



"Your Time is Our Business"

Client Success Story:

REMEC Broadband Wireless

Start Up Solution: Wireless Company Automates Employee Time and Attendance Process; Achieves ROI in Three Months



“IntegrTime and Attendance Enterprise have worked to streamline and improve our employee Time & Labor Management tracking process. Plus, we were able to totally eliminate the error-prone and faulty methods of the past. I’m confident we achieved our return on investment in this system in only a few short months.”

***Michiel Van Meurs, ERP Administrator
REMEC Broadband Wireless***



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Overview: Achieves ROI in Three Months

When a start-up broadband wireless company assembled employee time and attendance with manual methods, it took the payroll office nearly one day each pay period to wade through hand-written time sheets and assemble pay period totals. It was also a challenge to manually allocate labor and wage data to the appropriate projects. Now, Attendance Enterprise from IntegrTime Solutions, Inc. addresses these issues, offers greater functionality, and helps the company streamline the entire time and attendance process. The company achieved a return on investment from the automated system in only a few short months.

About REMEC Broadband Wireless:

REMEC Broadband Wireless (San Diego, Calif.) is a privately-held wireless company resulting from a management buyout of a business unit of REMEC, Inc. The new REMEC Broadband Wireless was formed in August of 2005, combining over 20 years of experience in microwave and millimeter-wave product and infrastructure development with the customer-oriented environment of a start-up company. Funded by the management team and a small group of private investors, the company has more than doubled its product deliveries in its first year of operation.

"Attendance Enterprise lets us trust that project labor cost balances are accurate and up to date. The payroll office is more productive as well- it has eliminated all manual data entry for payroll. "

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Past Challenges:

After the buyout and establishment of the current company, many of the business information systems once used for enterprise resource planning and human capital management were no longer available to REMEC Broadband Wireless for business processing. These included the payroll and employee time and attendance systems. Thus, the start-up operation was forced to manually track employee time and attendance using hand-written spreadsheets.

Up until recently, about 90 employees operating out of one location, along with a hand full of remote workers, filled out their start/end times on homegrown Excel spreadsheets. Once a pay period ended, employees passed the spreadsheets over to their supervisors; who then spent 1 to 2 hours each week reviewing the spreadsheets for any missing or unusual data, and issuing approval. In turn, the supervisors then passed along the employee spreadsheets to the payroll office. At that point, the HR administrator and the company controller spent 4 to 6 hours each pay period manually calculating overtime, double time, vacation time and other special pay rules and entering the data into the payroll software.



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Finally, the payroll office prepared the spreadsheets for payroll processing.

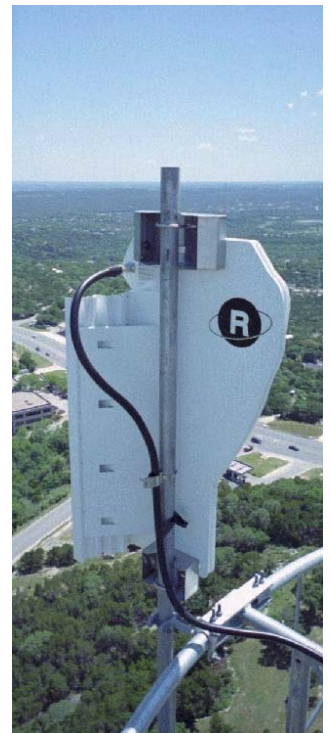
While this was a cumbersome and time-consuming process, the payroll office was vigilant in reviewing all the labor and wage totals for accuracy. It was a challenging task each pay period, which meant that the two HR professionals could not address their other tasks related to HR and administration. The manual process was also a burden for the supervisors who spent time carefully examining each employee's time sheet for any anomalies or exceptions, like tardies or unexcused absences.

Selecting Attendance Enterprise:

REMEC Broadband Wireless turned to their payroll provider for assistance in locating a time and attendance solution that would address the past challenges, and automate the employee time tracking and reporting process. The payroll provider suggested IntegrTime Solutions, Inc. (Palmdale, Calif.). The experts at IntegrTime worked with the broadband wireless company to implement Attendance Enterprise, a scalable time and attendance system offering flexible pay rules, project costing, labor budgeting, and a variety of data collection.

Based on the company's structure and pay rules, IntegrTime configured and integrated the system, and helped the company achieve key improvements.

Most importantly, with the intuitively designed system, training was effortless and users were up and running in a matter of days. Attendance Enterprise is based on an SQL database, and easily automates the tracking and calculation of employee labor and wage data.



A Streamlined Process:

Michiel Van Meurs, ERP Administrator at REMEC Broadband Wireless notes further improvements, "Switching over to Attendance Enterprise streamlined the entire process – starting when employees begin their shifts and enter their start/end times directly on their workstation PCs. IntegrTime helped us integrate time and attendance tracking with our payroll vendor, and our payroll office has seen a marked reduction in processing payroll."



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Employees log in and out using a simple web interface via the company's intranet, many at their own desks. In the case of the company's engineering lab, about 23 technical staff uses centrally located PCs to track their labor and wage information.

Payroll data then automatically flows to supervisors, the payroll office and the payroll vendor, with all approvals and revisions automated.

Tracking Project Costs:

Another stand-out benefit is the ability to track hours worked by project, especially in the area of engineering. In the past, when the engineering staff performed tasks in support of specific projects, it was up to the employees to remember to write down the hours and allocate them to the correct projects. The supervisors and payroll office then manually tallied up the hours and booked them against the appropriate project number. This manual process necessitated double data entry and accuracy checks.

Automating the project costing process means that REMEC can accurately track and collect project costing as it happens, which results in a truer picture of project labor costs. States Van Meurs, "Attendance Enterprise lets us trust that project labor cost balances are accurate and up to date. The payroll office is more productive as well- it has eliminated all manual data entry for payroll. "



Productivity Improves:

Pay period totals export more easily than in the past, and the payroll office is able to transfer the data to a text file without pausing for accuracy checks. Top management has also benefited from the new system, with the availability of real time overtime reports for better allocation of labor.

Van Meurs concludes, "IntegrTime and Attendance Enterprise have worked to streamline and improve our employee time and attendance tracking process. Plus, we were able to totally eliminate the error-prone and faulty methods of the past. ***I'm confident we achieved our return on investment in this system in only a few short months.*** "



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