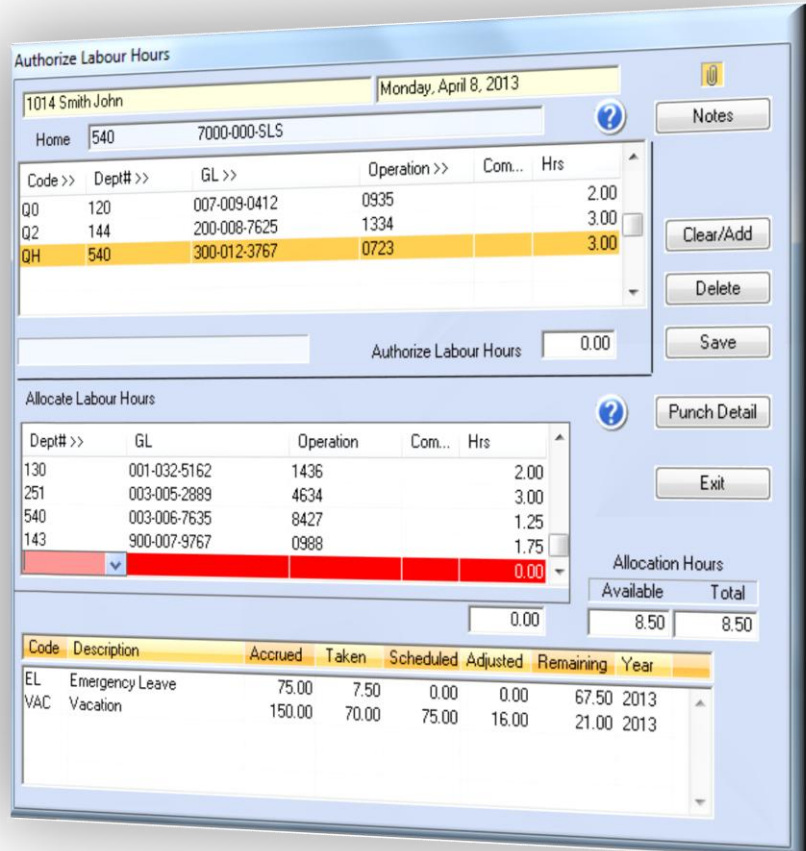


Labour Distribution:

Enterprise Suite Additional Module

- Wage Retention
- Labour Allocation
- Labour Authorization
- 20+ Additional Reports
- Labour Enabled Payroll Interface
- 4 Transfer Levels



The screenshot displays the 'Authorize Labour Hours' window for employee 1014 Smith, John on Monday, April 8, 2013. The interface includes a table for authorizing hours and a section for allocating those hours to various departments and operations.

Code >>	Dept# >>	GL >>	Operation >>	Com...	Hrs
Q0	120	007-009-0412	0935		2.00
Q2	144	200-008-7625	1334		3.00
QH	540	300-012-3767	0723		3.00

Dept# >>	GL	Operation	Com...	Hrs
130	001-032-5162	1436		2.00
251	003-005-2889	4634		3.00
540	003-006-7635	8427		1.25
143	900-007-9767	0988		1.75
				0.00

Code	Description	Accrued	Taken	Scheduled	Adjusted	Remaining	Year
EL	Emergency Leave	75.00	7.50	0.00	0.00	67.50	2013
VAC	Vacation	150.00	70.00	75.00	16.00	21.00	2013

Flexible Solutions for your Time Recording Needs!

Save time, simplify payroll, and empower management!

Easily keep track of Labour Transfers within a day and charge your labour expenses to the appropriate cost centres. Labour Distribution simplifies payroll and tracks labour costs.

Labour Distribution

Labour Distribution Features:

- Automatic Labour Allocation – Posts employee transfers to the Timecard and provides reports directly related to Shop Floor activity
- Supervisor Authorization and Allocation Boxes – Allows supervisors to manually edit employee transfers
- Wage Retention – Workers can maintain their wage for a transfer of lesser or greater pay
- Over 20 Labour Reports – Analyze reports from many perspectives; allows the ability to customize reports

Labour Authorization Grid:

Code >>	Dept# >>	GL >>	Operation >>	Com...	Hrs
Q0	120	007-009-0412	0935		2.00
Q2	144	200-008-7625	1334		3.00
QH	540	300-012-3767	0723		3.00

An authorized manager/supervisor can manually edit the timecard through Enterprise Suite to Authorize Labour Hours. He/she can authorize hours for unlimited defined codes – from straight time, to overtime, to holiday hours – to any chosen department, GL code, operation, or site.

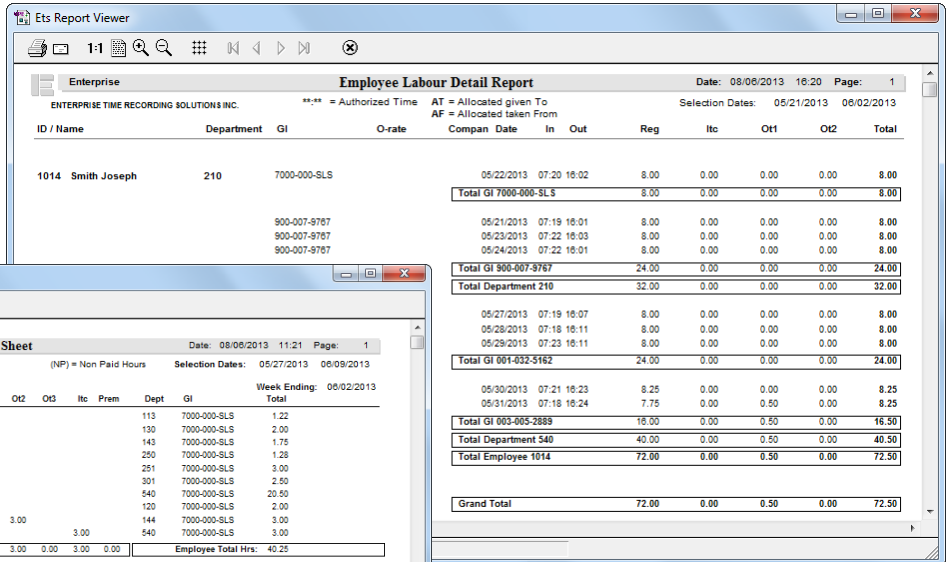
Labour Allocation Grid:

Dept# >>	GL	Operation	Com...	Hrs
130	001-032-5162	1436		2.00
251	003-005-2889	4634		3.00
540	003-006-7635	8427		1.25
143	900-007-9767	0988		1.75
				0.00

Allocation can be done through the Data Collection devices or hours can be manually assigned in the Labour Allocation Grid. The Labour Distribution Module in Enterprise Suite allows users to distribute or charge employee hours to the correct cost centres/departments.

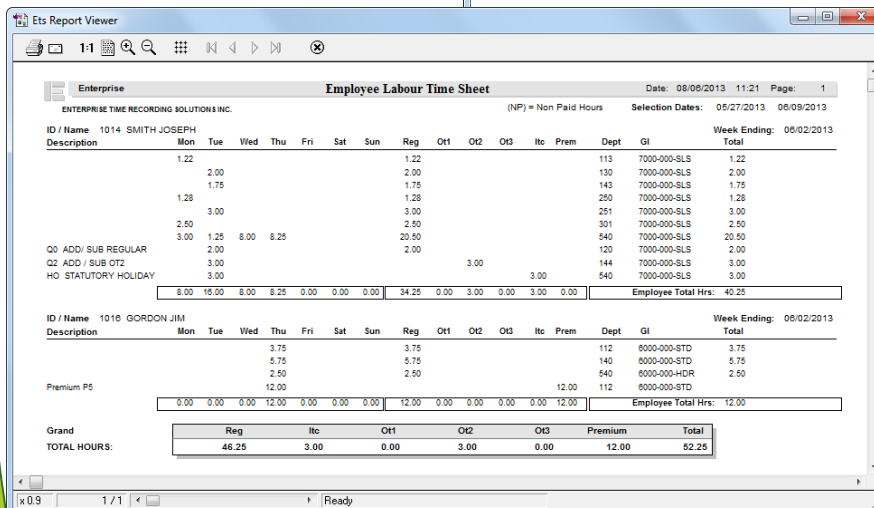
Labour Distribution Reports:

- Labour Detail
- Employee Labour Detail
- Labour Timesheet
- Labour Transfer Exceptions
- Estimated Overtime vs. Actual



Employee Labour Detail Report
Date: 08/06/2013 16:20 Page: 1

ID / Name	Department	GI	O-rate	Compan	Date	In	Out	Reg	lto	Ot1	Ot2	Total
1014 Smith Joseph	210	7000-000-SLS			05/22/2013	07:20	16:02	8.00	0.00	0.00	0.00	8.00
Total GI 7000-000-SLS												
8.00 0.00 0.00 0.00 8.00												
		900-007-9767			05/21/2013	07:19	16:01	8.00	0.00	0.00	0.00	8.00
		900-007-9767			05/23/2013	07:22	16:03	8.00	0.00	0.00	0.00	8.00
		900-007-9767			05/24/2013	07:22	16:01	8.00	0.00	0.00	0.00	8.00
Total GI 900-007-9767												
24.00 0.00 0.00 0.00 24.00												
Total Department 210												
32.00 0.00 0.00 0.00 32.00												
		001-032-5162			05/27/2013	07:19	16:07	8.00	0.00	0.00	0.00	8.00
		003-005-2889			05/28/2013	07:18	16:11	8.00	0.00	0.00	0.00	8.00
		001-032-5162			05/29/2013	07:23	16:11	8.00	0.00	0.00	0.00	8.00
Total GI 001-032-5162												
24.00 0.00 0.00 0.00 24.00												
		003-005-2889			05/30/2013	07:21	16:23	8.25	0.00	0.00	0.00	8.25
		001-032-5162			05/31/2013	07:18	16:24	7.75	0.00	0.50	0.00	8.25
Total GI 003-005-2889												
16.00 0.00 0.50 0.00 16.50												
Total Department 540												
40.00 0.00 0.50 0.00 40.50												
Total Employee 1014												
72.00 0.00 0.50 0.00 72.50												
Grand Total												
72.00 0.00 0.50 0.00 72.50												



Employee Labour Time Sheet
Date: 08/06/2013 11:21 Page: 1

ID / Name	Description	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Reg	Ot1	Ot2	Ot3	lto	Prem	Dept	GI	Week Ending: 06/02/2013
1014 SMITH JOSEPH		1.22							1.22						113	7000-000-SLS	1.22
			2.00						2.00						130	7000-000-SLS	2.00
			1.75						1.75						143	7000-000-SLS	1.75
			1.28						1.28						250	7000-000-SLS	1.28
			3.00						3.00						251	7000-000-SLS	3.00
			2.50						2.50						301	7000-000-SLS	2.50
			3.00						3.00						540	7000-000-SLS	3.00
Q0 ADD / SUB REGULAR		2.00	1.25	8.00	8.25				20.50						120	7000-000-SLS	20.50
Q2 ADD / SUB OT2									2.00						144	7000-000-SLS	2.00
HO STATUTORY HOLIDAY										3.00					144	7000-000-SLS	3.00
												3.00			540	7000-000-SLS	3.00
Employee Total Hrs: 40.25																	

- Labour Summary
- Labour Detail in Dollars
- Employee Labour Detail in Dollars
- Labour Timesheet in Dollars
- And many more! (limitless customizable reports available)