



WORKFORCE SOFTWARE

PUBLIC SECTOR INDUSTRY BRIEF

Time and Attendance for the Public Sector

The largest controllable cost in the public sector is that of your personnel. Because of continued pressure to deliver more services to the public, smart organizations seek solutions that will make their employees more efficient. WorkForce Software's time and attendance solution will help you achieve that goal while providing additional benefits.

Real Time Information for Cost Control

Our time and attendance solution gives supervisors up to the minute information on how many hours employees have worked. Using this information, supervisors can decide which employees to schedule for extra assignments to avoid or minimize overtime. If your unions have overtime equalization policies, our features in that area will provide managers specific information about what employees to schedule for overtime opportunities.

Streamlined Approval and Processing

Our time and attendance software makes handling time sheets a painless exercise for supervisors and the payroll department. Supervisors can quickly see totals for all employees and any exceptions that require special attention. The time required for the entire process of reviewing and approving time sheets can be reduced significantly, freeing supervisors to focus on their jobs.

The entire process for the payroll department is also streamlined. Paper time sheets are eliminated. Most exceptions are already handled and approved by the employees and managers. Employees and managers are notified electronically of the need to submit timesheets in a timely manner. All of this frees the payroll department to simply process the data that has already been submitted.

Fair Labor Standards Act Compliance

The Fair Labor Standards Act requires that employers pay non-exempt employees overtime. The regulations require complex "regular rate" calculations for employees who earn multiple rates of pay or premium pay in the course of the week. The regular rate is the basis of how overtime is to be calculated. WorkForce Software for the Public Sector can automate all of these calculations so that you maintain compliance with these regulations.

Support for Complex Pay Policies

Complex pay policies are common in the public sector because much of the work force is unionized. The WorkForce Software solution supports many complex pay policies. Police and fire departments, for example, have complex overtime rules and exceptions according to the Fair Labor Standards Act. WorkForce Software for Public Sector provides pre-defined templates and rules to automate these policies. The WorkForce Software solution can also automate other pay policies such as pay using different rates to support employees in different pay grades. Benefit accrual calculations can also be managed using WorkForce Software for the Public Sector.

Labor Distribution

Like any organization, the public sector needs to track costs by department or account. This means that you must allocate all expenses to the appropriate area. The WorkForce Software Solution allows you to track as much detailed labor distribution information as you require. Even if you have ten (10) or more labor distribution fields, our solution makes it easy to lookup, enter, and validate this information.

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Summary

WorkForce Software for the Public Sector is an ideal method for distributing time sheet reporting, approvals, and labor distribution. Our industry focused solution enables fast implementation in one of the most complex types of organizations.

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