

HOTSCHEDULES RELEASE 4.0.57.1

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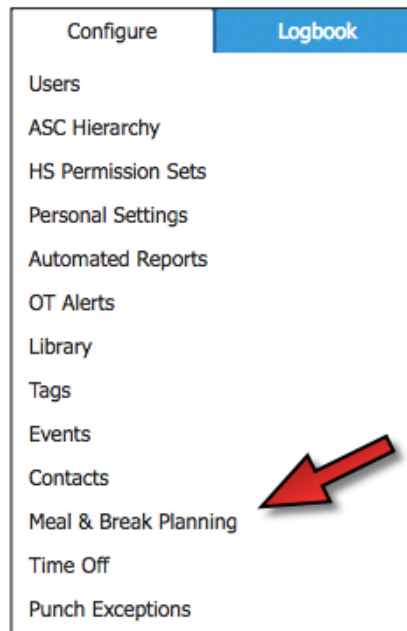
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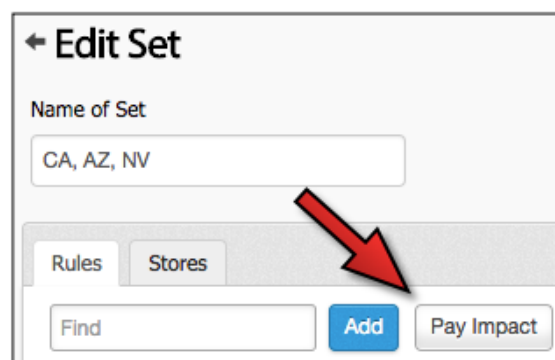
New Features & Improvements | PayControl

Break Penalties

Administrators who have access to the PayControl tab in the ASC can now create break penalties to compensate employees when meals and/or breaks are not taken. Break Penalties can be configured by navigating to the Meal & Break Planning v2 sub-tab of the ASC Configure tab.



Users can then click the **Pay Impact** button when editing a set of Meal & Break Planning rules.



Penalties for both meals and breaks can be configured in the Pay Impact modal.

The screenshot shows the 'Pay Impact' modal with the following configuration:

- Meal:** Toggle is disabled. Below it, the text reads 'If a meal is not taken or is short apply pay impact(max once daily)'. The selected option is 'Hours multiplied by staff rate' with a value of 1.00 Hrs multiplied by Staff Rate. The 'Flat fee' option is set to 0.00.
- Break:** Toggle is disabled. Below it, the text reads 'If a break is not taken or is short apply pay impact(max once daily)'. The selected option is 'Hours multiplied by staff rate' with a value of 1.00 Hrs multiplied by Staff Rate. The 'Flat fee' option is set to 0.00.

Buttons at the bottom: Apply (highlighted in blue), Cancel.

By enabling the toggle for one and/or the other, users can specify the ramifications of missing a meal or break.

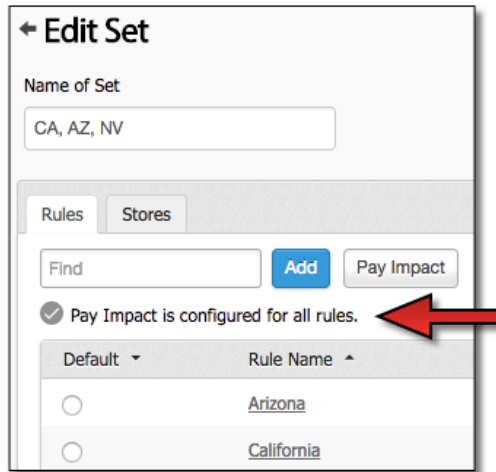
- **Hours multiplied by staff rate** refers to the paid rate of the job worked by the employee when the violation occurred. For example, if a user selects that an employee will be paid 2 hours x the Staff Rate for missing a meal, and the employee is working a Server job at \$5.00 per hour, he/she would be paid an additional \$10 for missing a meal, or by coming back from a meal early.
- **Flat fee** refers to a set payment that is to be applied in the event an employee misses a meal and/or break. For example, if a user enters 10.00 flat fee for missing a meal, an employee will be paid an additional \$10.00 for missing a meal, or by coming back from a meal early.

The screenshot shows the 'Pay Impact' modal with the following configuration:

- Meal:** Toggle is enabled. Below it, the text reads 'If a meal is not taken or is short apply pay impact(max once daily)'. The selected option is 'Hours multiplied by staff rate' with a value of 2.00 Hrs multiplied by Staff Rate. The 'Flat fee' option is set to 0.00.
- Break:** Toggle is disabled. Below it, the text reads 'If a break is not taken or is short apply pay impact(max once daily)'. The selected option is 'Hours multiplied by staff rate' with a value of 1.00 Hrs multiplied by Staff Rate. The 'Flat fee' option is set to 0.00.

Buttons at the bottom: Apply (highlighted in blue), Cancel.

Once applied, a label will be applied to the set of rules informing users that all the rules within the set have a Pay Impact configured.



When a penalty occurs, all reports and exports that include labor costs will include a "Special Pay" column that will include the compensation. This includes payroll exports and the Employee Hours report.