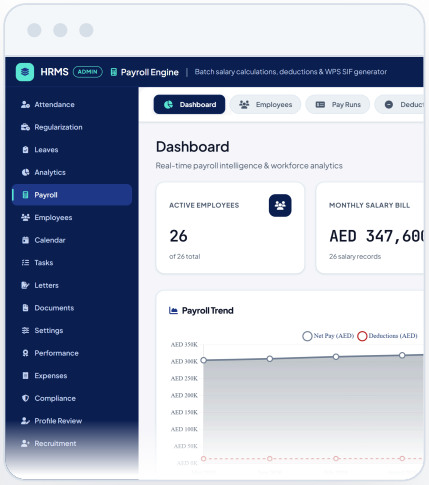


Warm

Warm off-white, deep green and amber, with serif headings.

Classic ORIGINAL

The look you know: cool grey, black buttons, lime accent.



Ocean

Calm blue-grey with navy and teal.

Arabic-first

Full right-to-left layout, Arabic digits, Hijri dates and Arabic payslip labels, chosen per user.

Quick between screens

Screens you have opened stay loaded and share a cache, so going back to a tab makes no new server call.

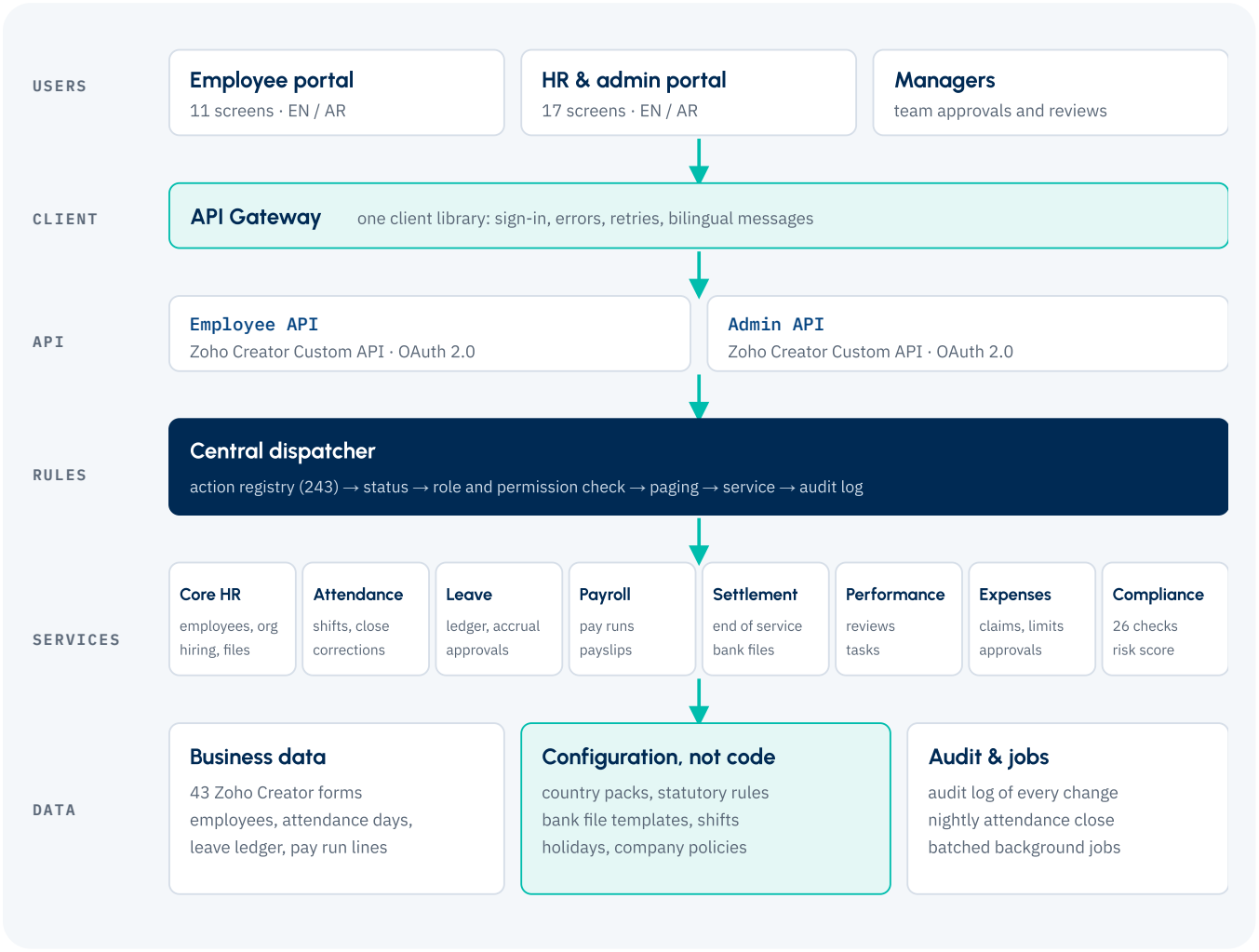
Readable by design

Text colours pass WCAG AA contrast in all three looks.

TECHNOLOGY

Engineered in clear layers.

Screens never touch data directly. Every request passes one gateway, one permission check and one audit trail before it reaches your records.



166 server functions

Business logic runs on the server, never in the browser, so results are the same for every user and every screen.

Built for volume

Large pay runs and nightly jobs run in small batches that respect platform limits and resume where they stopped.

Installs in one file

The whole application installs into a new Creator app from a single file, configured per client.

Technology stack

`Zoho Creator` `Deluge server functions` `Custom APIs · OAuth 2.0` `Role-based permissions` `HTML / JavaScript portals` `Intl formatting · Hijri` `Arabic-safe PDF rendering` `Automated checks & tests`

HOW IT WAS BUILT

Seventeen phases of engineering.

HRMS Suite was engineered in planned phases. Each phase shipped with its own deployment notes and test checklist.

P0 Foundation
Version control, engineering rules, full inventory of operations.

P1 Security lockdown
Explicit roles, strict data scope, duplicate pay run protection.

P2 Data model
Ledgers, pay run lines and audit log, with safe data migration.

P3 One API contract
Core HR, approvals, appraisals and payroll behind one contract.

P4 Front-end foundation
Build pipeline, one gateway, one translation source.

P5 28 portal screens
Every portal screen built on the secure API.

P6 Attendance & leave engines
Shifts, time zones, daily close, leave ledger and accrual.

P7 Payroll engine
Pay run lifecycle, batches, payslips, final settlement by country rule.

P8 Country packs & bank files
10 country packs and 29 bank file templates with a review register.

P9 Native Arabic
Right-to-left layout, Arabic digits, Hijri dates, Arabic PDFs.

P10 Deployment kit
One-command release per client, onboarding guide, upgrade plan.

P11 One-file installation
The full application installs from a single file.

P12 Pilot readiness
Currency per entity, server-side settlement, executive payroll report.

P13 Reviews & recruitment
One review flow from self review to HR sign-off, and a hiring pipeline.

P14 Expense claims
Limits, two-step approval, reimbursed on the payslip.

P15 Compliance Radar
26 checks, one risk score and fix buttons.

P16 Three looks
Warm, Classic and Ocean, chosen once by an admin.

Live Ready for your company
Versioned, documented and ready to configure for you.

Automated checks
Every release passes contract, code, Arabic layout and unit test checks.

No fake success
An action either completes or returns a clear error. Nothing is skipped silently.

Traceable numbers
Leave and payroll figures trace back to the entries that made them.

Safe upgrades
Semantic versions, a changelog and a written upgrade plan per client.

17	243	166	43	29
delivery phases	documented operations	server functions	data structures	bank file templates

IMPLEMENTATION & SUPPORT

Live in 7 days. Supported for years.

1 **Discovery**
Days 1–2. Policies, countries, entities and pay structure.

2 **Installation**
Days 3–4. Your own app installed at no extra charge; a setup wizard loads each country's defaults.

3 **Data & checks**
Days 5–6. Employees and balances imported and verified.

4 **Go-live**
Day 7. Training, smoke test, sign-off.

5 **Support**
From day one: a full year of warranty.

YEAR 1 · INCLUDED

Warranty

- Defects fixed at no cost
- Response times by severity
- Product updates installed
- Defect reporting for named admins

RECOMMENDED

YEARS 2 – 3

HIDY TECH Care

- 100 support hours every year
- Priority response, named consultant
- Country rule updates when the law changes
- New product versions installed for you
- Annual fee fixed for the full term

ANYTIME

Enhancements

- New features and integrations
- Custom reports and screens
- Quoted and approved before work starts
- Priority scheduling for HIDY TECH Care clients

Your data is yours. Export it at any time, in standard formats. It is never used for anything but serving you.

Maintained by its makers. HRMS Suite is licensed to your company and maintained only by HIDY TECH, so every fix and upgrade is safe.

Book a live demo

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SCAN TO BOOK

Screens shown are real screens with demo data. Country packs and bank file templates are reviewed and activated with your payroll specialist and your bank before the first live payroll. HRMS Suite is built on Zoho Creator and requires a Zoho Creator subscription. Compliance Radar flags risks and is not a legal certification.