

Work life, beautifully organised.

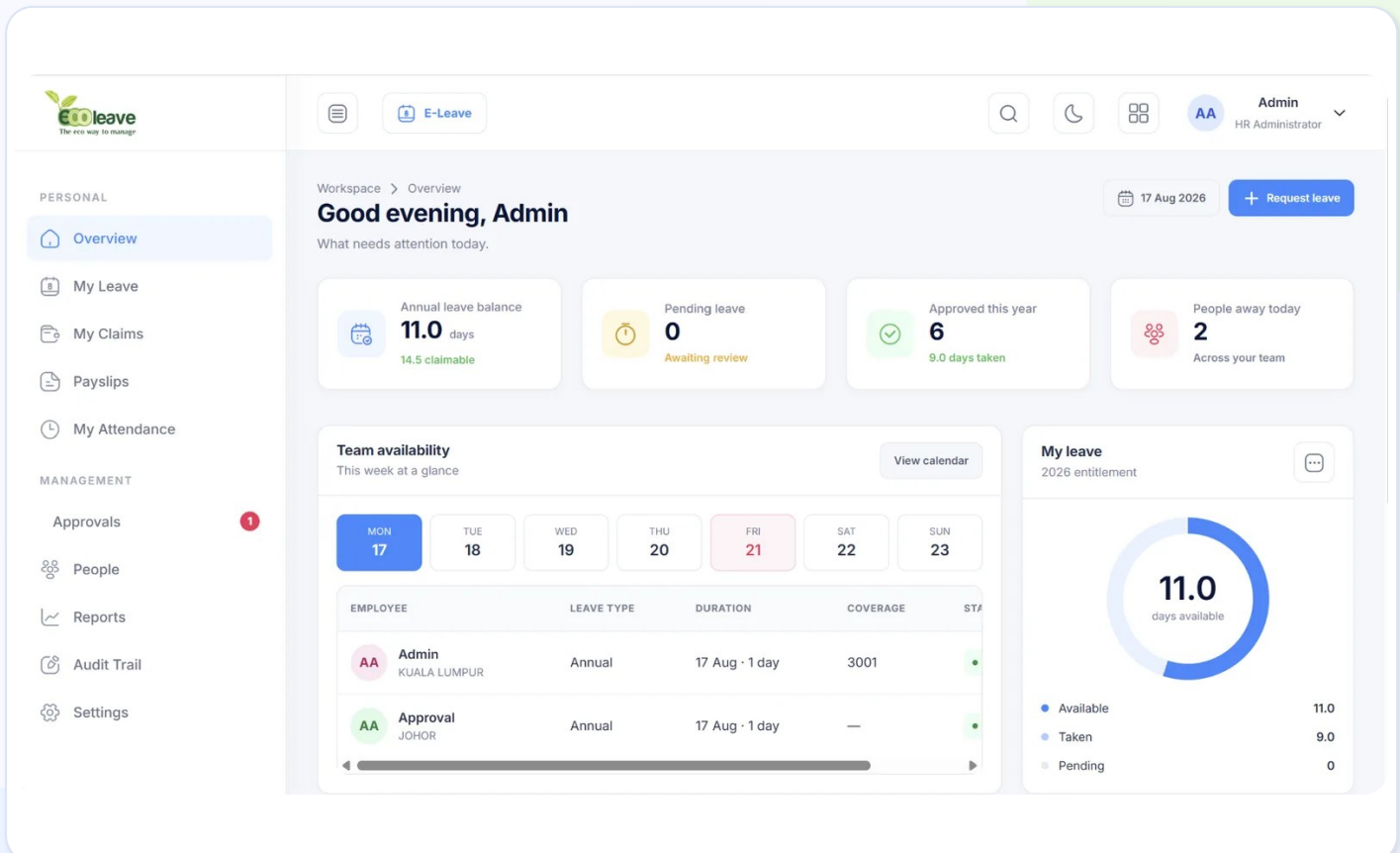
Leave, claims, payslips and attendance in one people-first workspace - clear for employees, effortless for HR.

E-Leave

E-Claim

E-Payslip

E-Attendance



PERSONAL

- Overview
- My Leave
- My Claims
- Payslips
- My Attendance

MANAGEMENT

- Approvals
- People
- Reports
- Audit Trail
- Settings

Workspace > Overview

Good evening, Admin

What needs attention today.

17 Aug 2026 [+ Request leave](#)

Annual leave balance
11.0 days
14.5 claimable

Pending leave
0
Awaiting review

Approved this year
6
9.0 days taken

People away today
2
Across your team

Team availability
This week at a glance

View calendar

MON 17	TUE 18	WED 19	THU 20	FRI 21	SAT 22	SUN 23															
<table border="1"> <thead> <tr> <th>EMPLOYEE</th> <th>LEAVE TYPE</th> <th>DURATION</th> <th>COVERAGE</th> <th>STF</th> </tr> </thead> <tbody> <tr> <td>AA Admin KUALA LUMPUR</td> <td>Annual</td> <td>17 Aug - 1 day</td> <td>3001</td> <td></td> </tr> <tr> <td>AA Approval JOHOR</td> <td>Annual</td> <td>17 Aug - 1 day</td> <td>—</td> <td></td> </tr> </tbody> </table>							EMPLOYEE	LEAVE TYPE	DURATION	COVERAGE	STF	AA Admin KUALA LUMPUR	Annual	17 Aug - 1 day	3001		AA Approval JOHOR	Annual	17 Aug - 1 day	—	
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My leave
2026 entitlement

11.0 days available

- Available: 11.0
- Taken: 9.0
- Pending: 0

30-day free trial

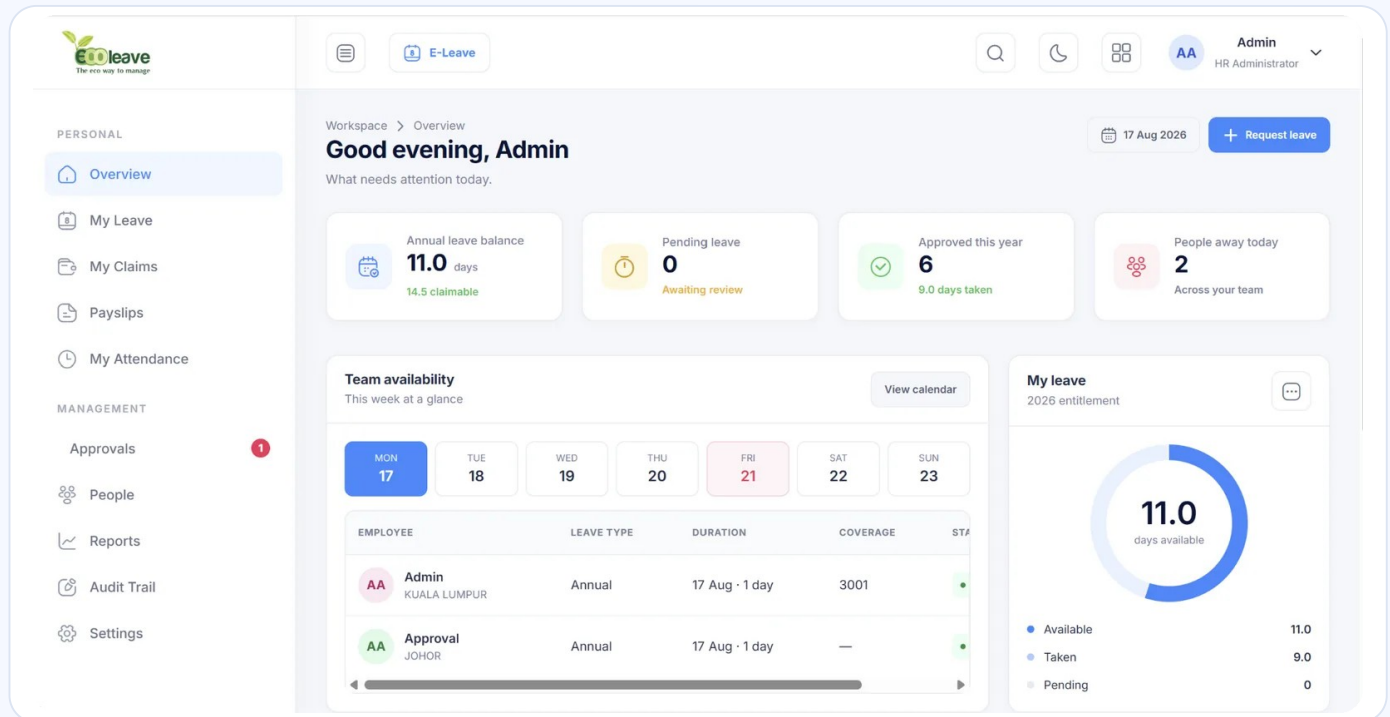
• From RM50/month

• Malaysian onboarding & support

ONE PEOPLE WORKSPACE

Four HR modules. One consistent experience.

Start with one module or connect the complete employee journey. Employees use one familiar workspace while HR manages policies, access, reports and audit history.



E-Leave

Balances, applications, calendars and multi-level approvals.



E-Claim

Receipts, limits, approvals and finance processing.



E-Payslip

Secure paperless access to current and historical payslips.



E-Attendance

Clock-in, schedules, rosters, movements and time cards.

From
RM50/month

for a standalone module

30-day free trial • No credit card required

E-LEAVE MANAGEMENT

Easy to submit. Easy to control.

Employees see balances and dates clearly. Managers approve with context. HR manages entitlements, policies, calendars and reports without manual spreadsheets.



The eco way to manage

PERSONAL

- Overview
- My Leave**
- My Claims
- Payslips
- My Attendance

MANAGEMENT

- Approvals 1
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E-Leave

My leave

Review balances, individual leave dates and every approval level.

You have 11.0 annual leave days available

Balances and individual leave dates are calculated from your current entitlement and approval records.

Ready to plan

Annual leave

11.0

Medical leave

22.0

of 22.0 days

Replacement leave

0.0

0.0 day allocation

Pending

0

requests awaiting action

My Leave Summary

Entitlement, earned leave, usage and current balance.

2026

Type	BF	BF Adj	Entitle	Earn	Claimable	NPL	Taken		Forfeit		Balance
							EL	AL	BF	Adj	
AL Annual Leave	4.0	0.0	16.0	10.5	14.5	0.0	3.0	6.0	0.0	0.0	11.0
MC Medical Leave	0.0	0.0	22.0	—	22.0	—	0.0		0.0		22.0

Live leave balances

Entitlement, earned, claimable, taken, forfeited and remaining balances.

Up to 5 approval levels

Configure approval responsibility by employee or organisation structure.

Apply on behalf

Authorised HR and managers can submit urgent or exceptional leave.



The eco way to manage

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E-Leave

Approval inbox

Review all pending employee leave requests.

E-Leave & Earn RL

0

E-Claim

1

OT Request

0

Avg. response

—

Waiting for your decision

All pending employee leave requests available to HR.

Search employee

All branches

All categories

All department

All assigned to

Pending (5)

Processed leave (25)

Claims (5)

Overtime (5)

Return selected

EMPLOYEE	APPROVER	REQUEST	WORK COVERAGE	DETAILS	SUBMITTED	RISK	DECISION		
Admin	Admin	Current app...	Accom	Not required	Claim submission	14 hours ago	Written back	Approve	Return

Show 10 entries

Showing 1 to 1 of 1 entries

- ✓ Holidays, rest days, block days and leave controls
- ✓ Branch, category and department filtering
- ✓ Email notifications, summaries and detailed reports
- ✓ Batch approval with clear processed history

Ecoleave People Cloud V8

ecoleave.info

EXPENSE CLAIM MANAGEMENT

From receipt to reimbursement - without the paper chase.

Employees submit supporting documents, approvers review the right details, and finance tracks approved amounts and payment progress.

01 Submit

Choose a claim type, enter required fields and attach receipts.

02 Approve

Review category, amount, details, limits and attachments.

03 Process

Track finance review, payment status and reporting.

- ✓ Unlimited claim types and custom fields
- ✓ Rates, monthly or yearly limits and benefit controls
- ✓ Cut-off rules, notifications and approval workflow
- ✓ Finance review, payment reports and claim audit

SECURE DIGITAL PAYSLIPS

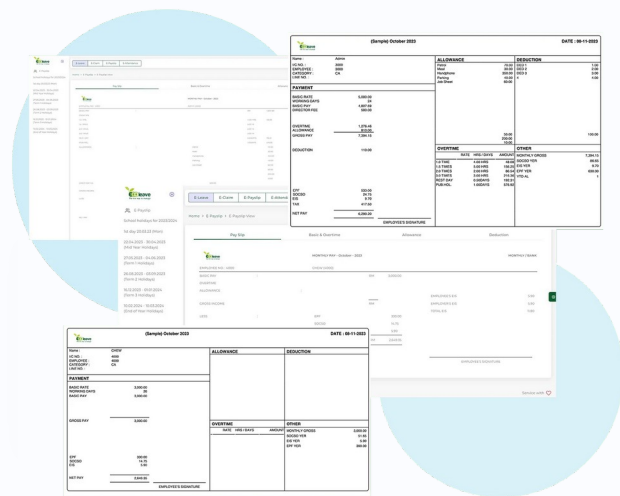
Paperless payslips employees can access whenever needed.

Upload payroll information, publish secure employee-specific payslips and keep a self-service history without printing, sealing and distributing paper copies.

- ✓ Digital history for current and previous payslips
- ✓ Controlled monthly payroll upload process
- ✓ Private employee access and authorised administration
- ✓ Distinct company or branch branding where required
- ✓ Multiple payslip presentation formats
- ✓ Less printing, sealing, distribution and reprint work

Designed around practical Malaysian payroll workflows

including established UBS Payroll upload and distribution processes.



Each user sees only the payslips assigned to their account.

ATTENDANCE & TIME RECORDS

Capture, review and prepare attendance in one workspace.

Employees record their workday, HR manages schedules and rosters, and managers review movements, overtime and calculated exceptions.



Location at punch

Capture location only when an attendance movement is recorded.



Multiple punch cycles

Clock-in, break, resume and clock-out across the workday.



Schedules & rosters

Different work schedules, weekly duties and duty rosters.



Correction & OT

Controlled correction and overtime request approvals.

Device and software options



FACE · FINGERPRINT ·
CARD

Integration availability depends on the selected device, software and deployment design.

CLEAR FOR EVERY ROLE

Employees know what to do. Managers know what needs attention. HR keeps complete visibility.

A consistent navigation and approval experience reduces routine questions while keeping people data, access and organisation settings under control.



Employee self-service

- ✓ View live leave balances
- ✓ Submit claims with attachments
- ✓ Download payslips securely
- ✓ Clock in and request corrections



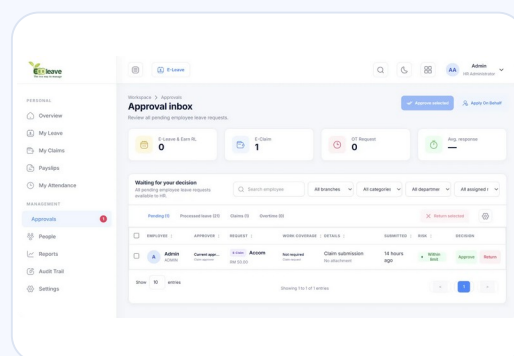
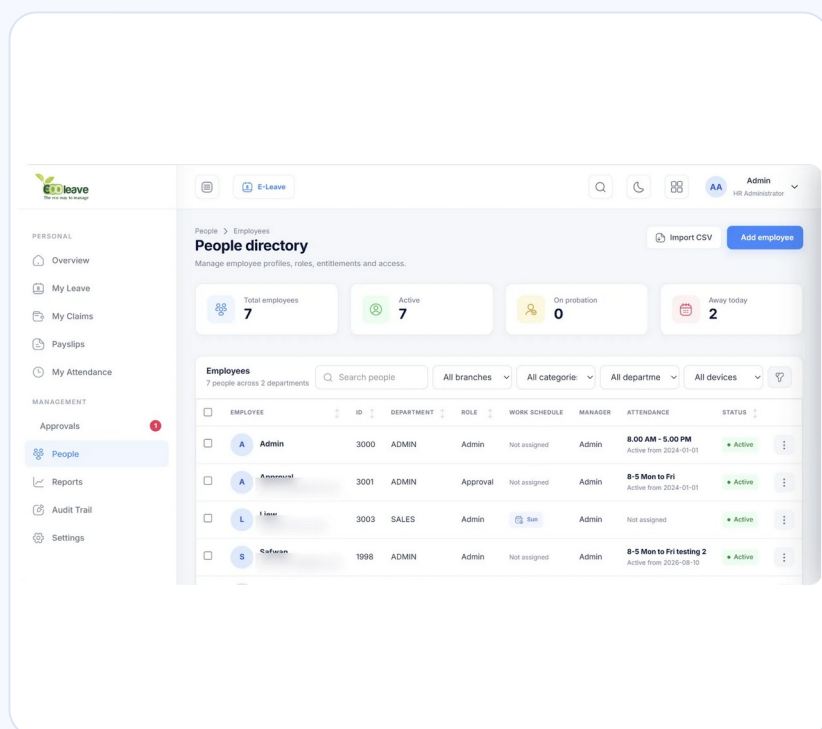
Manager decisions

- ✓ One approval inbox
- ✓ See work coverage and limits
- ✓ Approve, return or batch action
- ✓ Apply on behalf when authorised



HR administration

- ✓ People directory and status
- ✓ Roles, teams and permissions
- ✓ Policies, schedules and limits
- ✓ Reports and audit trails



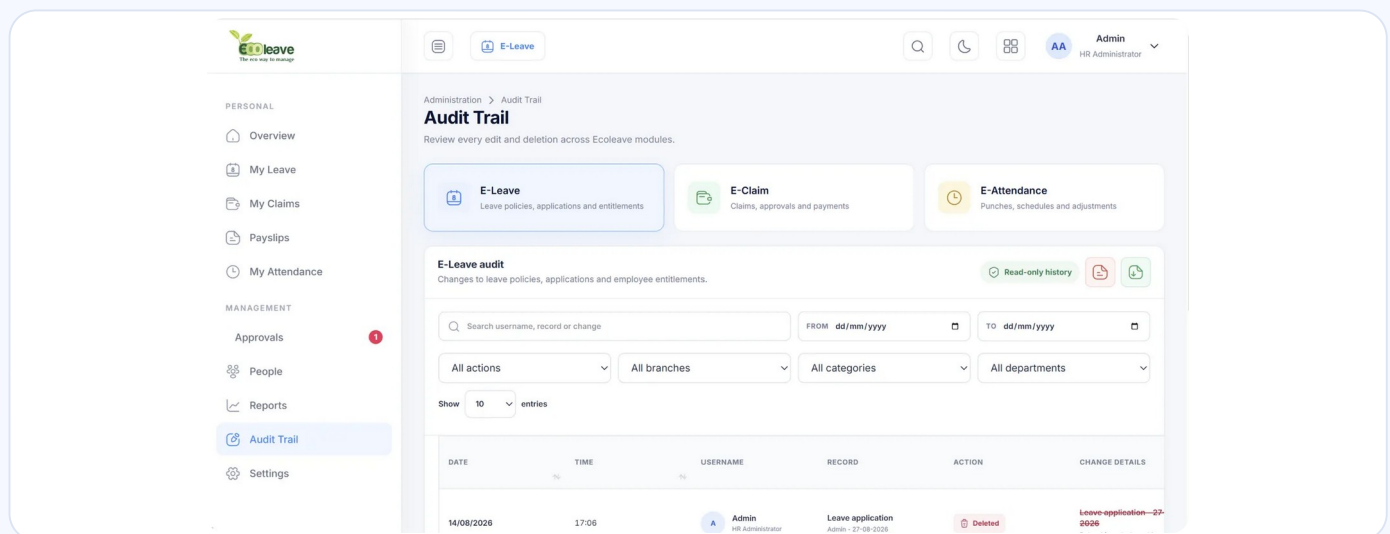
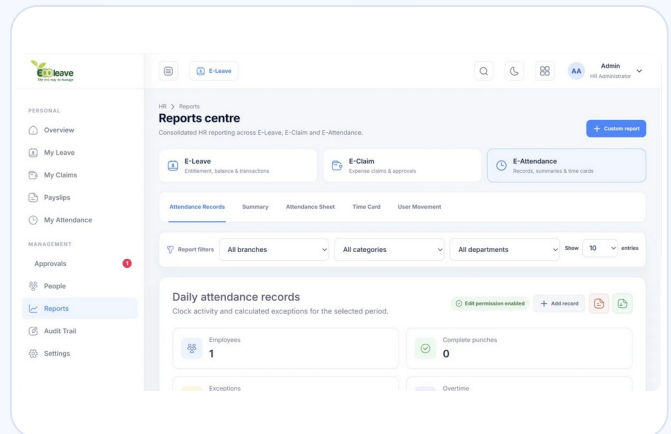
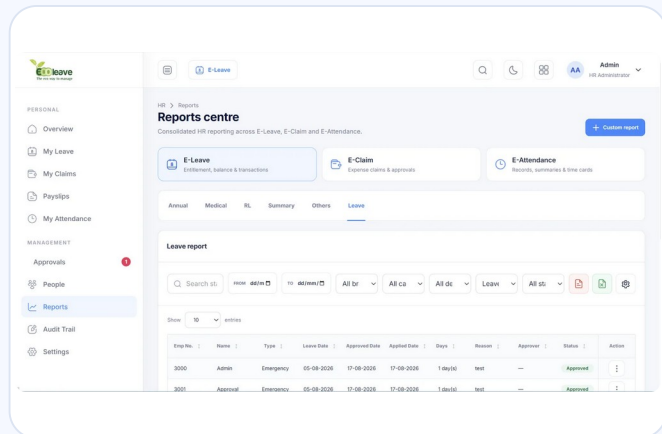
One directory. Shared permissions. Consistent approval actions.

Across leave, claims, overtime, people and reports.

BUILT-IN GOVERNANCE

Useful answers - not disconnected spreadsheets.

HR can move between leave, claim and attendance reporting, export what payroll needs and review a read-only history of important changes.



Consolidated reports

Leave, claim and attendance reporting from one centre.



Flexible filters

Branch, category, department, employee and date ranges.



PDF & Excel export

Prepare summaries and transactions for management or payroll.



Read-only history

Trace important edits and deletions with date and user details.



Role-based access

Assign module permissions through roles and teams.



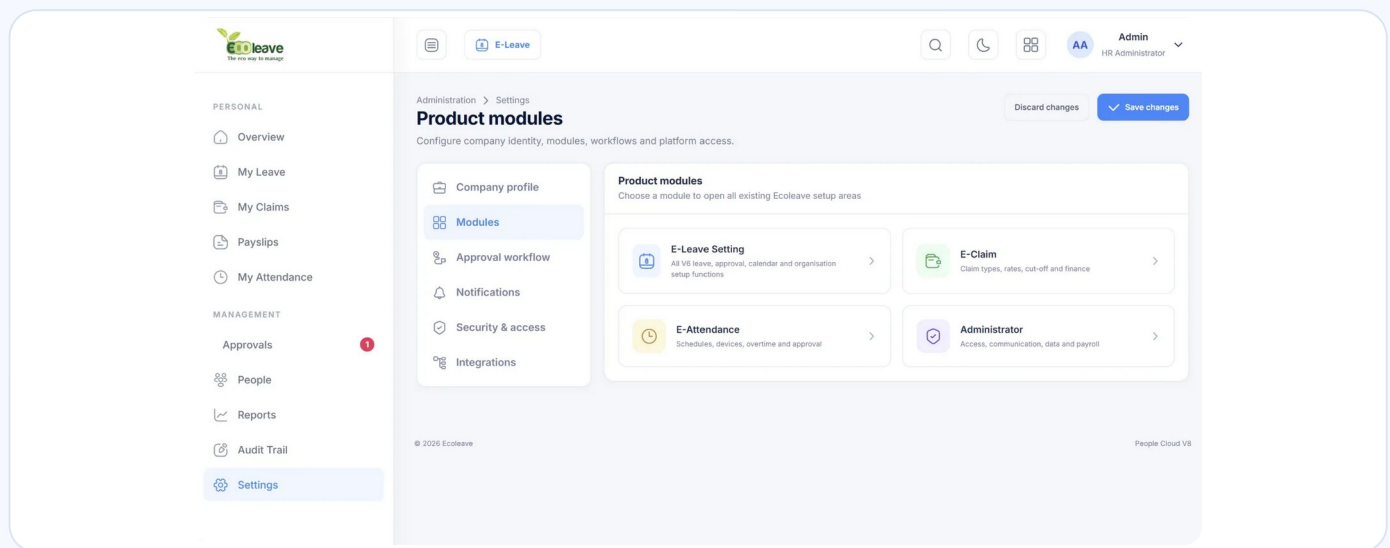
Organisation views

Support different branches, departments and approval structures.

CONFIGURED AROUND YOUR
ORGANISATION

Modern setup areas without losing the controls HR teams rely on.

Manage company identity, modules, workflows, communication, security, integrations, schedules and payroll-related administration from a consistent workspace.



Organisation

Company profile, branches, categories, departments and employee groups.



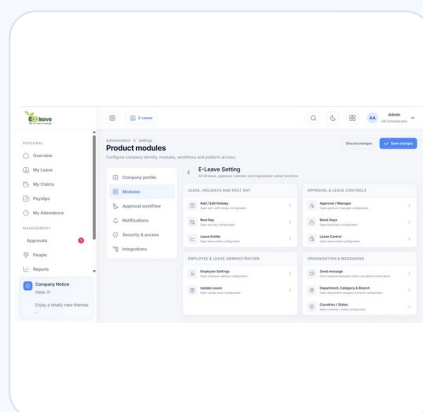
Workflows

Approvers, managers, leave controls, claim approval and finance review.

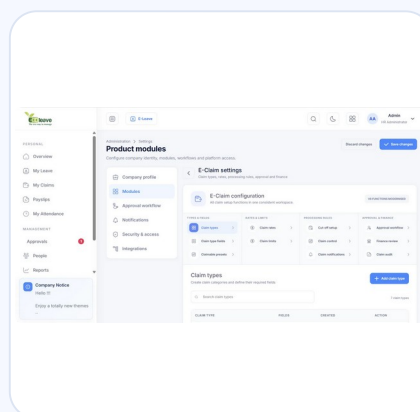


Attendance

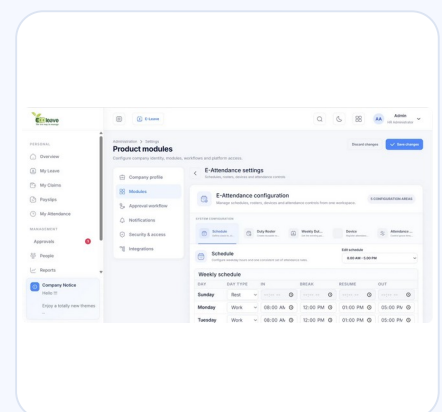
Schedules, weekly duties, rosters, devices and grace rules.



E-Leave settings



E-Claim settings



E-Attendance settings

WORK WITH FAMILIAR TOOLS

Connect selected payroll and attendance ecosystems.

Ecoleave can be configured around supported payroll data, attendance software and device environments. Compatibility is reviewed according to software version and deployment design.



UBS Payroll



SQL Payroll



TCMS V3



Ingress



Attendance device options

Face recognition, fingerprint and card environments can be assessed together with web clock-in, schedules and reporting requirements.

FACE

FINGERPRINT

CARD

From first setup to daily use in three clear steps.

1

Choose modules

Start with E-Leave, E-Claim, E-Payslip, E-Attendance or a connected combination.

2

Configure rules

Set employees, branches, entitlements, approval levels, limits and schedules.

3

Invite your team

Employees use one workspace while HR retains control and reporting visibility.

Built and supported in Malaysia by PC Mart - with Ecoleave development beginning in 2013.

FLEXIBLE MODULE PRICING

Start with the module you need. Add more when ready.

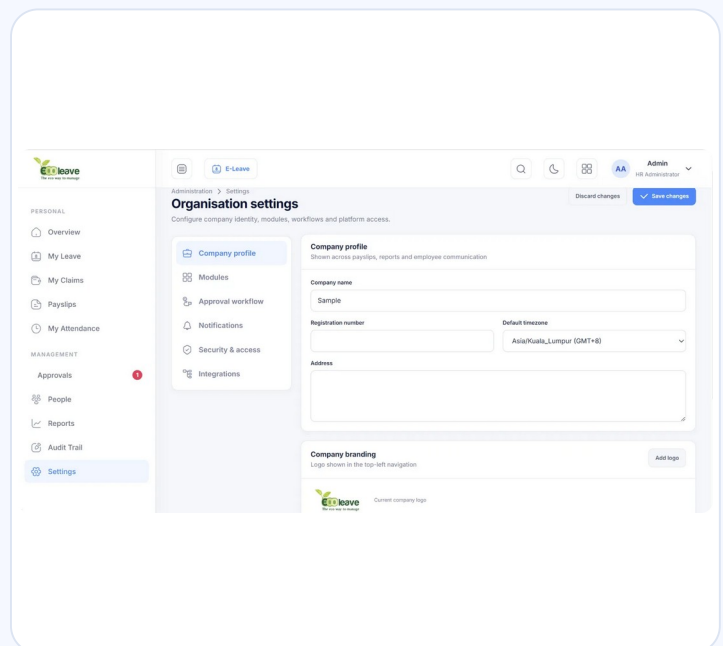
Standalone modules start from RM50 per month. Final pricing is prepared around employee count, selected modules, data setup, integrations and implementation requirements.

FROM

RM50 / month

for a standalone module

- ✓ 30-day free trial
- ✓ No credit card required
- ✓ Local onboarding and support
- ✓ Combine two or more modules



What shapes the final quotation?

- ✓ Employee count and branches
- ✓ Selected modules and required functions
- ✓ Data preparation and configuration scope
- ✓ Payroll or attendance integrations
- ✓ Device, installation or cabling requirements

Local conversations and support

Kuala Lumpur

62-2 Jalan Tasik Utama 7, Medan Niaga Tasik Damai, Sungai Besi, 57000 Kuala Lumpur
03-2148 7670

Batu Pahat

4A Jalan Maju, Taman Maju, 83000 Batu Pahat, Johor
07-433 7670

Mon-Fri 9:00 AM-6:00 PM • Sat 9:00 AM-1:00 PM



PEOPLE CLOUD V8

See Ecoleave V8 with your own workflow.

Book a guided demo or start a 30-day free trial. Our Malaysian support team will help configure the modules around your organisation.

ecoleave.info

Explore modules, pricing and the enquiry form

[WhatsApp 012-203 7670](https://www.whatsapp.com/business/contact?phone=60122037670)

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sales@pcmart.com.my
03-2148 7670 • 07-433 7670

PC Mart Sdn Bhd

Kuala Lumpur & Batu Pahat, Malaysia



Scan for WhatsApp

Features, integrations and pricing may vary according to selected modules, employee count, software or device compatibility, implementation scope and the final written quotation.