

OnDutyPlanner





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Efficient on-duty scheduling with automatic payment management

With the tool OnDutyPlanner you can create the most efficient on-duty schedules. You will get:

- an overview of the staffing level
- qualified staffing in every function
- a warning when collective agreements are violated
- an automatic reconciliation of use of vacation time and time off to counterbalance overtime
- an automatic calculation of pay supplements
- management information on hour consumption, etc.
- a simple and user-friendly system

OnDutyPlanner will satisfy your company's need for optimal planning – as well as the employees' desire to have an overview of their duties.

Flexible planning

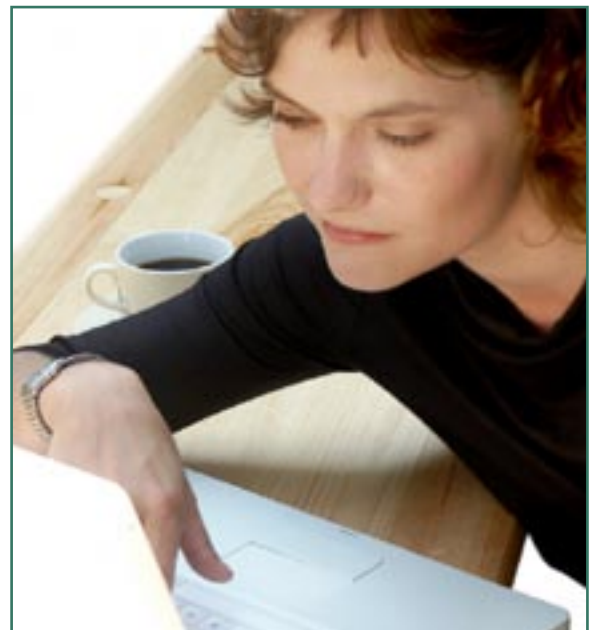
OnDutyPlanner creates an on-duty schedule quickly and efficiently.

OnDutyPlanner matches the employee team, competencies and agreements with the assignments and special needs of the company, after which the rolling week schedule – also called the master plan – can be created.

The master plan can be launched immediately, or it can be adjusted before handing it over to the employees.

Laws and agreements as part of the system

OnDutyPlanner knows the legal requirements and rules as well as the applicable collective agreements.



OnDutyPlanner gives the employees access to their own personal on-duty schedule on the intranet.

The system warns you if a change in the on-duty schedule is likely to result in the violation of a rule, for instance the 11-hour rule.

Today, the system has references to more than 200 labour market regulations for both hourly-paid staff and salaried staff.

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Who works where – and when?

OnDutyPlanner keeps track of all changes, also after the launch of the on-duty schedule:

- Duty changes and exchanges
- Overtime work and time off to counterbalance overtime
- Days off and vacations
- Sickness and notification of fitness to return to work, etc.

OnDutyPlanner provides a complete overview of who is on duty – where and when. Therefore, the duty planner can easily find the necessary staff to fill the gaps if an employee calls in sick for example.

Total control of wage and salary records

OnDutyPlanner calculates all sorts of pay supplements, for example:

- Shift bonuses
- Overtime bonuses
- Instructor supplements, etc.

The calculation of payments is sent to the company's pay system and is also saved in the system.

Total control of vacation and time off

OnDutyPlanner maintains the employees' vacation accounts and specifies each employee's earned, used and reserved hours and days.

The record for keeping track of time off (to counterbalance overtime) allows you use up to five different accounts for different time specification methods.

Three extra modules

OnDutyPlanner comes with additional user-friendly modules, which allow for greater functionality via the intranet.

MyDutyPlanner is the employees' personal access to the system. With MyDutyPlanner they can:

- indicate the desired working hours, and if necessary, the desired extra duties, vacations and days off
- exchange duties with others
- see their own personal on-duty schedule
- get a specification of payment, vacations, time off to counterbalance overtime, etc.

MyTimeSchedule gives the employees access to current and future on-duty schedules via the intranet.

OnDutyMail allows the system to automatically send e-mails to all employees affected by changes in the on-duty schedule.

This e-mail informs every employee about which duty has been changed, and what the new duty will comprise.

System architecture

OnDutyPlanner has been developed for Windows XP and Windows 2000 with Oracle as database server.