

A Study on Employee Awareness and Experience in Investment Proof Verification Procedures at Blueridge

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Abstract:

This study examines employee awareness and experience in the investment proof verification procedures within an organization. The primary objective is to evaluate employees' understanding of submission guidelines, the effectiveness of communication, and the level of support provided during the verification process. The study also identifies common challenges faced by employees and assesses overall satisfaction with the process. A descriptive research design was adopted, and data were collected from employees using a structured questionnaire. Statistical tools such as percentage analysis, chi-square, correlation, and regression analysis were applied. The findings reveal that clear communication, proper guidance, and timely verification significantly influence employee satisfaction and overall experience. The study concludes that improving awareness, transparency, and support systems can enhance the efficiency and effectiveness of investment proof verification procedures.

Keywords: Investment Proof Verification, Employee Awareness, Communication, Employee Satisfaction, HR Support.

I. INTRODUCTION:

Investment proof verification is a critical process in organizations, especially for payroll and tax compliance. Employees are required to submit valid documents for their declared investments to ensure accurate tax deductions. An effective verification system ensures compliance with regulatory requirements while maintaining transparency and efficiency. However, many organizations face challenges such as lack of awareness among employees, unclear submission guidelines, insufficient support from HR, and delays in verification. These issues can lead to confusion, errors in submission, and dissatisfaction among employees.

This study focuses on analysing employee awareness and experience in investment proof verification procedures. It evaluates how effectively organizations communicate guidelines, provide support, and manage the verification process. The study also highlights the importance of clear communication, employee training, and digital systems in improving the verification process. By identifying gaps and challenges, the research provides insights to enhance employee experience and organizational efficiency.

1.1 INDUSTRY PROFILE:

The investment proof verification process falls under the broader domain of Human Resource Management and Payroll Processing Industry. It plays a crucial role in ensuring tax compliance and accurate salary processing within organizations. With increasing

regulatory requirements and digital transformation, many companies are adopting automated systems for document submission and verification. These systems help reduce errors, improve transparency, and speed up the process. Major HR and payroll solution providers such as SAP, Oracle, Zoho, and Workday offer integrated platforms that support investment declaration and proof verification. Key trends in this industry include digital documentation, cloud-based systems, and real-time tracking of verification status. Despite advancements, challenges such as employee awareness, system usability, and data security remain important concerns. Therefore, organizations must focus on improving communication and support to ensure smooth verification procedures.

1.2 OBJECTIVES:

Secondary Objectives:

- To examine employees' understanding of tax-saving investment options.
- To analyze employee satisfaction with the verification process.
- To identify common difficulties faced during submission of investment proofs.
- To study the time taken for verification and confirmation.
- To evaluate the clarity of communication regarding submission guidelines and deadlines

1.3 REVIEW OF LITERATURE:

- Deotale, D. et al. (2025): The research reviewed payroll management systems and concluded that automation significantly reduces human errors and improves compliance. It also highlighted that structured systems help employees better understand documentation and verification procedures, thereby increasing awareness.
- Jalaman, J. R. C., & Encarnacion, R. E. (2024): This study examined employee satisfaction with compensation and payroll systems. It found that lack of transparency, delays, and errors in verification procedures reduce employee trust and awareness. The research suggests that improved systems enhance employee understanding and experience of financial verification processes.
- Ahmed, A. M., Mohammed, C. N., & Ahmad, A. M. (2023): The study focused on payroll management systems and highlighted that manual verification processes often lead to delays, errors, and inefficiency in employee-related financial procedures. It emphasized the importance of digital systems in improving transparency and accuracy, which directly influences employee awareness and experience in verification processes.
- Dwivedi, V. K., & Chaturvedi, S. (2022): This study discussed the implementation of payroll systems to improve workplace management. It found that organized and computerized systems enhance employee experience by simplifying record maintenance and verification processes, leading to better awareness and efficiency.

DATA COLLECTION METHOD:

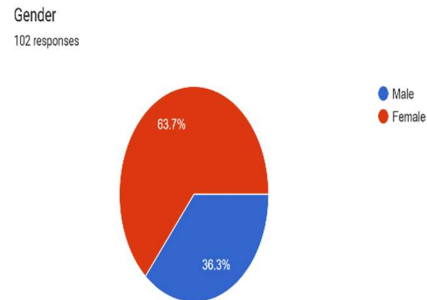
The data for this study were collected using a quantitative survey method to gather self-reported data. The research employed a Descriptive research design. The primary data collection instrument was a structured questionnaire administered electronically. The questionnaire was created and distributed using Google Forms. This approach allowed for efficient collection of responses from a diverse group of users.

DATA ANALYSIS AND INTERPRETATION:

2.1 PERCENTAGE ANALYSIS:

Percentage analysis is a method of comparing data to a whole, expressed as a part of 100, to understand proportions and relationships. It is used in various fields like statistics, business, and academics to standardize data, make comparisons across different scales, and identify trends.

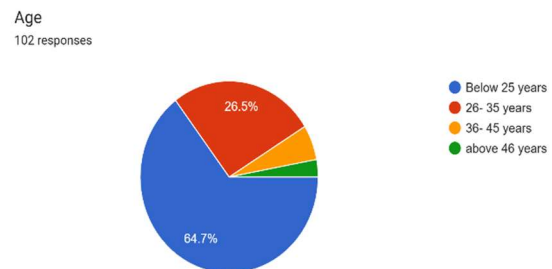
Percentage Analysis for Gender of the Respondents



INFERENCE:

The pie chart shows that the largest percentage of respondents, 63.7%, are female, while 36.3% are male. This indicates that the majority of participants in the survey are female employees, and their responses form a significant part of the overall analysis.

Percentage Analysis for Age of the Respondents



INFERENCE:

The pie chart shows that the largest percentage of respondents, 64.7%, belong to the below 25 years age group. This is followed by 26.5% of respondents in the 26–35 years category. A small percentage falls under the 36–45 years group, and only a very minimal proportion belongs to the above 46 years category. This indicates that the majority of the respondents are young employees.

2.1 MODE ANALYSIS:

Mode analysis identifies the most frequently occurring value(s) in a dataset, acting as a key measure of central tendency for both nominal and quantitative data.

Null Hypothesis: There is no single dominant tax-saving option among the respondents; all options are equally preferred (no mode significance).

Alternative Hypothesis: There is a single dominant tax-saving option among the respondents; all options are equally preferred (no mode significance).

TABLE NO.2.2.1

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FREQUENCIES
/VARIABLES= taxsavingoptions
/FORMAT=AVALUE TABLE
/STATISTICS=MODE.
    
```

Statistics	
taxsavingoptions	
N Valid	103
Missing	1
Mode	Life Insurance Premium

taxsavingoptions					
		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	Public Provident Fund (PPF)	15	14.4%	14.6%	14.6%
	Life Insurance Premium	34	32.7%	33.0%	47.6%
	National Savings Certificate (NSC)	31	29.8%	30.1%	77.7%
	Health Insurance (80D)	23	22.1%	22.3%	100.0%
Missing	.	1	1.0%		
Total		104	100.0%		

INFERENCE:

The analysis indicates that Life Insurance Premium is the most preferred tax-saving option among respondents, as it has the highest frequency and is identified as the mode. A considerable percentage of employees have chosen this option, showing greater awareness and preference toward insurance-based savings. National Savings Certificate and Health Insurance also hold moderate preference among respondents, reflecting diversified investment choices. In contrast, Public Provident Fund is the least selected option, suggesting a lower inclination toward long-term savings schemes.

2.2 ANOVA ANALYSIS:

An ANOVA (Analysis of Variance) test is a statistical method used in research to compare the means of three or more independent groups to determine if at least one group mean is significantly different from the others.

Null Hypothesis: There is no significant difference in the mean usage of investment proof verification process among different age groups.

Alternative Hypothesis: There is a significant difference in the mean usage of investment proof verification process among different age groups.

TABLE NO.2.3.1

ANOVA						
		Sum of Squares	df	Mean Square	F	Sig.
investmentproof	Between Groups	2.12	3	.71	.41	.746
	Within Groups	170.29	99	1.72		
	Total	172.41	102			

INFERENCE:

The ANOVA analysis shows that the significance value (0.746) is greater than the standard threshold of 0.05, indicating that there is no statistically significant difference between the groups. This means that the variation in investment proof verification experience across different groups is not substantial. The F-value (0.41) further supports that the differences among group means are minimal. Hence, the null hypothesis is accepted, concluding that there is no significant relationship between the variables considered.

2.3 REGRESSION ANALYSIS:

Regression analysis is a collection of statistical techniques used to estimate the relationships between a dependent variable and one or more independent variables. It helps assess the strength of these relationships and can be employed to model and predict future interactions between the variables.

Null Hypothesis: There is no significant impact of HR support, clarity of submission guidelines, and effectiveness of communication with employee awareness/experience in the investment proof verification process.

Alternative Hypothesis: There is a significant impact of HR support, clarity of submission guidelines, and effectiveness of communication with employee awareness/experience in the investment proof verification process.

and need for better HR support during submission.

TABLE NO.2.4.1

ANOVA (overall communication)

	Sum of Squares-	df	Mean Square	F	Sig.
Regression	24.04	2	12.02	10.38	.000
Residual	115.82	100	1.16		
Total	139.86	102			

INFERENCE:

The regression analysis for overall communication indicates that the model is statistically significant, as the significance value (0.000) is less than 0.05. This shows that the independent variables have a strong and meaningful impact on overall communication in the investment proof verification process. The F-value (10.38) further confirms that the regression model is a good fit for the data. Therefore, it can be concluded that there is a significant relationship between the predictors and overall communication.

FINDINGS OF THE STUDY:

1. The study found that a majority of respondents are young employees (below 25 years), indicating higher participation from early-career individuals in the investment proof verification process.
2. Life Insurance Premium is the most preferred tax-saving investment option among employees, showing higher awareness toward insurance-based savings.
3. The ANOVA results reveal that there is no significant difference in employee experience across different groups, indicating a similar perception of the verification process.
4. Regression analysis shows that communication, guidance, and support have a significant impact on overall employee satisfaction with the verification process.
5. Employees face challenges such as lack of clarity in guidelines, delays in verification,

SUGGESTIONS OF THE STUDY:

1. Organizations should improve communication by providing clear and timely guidelines regarding investment proof submission and deadlines.
2. Conducting awareness programs or training sessions can help employees better understand tax-saving options and verification procedures.
3. HR departments should offer better support and assistance to employees during the submission and verification process.
4. Implementing digital systems with real-time tracking can reduce delays and improve transparency in the verification process.
5. Simplifying the documentation and submission process can enhance employee satisfaction and reduce errors in investment proof verification.

REFERENCES:

1. Deotale, D. et al. (2025): The research reviewed payroll management systems and concluded that automation significantly reduces human errors and improves compliance. It also highlighted that structured systems help employees better understand documentation and verification procedures, thereby increasing awareness. <https://www.ijraset.com/research-paper/a-review-on-payroll-management-system>
2. Jalaman, J. R. C., & Encarnacion, R. E. (2024): This study examined employee satisfaction with compensation and payroll systems. It found that lack of transparency, delays, and errors in

verification procedures reduce employee trust and awareness. The research suggests that improved systems enhance employee understanding and experience of financial verification processes.

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4. Dwivedi, V. K., & Chaturvedi, S. (2022): This study discussed the implementation of payroll systems to improve workplace management. It found that organized and computerized systems enhance employee experience by simplifying record maintenance and verification processes, leading to better awareness and efficiency. https://www.researchgate.net/publication/386211516_Study_of_Implementing_a_Payroll_Management_System_for_Improving_Workplace_Management_Effectiveness