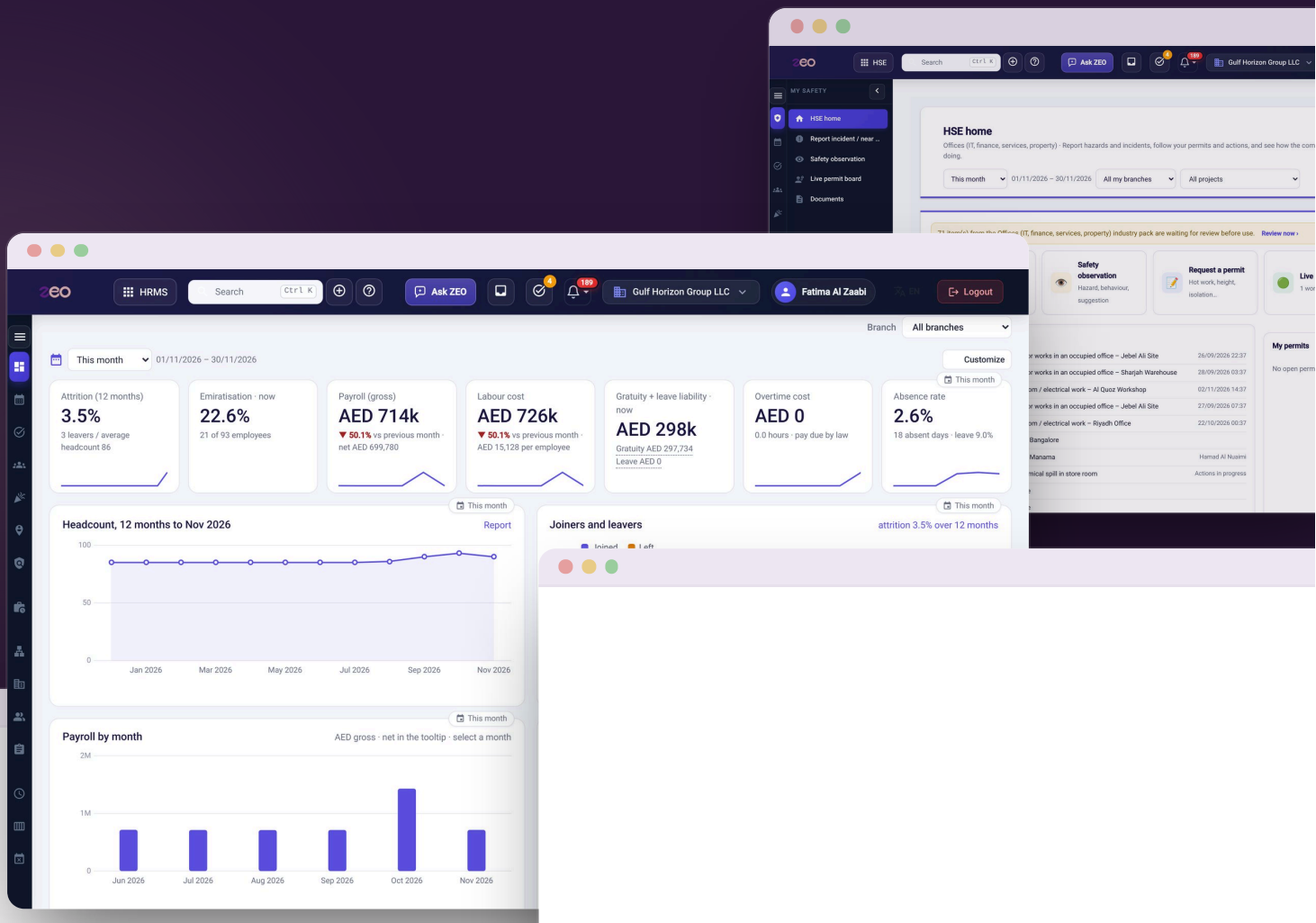
ZEO CLOUD · ALL APPS

One cloud for HR, payroll and operations

HR and payroll with the labour rules of seven countries, plus Projects & Support, CRM, Property, Maintenance, HSE, Asset Management and the Ask ZEO assistant – on one platform, in English and Arabic.

BUILT FOR UAE · Saudi Arabia · Qatar · Oman · Kuwait · Bahrain · India



ABOUT US

Software we build, and support we give ourselves

ZEO Software has offices in the UAE and India. Our team designs and develops ZEO Cloud, and implements Odoo, Zoho and Microsoft Dynamics 365 Business Central for companies in construction, trading, services, healthcare, education, property and more.

Eight apps, one platform

ZEO Cloud HR & Payroll

Everything from the offer letter to the final settlement, with GCC labour rules already set up.

ZEO Cloud Projects & Support

For IT and service companies: projects, support tickets and AMC contracts in one app.

ZEO Cloud CRM

Leads and deals, with a duplicate check so the same customer isn't entered twice.

ZEO Cloud Property

Built for UAE landlords and property managers who handle leases, cheques and service charges.

ZEO Cloud Maintenance

Work orders for buildings and equipment. It talks to Property, so tenants and owners stay in the loop.

ZEO Cloud HSE

A full HSE system with 15 modules, plus starter packs for construction, manufacturing, healthcare and oil and gas.

ZEO Cloud Asset Management

One asset register. HR sees who holds what, so nothing is missed at exit clearance.

Ask ZEO assistant

Ask questions about your own HR and payroll data. It only shows what that user is allowed to see.

WHY ZEO

Why companies choose us

We build software too
The people who build ZEO Cloud sit in our office, so a custom report or add-on doesn't go to a third party.

Four platforms, honest advice
We work with four platforms, so we have no reason to push one. You get the one that fits your size and budget.

Local compliance
UAE VAT, WPS files and gratuity are part of every setup we do, not an extra.

One team end to end
The consultant who studies your process is the one who sets it up, trains your team and picks up your support calls.

UAE, India and UK
With offices in Sharjah, Bangalore, Thrissur and Manchester, someone is usually awake when you call.

Support after go-live
After go-live you log issues in our ticket portal, and we work to agreed response times.

The ZEO Cloud platform

English and Arabic
Every screen works in both. Arabic reads right to left, as it should.

Multi-company and branches
Run a group of companies with branches and locations. Staff use one login to switch between them.

Country settings
Payroll follows the local rules in the UAE, Saudi Arabia, Qatar, Oman, Kuwait, Bahrain and India.

Mobile app
Staff check in, apply for leave and open payslips on their phone. Managers approve from the same app.

Print templates
Each printed document comes with a few designs. Pick one, or copy it and change the layout.

Workflow rules
Set up approval chains, reminder emails and scheduled actions yourself, without a developer.

Security
Control who sees what by role and branch. Single sign-on, sign-in checks and a full audit log are included.

Data tools
Import data from Excel, connect other systems with API keys and webhooks, and post to your accounts.

E-mail, WhatsApp and SMS
Emails go out through your own server. If you use WhatsApp or SMS, plug in your own provider.

Plans

Standard
One company, all the core HR and payroll features. Most clients start here.

Advance
Up to three companies under one account. Need more? Add them one at a time.

Premium
Your own database with as many companies as you like, and group-level consolidation.

Enterprise
We install ZEO on your own servers or private cloud, for groups that keep data in-house.

ZEO CLOUD

ZEO Cloud HR & Payroll

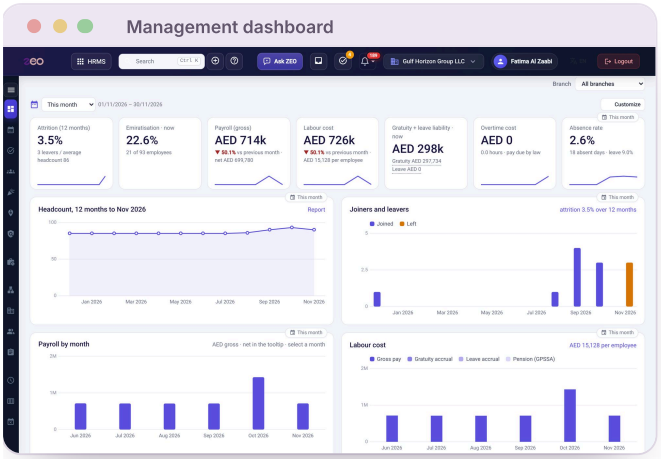
Everything HR deals with in a GCC or Indian company, from hiring and attendance to payroll, WPS files, loans, air tickets and the final settlement. Employees handle their own requests on the web or their phone.

7
payroll countries: UAE, KSA, Qatar, Oman, Kuwait, Bahrain, India

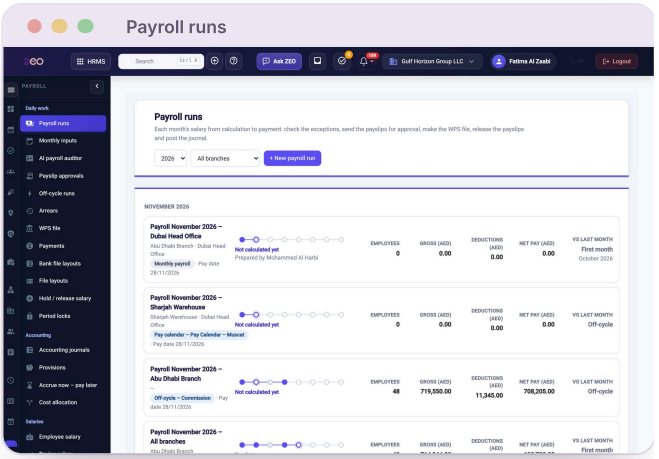
75+
ready reports, plus a report builder

EN · AR
every screen and the mobile app

WPS
salary file and bank file layouts



Management dashboard. Attrition, Emiratisation, payroll cost, gratuity and leave liability, overtime and absence, with headcount, joiners and leavers and labour cost by month.



Payroll runs. Each month from calculation to payment: exceptions, payslip approval, WPS file, release and posting to accounts.

What it covers

Employee records
Each employee has one file from the day they join until they leave, including documents and every change made.

Attendance
Punches come from biometric devices, kiosks or phones and are checked against your company's rules.

Leave
UAE leave rules are set up already, and employees can check their own balance.

Salaries and statutory rules
Salary structures, revisions and the full history of what each person was paid.

Loans, advances and air tickets
Staff apply from their phone and repayments come off payroll automatically.

Requests and approvals
Each request goes through the approval chain you've set, with reminders when someone sits on it.

Benefits and engagement
Benefits, surveys, recognition and forms that employees use every week.

Documents, letters and PRO
You're told before a visa, Emirates ID or labour card runs out.

Shift planner
Plan rotations, rosters and on-call cover for each team.

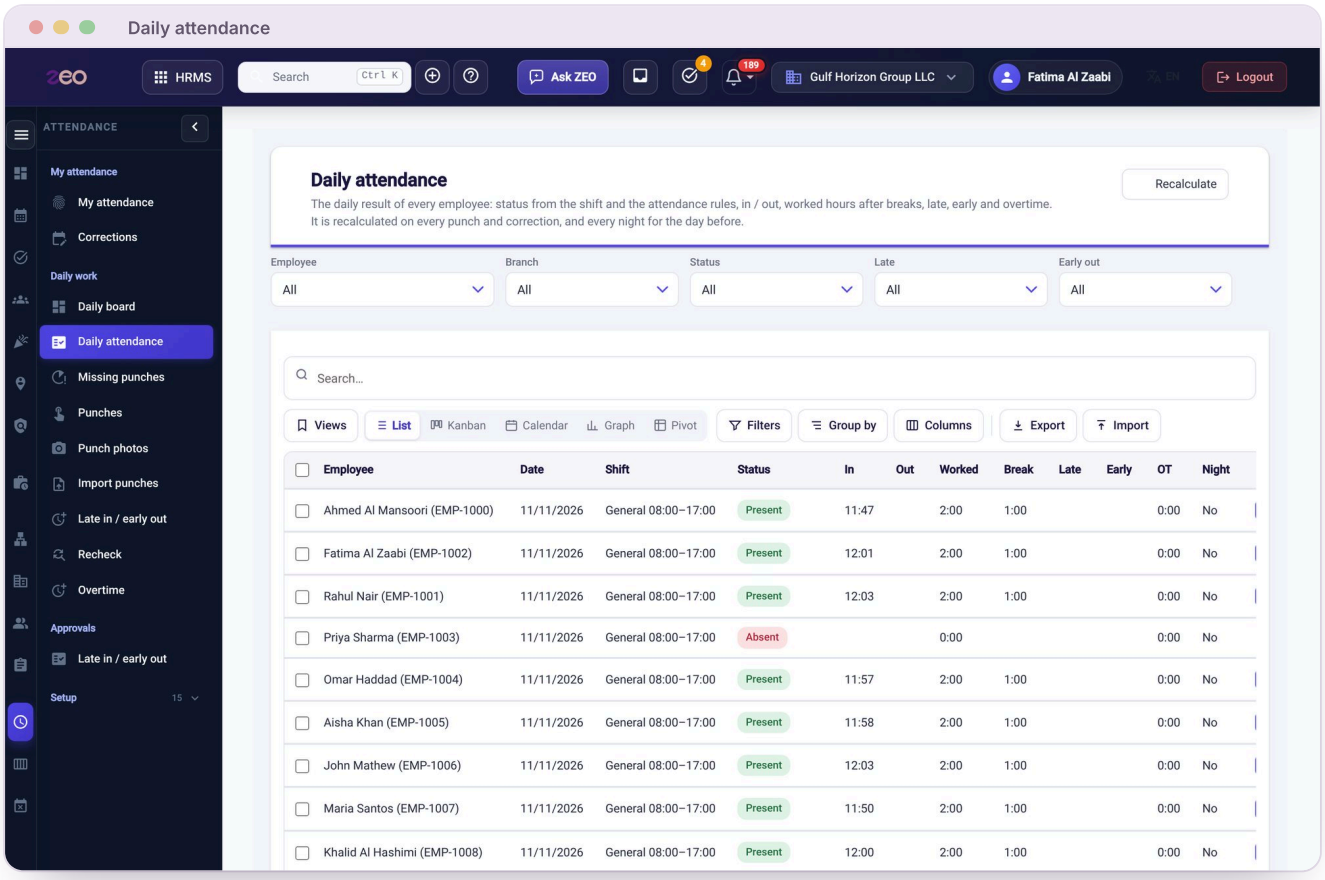
Payroll
Run payroll each month, with checks that catch mistakes before the bank file goes out.

Payroll accounting
Send payroll costs to your accounts, split by department or project.

End of service and exit
Handles everything from the resignation letter to the final payment.

Performance, recruitment and learning
Goals, appraisals, hiring and training records for your staff.

HR operations
Helpdesk questions, disciplinary cases and complaints, kept private to HR.



Daily attendance. First in, last out, worked hours, late minutes and overtime for each employee, from biometric devices, kiosks or the phone.

ZEO CLOUD

ZEO Cloud Projects & Support

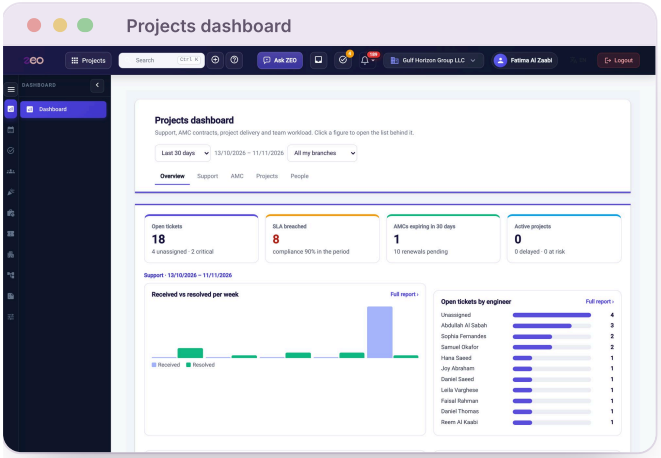
Made for IT and service companies. Tickets, AMC contracts, change requests and implementation projects live in one app, and your customers raise tickets and approve milestones in their own portal.

SLA
response and resolution targets in working hours

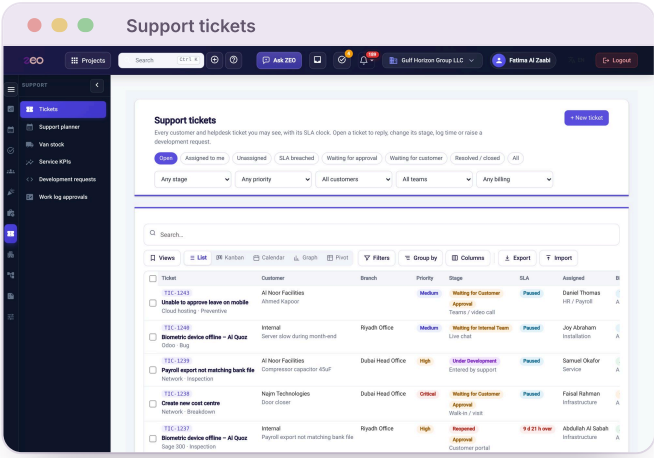
Portal
customers raise tickets and approve milestones

AMC
hours, billing, renewals and margin

Excel · PDF
every report exports



Projects dashboard. Open tickets, SLA compliance, AMC renewals and active projects, with received versus resolved tickets by week and workload by engineer.



Support tickets. Every ticket with priority, customer, assignee and SLA timer. Work in a list, a board or by queue.

What it covers

Support tickets
Tickets arrive by portal, email or phone, go to the right engineer and are tracked against your SLA.

AMC contracts
Track AMC hours used and left, billing, renewals and whether each contract makes money.

Timesheets and costing
Timesheets show where the hours went and what each project actually cost.

Customer portal
Customers raise tickets, check their contract hours and approve milestones without calling you.

Development requests
When a ticket needs development work, quote it, get it approved and turn it into a task.

Projects
Plan each implementation, track it, and get the customer's sign-off on every milestone.

Field service
For engineers who work at customer sites and carry stock in their van.

Automation
Reminders and escalations go out on their own, so nothing waits in a queue unnoticed.

ZEO CLOUD

ZEO Cloud CRM

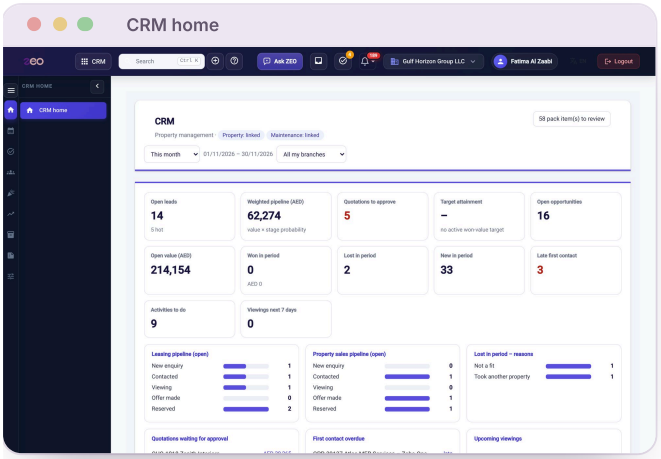
Leads, deals, quotations and sales orders, with scoring and rules that send each lead to the right person. Property teams also get viewings, offers and listings.

Board
opportunities as a list or by stage

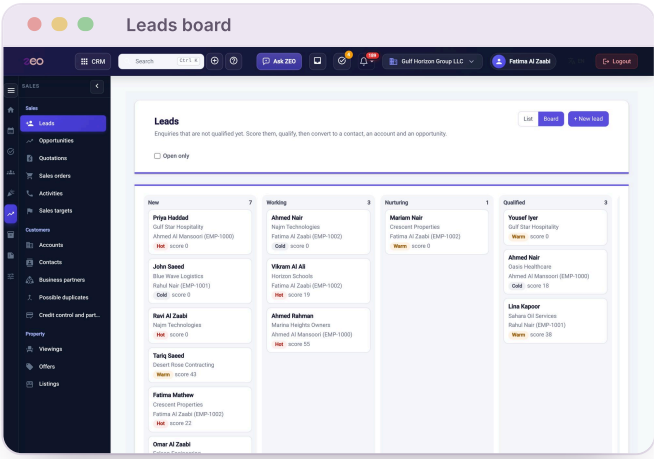
Scoring
lead score and assignment rules

Targets
sales targets against actual

Property
viewings, offers and listings



CRM home. Open leads, weighted pipeline, quotations to approve, won and lost in the period, activities due and the pipeline by stage.



Leads board. Leads by stage with score and agent. Drag a card to move it on.

What it covers

Leads
Every enquiry is captured and sent to the right salesperson straight away.

Quotations and sales orders
Quotations and sales orders using your own products, prices and payment terms.

Property sales
Viewings, offers and listings for brokers and leasing teams.

Opportunities
See every open deal by stage, and why the lost ones were lost.

Accounts and contacts
One record per customer, used by every ZEO app, so details don't drift apart.

Sales targets
Set targets per agent and compare them with actual sales each month.

ZEO CLOUD

ZEO Cloud Property

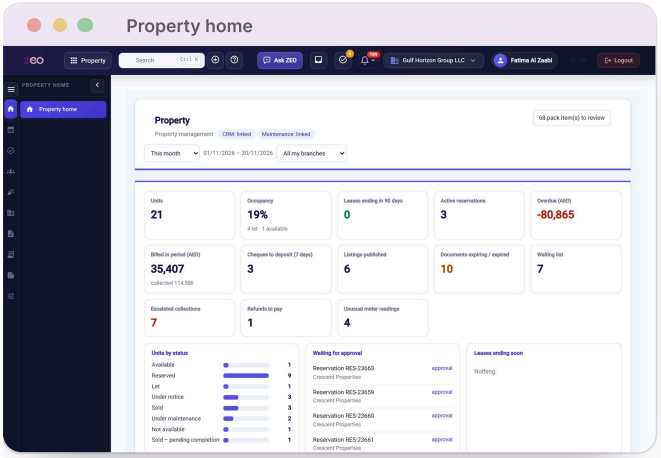
For landlords and property managers in the UAE. Track units and leases, post-dated cheques, deposits and service charges, and send owners their statements. Tenants and owners each get their own portal.

PDC
cheque life cycle with bounce alerts

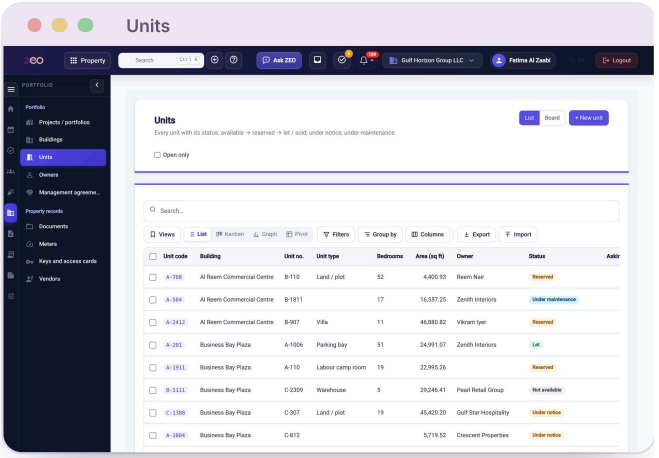
Portals
tenants, owners and buyers

NOI
yield and rent roll reports

Excel
billing export for your accounting



Property home. Units, occupancy, leases ending, reservations, overdue rent, cheques to deposit and documents expiring.



Units. Every unit with building, type, status, owner and rent.

What it covers

Portfolio
Every building and unit, with its current status and the people tied to it.

Sales
Sell off-plan or ready units with payment plans and handover checklists.

Portals
Tenants, owners and buyers each log in to see what concerns them.

Leasing
Covers the whole tenancy, from the first enquiry to the move-out inspection.

Finance
Rent, cheques, deposits and service charges, with alerts when a cheque bounces.

ZEO CLOUD

ZEO Cloud Maintenance

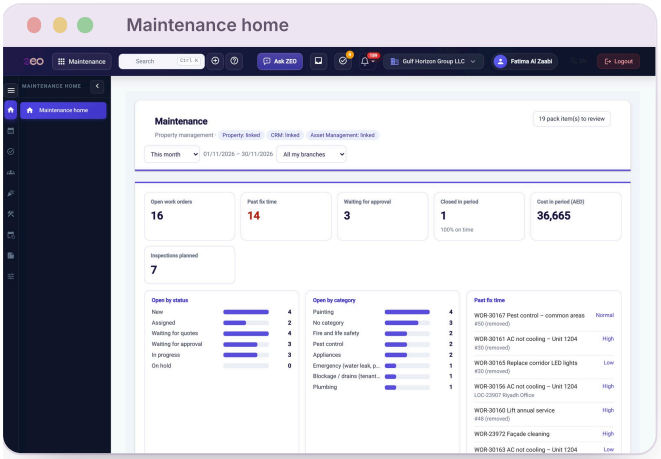
Work orders, planned maintenance and inspections for buildings and equipment. Each category has its own response and fix time, and the cost goes to whoever should pay it.

SLA
response and fix time per category

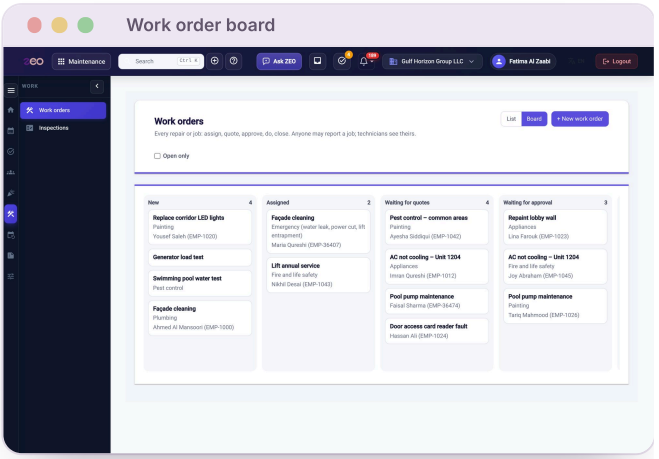
Preventive
jobs created automatically

Checklists
inspections on the phone

Recharge
bill tenant or owner



Maintenance home. Open work orders, past fix time, waiting for approval, cost in the period, preventive jobs due and inspections planned.



Work order board. Work orders by status. Drag a card to move it on.

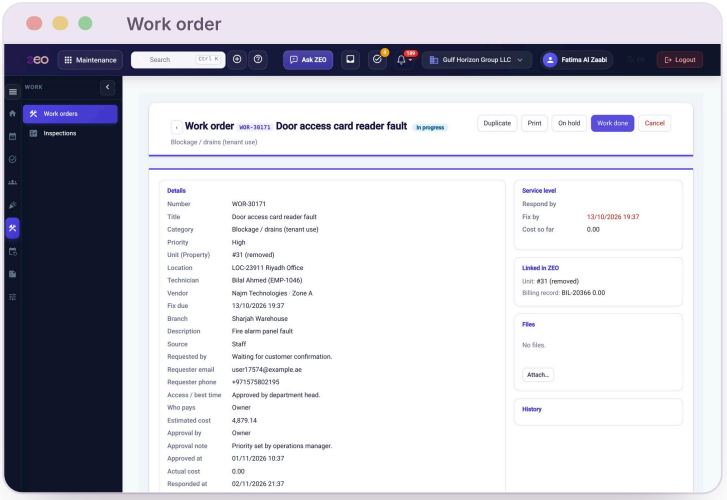
What it covers

Work orders
Each job moves from request to quote, approval, work and close, with nothing lost along the way.

Preventive plans
Jobs are created on schedule, before equipment fails.

Inspections
Use a checklist for each inspection, from move-in to snagging.

Vendors
Send jobs to outside contractors and compare their quotes.



Work order. The job, its checklist, quotes, cost lines and the recharge to tenant or owner.

ZEO CLOUD

ZEO Cloud HSE

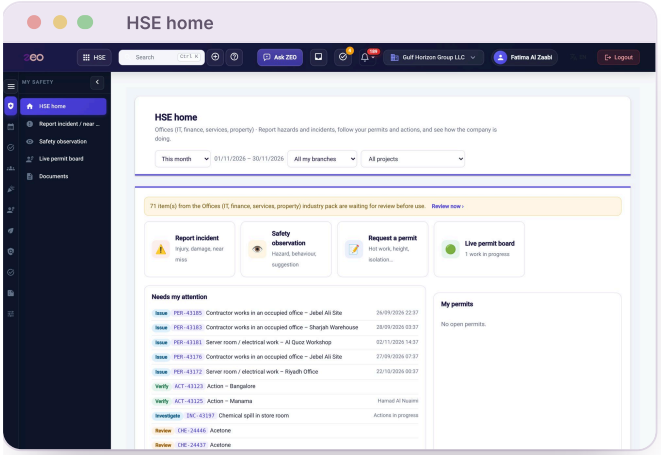
A complete HSE system: all 15 modules, one register for corrective actions, document control and training records. Pick your industry and the permits, inspections and competencies come pre-loaded.

15
HSE modules plus CAPA, documents and training

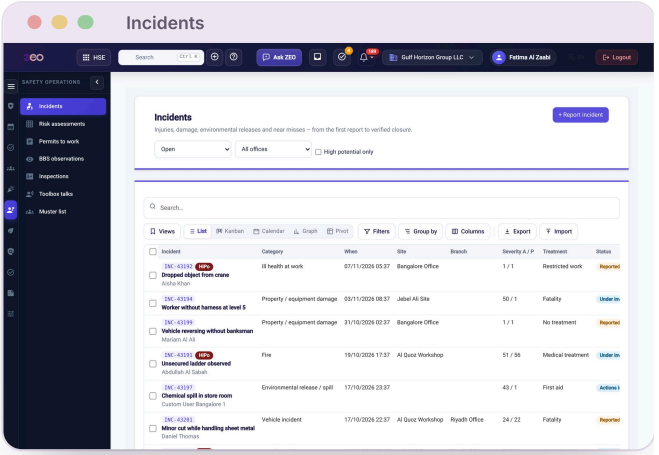
4
industry packs: construction, manufacturing, healthcare, oil & gas

QR
printed permits carry a QR code

TRIR
LTIFR and other KPIs calculated monthly



HSE home. Report an incident or observation, request a permit and see the live permit board, with everything that needs your attention.



Incidents. Injuries, damage and near misses with severity, investigation and status.

What it covers

Incidents and observations
Any employee can report an incident or near miss from their phone.

Risk assessments
A 5×5 risk matrix, with higher risks needing a more senior approver.

Environment and chemicals
Environmental readings, waste transfers and safety data sheets in one place.

Performance
TRIR, LTIFR and the other KPIs calculated each month for management review.

Permits to work
A permit can't be issued until every safety check on it is complete.

Health and hygiene
Health records stay private; managers only see whether someone is fit for work.

Assurance and quality
Audits, quality issues and legal obligations, each backed by evidence.

Training and documents
Training records with expiry dates, and procedures that staff have actually read.

ZEO CLOUD

ZEO Cloud Asset Management

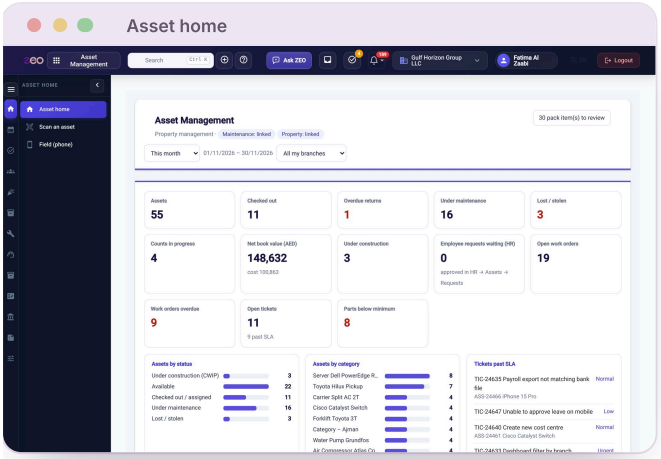
Laptops, vehicles, tools and machines in one register, each with a QR label. Plan maintenance, keep spare parts, count stock and run depreciation. HR sees what each employee holds, so nothing is missed at exit.

QR
labels and scan from the phone

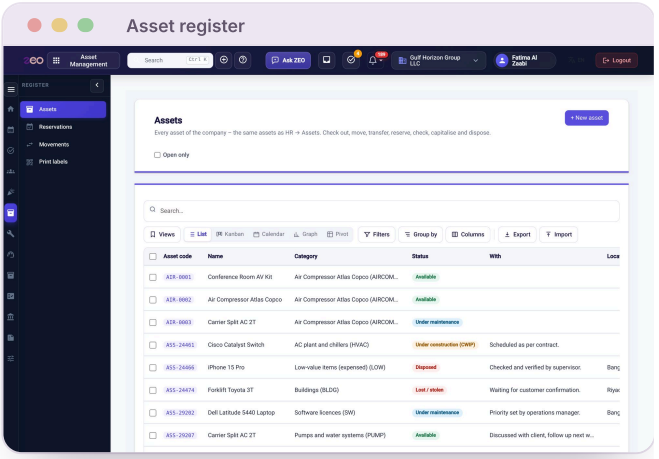
Counts
physical verification by location

CWIP
capital work in progress

HR
custody and exit clearance



Asset home. Assets, checked out, overdue returns, under maintenance, lost or stolen, net book value, counts in progress and parts below minimum.



Asset register. Every asset with code, category, status, holder and location.

What it covers

Register
Each asset has its own record and a history of where it's been.

Spare parts
Keep the spare parts your technicians need and count them regularly.

Employee custody
See which employee holds which asset, and recover it when they leave.

Maintenance and helpdesk
Plan maintenance, log faults and track repair tickets.

Finance
Depreciation runs by category, without a spreadsheet on the side.

ZEO CLOUD

Ask ZEO assistant

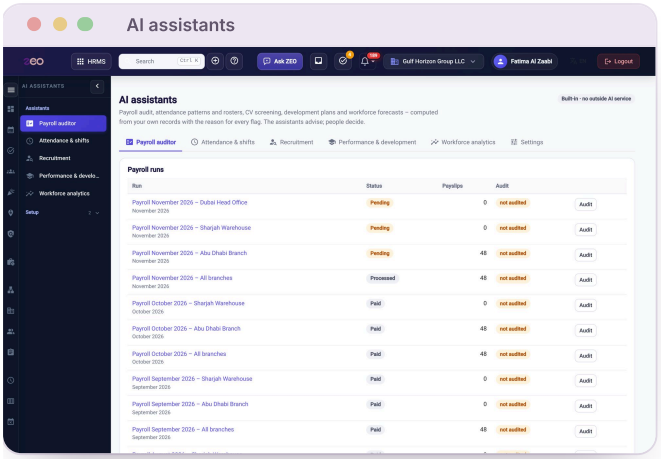
Type a question about your HR or payroll data and get an answer, or let it check this month's payroll before you approve it. It only ever sees what the user asking is allowed to see.

5
ready assistants for HR and payroll

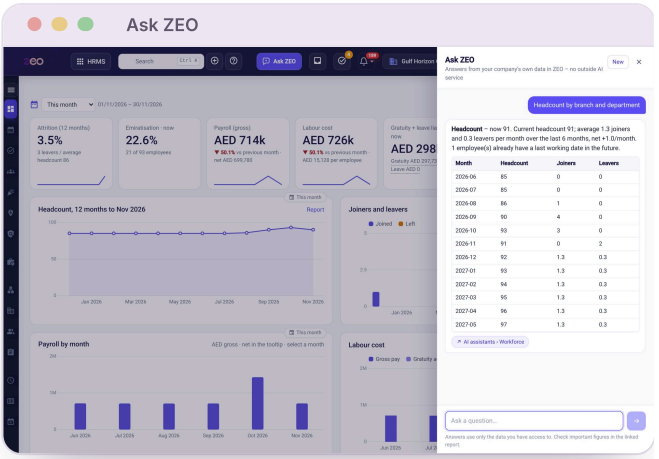
Rights
users only see what their role allows

Optional
use an external AI only if you choose

All apps
HR, Projects, HSE and more



AI assistants. Payroll audit, attendance patterns, recruitment, development plans and workforce forecasts, computed from your own records.



Ask ZEO. Ask a question in plain words from any screen and get an answer from your own data.

What it covers

Payroll auditor
Looks over this month's payroll and flags anything unusual before you approve it.

Recruitment, performance and development
Summaries of candidates, goals and appraisals for HR and line managers.

Control
You decide what it can use. Outside AI services stay off unless you turn them on.

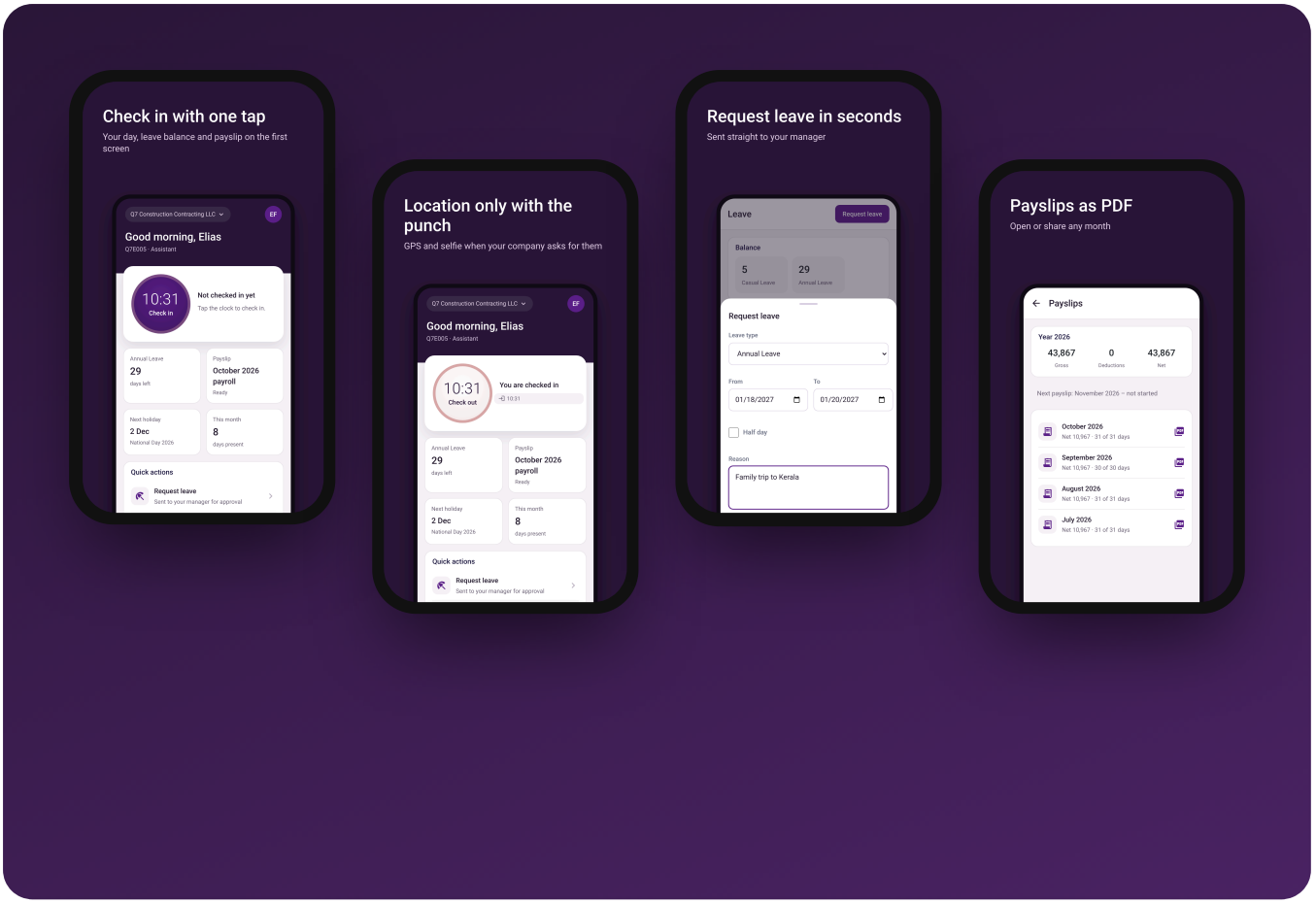
Attendance and shifts
Ask about lateness, missing punches or short-staffed shifts.

Workforce analytics
Headcount, turnover, expiring documents and liabilities, answered in plain words.

MOBILE APP

ZEO in every employee's pocket

The ZEO mobile app for Android and iPhone connects to your company's ZEO Cloud. Staff serve themselves, and managers approve on the move. It works in English and Arabic.



Check in and out

GPS geo-fence, office Wi-Fi or selfie check-in, with the punch on the attendance board straight away.

Payslips and documents

Open payslips as PDF and get a reminder before a passport, visa or Emirates ID expires.

Leave and requests

Apply for leave, loans, letters and expenses; see balances and the status of every request.

Approvals for managers

Approve leave, overtime and expenses from a notification, in English or Arabic.

COUNTRY PACKS

Local rules for seven countries, built in

Every ZEO Cloud company starts with a country pack: the labour law rule set, ID documents, salary file, end of service, social insurance, weekend and public holidays of its country. A group can run companies in several countries on one account, each with its own rules.

UAE
WPS SIF · Gratuity · GPSSA · ILOE · UAE VAT

KSA
GOSI · SANED · Mudad · Iqama · ZATCA

Qatar
QID · WPS · GRSIA · Gratuity

Oman
Social Protection Fund · WPS · Gratuity · Oman VAT

Kuwait
Civil ID · PIFSS · WPS · Indemnity

Bahrain
CPR · LMRA · SIO · WPS · Bahrain VAT

India
EPF · ESI · Professional tax · TDS · GST

	UAE	KSA	Qatar	Oman	Kuwait	Bahrain	India
Currency	AED	SAR	QAR	OMR	KWD	BHD	INR
Weekend	Saturday – Sunday	Friday – Saturday	Friday – Saturday	Friday – Saturday	Friday – Saturday	Friday – Saturday	Sunday (configurable)
Labour law	Federal Decree-Law No. 33 of 2021	Saudi Labour Law (2005), end of service articles 84–85	Qatar Labour Law No. 14 of 2004	Oman Labour Law, Royal Decree 53/2023	Kuwait Private Sector Labour Law No. 6 of 2010	Bahrain Labour Law No. 36 of 2012	Payment of Gratuity Act, Factories Act / Shops & Establishments
ID documents	Emirates ID, labour card, residence visa (UID, file no.), passport	Iqama / National ID (10 digits, checked), passport	Qatar ID (QID), work permit, passport	National ID / resident card, work permit, passport	Civil ID, work permit, passport	CPR card, work permit, passport	Aadhaar, PAN, UAN / PF, ESIC card, passport
Salary file	CBUAE WPS SIF, SIF with EVP lines, ADIB (MOHRE registered) and Commercial Bank of Dubai Excel layouts	Mudad salary file (TAB-separated text)	WPS salary transfer and reports	WPS salary transfer and reports	WPS salary transfer and reports	WPS salary transfer and reports	Bank salary file with IFSC codes
End of service	Gratuity table, leave salary and final settlement	End of service award with final settlement	End of service gratuity and final settlement	End of service benefit and final settlement	End of service indemnity and final settlement	End of service benefit and final settlement	Gratuity Act
Social insurance	GPSSA pension for UAE nationals, ADPF for Abu Dhabi nationals	GOSI annuities (Saudi nationals), GOSI occupational hazards (all employees)	GRSIA pension (Qatari nationals)	Social Protection Fund insurance (Omani nationals)	PIFSS social security (Kuwaiti nationals)	SIO social insurance (Bahraini nationals)	EPF employee and employer shares, EPF admin and EDLI charges
Tax	5% VAT with TRN on invoices and VAT returns	15% VAT invoicing and returns	No VAT in Qatar; multi-currency accounting	5% VAT with VAT number on invoices	No VAT in Kuwait; multi-currency accounting	10% VAT with VAT number on invoices	GST invoicing with GSTIN, GST returns data

AE United Arab Emirates

AED · Saturday – Sunday weekend · EN · AR

WPS ready

Creates the Central Bank SIF file with your employer ID and routing codes. Some banks want their own layout, and those are included too.

Emirates ID and visas

Each employee file holds the Emirates ID, labour card, MOHRE contract, visa UID and file number, and HR is alerted before anything expires.

Gratuity and final settlement

Gratuity follows Federal Decree-Law 33 of 2021. Leave salary and loan recovery go into the same final settlement.

HR AND PAYROLL

Labour law rule set	Federal Decree-Law No. 33 of 2021
Labour authority	MOHRE – contract fields and employer unique ID
Employee ID documents	Emirates ID, labour card, residence visa (UID, file no.), passport
Wage protection	CBUAE WPS SIF, SIF with EVP lines, ADIB (MOHRE registered) and Commercial Bank of Dubai Excel layouts
End of service	Gratuity table, leave salary and final settlement
Social insurance	GPSSA pension for UAE nationals, ADPF for Abu Dhabi nationals
Other schemes	ILOE unemployment insurance, DIFC DEWS workplace savings
Calendar	Saturday–Sunday weekend and UAE public holidays loaded by default
Addresses	Emirates as states, nationals (Emiratis) share in reports

FINANCE AND TAX

VAT	5% VAT with TRN on invoices and VAT returns
Corporate tax	Corporate tax registration fields on the company
E-invoicing	UAE e-invoicing through an accredited service provider (Odoo, Zoho, Business Central)

SA Saudi Arabia

SAR · Friday – Saturday weekend · EN · AR

GOSI in every payroll

Each month, GOSI annuities and SANED are calculated for Saudi staff, and occupational hazards cover for everyone.

Iqama and Qiwa

The employee file holds the Iqama or National ID, the Qiwa contract and HRSD details, with a warning before the Iqama expires.

End of service award

Worked out under articles 84 and 85 of the Labour Law, and shown in reports and the final settlement.

HR AND PAYROLL

Labour law rule set	Saudi Labour Law (2005), end of service articles 84–85
Labour authority	HRSD, with Qiwa contract fields
Employee ID documents	Iqama / National ID (10 digits, checked), passport
Wage protection	Mudad salary file (TAB-separated text)
End of service	End of service award with final settlement
Social insurance	GOSI annuities (Saudi nationals), GOSI occupational hazards (all employees)
Other schemes	SANED unemployment insurance (Saudi nationals)
Calendar	Friday–Saturday weekend and Saudi public holidays
Addresses	Regions, Saudis share in reports

FINANCE AND TAX

VAT	15% VAT invoicing and returns
E-invoicing	ZATCA Phase 2 e-invoicing with Odoo or Zoho
Arabic documents	Bilingual invoices and payslips

QA Qatar

QAR · Friday – Saturday weekend · EN · AR

QID tracking
Every employee file shows the QID number and expiry, the work permit and the passport.

GRSIA in payroll
Pension contributions for Qatari staff are worked out in each payroll run.

End of service gratuity
Calculated under Law No. 14 of 2004 and carried into the final settlement.

HR AND PAYROLL

Labour law rule set	Qatar Labour Law No. 14 of 2004
Labour authority	Ministry of Labour
Employee ID documents	Qatar ID (QID), work permit, passport
Wage protection	WPS salary transfer and reports
End of service	End of service gratuity and final settlement
Social insurance	GRSIA pension (Qatari nationals)
Calendar	Friday–Saturday weekend and Qatar public holidays
Addresses	Municipalities, Qataris share in reports

FINANCE AND TAX

VAT	No VAT in Qatar; multi-currency accounting
Arabic documents	Bilingual invoices and payslips
Platforms	Odoo, Zoho and Business Central

OM Oman

OMR · Friday – Saturday weekend · EN · AR

Social Protection Fund
Contributions for Omani staff, formerly paid to PASI, are calculated in payroll.

Labour Law 2023
End of service follows Royal Decree 53/2023, which replaced the old law.

5% VAT
Invoices carry your Oman VAT number and returns come straight from the system.

HR AND PAYROLL

Labour law rule set	Oman Labour Law, Royal Decree 53/2023
Labour authority	Ministry of Labour
Employee ID documents	National ID / resident card, work permit, passport
Wage protection	WPS salary transfer and reports
End of service	End of service benefit and final settlement
Social insurance	Social Protection Fund insurance (Omani nationals)
Calendar	Friday–Saturday weekend and Oman public holidays
Addresses	Governorates, Omanis share in reports

FINANCE AND TAX

VAT	5% VAT with VAT number on invoices
Arabic documents	Bilingual invoices and payslips
Platforms	Odoo, Zoho and Business Central

KW Kuwait

KWD · Friday – Saturday weekend · EN · AR

Civil ID and PAM

The employee file holds the Civil ID and its expiry, the work permit and the PAM details.

PIFSS in payroll

Social security for Kuwaiti staff is calculated in each payroll run.

End of service indemnity

Calculated under Law No. 6 of 2010 and included in the final settlement.

HR AND PAYROLL

Labour law rule set	Kuwait Private Sector Labour Law No. 6 of 2010
Labour authority	PAM (Public Authority for Manpower)
Employee ID documents	Civil ID, work permit, passport
Wage protection	WPS salary transfer and reports
End of service	End of service indemnity and final settlement
Social insurance	PIFSS social security (Kuwaiti nationals)
Calendar	Friday–Saturday weekend and Kuwait public holidays
Addresses	Governorates, Kuwaitis share in reports

FINANCE AND TAX

VAT	No VAT in Kuwait; multi-currency accounting
Arabic documents	Bilingual invoices and payslips
Platforms	Odoo, Zoho and Business Central

BH Bahrain

BHD · Friday – Saturday weekend · EN · AR

CPR and LMRA

Each employee file holds the CPR and its expiry, the LMRA permit and the passport.

SIO for everyone

Payroll deducts social insurance for Bahraini staff and work injury cover for expatriates.

End of service

Leaving indemnity follows Labour Law No. 36 of 2012 and goes into the final settlement.

HR AND PAYROLL

Labour law rule set	Bahrain Labour Law No. 36 of 2012
Labour authority	LMRA
Employee ID documents	CPR card, work permit, passport
Wage protection	WPS salary transfer and reports
End of service	End of service benefit and final settlement
Social insurance	SIO social insurance (Bahraini nationals)
Other schemes	SIO work injury insurance (expatriates)
Calendar	Friday–Saturday weekend and Bahrain public holidays
Addresses	Governorates, Bahrainis share in reports

FINANCE AND TAX

VAT	10% VAT with VAT number on invoices
Arabic documents	Bilingual invoices and payslips
Platforms	Odoo, Zoho and Business Central

India

IN

INR · Sunday (configurable) weekend · English

PF, ESI, PT and TDS

Both employee and employer shares, plus income tax, are worked out in every payroll run.

Aadhaar, PAN and UAN

Identity numbers sit on the employee file, and IFSC codes feed the bank salary file.

Gratuity Act

Gratuity of 15 days' pay per year of service, once someone has completed five years.

HR AND PAYROLL

Rule set	Payment of Gratuity Act, Factories Act / Shops & Establishments
Company registrations	EPFO code, ESIC code, TAN, professional tax, LIN, Labour Welfare Fund, Shops & Establishments
Employee ID documents	Aadhaar, PAN, UAN / PF, ESIC card, passport
Salary payment	Bank salary file with IFSC codes
Provident fund	EPF employee and employer shares, EPF admin and EDLI charges
Insurance	Employees' State Insurance (ESI)
Taxes	Professional tax by state slabs, TDS under the new tax regime
Calendar	Sunday weekend and Indian holidays, by state
Addresses	States and union territories

FINANCE AND TAX

GST	GST invoicing with GSTIN, GST returns data
E-invoicing	GST e-invoicing (IRN) with Odoo or Zoho
TDS	TDS on vendor payments in Odoo and Zoho

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FROM DEMO TO GO-LIVE

01

Assessment

We sit with the people who do the work, see how things run today, and agree the scope and a fixed price before anything starts.

02

Configuration

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03

Data migration & training

We load your employees, opening balances, items and customers, then train each department on the screens they'll actually use.

04

Go-live & support

We're with you for the first payroll run and the first month-end close. After that, a yearly support plan keeps us on call.

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