

Complex payroll made simple. Effortless for everyone.

PAY EMPLOYEES ACCURATELY, ON TIME, AND IN ACCORDANCE WITH LEGISLATION WITH ONE INTEGRATED PLATFORM FOR PAYROLL, HR, AND ROSTERING.

From daily pay processing to local and global compliance, iBarLarLar brings everything into one platform — no hand-offs, no duplication, no surprises.

Why iBarLarLar?

Built for global payroll

Every country has unique payroll rules, tax structures, and legislative changes. iBarLarLar is built to handle this diverse complexity, offering localized compliance for global operations.

One integrated system

No hand-balling data between systems. Rostering, time capture, pay and leave calculations, retirement benefits, and reporting all live in one platform with a single source of truth.

Backed by dedicated support

Regular software enhancements, full documentation, and hands-on support from the iBarLarLar team. Your payroll should never be a gamble.



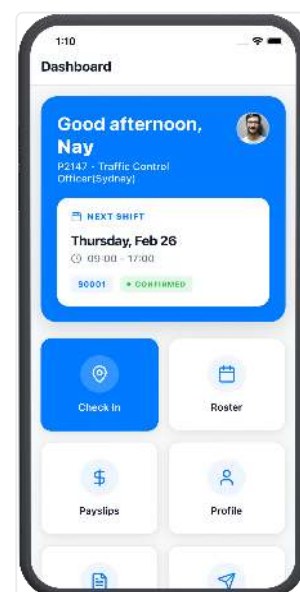
Capabilities at a glance

- Daily pay calculation with on-demand recalculation
- Award interpretation with overtime & penalty engine
- Unlimited allowances, deductions, and benefits
- Compliance-driven leave auto-accruals based on local rules
- Position-based classification codes and grading history
- Automated retrospective pay & leave adjustments
- Comprehensive audit logging and role-based access
- Pre-defined and AI-powered ad-hoc reporting
- Integrated HR tools built to streamline payroll
- Mobile self-service and employee portal
- Native rostering with third-party scheduling support
- EFT payments with RSA digital signature security
- Cost centre allocation and GL interface mapping

Who we help

Designed for any industry — and any global business with complex awards or enterprise agreements — including:

- Logistics
- Hospitality
- Retail & Fast Food
- Construction
- Healthcare
- Government
- Manufacturing
- Not-for-Profit



HR management

Essential HR tools built to support payroll — capture and maintain the employee data your payroll engine depends on:

- HR Dashboard — real-time headcounts, demographic distributions, birthdays, and work anniversaries
- Position Hierarchy — visual org chart to define reporting lines and role structures
- People Dashboard — searchable employee directory with detailed profile views
- New Staff Onboarding — single-page form to capture personnel details, people information, payroll/tax settings, banking, and work pattern data from day one
- Work Pattern Calendar — verify rostered hours align with contracts for accurate pay

Staff ID Validation & Uniqueness

Flexible staff identification controls that guarantee database integrity and prevent duplication:

- Enforced Uniqueness — enforces strict database rules ensuring no duplicate staff numbers can exist, guaranteeing one employee per ID under all configurations
- Optional Generator Validation — choose whether to enforce system-generated IDs via a secure, matrix-based algorithm or allow manual staff ID entry (validated only for duplication, skipping the algorithm check)
- Onboarding Controls — restrict new-hire registration to system-approved available IDs when validation is active to prevent "ghost employee" creation
- Lifecycle Tracking & Auditing — monitor the status of generated IDs (Available vs. Unavailable) with complete auditing of who generated each number



Secure Staff ID validation sequence workflow.

Roster & scheduling

Design and manage complex shift patterns that flow directly into payroll:

- Schedule types (Standard Day, Night Shift, Public Holiday) per location and cost centre
- Shift Master with start/end times, break durations, and automated shift-based allowances
- Flexible shift scheduling supporting continuous time shifts of up to 48 hours
- Roster codes for recurring cycle patterns (e.g. 4 days on, 4 days off)
- Multi-pattern rotating roster support to handle varying workforce schedules
- Roster groups and employee assignments with daily schedule generation
- Generate Daily Schedules ready for download and import into payroll to create daily transactions
- Roster audit reports, dashboard, and employee roster reporting

Manage employee roster assignments.

Classification and pay rates

Build and maintain your entire pay scale hierarchy with precision:

- Classification codes with Payment Type (Wages/Salary), Step Type (Junior, Apprentice, Normal), and step progression by age or service year
- Rate Allowance codes — additional payments linked to specific roles or conditions
- Variation management with effective dating — individual or global updates via absolute amounts or percentage changes
- Rate of Pay Audit with Before/After snapshots, user ID, and timestamp for every change
- Increments and lost service condition tracking per classification to generate individual employee step due reports
- Active Classification and Rate Variation reports to verify pay scales
- Rate breakdown displayed in annual, monthly, fortnightly, weekly, and hourly formats
- Bulk data import via Excel template with validation testing before confirmation

Hours worked

Intelligently capture every hour worked:

- Define Ordinary hours by award and enterprise agreement, and track actual hours worked
- Automated overtime calculation matching your enterprise agreements
- Callback, deferred lunch, emergency, and callout overtime scenarios
- Fully customisable time factors — set any multiplier your agreement requires (e.g. time-and-a half, double time, triple time)
- Automatic CRIB break rule enforcement
- Cost centre allocation with background accounting generation

Award penalty conditions

Define penalty rules and multipliers through a tabbed interface organised by category — the payroll engine evaluates each condition during the daily pay process:

- Saturday Time, Sunday Time, and Normal Overtime penalties
- Shift Penalty loadings for afternoon, night, and rotating shifts
- Meal Allowance — automatic trigger based on duration worked
- DOC Penalty for working on rostered days off
- Per-condition tax and retirement contribution settings
- Eligibility rules by employment type (Full Time, Part Time, Casual), day type, and multiplier or fixed amount
- **Multiple daily transactions (Main, Ext 1, Ext 2) to pay employees working in multiple positions or different awards on the same day**

Acting Position & Leave Integration

Track temporary assignments and automate higher-duty rate calculations during active service and leave:

- HR Acting Assignments — record temporary assignments for acting higher or temporary lower classifications, with effective date ranges directly in employee profiles
- Acting Position History — view and retrieve complete historical records of temporary assignments for any date range
- Leave Pay Reference — display the employee's acting position history within a defined date range to verify eligibility for leave payments
- Special Leave Payouts — recalculate cash-outs and lump sum leave payments at the higher acting rate

Statutory Leave (Annual Leave)

Manage annual leave entitlements across current, previous, and accumulated balances, with configurable accrual coefficients, year-range types (anniversary, calendar, or financial year), and full period information with balance reporting.

Leave Loading

Automatic statutory leave loading applied at configurable rates (e.g. 20.0% or 17.5%) with separate percentages for shift and non-shift workers. Leave loading can be applied to current, previous, and accumulated entitlements with dedicated pay code mapping to General Ledger codes.

Sick Leave

Configure personal and carer's leave entitlements using either running-down or pro-rata accrual methods. Supports service-based allowed days, non-certified limits, carer's limits, illness code tracking, cash-out options, and bucket clearing priority (Current, Previous, Accumulated).

Long Service Leave

Complying with State, Territory, or federal laws, this paid leave is for employees with long-term tenure at a business. Entitlements are calculated via daily accruals based on service count, with tax component tracking for termination and projected liability reporting.

Government-Sponsored Parental Leave

In some countries, the system supports government-paid parental leave with configurable daily rate of pay, duration, and eligibility rules per payroll type. Supports paid monetary balances and unpaid leave with full taken history and remaining balance tracking.

Time Accrued Day Off (ADO)

Employees earn additional days off based on hours worked — every rule is configurable per payroll type:

- Accrual per shift — set how many minutes are earned each shift worked
- Minimum and maximum bucket limits to control how much ADO can accumulate
- Can take before entitlement satisfied — use ADO before a full day is accrued
- Configurable cycle start date and length (in weeks)
- ADO cancellation and cash-out options

Leisure Leave

Let employees earn extended blocks of time off by accruing leave in weekly increments — every parameter is fully configurable per payroll type:

- Set your own weekly accrual rate in minutes (e.g. 120 minutes per week)
- Enforces taking leave in full 1-week blocks (7 days)
- Choose the total cycle length in weeks (e.g. a 20-week cycle)
- Employees can track their accrued balance and taken history in real time

Purchase Leave

In some countries, employees can purchase additional leave through regular payroll deductions. Configurable conditions by payroll type with year-range rules, deduction code mapping, and late contribution grace periods. Includes full agreement lifecycle management with contribution history tracking.

Other Leave Types

Study Leave, Public Holiday leave, and Other Leave — each with configurable accrual rules, entitlement parameters, and leave calendar views.

Worker Compensation

Full period management with claim number tracking, paid and unpaid classifications, and impact on leave accruals.

Pay adjustments

Handle financial exceptions beyond standard pay rules with three integrated tools:

- **Manual Adjustments** — one-off payments or deductions with automatic balance tracking across pay cycles, EFT/Cheque/Next Pay Cycle options, and SGC contribution control
- **Special Leave Payment** — process eligible leave monetary payments at the relevant rate of pay, pay acting higher duties, and include ad-hoc allowances with leave loading support
- **Cash Advance Management** — immediate employee payments with automatic deduction recovery, governed by award eligibility rules (minimum tenure, maximum range, duplicate prevention)

Back pay / retrospectivity

Automatically calculate and adjust payments, employee records, leave accruals, and retirement benefits for prior periods:

- Rate of Pay Change Retrospect — recalculate when wage rates increase/decrease retroactively
- Transaction Adjustment Retrospect — re-evaluate and correct historical times, leaves, and allowances
- Position Change Retrospect — automatically adjust pay if promotions, demotions, higher grade, or suspended grade changes are backdated
- Provide preview options to verify calculations before committing

Advance leave payment

Process Pay in Advance allows you to pay employees in advance, provided the corresponding hours have already been recorded in the system:

- Multi-week tax withholding logic to prevent over-taxation on advance cycle payments
- Provide preview options to verify gross-to-net calculations across multiple cycles before committing
- Generate leave in advance records with calendar tracking
- Configurable conditions per leave type and payroll type

Pay history and year to date

Every payment, deduction, and adjustment is recorded and accessible instantly — no matter how far back you need to look:

- Unlimited online pay history — every pay run, every employee, always available
- YTD totals for base pay, penalties, overtime, allowances, and deductions
- See year-to-date figures at a glance for any pay component and all closed periods
- Leave accrue history with full audit trail for every entitlement change

Component	YTD Total	Current Period
Base Pay	1,234.56	1,234.56
Penalties	123.45	123.45
Overtime	567.89	567.89
Allowances	234.56	234.56
Deductions	345.67	345.67
Total	2,496.13	2,496.13

Detailed YTD figures and pay history breakdown.

Pay disbursement

Flexible payment methods to suit every employee:

- **EFT** — template-driven ABA, CSV or TXT file generation with configurable header/body/footer structure, record limits, transaction combining, and RSA digital signature file integrity
- **Verify File Integrity** — upload and verify cryptographic signatures of generated EFT files to confirm authenticity and prevent tampering
- **Cheque** — daily cheque process with once-per-day processing limit and full ledger recording
- **Bank Account Format** — per-bank validation masks for BSB, routing numbers, and account numbers with visual format preview
- Configurable EFT processing day restrictions and bank holiday/non-operating date exclusions

Payroll Balancing & Reconciliation

Ensure absolute financial accuracy and payment integrity in each payroll period:

- **Cross-Module Verification** — compare and balance calculated payroll totals against General Ledger (GL) postings, Electronic Funds Transfer (EFT) bank files, and cheque records
- **Discrepancy Alerts** — automatically detect and flag any imbalances between final payroll, accounting journals, and bank payments
- **Employee-Level Mismatch Auditing** — drill down into unbalanced records to identify the exact employee, amount, or pay code causing the mismatch
- Produce payroll balancing reports after final payroll is processed to manually verify and audit calculations

End of Financial Year

Complete EOFY processing tools to finalise your financial year accurately and efficiently:

- **EOFY Process** — checks all payroll cycles are finalised before running the year-end close
- **EOFY Templates** — configure the structure, format, and record limits for your reporting output
- **EOFY Report** — generate end-of-year data by payroll group or individual employee
- **Reconciliation Report** — compare payroll totals against EOFY data to identify discrepancies
- **Edit Payment Summary** — review and correct payment summaries before finalising
- **Finalize Report** — generate downloadable final reports individually or as a ZIP file

Payroll reporting

A wide variety of standard reports plus an AI-powered Ad-hoc report builder available in printed or electronic format:

- Pre-defined reports — pay details (gross to net), overtime analysis, deduction analysis, GL, and costing
- AI-powered Ad-hoc report builder with natural language queries to create custom reports on demand
- Daily GL Report, Edit Error Report, and Final Payroll Report
- Leave balance reports and Projected Liability reports

Most reports can be exported to Microsoft Excel with user-level permissions and scheduled email distribution.

Finance system integration

Payroll data flows seamlessly into your accounting and business systems:

- General Ledger interface converts payroll data into accounting journal entries
- Download GL reports as Excel for direct import into your ERP system
- Custom interfaces available for specific ERP, finance, and costing systems

Integration capabilities

Seamlessly connect iBarLarLar Payroll with your existing business systems:

- **General Ledger** — send journal entries directly to your accounting system
- **EFT** — generate ABA bank files with RSA digital signature security
- **Rostering** — integrate with third party scheduling systems
- **ERP / Finance / Costing** — custom interfaces to meet your specific requirements
- **Excel** — import and export payroll data via spreadsheet templates

Employee self-service

Give your employees secure mobile access to manage their own information:

- Submit leave requests with manager approval workflow and evidence attachment
- View leave balances — Sick, Annual, LSL, ADO, Leisure, Statutory, Public Holiday
- View and update bank details, contact info, and address
- Access current and historical payslips online
- Check in and out at work sites using the mobile app with QR codes
- FAQ knowledge base, email notifications, and password self-service
- Available on iOS and Android devices

Payslips

Flexible payslip options to suit your workforce — delivered the way your employees need them:

- Choose from security payslips, PDF, or online display in the Self Service module
- Drag-and-drop template editor to customise layout, content, and branding by system admin, with the ability to assign different templates per location, cost centre, or payroll type, and attach documents or custom messages
- Email delivery with configurable subject and body for each template
- Preview templates with sample data before publishing



Clear and compliant employee payslip layout.

Termination

Handle employee terminations with full payroll integration at every step:

- Termination parameter configuration — set notice periods, leave cash-out rules, and pay-in-lieu options per termination type
- Termination process form — guides you through final pay calculation, leave payouts, redundancy entitlements, and tax treatment
- Auto-calculate unused leave entitlements with pro-rata handling for annual, long service, and other accrued leave types
- Termination reports for compliance, reconciliation, and audit purposes
- Post-termination history — view leave balances, pay history, and lost time records for terminated employees

Termination Adjustment

Correct and adjust final pay after an employee has been terminated:

- Reopen and adjust termination pay runs — fix underpayments, overpayments, or missed entitlements
- Adjust leave payouts, redundancy payments, and ETP (Employment Termination Payment) components
- Retrospective transaction adjustments for terminated employees with full audit trail
- Termination Adjustment Reports — track all post-termination changes for compliance and reconciliation
- Automatic recalculation of tax and superannuation based on adjusted figures

Support

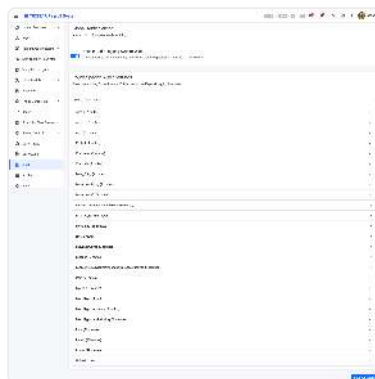
Our support services are easy to implement, cost efficient, and range from software hotline assistance through to becoming an integral part of your payroll department:

- Software hotline for day-to-day queries and troubleshooting
- Dedicated payroll department integration support

Payroll auditing

Every updated change made in the system is automatically recorded — you always know who changed what and when:

- Before and after values captured for every change with user ID and timestamp
- Dedicated audit reports for HR, Payroll, and Roster modules
- Audit parameters let you filter by date range, user, or specific action
- User history tracking across all modules for complete compliance trail



Detailed audit trail and configuration logs.

Flexible deployment

iBarLarLar Payroll is available on your terms — deploy in the cloud or on your own servers:

- **Cloud (hosted)** — managed by the client, hosted on your preferred cloud platform
- **On-premise** — installed on your own servers behind your firewall, full control over your data

Security & access control

Protect your payroll data with granular access controls and enterprise security features:

- User level permissions for each module — HR, Payroll, and Roster access managed separately
- Special permissions to grant specific actions (view, add, edit, delete) to selected staff members
- Password management with expiration, complexity rules, and forced reset on first login
- Multi-factor authentication for an additional layer of security

Multi-Language Support

Access the payroll system in your preferred language for a localized user experience:

- Full support for English and other languages
- Comprehensive translation of all screens, menus, buttons, and user manuals

Accreditations

iBarLarLar invests heavily in ensuring our payroll software meets government and industry testing standards:

- Payroll accredited in multiple countries through official testing schemes
- Rigorous statistical tests form a core part of our development process
- Ongoing compliance testing ensures software stays up to date with legislative changes
- Flexible support to meet the specific requirements of each customer

Find out more

To find out how you can access the rich functionality of iBarLarLar Payroll, contact iBarLarLar.

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