Comprehensive Leave Manager
Create and manage unlimited types of leave with varying rules in Microsoft Dynamics® GP Payroll

“As a company managing eight different payrolls and 2800 employees, Comprehensive Leave Manager has helped us handle multiple types of vacation accruals. I absolutely love it!”

Trisha Tretter, Payroll Specialist, Mille Lacs Corporate Ventures

Organizations gain flexibility to create and manage unlimited types of leave with many options for accrual calculations, waiting periods and maximums, while automatically tracking detailed leave history.

Manage all of your leave plans in one place
Configure your plans using your organization’s plan codes and descriptions, such as vacation time, (mandatory) sick time, personal time, administrative leave, comp, volunteer time, or whatever other type of time you want to track.

Manage all aspects of your plans
- Setup and automate complex accrual schedules
- Enforce waiting (probationary) periods
- Multiple options for carry-over rules
- Define frequency for accruals
- Set Accrual Maximums, balance caps, and carry over limits
- Configure hours to be used in the accrual

Manage mandatory paid sick leave
More cities and states are requiring employers to provide paid sick leave. Comprehensive Leave Manager is the perfect tool to help you manage this.

Simple employee FMLA tracking assistant
Identify specific pay codes used for FMLA. When these pay codes are used in a payroll transaction, this feature will automatically create an FMLA instance in Human Resources.

Quick leave assignment and mass assignment tools
Save time by assigning leave codes to large groups of employees and/or creating mass leave transactions for large groups.

Make adjustments to leave balances
Comprehensive Leave Manager allows for leave adjustments, providing maximum flexibility to handle one-off adjustments to balance amounts. You can also create payout transactions that will get processed through your standard payroll cycle.
Detailed transaction history for each leave type

Quickly display leave transaction history for any employee and then easily inspect individual transactions impacting the employee's balance. The exact date an employee took time off is also displayed.

Makes leave sharing among employees possible

Comprehensive Leave Manager easily coordinates leave time transfers to other employees when an employee in an unfortunate situation and needs extra leave time. Share, donate, or transfer leave time to other employees’ sick banks easily.

Excel-based reports and SmartLists are available to calculate the leave liability that needs to be recorded each month. The report shows each leave code and can be filtered by department.