



interflex.

Workforce Management with SP-EXPERT












Discover the Benefits of
State-of-the-Art Time Accounting

SP | EXPERT.
The Art of Planning



ALLEGION™

Our Solutions at a Glance

ACCESS		TIME	
 Access Control	 Biometric Recognition	 Time & Attendance Recording	 Time Management
 Offline Solutions	 Security Control Center	 Personnel Scheduling	 Demand Forecasting
 Video Surveillance	 Visitor Management	 Productivity Analysis	 Automatic Schedule Optimization
+			
Mobile Data Recording	Employee Self-Service	Workflow Optimization	Controlling + Reporting

“Customized Solutions for State-of-the-Art Access Control and Time Recording”

You want to move your business forward

Your goal is to increase the security of your company's access points and to efficiently manage working time as a resource. To do this, you need a partner that you trust completely. You're not looking for a product - you're looking for the right solution. What you need is a complete, no-worries service that will steer you through the entire process, from consultation right through to system maintenance. One of our strengths is our ability to identify your requirements and work with you to develop a customized solution.

You require flexibility and efficiency

Would you like to integrate existing components while simultaneously meeting multiple time management and access security requirements? If you don't want to replace existing hardware for access to your business or for recording working times, our interfaces offer a range of options for fast and easy integration. We also include a large number of modules in your solution, such as visitor management or a Security Control Center.

You demand high standards of a modern system

In line with the trend for digitalization, you're aiming for total simplicity and convenience for your internal processes. Solutions for smartphones, Employee Self Service and smart visitor management will help you to take the load off your employees and give them more time for other tasks.



You insist on quality

We use a quality management system certified by TÜV Rheinland and are ISO 9001:2008-compliant. Furthermore, we are ISO 27001:2013 certified in the field of IT security. Whether you have 50 or 100,000 employees, we have been leaders in the field of access control and time recording for more than forty years and will continue to rise to your challenges in the future.


Bernhard Sommer
General Manager Interflex

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SP-EXPERT: Versatile and Effective

Targeted **controlling** with scheduling, evaluation and reporting solutions provides you with a transparent analysis of schedule deviations and allows for successful personnel scheduling.

Flexible **time registration and time accounting** form the basis for targeted personnel scheduling, which allows you to optimize the effective use of work time and to make an important contribution to employee satisfaction.

Determination of requirements related to process and forecasting help you to look ahead and accurately predict your staffing requirements.

With **personnel scheduling**, you can achieve your company goals efficiently and consider the interests of your employees at the same time.

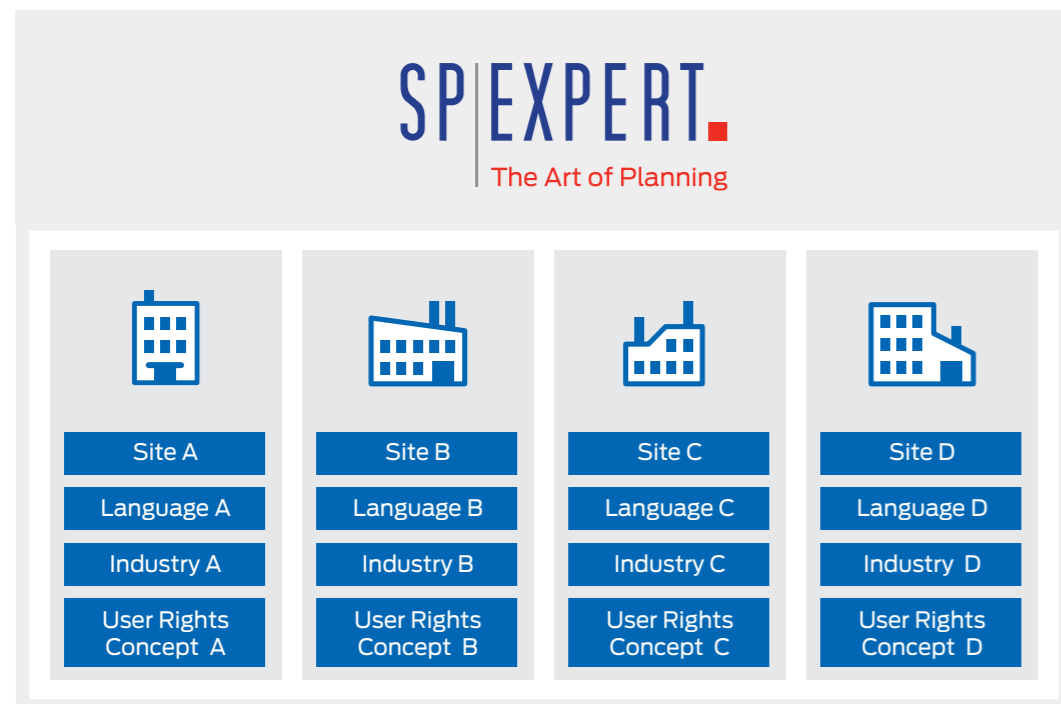


SP-EXPERT – One Database for All Applications

One of the basics of the determination of requirements and personnel scheduling is mapping out your entire enterprise in a database. SP-EXPERT can visualize company structures, departments, and sites with multi-client capability. The SP-EXPERT user and permission concept logs changes in personal data without any gaps. Advanced, easy-to-use interfaces create clearly organized and understandable analysis and interpretation options and make it easy to trace changes in master and dynamic data.

Advantages of centralized data management in SP-EXPERT

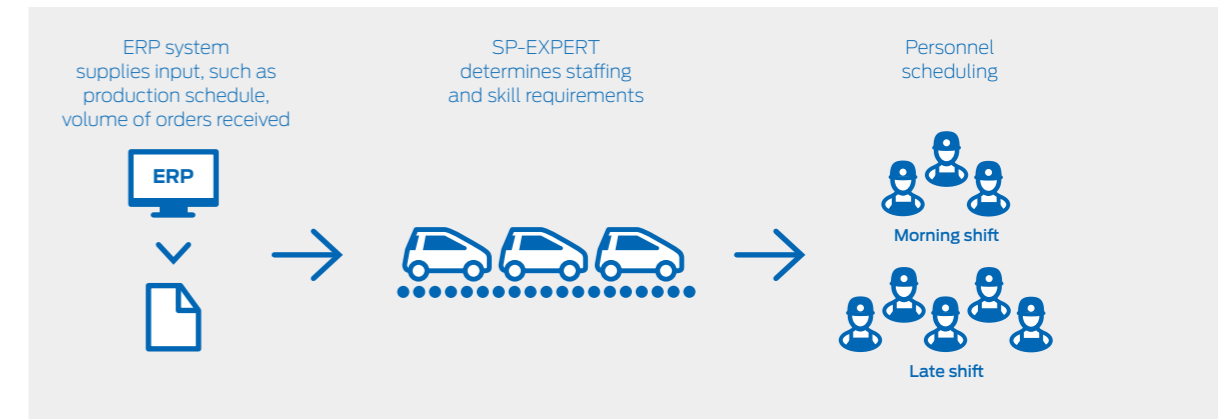
- Centralized installation and data maintenance eliminates redundancies
- Customer-specific mapping of organizational units (structure, language, etc.)
- Individualized company-specific concept for assigning data access permissions
- Documentation with no gaps: Who changed what, and when?
- Simplified handling, analysis and interpretation of master and dynamic data



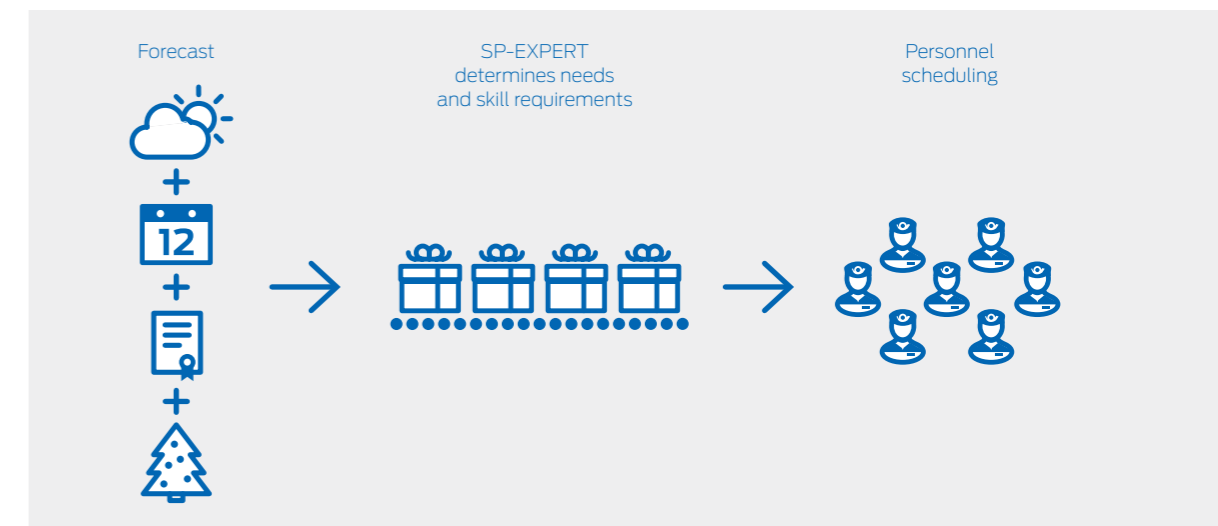
Determination of Requirements as the Basis for Efficient Personnel Scheduling

To achieve the highest possible levels of productivity, optimized determination of requirements is essential. It serves as the basis for efficient personnel scheduling, ensures optimum capacity utilization, and helps to reduce costs. This lowers overtime and eliminates the need for special shifts while also preventing idle time.

Determine requirements – but how?



Connection to systems (ERP) that supply data to determine requirements



Automated and customized forecasts that take various external factors and parameters (such as weather conditions, calendar, historical data, special events) into account

How are the requirements determined?

Requirements are determined based on a wide range of different indicators, such as flight schedules, bed occupancy schedules or sales figures, geared entirely toward the relevant industry-specific requirements. Our experts are happy to advise you.

Automatic Scheduling Optimization for Greater Effectiveness

The requirements that apply to personnel scheduling practices, which are both demand-driven and geared toward employee interests, are becoming increasingly complex. As a result, scheduling is also becoming an increasingly complicated task. Amid all the factors that need to be taken into account, SP-EXPERT is here to assist you with state-of-the-art algorithms for the automatic generation of proposed schedules.

Benefits of optimization at a glance:



Save Costs

by avoiding overstaffing and understaffing



Increase Motivation and Job Performance

- by considering
- employee interests
- requirements
- available working hours



Save Time

- by automating the scheduling process
- shorter planning periods
- no follow-up work



Boost Efficiency

- by meeting a higher number of requirements
- by shortening planning processes and implementing more frequent planning cycles

Employee Portal Saves Time and Optimizes Workflows

The Employee Self-Service (ESS) portal for time accounting and personnel scheduling allows employees and supervisors to process data and submit and approve requests for vacation, time corrections and shift swapping. By involving both employees and supervisors in the process, advanced enterprises make their processes transparent and efficient. In addition to providing support for routine tasks, this also boosts employee satisfaction.

Employee Participation

- Information platform
- Time registration
- Shift swapping
- Vacation planning
- Availability
- Data maintenance

Paperless Workflow

- Approval processes
- Swap sites
- Substitution arrangements
- e-mail integration

Employee Satisfaction

+

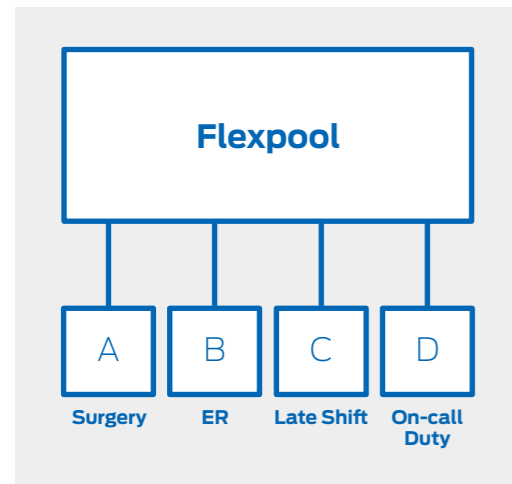
Fast, Transparent Processes

Company Goals

No Need to Fear Staff Shortages Thanks to Flexpool!

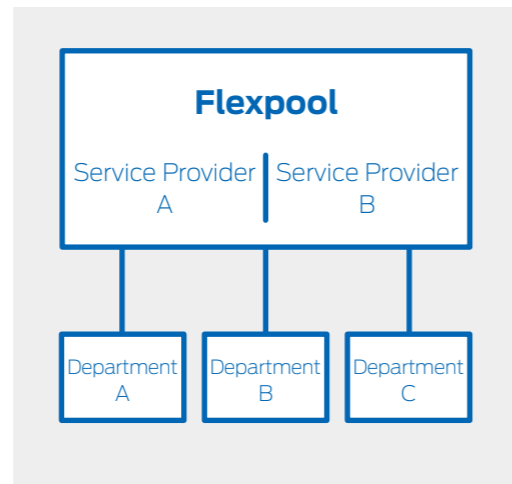
The Flexpool module was developed to resolve recurring staff shortages (e.g. during the vacation season, due to illness or when workloads are high). Compensate for peaks in demand with your own employees before relying on external resources.

Here's how the module works:



Example
Flexpool based on internal employees

- Departments provide employees as “stand-ins”.
- Departments submit requests for employees to work.
- Coverage shortfalls within the organization can be compensated for on a targeted basis with qualified internal resources.

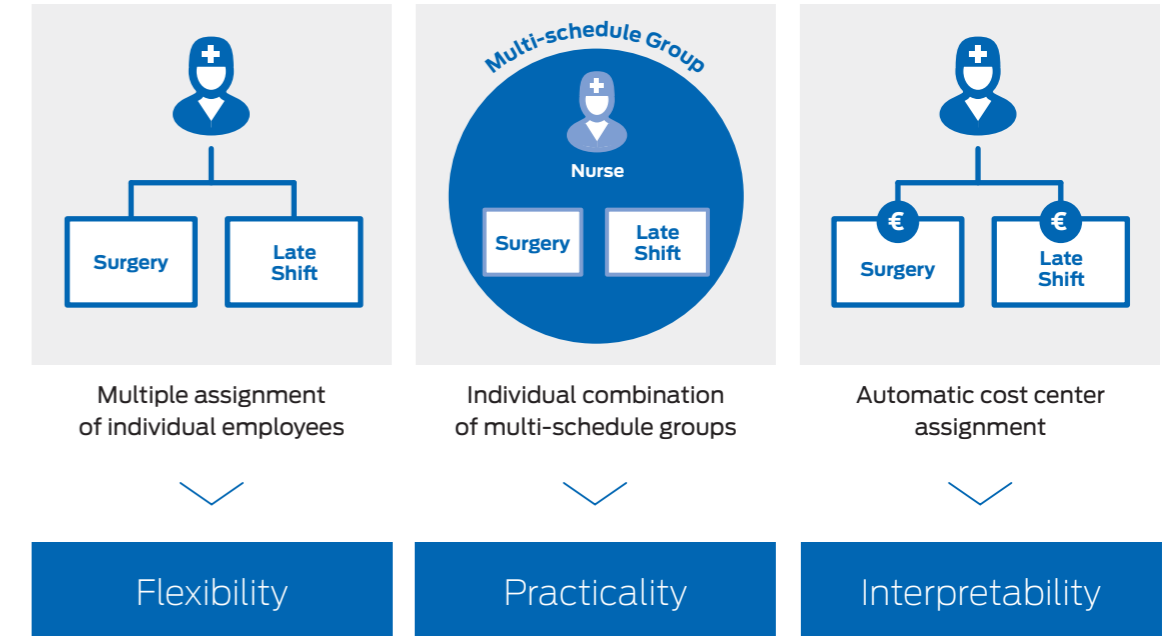


Example
Flexpool based on external service providers

- Departments are understaffed and request personnel from the service provider.
- To compensate for shortages, requests can be generated and sent to external service providers directly from the scheduling function.

Flexibility and Predictability with Multi-Schedule Groups and Multi-Shifts

The benefits of multi-schedule groups:



An employee can belong to different schedule groups.

A multi-schedule group can consist of individual employees, employee groups, other multi-schedule groups or combinations thereof.

Assignments are allocated and charged for based on the specific cost center.

Multi-shift

Flexible working hours are crucial in ensuring that scarce, qualified personnel stay with the company. This applies equally to elder employees and employees with families.

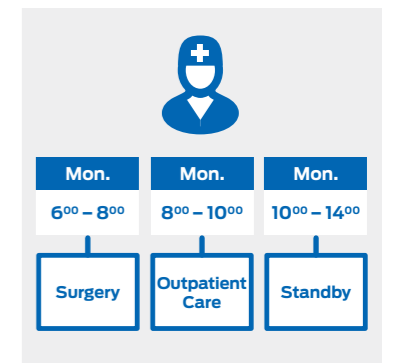
Benefits:

- Optimum planning of personnel resources
- Flexible personnel assignment scenarios
- Resolution of complex scheduling tasks

With multi-shift, you can:

- Schedule two or more shifts per employee per day.
- Assign an employee to work in two or more planning units in order to utilize scarce qualifications efficiently.
- Perform rule checks for the planning group and individual employees and reliably comply with legal and operational rules.

Multi-shift example:



Flexible Working Time Models: Make Efficient Use of Working Time as a Resource

With time registration and time accounting from SP-EXPERT, you can leverage the benefits of flexible working time models based on work time accounts. Effortlessly compensate for seasonal fluctuations in demand, introduce customer-oriented working hours and boost employee satisfaction by taking employees' wishes into account.

Process optimization

- Tap into the full potential of personnel scheduling
- Check scheduling data by automatically evaluating actual work assignments
- Visualize faulty time stamps and time stamps outside the planning area in real time





Cost optimization

- Avoid periods subject to payment of premiums
- Reduce overtime
- Prevent idle time

Connection to time registration systems

- Time registration hardware from Interflex
- Employee self-service via PC
- Import time stamps from third-party systems via standard interfaces (such as SAP HR-PDC)
- Time registration hardware from other manufacturers

Flexible connection to time registration systems:

<p>Time Registration Terminal from Interflex</p>  <p>eVAYO</p>	<p>Employee Self-Service</p> 
<p>SAP Interface</p> 	<p>Time Registration Hardware from Other Manufacturers</p> 

Mobile Time Registration with SP-EXPERT

To optimize working processes, Interflex has developed its eVAYO Mobile app for smartphones and tablets, making workflows in the area of time accounting even more functional and convenient. Besides registering work time, employees can retrieve information on their data, their last time stamps and on the presence of their colleagues from anywhere.



Mobile Time Accounting:



Precise Work Time Registration – Anytime, Anywhere

The eVAYO Mobile app allows employees to flexibly register their working times from any location. Employees working off-site, e.g. in the field or at construction sites, especially benefit from this application and its functions.



User-friendly Operation

After successful authentication of their password and user name or personnel number, employees activate functions such as IN, OUT or OFF-SITE via an intuitive graphical user interface on their smartphones.



Lamp Table

The lamp table shows the current presence and absence status of colleagues and supervisors at a glance on a mobile basis.



Centralized Time Accounting – Quick and Accurate

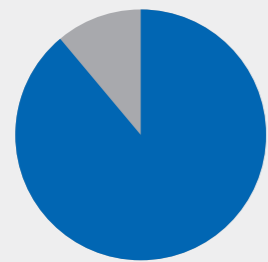
The registered data is transferred to the HR department via an interface between the existing time registration system and the payroll accounting department, so that payroll accuracy is guaranteed for each employee.

SP-EXPERT Gives You the Big Picture of Time Accounting

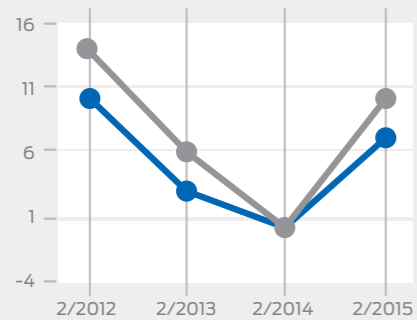
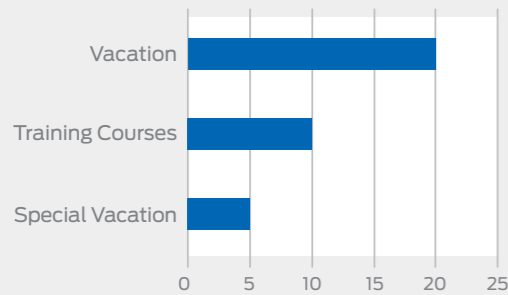
The reporting function, which is integrated into the SP-EXPERT planning interface, is distinguished by its user-friendly operating concept. All reports are based on the most current data from SP-EXPERT. Sick leave, vacation planning, overtime and other information is consistently available as a basis for all steps of strategic and operational planning. Required changes can be implemented directly in the planning process.

The reporting function from SP-EXPERT is equally suitable for managers, planners, HR managers, and other decision makers within the company.

Important reports are included in the standard version of SP-EXPERT. You can also create individual reports on your own or with help from experienced SP-EXPERT advisors.



■ Attendance
■ Absence



● Joins
● Leaves

What the new SP-EXPERT reporting tools offer:

- Automatic distribution or archiving based on pre-set rules
- Individual combination of desired key indicators
- Combination of employee master data, wage accounts and schedule data
- Analyses of planning quality
- Bar graph in daily view
- Demand figures and staffing levels in diagram form

The new reporting function helps you to

- Prevent staffing shortages
- Easily identify deviations from scheduled plans
- Boost work productivity
- Enhance employee satisfaction through transparent processes

By analyzing a wide range of different company-specific key indicators, you can identify vulnerabilities early on. You have the ability to take suitable countermeasures and then measure their success.

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interflex.

Interflex Datensysteme GmbH offers holistic solutions for workforce management including time management and personnel scheduling as well as customized and innovative security solutions including access control, video surveillance, security control centers, and visitor management.

With several thousand system installations managing more than 4.7 million users, Interflex is one of the international market leaders. Interflex was founded in 1976 and has been a part of the Allegion Group since 2013.

Further information is available at www.interflex.de

About Allegion™

Allegion (NYSE: ALLE) is a global pioneer in seamless access, with leading brands like CISA®, Interflex®, LCN®, Schlage®, SimonsVoss® and Von Duprin®. Focusing on security around the door and adjacent areas, Allegion secures people and assets with a range of solutions for homes, businesses, schools and institutions. Allegion had \$2.7 billion in revenue in 2020 and sells products in 130 countries.

For more, visit www.allegion.com



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