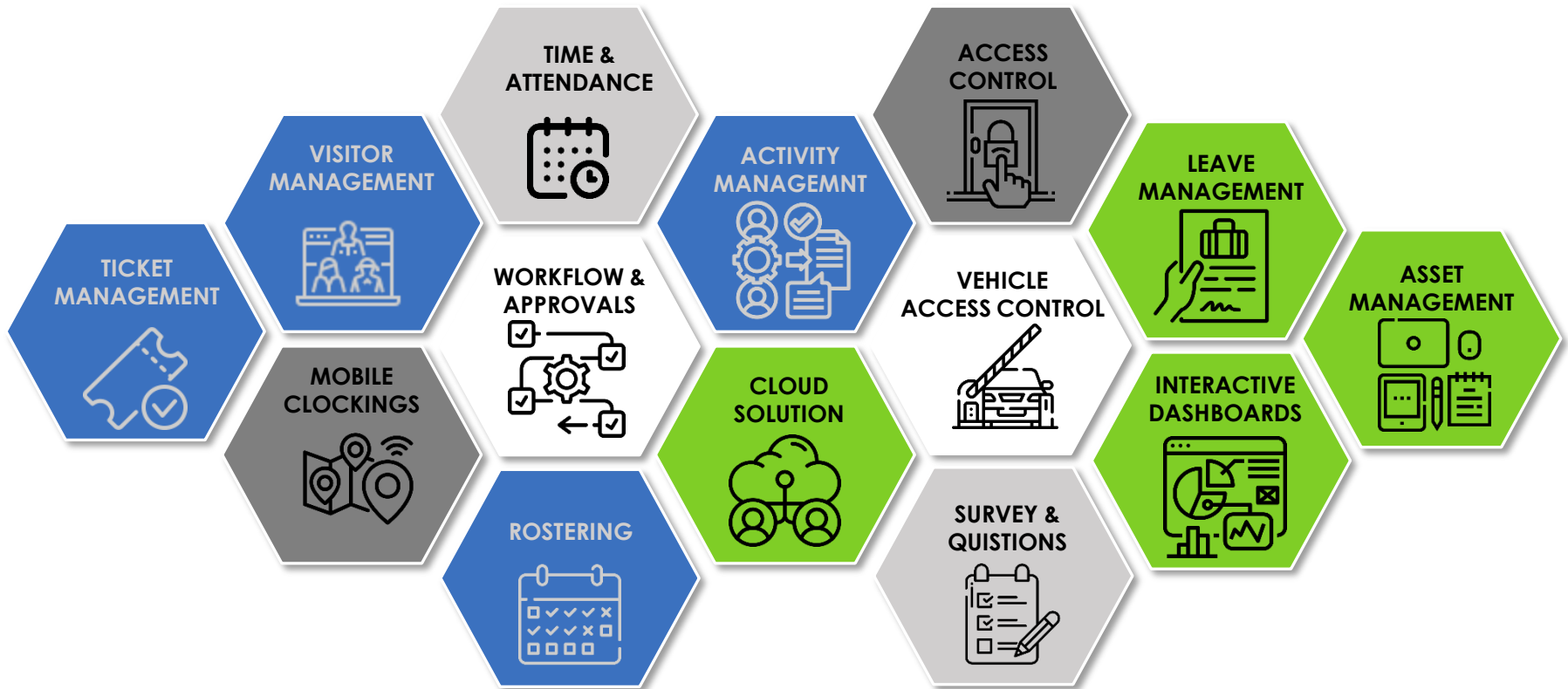


TIME AND ATTENDANCE SOLUTION



Introduction



**SIMPLIFIED - COST EFFECTIVE
CLOUD BASED WORKFORCE MANAGEMENT**





Employee Management

Menu							
Employee	Org Structure	Shift Code	Employment Category	Payroll Code	Labour Source		
	[682965] Groves, L	NETREC > Managing Director > Finance	S02 (Staff Shift Early 06:30-15:30)	STAFF	Monthly	Own	
	[683472] Mathee, TF	NETREC > Managing Director	S01 (Staff Shift 07:30-16:30)	STAFF	Monthly	Own	
	[684374] Rensburg, R	NETREC > Managing Director > IT > Infrastructure	S01 (Staff Shift 07:30-16:30)	STAFF	Monthly	Own	
	[684507] Heine, A	NETREC > Managing Director > IT > Development	S01 (Staff Shift 07:30-16:30)	STAFF	Monthly	Own	
	[684511] Loubser, EF	NETREC > Managing Director > Support	S01 (Staff Shift 07:30-16:30)	STAFF	Monthly	Own	
	[684523] Joynt, A	NETREC > Managing Director > Finance > Payroll	S01 (Staff Shift 07:30-16:30)	STAFF	Monthly	Own	
	[684524] Strydom, P	NETREC > Managing Director > Sales	S01 (Staff Shift 07:30-16:30)	STAFF	Monthly	Own	
	[684526] Rabotso, T	NETREC > Managing Director > Support > Workforce	S03 (Staff Shift 07:00-16:00)	STAFF	Monthly	Own	
	[684527] Mpembe, OJ	NETREC > Managing Director > Admin > Workforce	S01 (Staff Shift 07:30-16:30)	STAFF	Monthly	Own	
	[684528] Du Plessis, V	NETREC > Managing Director > Sales > Workforce	S01 (Staff Shift 07:30-16:30)	STAFF	Monthly	Own	



Employee Management

Key Features

- Activate / De-Activate Employees
- Full Employee Work History
- Employment Details
 - Organisation Structure
 - Employee Category
 - Payroll Intervals
- Access Control / Pay Devices
- Notifications / Documents
- Custom Fields
- Skills
- Leave Management





Ticket Management

Tickets															
Menu															
Id	Customer	Desc	Contact	Address	Company	Reported	Updater	Updated	Time	Filter	Filter	Filter	Filter	Filter	+
										Category	Priority	Status	Reporter	Assignee	
18	NeTrec	Leave Planner Displ	Thomas	Vereeniging	NETREC	2022-04-06 10:04	ThomasM	2022-04-06 10:04	-	TRec-BUG	Normal	Development	Thomas/Jana	@dev	
13	NeTrec	Offline device sinc	Thomas	Vereeniging	NETREC	2022-02-10 14:54	ThomasM	2022-03-15 10:35	-	TRec-BUG	Business Critical	Implementation	Armandt	AHeine	
9	NeTrec	Seeding Company	Thomas	Vereeniging	NETREC	2022-02-10 07:21	ThomasM	2022-02-10 07:21	-	TRec-DEV	High	Development	Thomas	AHeine	
8	NeTrec	Facial Recognition f	Thomas	Vereeniging	NETREC	2022-02-10 07:18	ThomasM	2022-02-10 07:18	-	TRec-DEV	High	Development	Thomas	VMadgwick	
7	Meyerton Engineerir	Input of Overtime in	Yolande	Meyerton	NETREC	2022-02-10 07:10	ThomasM	2022-02-10 07:10	-	TRec-DEV	Normal	Development	Yolande	@dev	
5	NeTrec	Adding Manual Hour	Thomas	Vereeniging	NETREC	2022-02-10 06:59	ThomasM	2022-02-10 06:59	-	TRec-DEV	Normal	Development	Thomas	@dev	
4	NeTrec	Adding or deleting P	Thomas	Vereeniging	NETREC	2022-02-10 06:58	ThomasM	2022-02-10 06:58	-	TRec-BUG	Normal	Development	Thomas	@dev	
3	NeTrec	Employee Month Ho	Thomas	Vereeniging	NETREC	2022-02-10 06:56	ThomasM	2022-02-10 06:56	-	TRec-BUG	Normal	Development	Thomas	@dev	

< 1 2 3 > 10/page Total 28

367 Open Tickets	321 In Progress	46 Priority Tickets	1 New Tickets
----------------------------	---------------------------	-------------------------------	-------------------------

- Ticket Detail
- Ticket Comment
- Ticket History
- Ticket Attachment
- Customer Ticket History





Ticket Management

Key Features

- The process begins with the Help Desk Agent creating a ticket for a query or concern that was raised by an Internal and/or External Customer.
- The ticket is then assigned to a Consultant.
- The Consultant can work on the ticket and share the updates with the Requester.
- The Consultant is notified of any responses from the Requester.
- Once the query is resolved, the ticket is closed. The ticket may be reopened in case the user has any follow-up requests or concerns.
- External Customer list
 - Multiple Customer Contacts
 - Multiple Customer Addresses
- Different Categories
- Multiple Configurable Priorities
 - Different Display Colours
- Multiple Status
- Excel Reports and Email Schedules
- Customizable Dashboards
- Multiple Filters to filter and search on tickets



Visitors Management



Menu

Company: Select | Host Filter: Search employee host | Date From: 2019-08-27 | Date To: 2019-08-27

Active | Pre Registered | History | Block

Search: Search keyword ...

Photo	Visitor Name	Currently Blocked	Blocked To	Company	Unblock
	Groves, L		2019-08-01	NETREC	
	Erasmus, A		NA	NETREC	
	Doe, J		Indefinitely	NETREC	

< 1 > 10/page



Visitors Management

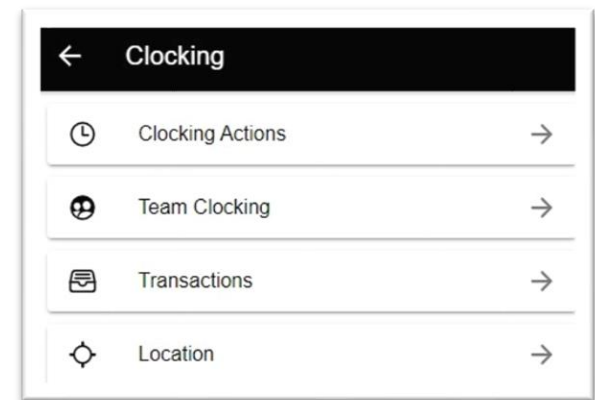
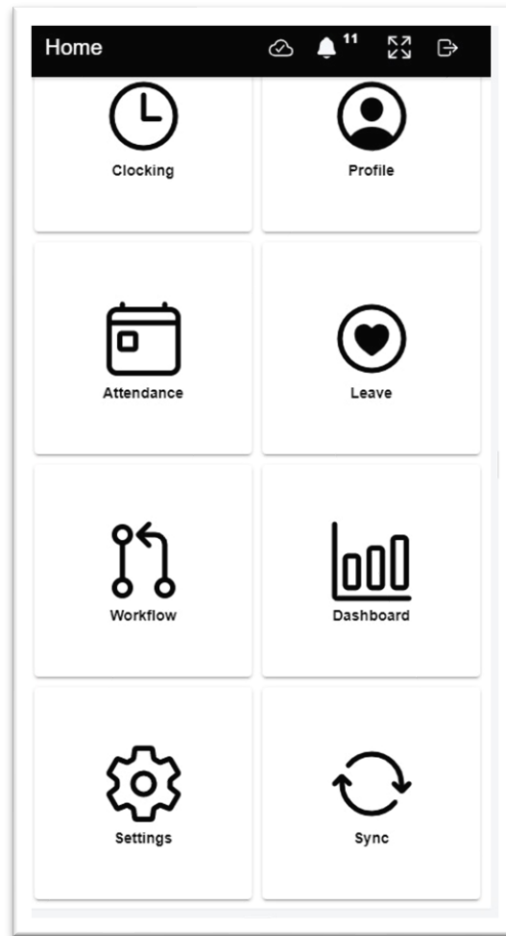
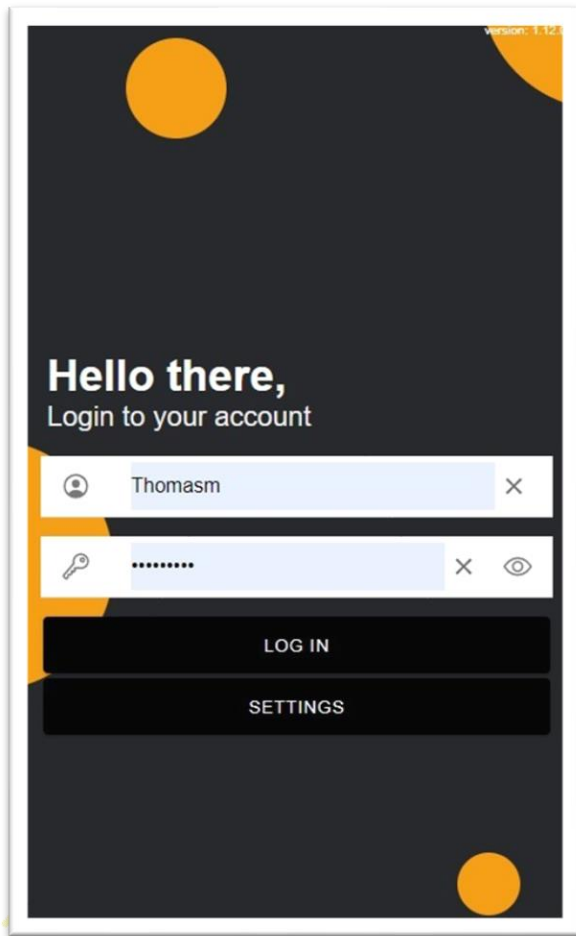
Key Features



- Pre-Registration
- Touchless Check In/Out with QR
- Badge Printing
- Host Notifications
- Event Management
- Prerequisites
- Ability to setup Questionnaires
- Customized Reports
- Customized Dashboards
- Cloud-Based
- Easy to Use
- Access Control
- Face- / Palm Registration with added benefit of Temperature Screening / Mask Detection
- Vehicle Registration and LPR Camera Integration



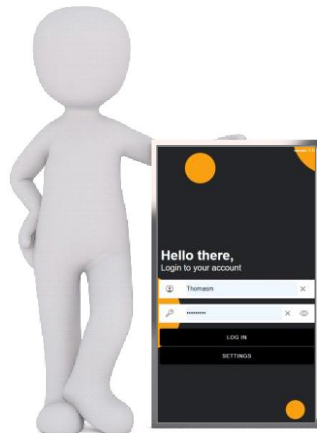
Mobile App





Mobile App Key Features

- Mobile Clocking
 - T&A
 - Event
 - Team
 - Job / Activity
 - QR Clocking
- GO Fencing
- Breadcrumb Tracing
- Notifications
 - Workflow
 - System
 - Private
- Leave Application
- Visitors
- Dashboards
 - Planned Roster
 - Leave Roster
 - Attendance
 - Actual Hours





Time & Attendance

Menu

Filters

Week: 2019-08-20

Search: Keyword

Manager: Org Structure

Manager: none

Exception Only:

Previous Week

Attendance Job Activity Mass Authorization

Authorized Absent Unauthorized Weekends Public Holidays

View	Week Ending	Employee	Employer	Shift	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Org
	2019-08-23	[884507] Heine, A	Own	S01	-	-	10.717 *	11.183 *	11.017 *	10 *	6.983	NETREC > Managing Director > IT > Development
	2019-08-23	[882428] Van Vuuren, MS	Own	S01	-	-	9.987	7.833	9.55	9.217	8.617	NETREC > Managing Director > Admin
	2019-08-23	[884523] Joynt, A	Own	S01	-	-	8.5	8.5 *	8.333	8.25	5.5 *	NETREC > Managing Director > Finance > Payroll
	2019-08-23	[882968] Groves, L	Own	S01	-	-	8.5	8.5 *	8.5 *	8.5	5.5	NETREC > Managing Director > Finance
	2019-08-23	[884511] Loubser, EF	Own	S01	-	-	10.383	-	-	-	0	NETREC > Managing Director > Support
	2019-08-23	[883472] Mathee, TF	Own	S01	-	-	8.5 *	8.5 *	-	-	-	NETREC > Managing Director
	2019-08-23	[884528] Rabotso, T	Own	S01	-	-	8.5 *	8.5 *	8.5 *	8.5 *	5.5 *	NETREC > Managing Director > Support > Workforce
	2019-08-23	[884374] Rensburg, R	Own	S01	-	-	Off	-	-	-	-	NETREC > Managing Director > IT > Infrastructure
	2019-08-23	[884524] Strydom, P	Own	S02	-	-	8.417	9.033	8.633	8.85	5.967	NETREC > Managing Director > Sales
	2019-08-23	[884527] Mpenbe, OJ	Own	S02	-	-	8.5 *	8.817	9.617	9 *	6.667	NETREC > Managing Director > Admin > Workforce



Time & Attendance

Key Features

- Exception-based Hours Approval
 - Individual Validation
 - Team Validation
- Absenteeism
 - Rule-based Absenteeism Codes
 - Leave Integration
- Un-Limited Working Rules
 - Shifts
 - Hours per week
 - Hours per month
 - Floating hours per day
- Allowances
- Work in Schedules
- Pre-Authorisation / Management of Normal / Overtime
- Rostering & Scheduling of employees
- Documents and Comments
- Real Time clocking information





Absenteeism

Menu

Attendance

Mass Authorization

Job Activity

Authorized

Absent

Unauthorized

Weekends

Holidays

View	Week Ending	Employee	Employer	Shift	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Org
	2022-02-25	[00012] Lotegan, M	Own	ED1	-	-	-	-	-	-	-	EPF
	2022-02-25	[001001] Takeon, T	FTC	S01	-	Off	-	-	-	-	-	NETREC > Eaton
	2022-02-25	[122344545] 2345678, T	Own	ED1	Off	Off	-	-	-	-	-	NETREC
	2022-02-25	[123] staff, t	Own	ED1	Off	Off	-	-	-	-	-	NETREC > Unallocated





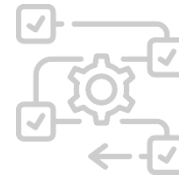
Absenteeism

Key Features

Most **African** companies have an overall **absenteeism** rate of between 3.5% and 6%, which is way over the acceptable limit and equates roughly to between 8 and 15 days per colleague per year. T-REC's absenteeism module can help you manage and control this.

- Daily Absenteeism Reporting
- Analysis of Absenteeism
- Synchronizing information with HR Solution
- Leave Management
- Self Service Functionality





Workflow

T-REC LOGGED IN AS: PSTRYDOM
YOU ARE HERE: WORKFLOW
USERS ONLINE: 3
LAST PROCESSED TIME: 11/02/2020 11:49:59

Support Version 2019.12.11

FILE CLOCKINGS VISITOR MANAGEMENT WORK FLOW EMPLOYEES MOVEMENTS REPORTS SYSTEM

Dashboard
History
Setup

Collapse/Expand All

Id		Workflow Description	Date Initiated	Date Finished	Employee	Status	Users To Approve
1	>	Sick Leave Ap...	2020-01-14	2020-01-14	[008617] SWA...	Cancelled	...
2	>	Sick Leave Ap...	2020-01-14	Not Finished	[010179] MEL...	Cancelled	...
3	>	Sick Leave Ap...	2020-01-14	Not Finished	[006701] PAK...	Cancelled	...
4	>	Sick Leave Ap...	2020-01-14	Not Finished	[006701] PAK...	Cancelled	...
5	>	Sick Leave Ap...	2020-01-14	Not Finished	[010500] MAH...	Cancelled	...



Workflow

Key Features



➤ Key Features

- Build own unique workflow
- Easy to use interface
- Build for scalability
- Manage approval hierarchy
- Automated reminders
- Automated e-mails send per step

➤ Workflow Process Components

- Activity – Represents a single, logical step in the process.
- Action – Defines how an activity is accomplished.
- Transition – Defines the movement from one activity to the next.





Rostering

Menu

Type View: DAY WEEK MONTH

Sunday, 1 September 2019

Month: 2019-09

Jump to day: 2019-09-01

Shift: Activity

Activity Planning View: Job/Activity Work Centre Task

Roster Type Filter: Search roster types

Employee Filter: Search employees

Org Structure Filter: Job - WFC03,Charlie/Nico/Simon,Karel Fourie,Jacques Danie

Apply Filters

Actions Operations Excel

Weekends Public Holidays Time Off Cross Days Break Disabled

Employee	Sun, 1	Mon, 2	Tue, 3	Wed, 4	Thu, 5	Fri, 6	Sat, 7	Sun, 8	Mon, 9	Tue, 10	Wed, 11	Thu, 12	Fri, 13	Sat, 14	Sun, 15	Mon, 16	Tue, 17	Wed, 18	Thu, 19	Fri, 20	Sat, 21	Sun, 22	
[6009002] Sokudela, T				Time Off	Time Off	Time Off	Time Off	Time Off	Time Off	Time Off	Time Off												
[6001002] Bizani, J																							
[5607001] Nyandeni, E.J						C1 (9)	C1 (7.5)	C1 (9)	C1 (9)	C1 (9)	C1 (9)	C1 (9)	C1 (9)	C1 (7.5)	C1 (9)								
[5908001] Songo, ML			C1 (9)	C1 (9)	C1 (9)	C1 (9)	C1 (7.5)	C1 (9)	C1 (9)	C1 (9)	C1 (9)	C1 (9)	C1 (9)	C1 (7.5)	C1 (9)								
[5606003] Thako, TJ													C1 (9)	C1 (7.5)	C1 (9)	C1 (9)	C1 (9)						
[5809003] Tshabalala, MD						C1 (9)	C1 (7.5)	C1 (9)	C1 (9)	C1 (9)	C1 (9)	C1 (9)	C1 (9)	C1 (7.5)	C1 (9)	C1 (9)	C1 (9)						
[6011002] Mahlangu, DB													C1 (9)	C1 (7.5)	C1 (9)	C1 (9)	C1 (9)						
[5907002] Komane, MP			C1 (9)	C1 (9)	C1 (9)	C1 (9)	C1 (7.5)	C1 (9)	C1 (9)	C1 (9)	C1 (9)	C1 (9)	C1 (9)	C1 (7.5)	C1 (9)								
[0006061] Lottering, DR																							
[5811005] Novoyi, MW																							





Rostering

Key Features

- Drag and Drop Interface
- Roster Types
 - Hours
 - Normal Hours
 - Overtime Hours
 - Job/Activity Planning
- Simultaneously Schedule Employees/D
- Repeat Pattern
- Ability to Export and Import Rosters.
- Schedule Time-off
- Leave Integration
- Real-time Updates
- Share Roster/Schedules with employees





Job/Activity Management

T-REC

LOGGED IN AS: DEMO
 YOU ARE HERE: CLOCKINGS > ACTIVITIES IN PROGRESS
 USERS ONLINE: 1
 LAST PROCESSED TIME: 10/07/2016 17:48:20

Smart + Secure + On-time

SUPPORT

FILE
CLOCKINGS
EMPLOYEES
CLUSTER SHARING
MOVEMENTS
REPORTS
SYSTEM

Activities In Progress

Legend: Non-Productive Job Overspending

Drag a column header here to group by that column. Search:

Employee No	Surname	Initials	Employer	Working As	WC Desc	Org Structure	Direct	Shift	Project	Project Desc	Order No	Operation	Order Description	Activity Start	Task	Card No
007362	Lee	CJ	LDC	Semi Auto Welding (GMAW/FCAW)	Semi Auto Welding (GMAW/FCAW)	HEV > GM > Operations Manager > Fabrication > North Works > Welding > Work Force	✓	B6	651871	GIRTH GEAR MANUFACTURE	661113	020	MAIN FAB ASSEMBLY D	10/07/2016 18:00	203	J66111302
007432	Mabunda	M Z	LDC	Semi Auto Weld B77	Semi Auto Weld B77	HEV > GM > Operations Manager > Fabrication > North Works > Welding > Work Force	✓	B2					Prepare Tools/Jigs	10/07/2016 18:00	888	9006
007461	Radebe	S O	LDC	Grinding B77	Grinding B77	HEV > GM > Operations Manager > Fabrication > North Works > Grinding > Work Force	✓	B2	850483	CAB ASSY LHD 10 TON	850140	030	CAB FAB COMPLETION	10/07/2016 18:00	25	J85014003
007501	Selepe	S T	LDC	Semi Auto Weld B77	Semi Auto Weld B77	HEV > GM > Operations Manager > Fabrication > North Works > Welding > Work Force	✓	B2	850483	CAB ASSY LHD 10 TON	850140	020	CAB FAB COMPLETION	10/07/2016 18:00	23	J85014002
869526	Khumalo	KP	Own	Grinding B77	Grinding B77	HEV > GM > Operations Manager > Fabrication > South Works > Grinding > Work Force	✓	B2					Prepare Tools/Jigs	10/07/2016 18:00	888	9006
870245	Nel	JA	Own	Semi Auto Weld B77	Semi Auto Weld B77	HEV > GM > Operations Manager > Fabrication > South Works > Welding > Work Force	✓	B6	651871	GIRTH GEAR MANUFACTURE	661111	023	MAIN FAB ASSEMBLY B	10/07/2016 16:12	203	J66111102

Page 1 to 1: Row 1 to 6 of 6 rows | First 1 Last

(XLS) (XLS) (PDF)





Job/Activity Management - Key Features

- Job / Project Setup
 - ERP Interface
 - MSP Project Upload
 - Manually Created in System
- Rostering of Projects and Employees
- Simultaneously Schedule Employees / Department
- Hours Allocation
 - Real-time Recording
 - Productive Hours
 - Non-Productive Hours
 - As Scheduled / Rostered
 - After Hours Worked
- Record ACTUAL TIME spent on:
 - Projects / Operations / Tasks / Work Centre
 - Projects / Activity / Elements / Work Centre





Access Control

Zone Access						
Menu						
Employee	Main Office	Namdock 1	Namdock 2	Namdock 3	Off Site	
[EBH10289] Safombabi, SS						✓
[EBH10435] Shapaka, IA						✓
[EBH10838] Nikodemus, T						✓





Access Control

Key Features

- Multiple Zones
- Multiple Access Levels
 - Visitors / Sub-Contractors / Employee Access Control
- Lockout of Employees
 - After Hours
 - Not on Shift
 - Not Authorized / Scheduled to Work
- Multiple Devices
 - Face- / Palm- / RFID- / Card- / Facial Camera recognition
 - Boom Gates
 - Turnstiles
- Full Audit Trail

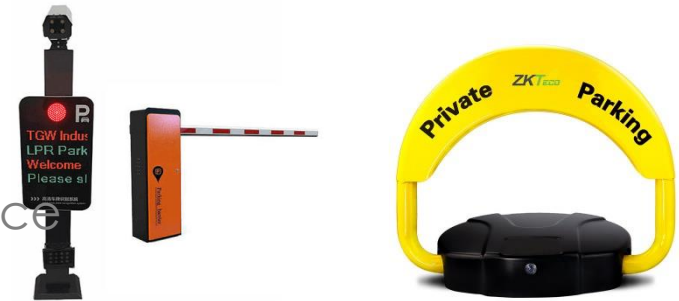




Access Control

Key Features

- Assign Vehicles to employees
- Track access to sites
- Speed up entry time at the site entrance
- RFID readers integration
- Unmanned Parking reservation – RFID/Remote control open close
- Emergency vehicle recognition
- LPR (Licence plate recognition) Camera access control



Edit Employee Details Close

[CON001] Uys, L

Notifications Month Hours Documents Custom Fields System User Account Leave Hourly Rate **Vehicles** Skills

Vehicles

Search keyword

Registration Number	Make	Model	Colour	Tag	
CH63PNGP	Subaru	Outback	Silver	Personal	+
















Excel Reporting & Scheduling

T-REC | YOU ARE HERE: EXCELREPORTEXPLORER | MAXION | Support | Fast Launch | Version 2019.1

FILE | CLOCKINGS | VISITOR MANAGEMENT | EMPLOYEES | MOVEMENTS | REPORTS | SYSTEM

Excel Explorer

Menu

Attendance Bonus I...  Description	Absenteeism Codes  Description	Attendance Register  Description	LDC Dates  Description	Outstanding Validati...  Description	Weekly Attendance ...  Description
Absenteeism Old 	Late and Early Arrivals 	Absenteeism 	Report Direct / Indire... 		





Excel Reporting & Scheduling

T-REC LOGGED IN AS: PSTRYDOM
YOU ARE HERE: REPORTMAILERSETUP
USERS ONLINE: 1
LAST PROCESSED TIME: 11/02/2020 08:46:52

MAXION WHEELS








Fast Launch

Support

Version 2019.12

FILE CLOCKINGS VISITOR MANAGEMENT EMPLOYEES MOVEMENTS REPORTS SYSTEM

Menu

- Attendance Register**  Cron Expression
- LDC Dates**  Cron Expression
- Outstanding Validations Morning Shift**  Cron Expression
- Outstanding Validation After Noon Shift**  Cron Expression
- Outstanding Validations Night Shift**  Cron Expression
- Absenteeism**  Cron Expression
- Late & Early Arrivals**  Cron Expression



Excel Reporting & Scheduling

Key Features

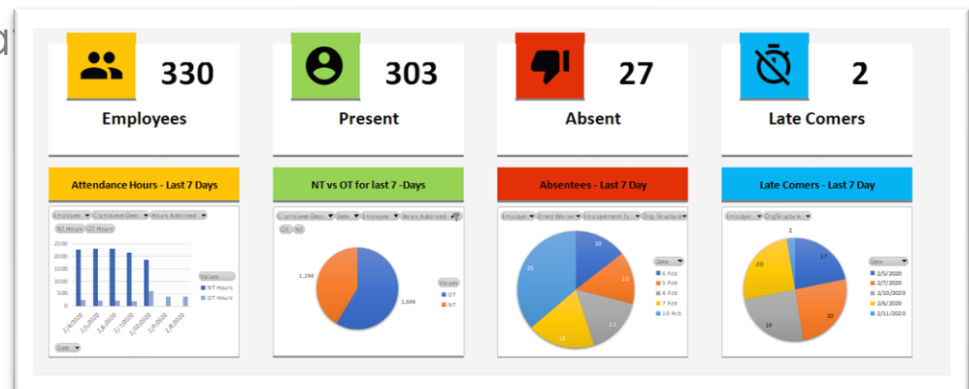


- Excel Reporting customized to client requirements
- Flexible Scheduling Times
 - Hourly
 - Daily
 - Weekly
 - Monthly



- Export to pre-designed templates
- Alert / Exception
- Notification Types

- Email
- SMS





Questionnaires

...

- Start Questionnaire
- Questionnaires
- Setup

COVID

1. Are you currently suffering of a fever

No Yes

2. Are you currently experiencing any headache / Body Pains

No Yes

3. Are you currently experiencing any Cough Symptoms

No Yes

Options Anonymous Select Employee Employee Fingerprint Full Name

* Questionnaire

Select

COVID





Questionnaires

Key Features

- Easy Setup of Questionnaire or Survey
- Complete the Questionnaire by
 - Employee
 - Visitor
 - Anonymous
- Set Mandatory Questionnaires
 - Covid
 - Induction
- View your Completed Questionnaires
- Initiate Exceptions / WFL on Answered Question





Leave Management

Leave Planner

Menu

Leave Type Date

Weekend Public Holiday

Employee	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu							
	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
[084507] Heine, A																		A													
[084523] Joynr, A																													A	A	A
[082905] Groves, L																A	SP						A								
[084511] Louber, EF																															
[083472] Mathee, TF															E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	E	
[084520] Rabotko, T											A																				
[084374] Rensburg, R																															
[084524] Strydom, P																															
[084527] Mpenbe, OJ																															
[084528] Du Plessis...											SP																				

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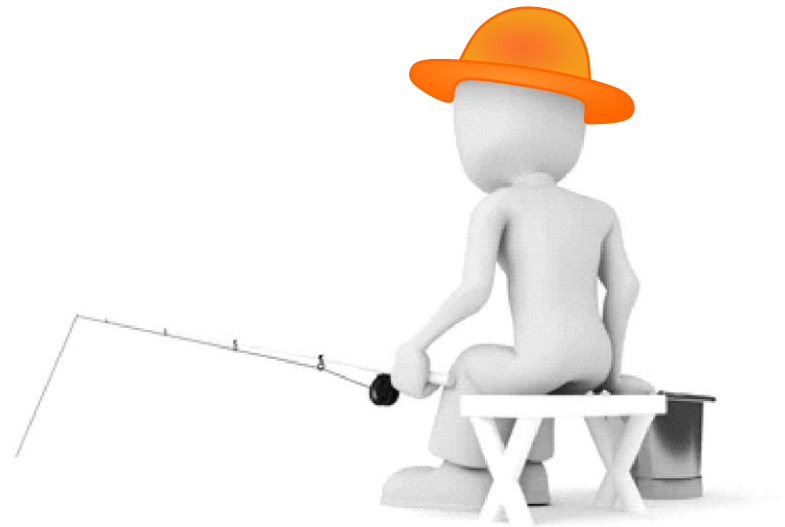


Leave Management

Key Features

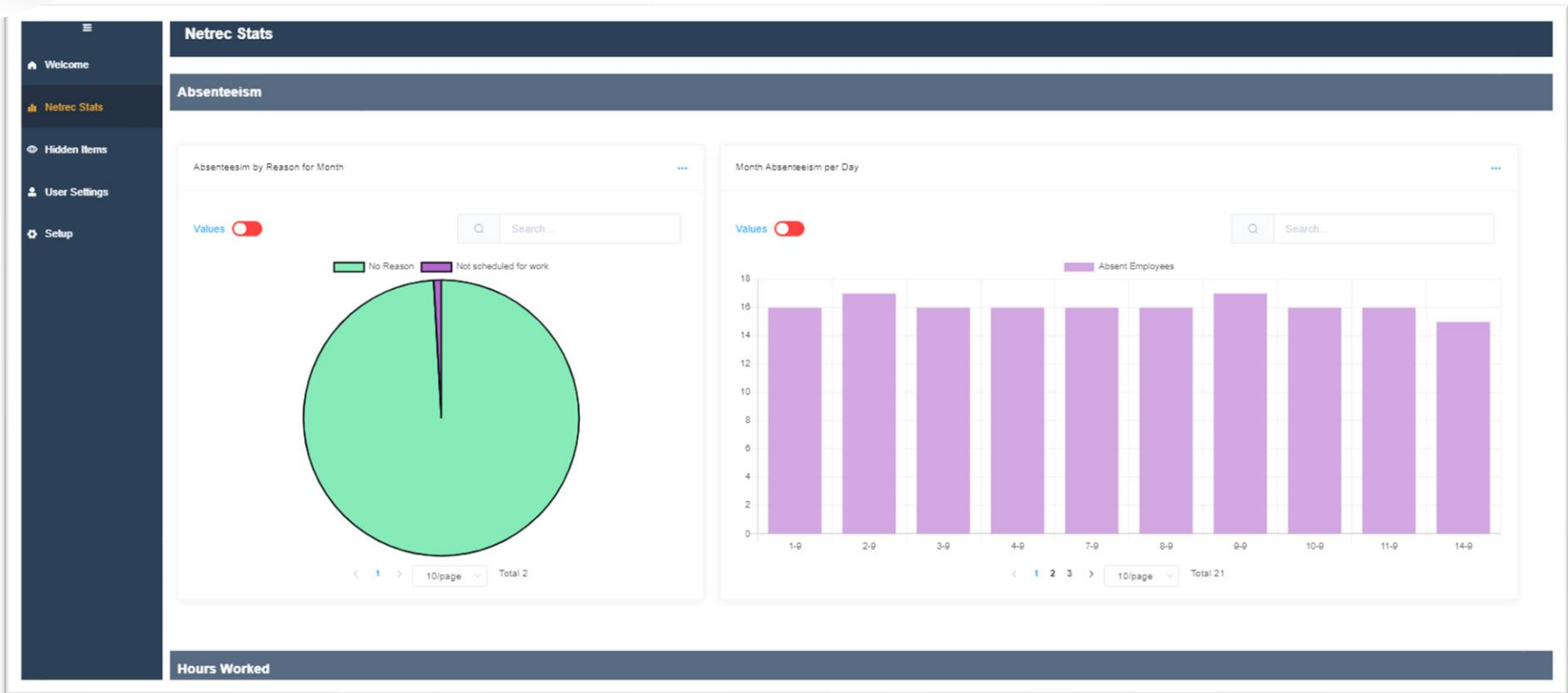


- All-in-one Dashboard
 - Leave Planner
 - Sub-Ordinates Leave
- Auto-Update Leave Balance
- Workflow Approval
- At-a-Glance Reporting
- Configurable Fields
 - Leave Type
 - Policy
- Integration





Interactive Customizable Dashboard



Setup

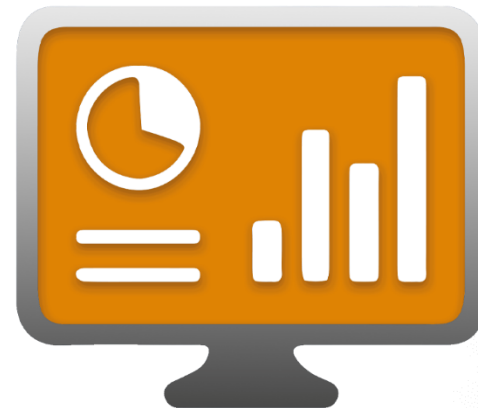
- Dashboards
- Widgets



Interactive Customizable Dashboard

Key Features:

- All-in-one Dashboard
 - Fully Customizable
 - Drill-Down to Lowest Level
- Print
- Export to Excel
- Authorization





Employee Asset Management

Automate your asset control to a whole new level.

Our System is the ultimate solution for giving complete accountability and record keeping.

Dashboard											
Menu											
Warehouse	Employee	Item	Item Code	Serial Number	Item Group	Item Group Code	Item Type	Item Type Code	Quantity	Issued By	Date
Book Store	Michael WRIGHT	Platimun Afrikaans HT LB C	ISBN978-0-636-11574-3	2acc75118c	Grade 8 A	Grade 8 A	Afrikaans	Afrikaans	1	Scan1	2022-01-10 10:19
Book Store	Jacobus VAN ZYL	Platimun Afrikaans HT LB C	ISBN978-0-636-11574-3	b570885f3	Grade 8 A	Grade 8 A	Afrikaans	Afrikaans	1	Scan1	2022-01-10 13:44
Book Store	Monique VAN ZYL	Platimun Afrikaans HT LB C	ISBN978-0-636-11574-3	787ebee44f	Grade 8 A	Grade 8 A	Afrikaans	Afrikaans	1	Scan1	2022-01-11 07:38
Book Store	Willem VAN ZYL	Platimun Afrikaans HT LB C	ISBN978-0-636-11574-3	f3ebfb0bbd	Grade 8 A	Grade 8 A	Afrikaans	Afrikaans	1	Scan1	2022-01-10 14:15
Book Store	Melisha WENTZEL	Platimun Afrikaans HT LB C	ISBN978-0-636-11574-3	64ee6a7585	Grade 8 A	Grade 8 A	Afrikaans	Afrikaans	1	Scan1	2022-01-11 08:02
Book Store	Chenique VAN DER MERW	Platimun Afrikaans HT LB C	ISBN978-0-636-11574-3	4c04321c2a	Grade 8 A	Grade 8 A	Afrikaans	Afrikaans	1	Cehesta	2022-01-10 13:51
Book Store	Duan VAN DER WESTHUL	Platimun Afrikaans HT LB C	ISBN978-0-636-11574-3	e970555b1f	Grade 8 A	Grade 8 A	Afrikaans	Afrikaans	1	Cehesta	2022-01-11 07:18
Book Store	Janco VAN DER MERWE	Platimun Afrikaans HT LB C	ISBN978-0-636-11574-3	549c889a57	Grade 8 A	Grade 8 A	Afrikaans	Afrikaans	1	Cehesta	2022-01-10 14:03
Book Store	Johannes VAN DER WEST	Platimun Afrikaans HT LB C	ISBN978-0-636-11574-3	ea11511403	Grade 8 A	Grade 8 A	Afrikaans	Afrikaans	1	Scan1	2022-01-11 10:02
Book Store	Megan VAN DER BIJL	Platimun Afrikaans HT LB C	ISBN978-0-636-11574-3	505479e7c4	Grade 8 A	Grade 8 A	Afrikaans	Afrikaans	1	Scan1	2022-01-10 14:12

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Item Groups


Item Types


Suppliers


Warehouses


Transactions Types

Employee Asset Management Key Features

- Global Asset Management for companies with remote sites.
- Manage sites and Warehouses from a centralised point or building.
- Warehouse managed locally on-site within the company's structure.
- Real-time tracking of Assets used on site.
- Interface with any existing system.
- A stand-alone application is available to create and view import data if the company does not have an ERP system.
- The system can be customised to fit your unique business requirements.
- Daily real-time updates from site.





Standard Reports

Numerous reports depend on customer requirements.

Various Selection Criteria

(i.e. Per Cost Centre, Department, Employee Type etc.)

Reports can be exported in different formats

(i.e. Excel Spreadsheet, Word etc.)



The dashboard can easily be built to user specifications





Standard Reports



ATTENDANCE [A1]

Date From: 01/06/2016 Date To: 02/06/2016
Org Struc.: HEV > GM > Operations Manager
Shift: B1

Employee	Shift	Direct/Indirect	Clock In Time
[860651] AUSTIN, V	[B1] Day	Direct	Wed 01 Jun 2016 05:50:00
	[B1] Day	Direct	Thu 02 Jun 2016 05:50:00
[870257] BAKER, J	[B1] Day	Indirect	Wed 01 Jun 2016 05:50:00
	[B1] Day	Indirect	Thu 02 Jun 2016 05:50:00
[007515] BOTHA, FJ	[B1] Day	Direct	Wed 01 Jun 2016 05:50:00
	[B1] Day	Direct	Thu 02 Jun 2016 05:50:00
[800156] BOTHA, LJ	[B1] Day	Direct	Wed 01 Jun 2016 05:50:00
	[B1] Day	Direct	Thu 02 Jun 2016 05:50:00
[870058] DUVENAGE, JEDV	[B1] Day	Direct	Wed 01 Jun 2016 05:50:00
	[B1] Day	Direct	Thu 02 Jun 2016 05:50:00
[870176] ENGELBRECHT, C R	[B1] Day	Direct	Wed 01 Jun 2016 05:50:00
	[B1] Day	Direct	Thu 02 Jun 2016 05:50:00
[800907] ERASMUS, DP	[B1] Day	Direct	Wed 01 Jun 2016 05:50:00
	[B1] Day	Direct	Thu 02 Jun 2016 05:50:00
[007460] FARIRWI, B	[B1] Day	Indirect	Wed 01 Jun 2016 05:50:00
	[B1] Day	Indirect	Thu 02 Jun 2016 05:50:00





Standard Reports



ABSENTEEISM FOR A GIVEN PERIOD [A4]

Date From: 01/06/2016 Date To: 04/06/2016

Org Struc.: HEV > GM > Operations Manager

Employer: LDC

Employee Type: HOURLY

[A - Absent without Permission] [E - Training] [F - Site Work] [G - Other Shift] [IOD - Injured on duty] [L - Leave] [S - Sick Leave] [W - With Permission]

Employee	Absent Date	Absent Code	Employment Cat.	Employer	Leave Days
HEV > GM > Operations Manager > Fabrication > North Works > Boilermaking > Work Force					
Indirect					
[007521] Mafisa ,B	03/06/2016	L	HOURLY	LDC	1.00
[007534] Motaung ,T S	03/06/2016	A	HOURLY	LDC	1.00
HEV > GM > Operations Manager > Fabrication > North Works > Grinding > Work Force					
Direct					
[007454] Baadjies ,D S	01/06/2016	A	HOURLY	LDC	1.00
	02/06/2016	A	HOURLY	LDC	1.00
	03/06/2016	A	HOURLY	LDC	1.00
HEV > GM > Operations Manager > Machining > Vereeniging > Work Force					
Direct					
[007578] Labuschagne ,C	01/06/2016	S	HOURLY	LDC	1.00
	02/06/2016	S	HOURLY	LDC	1.00
	03/06/2016	S	HOURLY	LDC	1.00





Standard Reports



PROJECT HOURS [T6]
Date From: 03/07/2016 Date To: 10/07/2016
Org Struc.: HEV > GM > Operations Manager

Project: 151492 - SIBANYE 14FT TRUNNION

Order No:

Employee	Pay Start	Pay Stop	T1	T1.3	T1.5	T2	T2.5	Total	Auth. By
Job: 178830									
Trade: Welder									
[007589]-Moeti, J I	07/07/2016 16:22:59	07/07/2016 19:00:00	2.62	0.00	0.00	0.00	0.00	2.62	BMkhwanazi
[007589]-Moeti, J I	07/07/2016 19:20:00	07/07/2016 22:00:00	2.67	0.00	0.00	0.00	0.00	2.67	BMkhwanazi
[007589]-Moeti, J I	08/07/2016 13:45:00	08/07/2016 17:00:00	3.25	0.00	0.00	0.00	0.00	3.25	BMkhwanazi
[007589]-Moeti, J I	08/07/2016 17:20:00	08/07/2016 17:41:18	0.36	0.00	0.00	0.00	0.00	0.36	BMkhwanazi
Sub Total			8.89	0.00	0.00	0.00	0.00	8.89	
Job: 178831									
Trade: Welder									
[870265]-Grobler, J A	07/07/2016 16:23:35	07/07/2016 19:00:00	2.61	0.00	0.00	0.00	0.00	2.61	
[870265]-Grobler, J A	07/07/2016 19:20:00	07/07/2016 22:10:00	2.83	0.00	0.00	0.00	0.00	2.83	
[870265]-Grobler, J A	08/07/2016 13:30:00	08/07/2016 17:00:00	3.50	0.00	0.00	0.00	0.00	3.50	
Sub Total			8.94	0.00	0.00	0.00	0.00	8.94	
Job: 178834									
Trade: Machine Operator: Horizontal Boring Mill CNC H									
[870023]-van der Westhuizen, F H	06/07/2016 08:30:38	06/07/2016 12:00:00	3.49	0.00	0.00	0.00	0.00	3.49	JWilmot
[870023]-van der Westhuizen, F H	06/07/2016 12:20:00	06/07/2016 14:00:08	1.67	0.00	0.00	0.00	0.00	1.67	JWilmot
[870023]-van der Westhuizen, F H	07/07/2016 11:04:21	07/07/2016 12:00:00	0.93	0.00	0.00	0.00	0.00	0.93	JWilmot
[870023]-van der Westhuizen, F H	07/07/2016 12:20:00	07/07/2016 14:00:58	1.67	0.00	0.02	0.00	0.00	1.68	JWilmot
Sub Total			7.75	0.00	0.02	0.00	0.00	7.77	
Trade: Machine Operator: Vertical Borer Mill SLM									
[869623]-Gunter, CDJ	06/07/2016 15:24:28	06/07/2016 22:10:06	4.17	0.00	2.59	0.00	0.00	6.76	JWilmot
[869623]-Gunter, CDJ	07/07/2016 13:50:00	08/07/2016 00:09:32	5.83	0.00	4.17	0.00	0.00	9.99	JWilmot
Sub Total			10.00	0.00	6.76	0.00	0.00	16.75	



Data Interface (API) T-REC



CLIENT SYSTEM

MASTER DATA

Employee Details

- Name/s
- Surname
- Initials
- Title
- Birth Date
- Citizenship
- ID Number
- Passport No.
- Email
- Cell Number

Employment Details

- Employee No
- Department
- Payroll
- Company
- Start Date
- Birth Date
- Labour Source
- Trade
- Termination Date
- Employee Cat.

LEAVE

Employee Leave

- Employee No
- Leave Type
- Date From
- Date To

PAYROLL PROCESSING

Payroll File

- Employee No
- Hour Type
 - NT
 - OT
 - Leave

T-REC

MASTER DATA

Employee Details

- Name/s
- Surname
- Initials
- Title
- Birth Date
- Citizenship
- ID Number
- Passport No.
- Email
- Cell Number

Employment Details

- Employee No
- Department
- Payroll
- Company
- Start Date
- Birth Date
- Labour Source
- Trade
- Termination Date
- Employee Cat.



HOURS WORKED

Employee Leave

- Employee No
- Date
- Hours Type/Leave



HOURS VALIDATION

Authorization of Exception Hours

- Employee No
- Hour Type
 - NT
 - OT
 - Leave



PAYROLL HOURS APPROVAL



Recap

- Global Time and Attendance for companies with multiple sites.
- Manage multiple sites through centralised server architecture.
- Employees clock at different sites within the company's structure.
- The solution can be customised to fit your unique business requirements.
- Daily real-time updates from the site.
- Various communication technologies ie: WAN, GPRS, Super Flash disc, stand-alone units and RF.
- Manage sites and Warehouses from a centralised point or building.
- Warehouse managed locally on-site within the company's structure.
- Real-time tracking of tools used on site.
- Interface with any existing system.



Experience Centre

We are **proud** to open the doors to our Innovative and Interactive space.

We would like to extend our invitation to visit us at our very own Experience Centre in Vereeniging.

We offer the **Ultimate Experience** in Workforce Management and Services, all under one roof!



Conclusion

We would be honoured to work with you, and we will demonstrate the utmost commitment throughout our work, to YOUR success!



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THANK YOU!

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