

Delivering F&F Settlements Within the *2-Day* Mandate



A multi-system Full & Final Settlement
process engineered for speed,
accuracy, compliance, and control.

alldigi tech
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OVERVIEW

The Labour Code mandate for completing Full & Final Settlement within 2 days created a need to rethink our FFS process, which typically involved multiple systems, dependencies and extensive back-and-forth.

With 30 process steps spanning payroll, statutory, employee and exit inputs, we needed to make the process faster without compromising accuracy, compliance or control. We transformed the FFS workstream from a slow, document-heavy process into a single, continuous auditable cycle.



OBJECTIVE

Complete the FFS process within the mandated 2-day window while ensuring every employee and statutory input is accurately captured, calculated, verified, authorised and delivered.

THE BUSINESS CHALLENGE

Compressed Settlement Timelines

A process that typically took 2-4 weeks had to be completed within just 2 business days.

Fragmented Inputs Across Stakeholders

Employee, payroll, statutory and exit-related inputs were scattered across multiple systems and stakeholders, creating process dependencies.

Complex, Interdependent Calculations

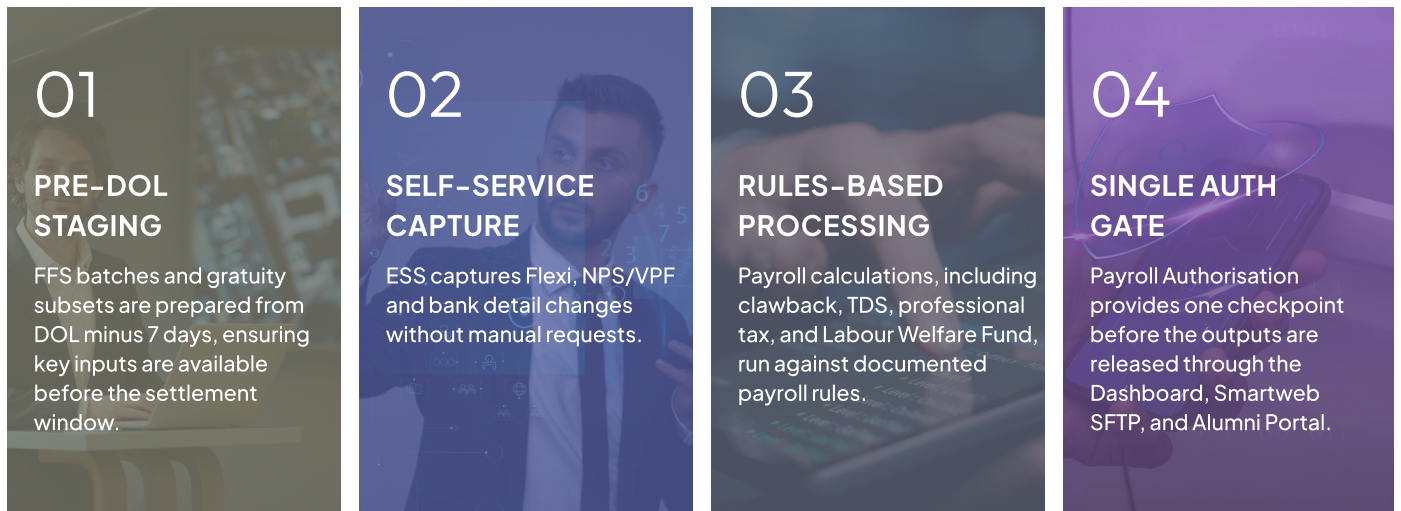
30+ modules, including gratuity, clawbacks, statutory bonus, tax gross-up and reimbursement carry-forwards, had to be processed accurately within a tight timeline.

High Risk of Payout Errors

Irrecoverable F&F payouts left little room for error, demanding highly accurate calculations and a robust maker-checker process.

THE SOLUTION

We transformed the FFS workflow into a single, continuous pipeline with four key enablers:



VALUE DELIVERED

The connected workflow reduces a process that can otherwise involve weeks of back-and-forth across systems and teams. Departing employees receive their settlement, tax slip, relieving letter and access to Form L almost immediately after their last payroll cycle. Verification of pay and tax registers before output generation, combined with built-in statutory calculations that ensures accuracy and compliance within the compressed timeline.

BUSINESS BENEFITS

