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Human Resources Compensation Management System (HR/CMS) Policy

Effective: July 1, 2004
Last Updated: November 1, 2006

Executive Summary

The Human Resources Compensation Management System (HR/CMS) is a biweekly payroll system that supports all employees in all branches of government (with the exception of the University of Massachusetts). HR/CMS provides flexible functionality for state human resources and payroll administrators and assures conformity to state and federal financial and legal requirements. HR/CMS allows for standardized data for new hires across the Commonwealth including the reporting of EEO/AA goals, enhanced services to employees such as multiple direct deposit opportunities, and greater flexibility to administer payroll.

Considerations

This policy applies to all Commonwealth Branches and Departments.

Policy

HR/CMS is comprised of four major subsystems:

- Human Resources
- Payroll
- Time and Labor Reporting
- Base Benefits Administration

HR/CMS is a unified, enterprise-wide, application that is run on a web platform and provides an adaptable set of functions and capabilities to meet the human resource and compensation needs of the Commonwealth.

The HR/CMS payroll interfaces biweekly with the Commonwealth's Labor Cost Distribution (LCD) for funds availability editing and labor distribution. LCD then updates the statewide enterprise accounting and financial reporting system, Mosaic.

Information Sources

Legal Authority

- M.G.L. c. 7A §§ 3, 7, 8
- M.G.L. c. 29 § 31

Contacts

- CTR Solution Desk