

WorkForce Suite for Petrochemicals

From complex pay rules to industry-specific compliance regulations, your workforce management needs are anything but simple. WorkForce Suite empowers petrochemical manufacturers, refineries, and other members of the petrochemical industry to reduce labor costs, enable strategic scheduling, protect employee safety, and ensure compliance with government and industry regulations. WorkForce Suite's robust capabilities will help you:

- Digitalize labor activities across the enterprise
- Offer flexible data collection options for each employee group
- Simplify scheduling while upholding work hour limits and break requirements
- Automate subsistence, travel, and bonus payments
- Track and report detailed operating expenses, including labor distribution
- Improve employee satisfaction with flexible, easy-to-use self-service tools
- Protect employee safety with real-time fatigue management tools
- Simplify annual finance, operations, and budgetary reporting requirements



WorkForce Suite supports multiple functions and business processes on a single platform for maximum efficiency and bottom-line results. Consider how WorkForce Suite meets the needs of every user type, including:

Field Crews

- **Flexible Time Recording:** Enter transactions via badge scanners, biometric readers, web clocks, mobile, and interactive voice response (IVR) systems.
- **Labor Tracking:** Provide real-time data on hours and minutes worked, per diem, travel and subsistence payments by employee to avoid overpayments and reduce unplanned overtime.
- **Union Contract Compliance:** Demonstrate compliance with complex pay rules, including overtime equalization and benefit accrual calculations.
- **Labor Law Compliance:** Accurately calculate overtime payments in compliance with national and local wage and hour laws.

Finance

- **Cost Tracking:** Allocate labor expenses to the appropriate state, operating unit, department, etc., to ensure accuracy.
- **Budget Management:** Maintain detailed budget reporting to verify operating costs for each vehicle, rig, or department throughout the organization.

Fleet Maintenance

- **Maintenance Notifications:** Track mileage per vehicle to ensure timely maintenance service.
- **Activity Based Costing:** Allocate expenses for each vehicle by associating vehicle usage to the driver's time and labor distribution.

Human Resources

- **Labor Law Compliance:** Streamline compliance with state, federal, and company-specific labor regulations, including the Fair Labor Standards Act (FLSA) and the Family and Medical Leave Act (FMLA).
- **Attendance Tracking:** Automate the tracking and recording of all paid time off, absences, and tardy events.

Management

- **Fatigue Management:** Enforce work-hour limits and mitigate scheduling-related fatigue risks.
- **Proactive Notifications:** Proactively alert managers when action is required, from reviewing timesheets and time-off requests to addressing incomplete or incorrect information.
- **Absence & Tardy Tracking:** Real-time absence and tardy alerts empower managers to redistribute resources and preserve production outcomes.
- **Real-time Metrics:** Key performance indicator charts display real-time metrics for fast, accurate decision making.

- **Simplify Scheduling:** Enable advanced scheduling capabilities to comply with complex scheduling criteria such as skill level or certification requirements.

Payroll

- **Time Recording:** Accurately and easily collect hours worked to ensure accurate pay across the organization.
- **Payroll Calculations:** Automatically calculate hours worked and overtime for payroll
- **Policy & Rule Management:** Determine when premiums apply and automatically calculate premium pay rates based on the configured rules.
- **Payroll System Integration:** Increase efficiencies and reduce errors by synchronizing time-entry data with any leading or in-house payroll system.

Work Order Tracking

- **Flexible Time Recording:** Allocate work-order hours to specific activity codes to ensure accurate timekeeping.
- **Labor Budget Management:** Track time and costs associated to specific work orders for more complete, accurate, and timely budget information.
- **Work Order Systems Integration:** Synchronize labor associated to specific work orders in the system to ensure accuracy, eliminate redundant data entry, and manage fixed assets.



For more information

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