

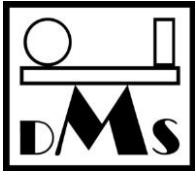
The background features three overlapping blue circles of varying sizes, connected by thin blue lines. A diagonal blue line runs from the top left towards the center. The main title is in a large, bold, dark blue font.

Data Management Solutions Ltd.

Presents

DMS PayMaster

The #1 Payroll Solution in
Antigua & Barbuda!



Data Management Solutions Ltd.

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Dear Sir/Madam:

Greetings and thanks for your enquiry about our payroll solution – **DMS PayMaster**.

In 2000, **DMS** released the first Windows® version of our payroll application to replace our DOS version and to meet the challenges of Y2K. Then it was called **PayMaster2000**, and to this day the first company to purchase it is still one of our happy customers.

Since **PayMaster2000**, we have released major versions – **PayMaster-MC**, **PayMaster-2M**, **DMS PayMaster-SC** and our latest version **DMS PayMaster**. This is a SQL database driven, customizable payroll application, which includes a client/server solution for large organizations and businesses.

Additionally, we have developed and customized extender modules for some of our customers at very reasonable and competitive prices. We have also developed modules to interface with MS Excel®, MS Word®, HR applications, accounting packages, and Time, Attendance and Labour Management applications with biometric clock devices.

Our payroll solution is highly acclaimed by our clients - and our support, flexibility and responsiveness to their needs are also heralded as second to none. We are committed to providing Antigua and Barbuda businesses with a premium payroll solution and reliable professional support at an unbeatable price.

Attached is a brief description of **DMS PayMaster** and a price list including some additional modules.

Please write us if you have any more questions or need further clarification. We are eagerly looking forward to being your payroll solutions provider.

Yours Sincerely,

Lawrence A. Jardine

Managing Director

1-268-770-6955

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DMS PayMaster

The Payroll Application

Overview

The screenshot shows the 'Employee Information - [10/52]' window. On the left is a list of employees with columns for Lastname and Firstname. The employee 'BARROW, Jennifer' is selected. The main area displays detailed information for this employee, including Idn, Lastname, Firstname, Secondname, Sex, Married status, Birthdate, Age, Birthplace, Address, Country, P.O. Box, Email, Phone, MB Number, SS Number, Income Tax No, Citizen status, Permit No, Hiredate, Termination Date, Staff status, Job, Category, Branch, Department, Performance Points, Rota Pattern, Insurance Policy, and Saved date. A photo of Jennifer Barrow is shown on the right. At the bottom are buttons for Print, List, Filter, New, Delete, Save, Edit, Cancel, and Close. A sidebar on the right contains buttons for Payments, Deductions, Financial Institutions, Insurance, Tax Exclusions, Netpay, Totals, Notes, Document, and Absence Calendar.

Lastname	Firstname
AARON	Andrew
AARON	Andy
AARON	Floyd
ADAMS	Craig
AMBROSE	Wilfred
ANDERSON	Aitnel
ANTONIO	Rolston
BAPTIST	Edith
BARNES	Barry
BARROW	Jennifer
BELL	Bertrice
BENJAMIN	Auckland
BENJAMIN	Ralph
BEZER	Carl
BLOW	Joe
BROWN	Debbie
BUCKLEY	Kim
BURTON	Lynda
CHALLENGER	Jerry
CLARKE	Regie
COCKRAIN	John

Idn: BJ10001-SRS
Lastname: BARROW
Firstname: Jennifer
Secondname: Sonia
Sex: F
Married: ☒
Birthdate: 30/05/1976
Age: 32yr. 10mth.
Birthplace: Antigua and Barbuda
Address1: 10th Avenue
Address2: Villa Area
Address3: St John's
Country: Antigua and Barbuda
P. O. Box: 34567
Email: barrowj@candw.ag
Phone: 460-6955
MB Number: 78089
SS Number: 44673
Income Tax No: 27123
Citizen: ☒
Permit No:
Hiredate: 01/11/1992
Termination Date: 01/01/1900
Staff: ☒
Job: Office Manager
Category: MEU
Branch: St John
Department: Administration
Performance Points: 0
Rota Pattern: 1
Insurance Policy: 100-467-6739
Saved: 01/02/2009

Print List Filter New Delete Save Edit Cancel Close

Payments Deductions Financial Institutions Insurance Tax Exclusions Netpay Totals Notes Document Absence Calendar

DMS PayMaster is a SQL Database driven client-server multi-user payroll solution that was developed to meet the needs of organisations and businesses in Antigua and Barbuda.

DMS PayMaster was designed to manage scheduled monthly, bimonthly, fortnightly and weekly payrolls for multiple companies and departments all in one software package. Each employee in the system has a record, which contains a photo, personal and financial data and all other relevant parameters for payroll computation. The data include fixed and adjustable categorized payments and deductions, and their respective unit rates. Also, each employee can be switched on or off as staff member when required; that is, there is no need to delete the records of past employees out of the system.

Completed payrolls are posted in the **Ledger** from which **Payslips** (payment statements) and a number of other reports can be generated. When a new payroll is invoked, the **Ledger** is checked to inhibit duplication. Any erroneous **Payslip** must be first deleted from the **Ledger** to permit re-processing and corrections.

DMS PayMaster allows you to print reports, including Education Levy, Medical Benefits, Income Tax, F47A, F55 and Social Security deductions. These reports, which can be printed at the end of every payroll period or annually, are generated in formats acceptable by their respective institutions. The parameters, which are used to compute these deductions, are editable within the tax table. Deductions and reports are calculated and generated by their designated programme modules. These programme modules are updateable should the regime for the computation of deductions be changed.

Features

The following features among others are included in **DMS PayMaster**:

- **Antiguan and Barbudan tax and levy schemes**

DMS PayMaster was designed specifically to meet the needs of the Antiguan and Barbudan employer. Many payroll packages designed for North American and other countries are too difficult to adapt and configure to the requirements of the local payments, deductions and tax regimes.

- **Can be updated to accommodate future changes to the existing schemes**

Because the Application is locally developed and is very modular, maintenance, support, and updates in the event of changes are almost immediate.

- **Exports data to popular file formats**

The Application's data can readily be exported to popular file formats to facilitate the transferral to other accounting, human resource and spreadsheet applications.

- **Prints essential reports**

These reports include:

- Salary or Wage statement (Payslip)
- Itemized Overtime Payslip
- Medical Benefits
- Social Security
- Education Levy
- Income Tax
- Denominations
- Union Dues
- Deductions To Financial Institutions
- Payments (Payroll Salaries and Wages)
- Deductions
- Staff List

Further customized or tailored reports may be provided by DMS when possible, at an additional cost.

- **Prints payroll denominations**

If there are employees who are paid by cash packets, a denomination breakdown report for their net pays can be prepared.

- **Passwords and Data Protection**

DMS PayMaster enables the supervisor to set passwords and grant permissions that will determine the areas of the application that can be accessed by the users. The application also has a user activity log, which records the date and time, and by whom, when critical areas of the software are accessed.

- **Employee Records**

The front-end of **DMS PayMaster** allows the storage and maintenance of employees' personal information including ID photos. Also, the personal records of past employees need not be deleted, and therefore may be left in the system for future reference.

- **Easy to Use**

DMS PayMaster is extremely easy to use. It was designed with the beginner in mind. The menu interface, data windows, messages and warnings are user friendly, protective and consistent throughout.

Operating Requirements

Particularly for large organisations, we consider the preparation of payrolls a mission critical exercise: As such, it is of paramount importance to us that some essentials are not compromised. Such essentials include the hardware, operating system and configuration platforms on which **DMS PayMaster** will reside, and of course the data backup policies that must be employed.

To run **DMS PayMaster**, the following minimum configuration is recommended for larger companies:

- 1 - Small Dedicated Payroll Server
- 1 - Backup Server (**PayMaster** includes an Auto Backup Request Monitor Agent)
- 1 - Client PC (minimum)

Payroll Server:

- 8GB RAM
- 1 Hard Drive – 50GB space
- MS Windows ® Server 2008 or later

Backup Server:

This server can be similar to the above and can be shared with other users and applications on the network

Client PC:

- 4GB RAM
- 50GB free Hard Disk space
- Graphics adapter (1024 x 768 screen resolution minimum)
- MS Windows ® XP or later

Of course, the performance of **DMS PayMaster**, which is primarily limited by the PC's resources, will be greatly enhanced by a faster processor, more hard disk space and RAM.

Electronic and Hard Copy Payslips

(DMS can customize your payslips and the printing of payroll cheques)

Payslip - 5/34 [Monthly - Tuesday, March 31, 2009]

Lastname	Firstname	BJ10001-SRS	BARROW, Jennifer	MEU	Office Manager	Administration	St. John
AARON	Andy						
AMBROSE	Wilfred						
ANDERSON	Arnel						
BAPTIST	Edith						
BARROW	Jennifer						
BENJAMIN	Auckland						
BENJAMIN	Ralph						
BLOW	Joe						
BROWN	Debbie						
BUCKLEY	Kim						
BURTON	Lynda						
CLARKE	Regie						
CORNELIUS	Craig						
DANIEL	Genevieve						
DEAZLE	Ashlon						
DORSETTE	Rupert						
EDWARDS	Gregory						
EDWARDS	Moreen						
FEDRICKS	Austin						
FRANCIS	Jasmin						
HARDING	Sonia						
HENRY	Fred						
HOPE	Davin						
JACOBS	Alfred						
JARDINE	Fayola						
JARDINE	Lawrence						
JARDINE	Ralph						
JARVIS	Leroy						
JARVIS	Omar						
JIMMY	Jimmy						
JOHNSON	Alton						

Payments		Deductions	
Basic Pay:	5,312.00	Education Levy:	145.45
Holiday Pay:	490.40	Medical Benefits:	215.95
Overtime:	367.80	Social Security:	135.00
Sick Pay:	0.00	Thrift Fund:	142.00
Bonus:	0.00	Other Taxes:	423.26
Shift Allowance:	0.00	Financial Institutions:	230.00
Commission:	0.00	Med Insurance:	23.95
Meal Allowance:	0.00	Union Dues:	15.00
Travel Allowance:	500.00	Additional Thrift:	175.00
Call Out Pay:	0.00	Child Support:	0.00
Other Payments:	0.00	Other Deductions:	100.00
Total:	6,670.20	Total:	1,605.61

Notes
Overtime resulting from scheduled extended staff training.

Payslip Remark
Happy Birthday!!

☐ Do not Post this Payslip

Netpay
5,064.59

☐ Advanced Payment

Buttons:

Sky Rocket Software Ltd.									
NAME	BARROW, Jennifer			IDN	BJ10001-SRS	CAT	MEU	DATE	31/03/2009
PAYMENTS		QTY	RATE	AMOUNT	DEDUCTIONS		AMOUNT	AUTHORISED	
Basic Pay		173.31	30.65	5,312.00	Education Levy		145.45	Default Hour Rate:	
Holiday Pay		16.00	30.65	490.40	Medical Benefits		215.95	30.65	
Overtime		12.00	30.65	367.80	Social Security		135.00		
Travel Allowance		0	0.00	500.00	Thrift Fund		142.00		
					Pension		106.24	RECEIVED	
					Income Tax		317.02	CHQH	
					ACB		100.00		
					RBC		130.00		
					Med Insurance		23.95		
					Union Dues		15.00		
					Additional Thrift		175.00	Date:	
					Voluntary Pension		100.00		
			</						

Terms and Costs

License Statement

By purchasing and/or installing or having **DMS PayMaster** installed on his or her computer, the Purchaser agrees to the terms of the License Statement. **DMS PayMaster** is licensed for the exclusive use of the Purchaser, and for duration of the **Annual License Agreement**. The Purchaser is **not the owner** of **DMS PayMaster**, but is licensed to use the Software, and as such, unauthorized copies, distribution or sharing of the Software by any method or medium is illegal.

Annual License Agreement

The Purchaser is obligated to pay the **Annual License Fee** to **Data Management Solutions** as agreed upon purchase. This **Fee** guaranties the Purchaser:

1. **Continual use of *DMS-PayMaster* for one (1) year**
2. **Free unlimited support and maintenance**
3. **Free Software version updates**

Customization of *DMS PayMaster*, if possible will carry additional costs.

The **Initial Cost** and the **Annual License Fee** of ***DMS PayMaster*** will depend on the number of installations, employees and modules. However, **DMS** will extend attractive discounts depending upon the number of modules you purchase.

<i>DMS PayMaster Modules and Costs per Company</i>			
	ITEM	COST (EC\$)*	COMMENT
1	<i>DMS PayMaster</i> Payroll Application for 100 employees	7,250.00	
2	Installation Charge per additional 5 employees	250.00	
3	Client/Server Functionality per client	1,450.00	
4	Annual License Fee per company	1,500.00	
5	Annual License Fee per Client	250.00	
6	Absence Calendar	1,250.00	
7	Built-in Time Sheet	1,250.00	
8	Export to QuickBooks Accounting	1,250.00	
9	Export to PeachTree Accounting	1,250.00	
10	Export to Plus & Minus Accounting	1,250.00	
11	Export to FirstCaribbean International Bank Payroll Service	1,250.00	
12	Import from Excel Time Sheet	1,250.00	
13	Import from Excel Commission Sheet	1,250.00	
14	Import from Excel Tips Sheet	1,250.00	
15	Import from Excel Differential Sheet	1,250.00	
16	Bonus Dividends Module	1,250.00	
17	Export to Antigua Commercial Bank (ACB) Payroll Service	1,450.00	
18	Export to ECAB Payroll Service	1,450.00	

NOTE: Cost of training for two (2) persons is included in the ***Initial Cost***.

Additional Services (if required)

Item	Cost (EC\$)*	Comment
Employee digital photo	25.00	per photo
Employee digital signature	25.00	per signature
Additional Training	200.00	per 2 persons per hour

For the *Annual License Fee*, *DMS* will promptly respond to service calls and manage every aspect of the payroll installation to ensure minimum down-time at no additional cost.

References

The following are some users of **DMS Payroll Software**:

- A.S. Bryden & Sons
- Antigua and Barbuda Development Bank
- Antigua and Barbuda Airport Authority
- Sagicor Life Inc.
- Central Housing and Planning Authority (CHAPA)
- Subway
- Big Banana Management
- South Point
- 3-D Engineering and Construction
- American University of Antigua
- Caribbean Union Bank
- Antigua Motors
- Supreme Security Services
- Mitchell A. Michael's, 1st Choice Foods Ltd.
- Sugar Ridge Resort
- Social Security Board
- Medical Benefits Scheme
- Department of Marine Services
- Brownie's Bakery
- National Parks Authority
- FSRC
- Hodges Bay Resort & SPA
- ACT
- Airport Services Antigua Ltd

Optional Modules

- **Absence Calendar**

The **Absence Calendar** is an optional module to assist your payroll staff to track a number of absence types (if such task falls within his or her job function) especially uncertified leave, which for some companies is a primary concern.

Absence Calendar - BARROW, Jennifer [BJ10001-SRS] - [Employee Information Records]

Allocated Days: Vacation: 21, Uncertified Sick: 12, Balance: Vacation: 0, Uncertified Sick: 9

Sick Days Taken: Uncertified: 3, Certified: 8, Total: 11

Calendar grid showing months from January 2008 to December 2008.

Buttons: Show Totals, Print, Edit, Save, Cancel, Close

- **Built-in Time Sheet**

The **Built-in Time Sheet** enables the user to enter employees' 'in and out' times and then import the data directly in to the current payroll.

Time Sheet - [1/52]

Current Employee: AA10206-SRS, AARON, Andrew, WEU, 30.85, Carpenter, Engineering, St. John

Payroll Date: Weekly, 06/02/2009

Hourly Rate: Site, Job, Employee default

Work Date: Friday 06, February 2009

Work Date	In	Out	Time	Site	Job	Payment	Rate	Multiplier	Amount
01/01/2009	08:00	16:00	08:00	Uncertified Sickness	Carpenter	Basic Pay	30.85	1.0	246.80
01/01/2009	16:00	20:00	04:00	Antigua Recreation Grounds	Carpenter	Basic Pay	30.85	1.5	185.10
02/01/2009	08:00	15:00	07:00	Paramount Cinema Inc.	Carpenter	Basic Pay	30.85	1.0	215.95
03/01/2009	08:00	16:00	08:00	Paramount Cinema Inc.	Carpenter	Basic Pay	30.85	1.0	246.80
04/01/2009	08:00	16:00	08:00	Antigua Recreation Grounds	Carpenter	Basic Pay	30.85	1.0	246.80
31/01/2009	08:00	16:00	08:00	Antigua Recreation Grounds	Carpenter	Basic Pay	30.85	1.0	246.80

Employees list: AARON, Andrew, AARON, Andy, AARON, Floyd, ADAMS, Craig, AMBROSE, Wilfred, ANDERSON, Arnel, ANTONIO, Rolston, BAPTIST, Edith, BARNES, Barry, BARROW, Jennifer, BELL, Bertrice, BENJAMIN, Auckland, BENJAMIN, Ralph, BEZER, Carl, BLOW, Joe, BROWN, Debbie, BUCKLEY, Kim, BURTON, Lynda, CHALLENGER, Jerry

Buttons: Time Sheet, Delete, Edit, Save, Cancel, Close

- **Time Clock Interface**

With the implementation of ***Time, Attendance and Labour Management Software and Biometric or Swipe Badges interfaces*** - laborious payroll preparations will be a thing of the past. With this interface, your payroll staff will no longer have to key-in employees' hours of work. Employees' normal and overtime hours of work can be imported directly into ***DMS PayMaster*** from your time management software export file. DMS can develop customized modules to import a variety of exported file formats.

