



"Your Time is Our Business"

Client Success Story:

Carrier Corporation

New and Improved: Manufacturer Streamlines Employee Time Tracking & Departmental Transfers



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**Ken Carter, Systems Analyst
Carrier Air Conditioning & Heating**



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Overview:

A Carrier Corporation manufacturing facility recently improved the employee time and labor management process for over 300 hourly workers. Payroll and Finance no longer track departmental transfers manually; all transfers are now processed in the time tracking system. Plus, a centralized database makes maintenance much easier than in past years. These and other noteworthy achievements stem from teaming with the labor experts at IntegrTime Solutions, Inc. IntegrTime helped Carrier replace their obsolete system with a new employee time and labor management solution with time clocks that comply with corporate technology mandates.

About Carrier Corporation:

Carrier Corporation, a subsidiary of United Technologies Corporation (UTC) is the world's largest solutions provider of air conditioning, heating and refrigeration equipment for commercial, residential and transportation applications.

"The improvements since installing Attendance Enterprise include a reduction in manual record keeping. The payroll office no longer manually tracks departmental transfers from hand-written records. The company also benefits from staying in compliance with corporate IT security policies."

Ken Carter, Systems Analyst
Carrier Air Conditioning & Heating

Past Challenges:

Until recently, the manufacturer's payroll office tracked employee punches for over 300 hourly workers with an outdated time and attendance system no longer supported by the vendor. The clocks also required modem connections which violated Carrier corporate IT security policies. Another issue was that the software was difficult to use, and could not run on the latest generation of personal computers. The company was forced to keep on hand and maintain an older PC just to run the time tracking software.

One of the most significant challenges was tracking employee departmental transfers. Shift workers, including assembly, maintenance, shipping, receiving and others, often transfer between departments in a given work day or work week. The older system did not offer the payroll department a means to track departmental transfers. This meant the payroll director had to rely on manual record keeping and other time-consuming methods to accurately record departmental transfers.

A New Approach:

To solve these and other inefficiencies, the Carrier manufacturing facility looked to IntegrTime Solutions, Inc, (Palmdale, CA) time and labor management experts. The labor management experts at IntegrTime suggested the manufacturer move to a newer system, Attendance Enterprise, to increase payroll accuracy and reduce the effort of tracking employee time.





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With the system, the new time clocks offered the capability for departmental transfers.

According to Ken Carter, the manufacturer appreciated that the new automated time and labor management system was built on the Microsoft SQL database. It would easily deploy into the current computing environment. Working within the company's corporate security policies, IntegrTime supported the IT staff to install the time & labor management system and create an interface for exporting data to the ADP payroll service.

New Methods:

Now, Carrier manufacturing employees punch in and out using bar code readers located in the facility. Employees simply pass an ID card through the time clock which tracks in/out times. The clocks also serve as a buzzer alarm for breaks. The clocks interface with the Attendance Enterprise system to track in/out times; regular hours, over time, vacations, and sick time.

At the beginning of each week, the payroll office uses the software to view any exceptions to employee time tracking – errors, missed punches, tardies, etc. A separate interface then uploads the time data to the corporate offices in Connecticut for payroll processing.

The improvements since installing Attendance Enterprise are many, including elimination of any manual record keeping, tracking departmental transfers electronically and compliance with corporate security policies, as the new clocks work within the security framework.

The company also appreciates reporting features including the daily exception reports and tardy reports, which help the payroll office, stay up-to-date with time card record keeping. Another benefit is the SQL server-based database, which links easily to other applications including pay period totals which upload to the corporate office, and historical record keeping. The centralized database makes maintenance much easier than in past years.



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