

How to add crew insurance

Users can log in to the website of OLSaaS, and operate in "Crew Cost → Crew Salary" interface according to the following steps 1-6:

Step 1: Click in turn to enter "Crew Insurance" interface

Step 2: Click "Add"

Step 3: The crew insurance information in "Not Generated" status is displayed by default in this interface, which can be ticked in the box in front of the crew name.

No.	Name	Endowment insurance		Unemployment insurance		Medical insurance		Commercial insurance		Employment injury insurance		Maternity insurance		Accumulation Fund		Total	Operate
		CC: 80%	IC: 20%	CC: 65%	IC: 35%	CC: 90%	IC: 10%	CC: 80	IC: 60	CC: 55%	IC: 45%	CC: 1%	IC: 1%	CC: 20%	IC: 20%		
1	John Ho Wong	5,000.00	0.00	5,000.00	0.00	5,000.00	0.00	5,000.00	0.00	5,000.00	0.00	5,000.00	0.00	5,000.00	0.00	14,630.00	Edit
		4,000.00	0.00	3,250.00	0.00	4,500.00	0.00	80.00	0.00	2,750.00	0.00	50.00	0.00	Non-payment	0.00	5,610.00	
		1,000.00	0.00	1,750.00	0.00	500.00	0.00	60.00	0.00	2,250.00	0.00	50.00	0.00		0.00	20,240.00	
		Subtotal	5,000.00	Subtotal	5,000.00	Subtotal	5,000.00	Subtotal	140.00	Subtotal	5,000.00	Subtotal	100.00				

Step 4: For the contribution base of the insurance, "System Configuration" is selected by default (which can be modified in batches) or "By Contract" can be switched.

Step 5: For the "Treatment for Serious Disease", you can choose "Pay" or "Not Pay" according to the actual situation.

Step 6: After setting, click "Confirm" to add crew insurance successfully.