

A background image showing a person in a light-colored suit and red tie, holding a pen and writing on a document. The image is partially obscured by a blue circular graphic on the right side.

A Publicly Engineering and Construction Company Uses BPM to Build High Efficiency “Attendance Management System”

❖ Complex Rules Make Attendance Management Difficult to Track

Established for more than six decades, the well-known publicly engineering and construction company, the headquarters is located in Taiwan. The business has been expanding across Asia, America and Europe, and also has branch offices in Asia and America. With the continuous expansion of business territory, it is more and more difficult for the company to manage employees around the world. The company has many dispatched staffs working in other countries, and the management rules and policies for these employees are different than general employees. Different than other company, the engineering and construction company has a lot of engineering employees and they need to follow the work projects and work at the places where the projects locate at. The shift arrangement is required for these employees, however, the shift table changes frequently and causing troubles for traditional manual operations for shift arrangement. For example, taking leaves, canceling leaves, overtimes, and compensatory leaves, these complex attendance management rules are not easy to follow and execute. It is not only difficult for Human Resource department to check the attendance record, but also not easy for supervisors to keep track of the staffs' attendance, especially the leave hours and leave types varies from person to person. Moreover, the dispatched staffs have special “Return Home Leaves”, and the limitation for overtime hours are different by departments. These complex rules make the attendance management very time-consuming and labor-costing.

❖ BPM Process Management Compensates ERP

The cross-border engineering and construction company already uses the ERP HR module for partial attendance management, however, while facing the complex scheduling and attendance management rules, and the need for the supervisors to know the staffs' attendance, the company still needs to have a strong Business Process Management system (BPM) with higher flexibility and more functionalities to handle the cross-border attendance management, and also let the system process the complex attendance rules and policies. As a result, the integration with the ERP system and the manipulation across the countries and organizations, are the company's major consideration while choosing BPM system. After a long testing and assessment, the engineering and construction company decided to choose [AboveE Technology Inc.] Power Process BPM Suite as the basis for process management platform, and also have [AboveE Technology Inc.] to construct the BPM platform and implement the Attendance Management System. Meanwhile, the platform has also integrated with ERP system in order to let the Attendance Management System automatically verify and check the leave hours or overtime limitations, and then return the result into ERP system. The shift table can be centralized to process, thus simplifies the shift management and shift table setups.

✚ **Keep Good Track of Attendance to Increase More Flexibility at Human Resource Management**

The major purpose for implementing the Attendance Management System is to replace the manual operation by information system. Let the system handle the complex procedures and rules, the labor can be released to perform more valuable works, and the whole approval process efficiency can also be increased in large scale. Because the system clearly records the whole approval process and work flows, that makes the case a lot easier to query and more convenient to audit. After the approval process is completed, the Attendance Management System automatically imports the result into ERP system to lower Human Resource department's work loads and reduces the common mistakes back in the manual operation process. Also, it helps the supervisors keep good track of the attendance for the staffs, and better manage the human resource in more flexible way.

✚ **Wide Range of Future Applications, Save IT Investment**

The powerful business management platform – AboveE's Power Process BPM Suite, has significant high extensibility and scalability. In addition to the implemented "Attendance Management System", with the gradual expansion of the company's business and corporate landscape, the scope of BPM platform can be broaden and more process related application systems can be implemented. For example, the MIS related service request application system, KM process management system, fees and expense application systems, etc. can be quickly added to meet the needs and expansion of the business in order to utilize the existing IT investment completely.