PRODUCT TERMS

Intu360 HRMS Product Terms

Last updated September 26, 2026

Issued by **Microcosmworks LLP** for Intu360 HRMS. These terms apply together with our general Terms & Conditions.

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1. About these Product Terms

These Product Terms apply to Intu360 HRMS, provided by Microcosmworks LLP. They add to our general Terms & Conditions, which also apply. Where the two conflict on a matter specific to Intu360 HRMS, these Product Terms take precedence.

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2. What is included

The standard Intu360 HRMS package includes the modules described on the product page at the time of order: core HR and employee records, attendance and leave, payroll, performance management, recruitment and onboarding, expense claims, employee self-service, and reports and analytics.

Fees for the platform licence, installation and the annual maintenance contract (AMC) are set out in the general Terms & Conditions or in the Buyer's proposal.

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3. Licence scope

The licence covers one production deployment of Intu360 HRMS for the Buyer's own HR operations, plus non-production copies for testing and staging. Additional production deployments, including for separate legal entities, require prior written agreement.

The Buyer may modify the source code for its own use but may not resell, sublicense or offer Intu360 HRMS, or a product derived from it, to third parties.

4. Employee data & privacy

The Buyer is the data controller for all employee and candidate data held in Intu360 HRMS, including sensitive data such as salary, bank details, identity documents and leave or health records.

The Buyer is responsible for having a lawful basis for processing this data, informing employees and candidates, setting retention periods, managing user access and permissions, and complying with the data protection and employment laws that apply to it.

Microcosmworks LLP accesses HR data only when needed to install or maintain the platform, only on the Buyer's instructions, and keeps it confidential. We recommend encrypting databases and backups at rest on the Buyer's infrastructure.

5. Payroll & statutory compliance

Payroll results depend on the pay rules, tax settings and statutory deductions configured for the Buyer. **The Buyer must review and approve payroll outputs**, including tax, social security and other statutory amounts and filings, before paying employees or submitting returns.

Microcosmworks LLP is not responsible for penalties, interest or underpayments arising from configuration, data entered by the Buyer or changes in law. Updating payroll rules for new legislation is custom development unless agreed otherwise in writing.

6. AI-assisted features

Where Intu360 HRMS includes AI-assisted features, their outputs are suggestions only. **Decisions about hiring, performance, pay, promotion or dismissal must be made by people**, and the Buyer is responsible for ensuring such decisions comply with employment and anti-discrimination law.

If an AI feature uses a third-party AI service, only the data the Buyer configures is sent to it, and the Buyer's use is also subject to that provider's terms.

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7. Integrations & devices

Connections to biometric or attendance devices, banks, accounting systems and other third-party services are not part of the standard package unless listed in the Buyer's proposal, and are delivered as custom development. Third-party devices, services and their fees are the Buyer's responsibility.

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8. Support & maintenance

Server monitoring, bug fixing, backups and security updates are provided under the AMC as described in the general Terms & Conditions. New features, reports and policy changes are custom development.

Questions about these Product Terms can be sent to Microcosmworks LLP at hello@microcosmworks.com.