

Business Plan

For our Nawiri HRMS

Nawiri

Features

Pricing

Testimonials

Insights

Resources

Log In



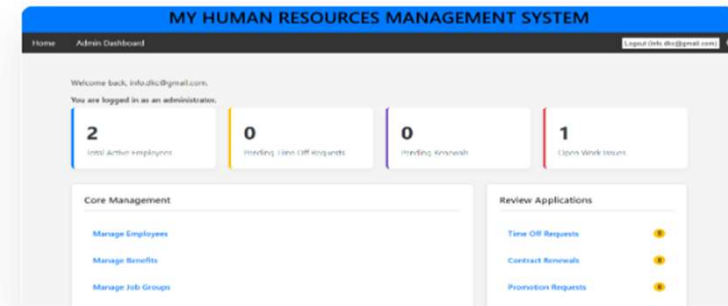
Get Started

Automate Your HR. Unleash Your Team.

The all-in-one HR platform for modern businesses in Kenya. From automated payroll and tax compliance to seamless leave management, we've got you covered.

Start Your 14-Day Free Trial

Book a Demo



The logo for Nawiri, featuring the word "Nawiri" in a blue, sans-serif font inside a white, rounded rectangular button with a subtle shadow.

Nawiri

My Human Resource Management System

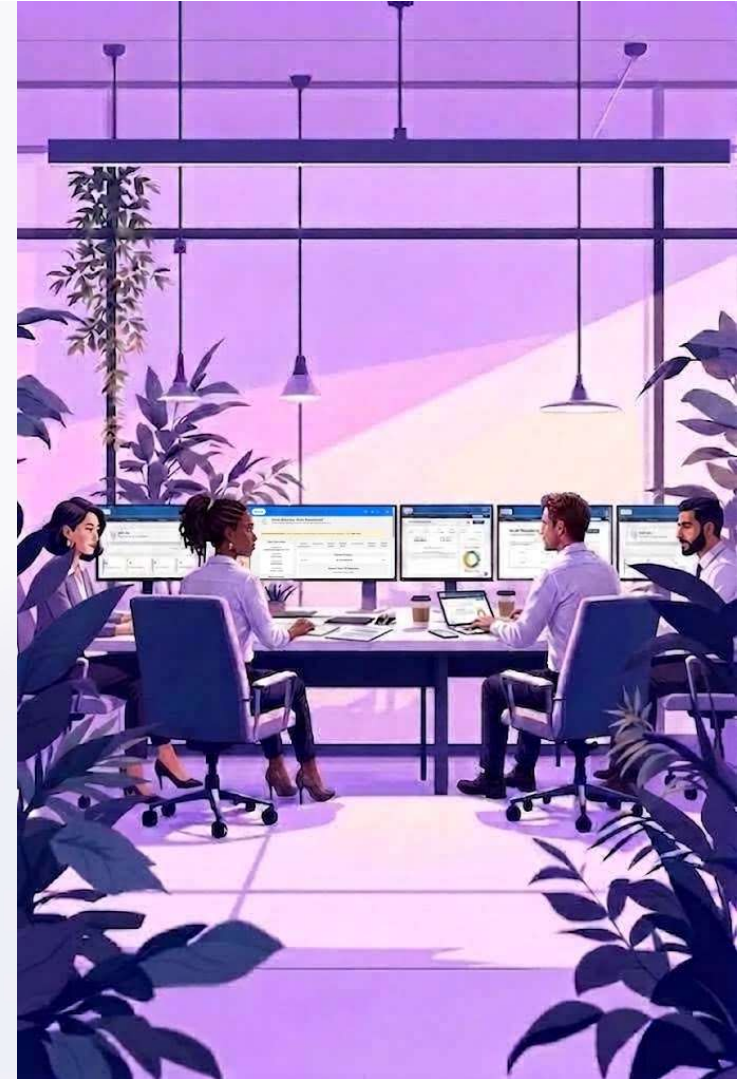
Streamlining HR Operations for Modern Businesses

- Centralized Data & Analytics for Informed Decisions.
- Automated Workflows for Efficiency & Compliance.
- Enhanced Employee Experience & Engagement.
- Strategic Talent Management from Hire to Retire



Employee & Admin Dashboard Overview

A comprehensive HR management system designed to streamline employee self-service and administrative workflows, from payroll processing to contract management.



What We'll Cover Today

01

Employee Dashboard Features

Self-service tools for leave management, payslips, and profile updates

03

Payroll Processing

Automated calculations, statutory compliance, and reporting

02

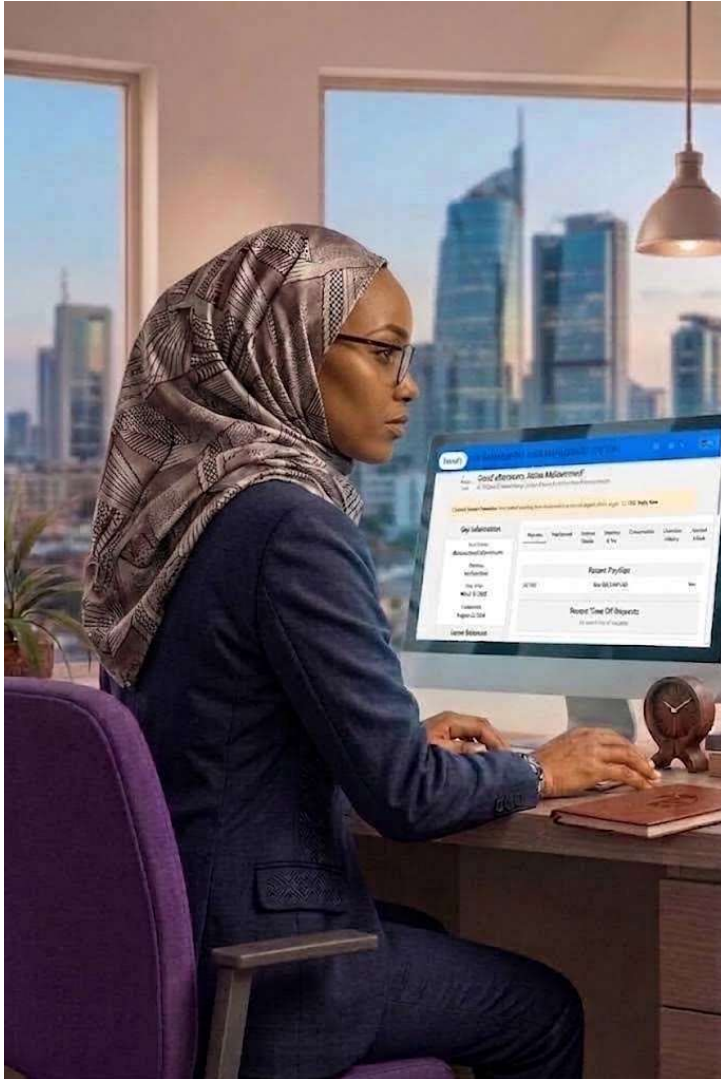
Admin Dashboard Capabilities

Complete HR administrative control and approval workflows

04

Advanced Features

Biometric integration, contract alerts, and analytics



Employee Dashboard: Empowering Your Workforce

A user-friendly portal that puts essential HR functions at employees' fingertips, reducing administrative burden while increasing transparency and engagement.

Core Employee Self-Service Features



Leave & Time Off

Apply for leave days and off days with real-time balance tracking and approval status visibility.



Payslip Access

View current and historical payslips anytime. Download, print, or share as PDF with one click.



Profile Management

Update bank details, address, phone, and email. Critical info like DOB and tax IDs remain secure.



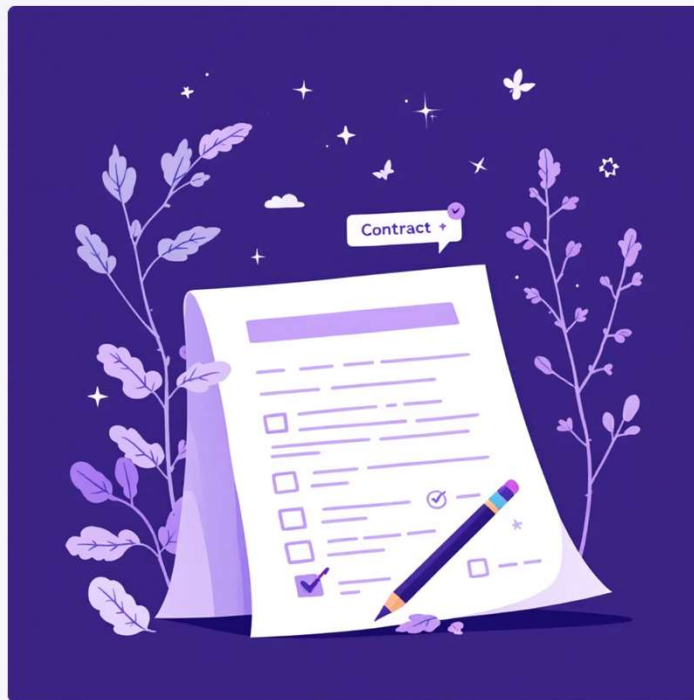
Annual Tax Forms

Download P9 forms directly for easy tax filing and record keeping throughout the year.

Career & Contract Management

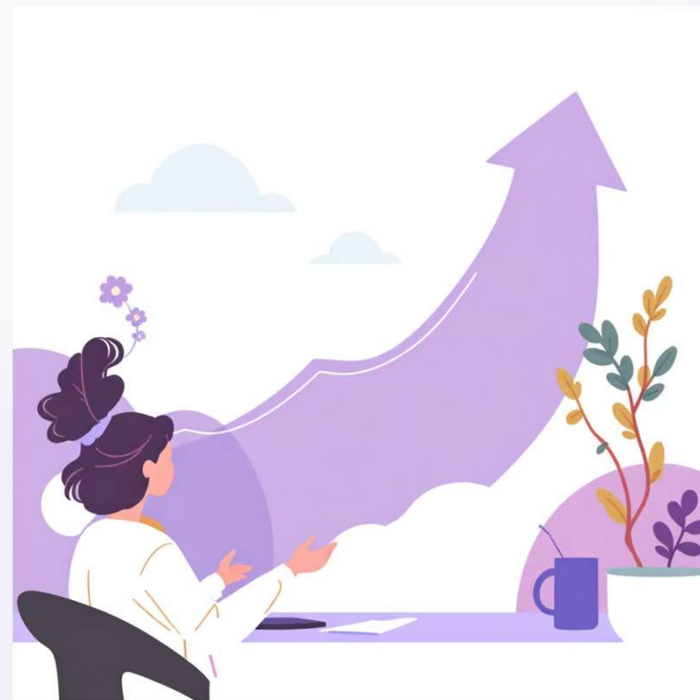
Contract Visibility

Employees can view their complete contract details including salary breakdown, allowances, and leave balances. Smart notifications alert them 60, 30, 15, and 1 day before contract expiration.



Career Development

Apply for contract renewal, promotion with supporting documents, or resignation—all through the dashboard. Streamlined workflows ensure requests reach the right people quickly.



Communication & Workplace Safety



HR Correspondence

View and respond to official letters from HR directly in the dashboard, keeping all communications organized and accessible.



Issue Reporting

Report workplace concerns with the option for anonymous submission, ensuring a safe channel for sensitive issues like harassment or safety violations.



Biometric Integration

Future connectivity with biometric readers will automate attendance tracking, eliminating manual timesheets and improving accuracy.





Admin Dashboard: Complete HR Control

A powerful administrative hub that centralizes employee management, payroll processing, compliance reporting, and strategic workforce planning in one intuitive interface.

Employee Lifecycle Management



Onboarding

Create employee profiles with comprehensive fields. Assign job groups, benefits, and allowances based on role.



Career Changes

Promote or demote employees with automatic salary adjustments. Transfer between departments seamlessly.



Suspension

Temporarily suspend employees with customizable salary allocation and automatic resume-date tracking.



Offboarding

End contracts, generate termination letters, and ensure smooth employee exits with full documentation.

Payroll & Compliance Automation

Comprehensive Payroll Processing

- **Gross salary calculations** with taxable and non-taxable allowances (overtime, car, housing)
- **Benefit management** including fridge benefits and role-specific perks
- **Statutory deductions** classified by employee residence status for tax compliance
- **Company deductions** for KPIs, SACCO contributions, and welfare programs
- **Automated payslip generation** sent to employee dashboards and emails on month-end

Generate monthly payroll reports, annual P9 forms, and statutory deduction summaries. Export to Excel, print, or email with one click.



Advanced Administrative Features



Approval Workflows

Centralized approval system for leave requests, off days, contract renewals, and employee profile changes with full audit trails.



Role-Based Access

Create user profiles (Finance Manager, HR Manager, System Admin, Accountant) with customized permissions and access rights.



Advanced Filtering

Generate employee lists by age, gender, department, job group, tenure, education level, and other industry-standard criteria for strategic planning.



Letter Generation

Issue warning, termination, appraisal, recommendation, and contract-end letters with professional templates and digital signatures.



Benefit Assignment

Link benefits to job groups automatically—assign company cars by CC rating, housing allowances, medical insurance limits, and more based on seniority.



Strategic Reporting

Access itemized monthly HR costs, periodic financial reports, and workforce analytics to inform business decisions and budget planning.

Advanced Features: Innovation Roadmap



AI-Powered HR Analytics

Leverage AI models for predictive analytics, deviation reporting, and insightful HR trend analysis across all employee data.



Automated Performance & Appraisal

Streamline appraisals with KPI-based ratings, automatic inflation adjustments, and system-recommended salary increments.



Intelligent Recruitment Pipeline

Automate job postings, vet applications, and receive AI-driven recommendations for top candidates based on requirements.



Global Biometric Integration

Seamless integration with international biometric systems for enhanced check-in/check-out accuracy and attendance management.