



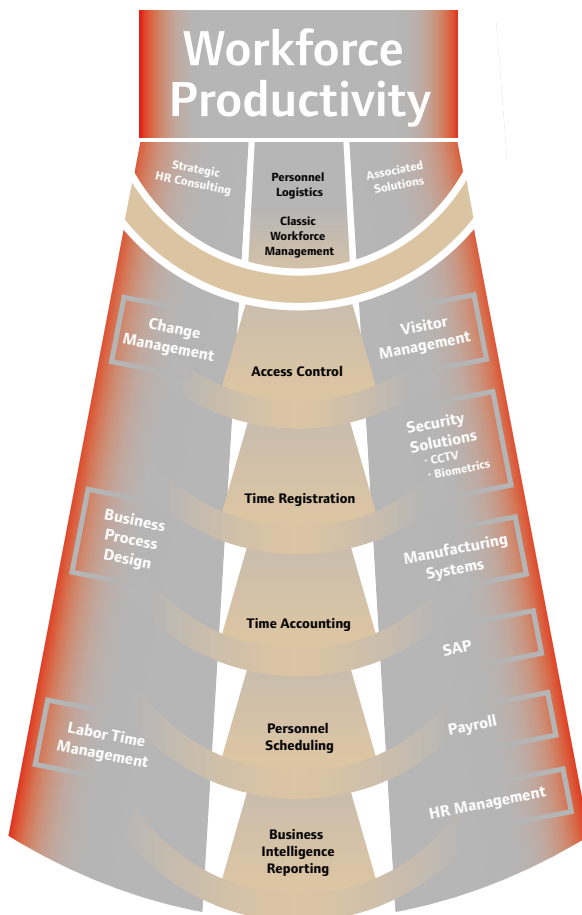
interflex

*Workforce Productivity
for Manufacturing and Industry*

Workforce Productivity – Why It Is Your Concern

Nowadays, it is hard to find an organization or company that is not involved in profit maximization and process optimization. The methods applied range from increasing sales, and cost reduction programs up to measures to increase productivity. While these measures became state of the art in the automation of machine-oriented processes, the ‘human resource’ is not only gaining importance, but is the focus of future optimization efforts. Transparent yet comprehensive registration of manpower is the key to increasing

both productivity and profit. This begins when employees stamp-in and includes, among other things, planning of their daily tasks and the aggregation of employee data into key figures required by the management. How to make best use of the optimization potentials available? Interflex Workforce Productivity solutions identify the necessary prerequisites and, compared with the classic Workforce Management, offer significant enhancement. Workforce Productivity stands for the comprehensive treatment of products, resources and consulting services, but focusing on the human element and his individual contribution to increase the revenue of a company or organization. That is why Workforce Productivity solutions not only encompass the classic Workforce Management but also strategic HR Consulting, such as Labor Time Management and associated solutions such as HR Management and security systems. Workforce Productivity highlights areas that are ready for optimization and covers everything from a single department up to complex organizational structures. Workforce Productivity is the basis for strategic and operational planning, and for decision processes resulting thereof. It is the foundation for transparent and understandable processes and designed to increase productivity and efficiency within a company or organization.





Workforce Productivity
– Personnel Scheduling in
Manufacturing and Industrial Firms

Manpower requirements in manufacturing and industrial enterprises chiefly depend on incoming orders and may be subject to seasonal fluctuations. This results in peaks and valleys in demand which must be met by an efficient HR management. Interflex provides demand-oriented personnel scheduling solutions to avoid cost-intensive over- and under-staffing. Flexible, open schedule models or staffing leveling required for each machine or workgroups can be determined by the integrated advance personnel scheduling software. Depending on the solution selected, your order data can even be imported from upstream ERP systems. With the personnel scheduling system, orders can be staffed and fictional accounts generated on the basis sequence optimization. Once the personnel are assigned to a job or project, the target hours required by cost and performance accounting, can be automatically determined and transmitted to associated systems, if there are any. The integrated graphical user interface (GUI) of the work location schedule allows the scheduler to reschedule employees to other cost centers – and in real time. In this way, it is possible to avoid unnecessary slack periods and expensive overtime. The absence-time calendar can be created for each employee or for any group of employees. Employee absences, whether a planned vacation or an

illness, are recorded by the scheduler in the personnel department, so the ramifications immediately cascade through the shift schedule appearance. The automatic staffing level balancing easily allows reorganizing of the shift schedule. In order to respond to short-term fluctuations in staffing levels, the scheduler can call up a clearly presented schedule and have the additional personnel demand displayed on their monitor at any time. With a few mouse clicks, it is possible to automatically adjust shift schedules, even being alerted to many of the legal and collective labor regulations that affect this schedule arrangement. With Interflex' Workforce Productivity in place, you are supported in your funded commercial decisions by comprehensive "what if" scenarios.





Daily Routine in Manufacturing – Many Questions to Answer!

Fluctuating Staffing Levels

- Is there a Tool that Can Help?

Yes, there is. Remember, neither paper & pencil nor spreadsheets alone will help in scheduling staffing level fluctuations. Compared with other solutions, the staffing level balancing function of the Interflex scheduling solution provides decisive advantages. Fluctuating demands can be balanced automatically, even considering shift allocation and employee qualifications. Employees are readily reassigned to work locations where they are needed, considering balance limits as well as functions, qualifications, shift preferences, days or time accounts – all identified in the data record of each employee. From now on, the scheduler will be able to trace the historical demand for temporary or extra workers directly from the advance personnel schedule. Allowances are made for yearly work time accounts with positive or negative balance. Based on their labor time model, employees can be scheduled in such a way that the scheduled weekly hours might exceed the actual hours worked while simultaneously

considering their day off preferences. Besides this, the work location schedule breaks each day down into user-definable time intervals – and thus, allows scheduling employees minute by minute. Using the toolset provided, it is possible – and comparatively easy – to efficiently smooth out fluctuations in the order of events.

How Can the Number of Temporary and Loaned Employees Required Be Determined, While Considering the Time Accounts of the Core Skeleton Staff?

Staffing information, calculations and entries previously handled manually or with the aid of spreadsheets, are now implemented by the Interflex work location schedule with a few clicks of your mouse. The qualification-based staffing levels your ERP system data recorded are exported into the Interflex personnel scheduling system. Then, taking each individuals' expertise, the hourly accounts, days off, and other parameters into consideration, the system can estimate and then schedule your skeleton staff in compliance with the



expected availability. Temporary and loaned employees can then be 'planned for' based on qualification within the shortest possible time, helping by suggesting a proposal based on your company's previous experience. To implement the scheduling adjustments, you can confidently accept a proposed solution as-is, or perform minor changes on your own.

Is It Possible to Schedule Direct Labor Hours Required in the Future, Now?

Yes, it is. With the Interflex scheduling solution you are able to keep track of all the time accounts. You can easily get an idea of how many direct labor hours are available to be assigned to specific employee groups. Due to the integrated time management system, such long-term planning of production plants can be based on your historical data, and becomes inherently simple. Any changes in the shift schedule are immediately displayed in the time accounts and vice versa.

How Can Scheduling Fairness and Employee Satisfaction Be Improved?

Our software solution includes automatic staffing level balancing - allowing you to define the criteria, on which your optimum staffing levels are calculated. The system adjusts the scheduling based on real data that is captured automatically. Besides an improved

work-load-to-time-off ratio, a significantly higher transparency can be achieved. To address the question about fairness, you can easily demonstrate how the work load is allocated and how shift preferences have been considered by reviewing the time accounts with your employees.

How Can Personnel - the Bottleneck Resource - Be Managed in an Optimum Manner?

The Interflex personnel scheduling system provides an overview, specifying not only which employee has been scheduled and for how many hours, but also for how many hours this employee will still be available. Any employee in the system can be assigned to specific tasks, and scheduled or re-scheduled on either a long-term basis, or minute by minute.

How Can Optimum Shift Staffing Levels Be Defined? Can Staffing Levels Be Checked as to Their Schedule Quality?

Order-oriented manpower assignment of our personnel scheduling solution is based on the order data supplied by your ERP system. To create a basis for job order planning, you can send reference data related to optimum staffing levels to the connected ERP system.

Additional Solutions for Manufacturing Companies



Online Time Management and Access Control

Safety and security play an important role, especially in sensitive areas. Doors, gates or office rooms must be protected against unauthorized access. If visitors are admitted to these protected areas, they have to be thoroughly monitored while in these areas. This is what the Interflex access control system is responsible for. The system also allows recording attendance and absence times. Not only incoming and outgoing time stamps are recorded but also absence times, i. e. when employees are out on business or on vacation. You get time account management at no extra effort.



Offline Solutions

Offline access control systems are flexible and low-cost security components offering highest comfort. The stand-alone terminals can be easily mounted to doors, do not require any network connection, and provide a reliable and fast security solution. What makes the system advantageous is the fact that – due to their compatibility – a variety of existing credential badges (including those from Proxif, LEGIC and Mifare) can be used at these access control systems.



Visitor Management

The visitor management system allows you to welcome new visitors and manage the records of regular guests and of their vehicles. It makes no difference whether it is implemented in a secretary's office, at the gates, in the foyer, at a counter, or via the internet:





Assign employee hosts to your visitors, print badges and define access rights to areas your guests are allowed to enter. The badges of all visitors are automatically checked for blocking periods. Visitors can register at separate visitor self-registration stations and enter their data either via the keypad or the business card scanner. To support your personnel at the gate or the reception desk, the visitor management system also offers the ability to enroll in advance both visitors and their upcoming visits.

Badge Production

Modern badges have to meet the highest demands on protection against forgery and must be compatible with other badge reading systems. Miscellaneous coding techniques can be applied and merged with Interflex solutions. The photos of your employees and visitors are captured digitally. State-of-the-art video and image processing technology and thermal sublimation printers enable the user to easily create badges for employees and visitors.



Access Control and CCTV-Based Surveillance Systems

All modern control and alarm monitoring systems should lessen the impact of a security breach or a hazard. The digital video recording and monitoring system (CCTV) allows the system to identify persons, and reliably retrace security issues at the terminal locations, detect motion or even the presence of smoke or fire. If required, visual and audible alarms can be triggered. Automatic response such as notifying the local fire department for such an event, or activating a camera at a fault location is not considered routine. The integrated motion detection system operates particularly efficiently as video recordings are made only if a motion has been detected. This saves hard disk capacity.

With Interflex solutions you are able to operate, control and monitor all security components from a central place.





Ingersoll Rand's Security Technologies Sector is a leading global provider of products and services that make environments safe, secure and productive. The sector's market-leading products include electronic and biometric access-control systems; time-and-attendance and personnel scheduling systems; mechanical locks; portable security; door closers, exit devices, architectural hardware, and steel doors and frames; and other technologies and services for global security markets.

We support our customers and provide our services from 35 business locations in 12 countries around the world. For further details, please refer to our homepage.

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