

# hrpm

World Class  
Time & Attendance  
Software



powered by  
**SABISS**



## Convenient & Secure

hrpm time and attendance is web-based software which gives you access to your data from anywhere in the world.

Cloud servers ensure that your valuable data remains secure with built in back-ups and easy restoration of data.

hrpm allows complete control of rights for various users across your organisation, with fully customisable access to any module. The master administrator chooses to include or exclude users for varying roles.

## Shift Planning With Ease

Set up your shifts with an easily friendly planner. Plan your rosters at speed with efficient drag-and-drop replication tools.

hrpm features a shift importer tool which allows users to import planned shift rosters from excel spreadsheets in .csv file format.

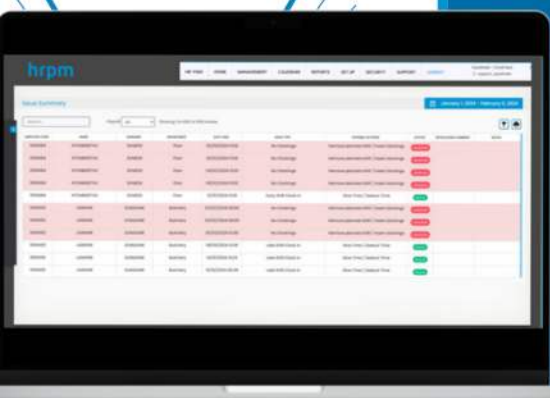


## Manage Exceptions

Easily identify time and attendance issues within your organisation and deal with anomalies promptly.

Quickly detect clocking issues such as late clockings, no clockings, missed clockings, single clockings, late clock in, early clock out, incorrect shift assignments and break time exceeded.

All easily managed and resolved from the issues summary dashboard.



## Mobile Clocking App

hrpm provides a mobile clocking app for teams on the move or for remote workforce solutions.

Android based clocking app is available in the play store to empower efficient time and attendance tracking with seamless integration into hrpm.



## Organogram

Set up organograms and keep records of structures at regional, group, site or department levels as needed for an extended HR record keeping tool.

Useful for engaging new team members with an induction overview of organisational structures.

A great function that can be used for health and safety purposes with regards to premises evacuation plans and employee roll call.



## Monitor External Service Providers At No Added Cost

Load external service providers to the hrpm time & attendance software and keep in-depth records of contractors that visit your premises.

Monitor clockings for external service providers to validate SLA criteria or investigate anomalies.

Institute zonal clocking for more refined tracking of both internal and external workforce.





## Payroll Integrations

hrpm enables easy export of clocking data to any payroll package.

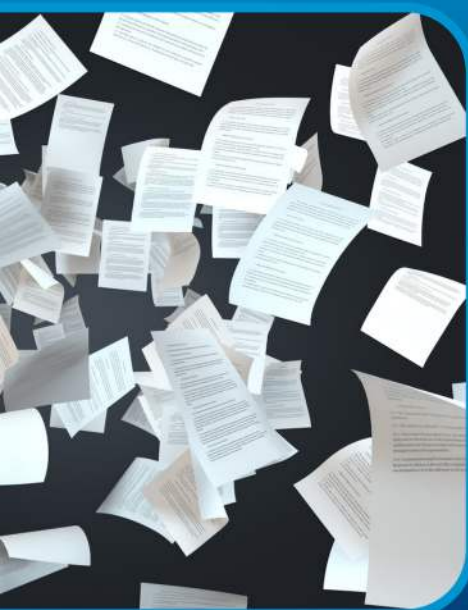
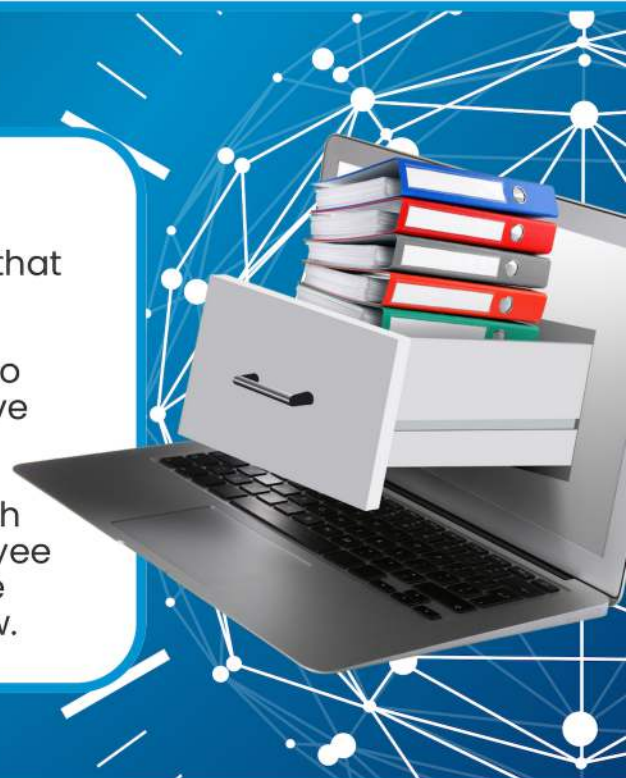
This ensures accurate payroll data is easily captured for processing, enhancing admin efficiency and optimisation.

## Payroll Action Manager

hrpm offers a payroll action management module that enables extended HR functionality.

Generate notes for various department managers to authorise employee engagements, discharges, leave requests and more.

A document management and storage solution with cloud-based redundancy. Ensure contracts, employee documents, leave related documents and more are stored securely with controlled access and workflow.



## Reporting

hrpm comes packed with comprehensive reporting functionality and tools, ensuring administrators can get the best possible value from their data.

Access reporting such as leave reports, shift reports, clocking reports, no show reports, lost time reports and budget reports.

Access audit trail functionality for deeper data analysis and reporting functions.

## Job Costing

hrpm includes features to assist clients with job costing and budget reporting. A powerful function for providing savings within businesses.

This assists in optimising workforce costs and the management of expenses.



## Extensive Partner Network

Payroll Software



Labour Law



HR Expansion



Payroll Services



## User Friendly Design

hrpm has been designed and developed with payroll and human resources professionals in mind.

The software interface is user-friendly and the user experience makes sense with approachable work flows.

An extensive support guide within the software app and elemental hover tool tips also assist users with enhancing the experience with the software.





## No Long Term Contracts

hrpm doesn't lock clients into long term contracts. We back our software to save your business money, optimise your labour costs and enhance your workforce management.

Only pay for the employees you onboard with hrpm.

## Clock Rentals & Flexible Onboarding

Set up your business with an easy rental option on clocking infrastructure, no need for expensive capital outlay to get onboard with hrpm.

Choose from a variety of clock options such as facial recognition, biometric palm scanners, finger print scanners or RFID scanners.

There is no need to pay for excess bundles of employees every month.



## Dedicated Support, Training & Ongoing Product Development

The hrpm team includes a dedicated support department, always on call to assist clients with queries and support.

When onboarding with hrpm, our training team will facilitate in-depth training sessions via video conferencing or in-person, allowing for personal coaching and Q&A sessions.

Our product development team continues to develop and improve the hrpm product offering.

## Automation With Scripts

hrpm assists clients with creating scripts to automate many of the tedious administrative tasks associated with capturing extended data parameters related to accurate time and attendance records.



## hrpm Easy Onboarding Process



## The Benefits For Your Business

Our world class time and attendance software offers great benefits to business operations, including:

- Increased accuracy and efficiency
- Optimised time savings directly reducing costs
- Labour law compliance reducing penalty risks
- Improved payroll accuracy
- Enhanced workforce productivity
- Improved team morale
- Real-time monitoring and management

