

Key Features

- Utilises digital tachograph driver cards & smart cards for other staff
- Uses existing card readers
- Web based & powerful
- Manage holiday and absence
- Manage personnel data, training records and attendance info all in one secure system
- Separate portals / security levels for managers and users
- Potentially no need to manually record lead in or lead out for digital duties
- Integrates with TruTac's TruControl V8 system to give driver hours control
- Detailed reports

Key Benefits

- Reduces administration costs
- Simplifies compliance management
- Enables intelligent shift planning
- Create staff rostering by confirmed availability
- Fewer failed routes
- Reduce labour costs by managing overtime and flexi-time
- Increase payroll accuracy
- Integrated compliance & WTD Hours Law solution
- H & S procedures and Duty of Care obligations supported
- Full training and helpdesk support

Time & Attendance System - TAS



Introduction

TruTac's Time and Attendance System (TAS) is a powerful web based clocking system for analysing and managing working time for drivers and all employees. TAS accurately records staff attendance using digital tachograph driver cards and smart cards for other employees.

Drivers using TAS potentially do not need to manually enter lead in and lead out, improving compliance and reducing risk. TAS (when working alongside TruControl V8) provides a complete working time directive solution, whilst reducing administration time and costs.

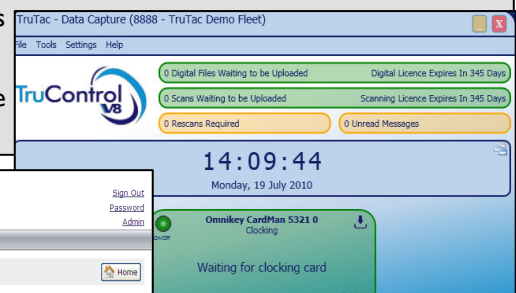
TAS automates a range of labour intensive administration tasks while providing workforce and compliance management data. TAS uses low cost card readers or digi boxes for remote sites, giving immediate driver tachograph data and shift pattern records to verify clocking data.

Saves Time and Money

TAS calculates accurate lead in and lead out times by comparing clocked time with tachograph start and / or end times. TAS can generate lead in and lead out tachograph entries, avoiding manual driver entries and EDR/SDR errors.

TAS supports Duty of Care and H & S obligations, including HR records such as (absences, training, holidays, personnel details and more).

- TAS allows for night shift activity using pre-established shift patterns.
- Complete security and data management using encryption and "private" data facilities.
- Alerts can be set to ensure non-attendance is highlighted and emergency attendance records can be produced.
- TAS is a module in the Transport Resource Management (TRM) suite.



TruTac Internal is signed in

Employees Alerts Reports Setup Roll call

Lateness report

Division: IT/DEV Shift pattern: All Start date: 12/07/2010 Finish date: 16/07/2010 Full name: Bath, Nicholas (Nick)

Full name	Shift start	Shift end	Clocked In	Clocked out
Leader, Garry (Garry)	12/07/2010 - 08:30	12/07/2010 - 17:00	12/07/2010 - 08:31	12/07/2010 - 17:00
Hossey, Peter (Peter)	13/07/2010 - 08:30	13/07/2010 - 17:00	13/07/2010 - 08:00	13/07/2010 - 16:54
Ricketts, Howard (Howard)	14/07/2010 - 08:30	14/07/2010 - 17:00	14/07/2010 - 08:19	14/07/2010 - 11:30
Hallam, Peter (Peter)	15/07/2010 - 08:30	15/07/2010 - 17:00	15/07/2010 - 07:39	15/07/2010 - 16:17
Hossey, Peter (Peter)	15/07/2010 - 08:30	15/07/2010 - 17:00	15/07/2010 - 07:58	15/07/2010 - 15:07
Leader, Garry (Garry)	15/07/2010 - 08:30	15/07/2010 - 17:00	15/07/2010 - 08:37	15/07/2010 - 17:15

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Employees Alerts Reports Setup Roll call

Chris Marshall (Chris)

Employment No: 112 Driver: No
 Site: Telephone: No
 Building: Mobile: No
 Department: Email: No image available

Clockings

✓ Clocking details were saved successfully

Show manually deleted clockings! No

Alert	Clocking date	Clocking time	Clocked In/Out	Clocking Method	Reason
	Tue 20 July 2010	13:44:04	In	Card clocking	
	Tue 20 July 2010	13:33:37	Out	Card clocking	
	Tue 20 July 2010	10:23:59	In	Manually inserted	forgot to clock in
	Tue 20 July 2010	10:08:43	Out	Card clocking	
	Tue 20 July 2010	08:36:56	In	Card clocking	
	Mon 19 July 2010	17:11:39	Out	Card clocking	
	Mon 19 July 2010	15:41:56	In	Card clocking	

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