Labor and Contractor Management 101: Best Practices for Time and Attendance

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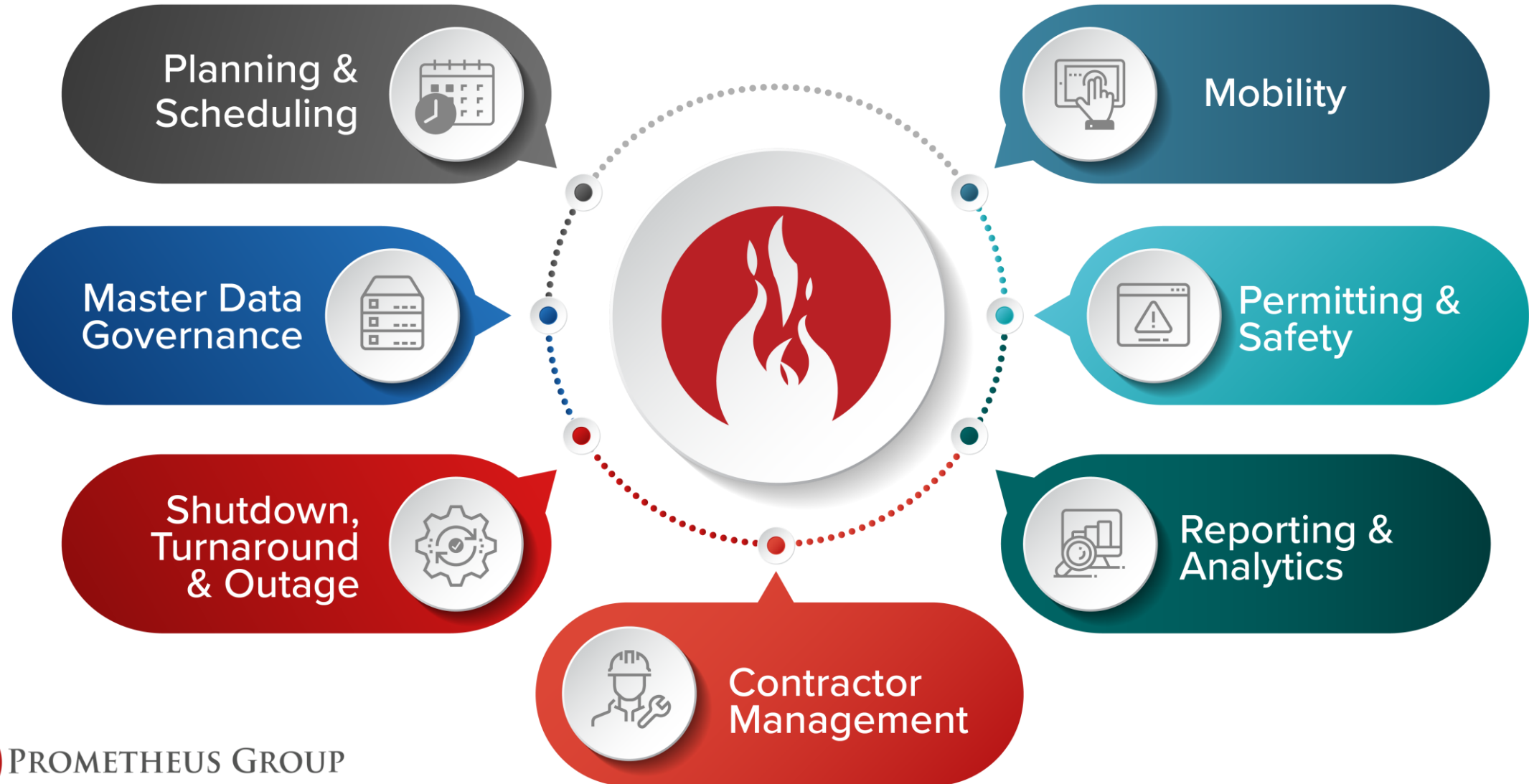
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Agenda

- Introduction to Prometheus

- Labor and Contract Management

  - Real-Time Data Capture

  - Prompt and Accurate Payments

  - Contract Negotiations

  - Fatigue

- Questions

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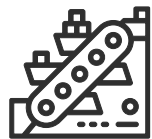
The Prometheus Platform

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Prometheus Group

- Founded in 1998
- Headquartered in Raleigh, NC, USA
- 13 global offices
- Integrated and intuitive software
- Partnerships with industry leading companies

TOP 8
Oil & Gas

TOP 7
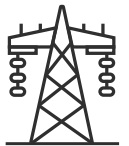Mining & Metals

TOP 7
Pulp & Paper

TOP 6
Chemical

TOP 6
Utilities

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SAP® Certified
Integration with SAP S/4HANA®

SAP Partner

ORACLE Gold Partner

IBM Business Partner

Key Customers

Data Capture and Integration

A Customer Review on Data Capture

Oil Refinery Facility

- Capacity: 235,000 bbl/d – 3rd largest refinery on West Coast

- Investment: $1.5 billion in capital spend over the last decade; 2-year turnaround cycle

- Contractors: approximately 20 + on site for routine operations /40 + during turnarounds

- Contract Labor: average 500 + people during routine operations/1500 + during turnarounds

- Non-routine event site head count was 3,000 contractors

- Top performing site in portfolio

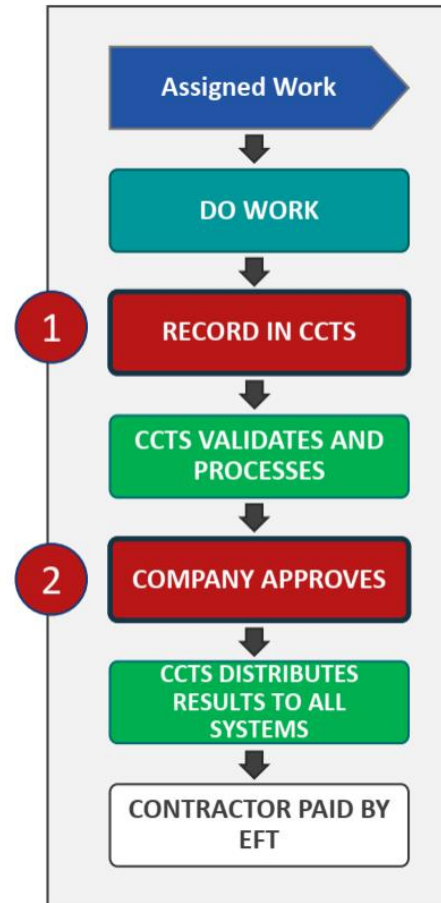| Before CCTS	After CCTS
Labor intensive paper invoice process	Simplified, electronic invoices
Minimal information	Critical data collection
Slow contractor payments	On time contractor payments
Time consuming approvals	Accurate and quick approvals
Cumbersome reporting	Data analysis improvement
Lack of controls	Clear spend information
Not intuitive, minimal use	Widely used by staff
Lacked integration with CMMS	Full CMMS integration

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Process Improvements

CCTS changes this tedious & error-prone 6-step process

21 Day Feedback

Assigned Work

DO WORK

1. TIMESLIPS
2. TIME SHEETS
3. COMPANY SIGN-OFF
4. COMPUTER ENTRY
5. INVOICE GENERATED
6. INVOICE APPROVED

CONTRACTOR PAID BY EFT

Into this accurate, efficient 2 step process

1 Day Feedback

Assigned Work

DO WORK

1. RECORD IN CCTS

CCTS VALIDATES AND PROCESSES

2. COMPANY APPROVES

CCTS DISTRIBUTES RESULTS TO ALL SYSTEMS

CONTRACTOR PAID BY EFT

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Integration with all related systems

- A single system for integration ensures relevant data is imported and validated for timely, accurate responses

- Integrated systems:
  - HR system
  - Payroll system
  - Gate Management
  - CMMS
  - Oracle 19c or SQL Server

Labor Capture and Integration Benefits

- Data imports, auto entry, and Mobile solutions work together to capture labor data in real time

- Integrated systems validate entries and simplify approval workflows

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Ensure accuracy of payments and avoid late penalties

- It starts with data entry!
  - Apply business rules at the beginning to simplify approval and validation
- Integrations are key
  - Pull work order and PO information from the source
  - Generate payments from the ERP
  - Give your approvers more detail, faster
- Customized multi-level approval process
  - Get the data to the approvers with automated escalation

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Demonstration

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Negotiations and Fatigue

- Poor data capture makes accurate and timely payment processes nearly impossible

- How can we negotiate the best rates without setting up the business rules and requirements in a single system?

- Who's tracking fatigue while we manage all of this?

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Leverage data to improve contract negotiations

- Consolidate data to make better decisions
  - Labor, Materials, Equipment, Markups all in one system
  - Cross reference contractor rates and spend
- How do we track discounts or other credits within our contracts?
  - On-site equipment vs rental rates
- Labor mix analysis
  - Supervisor to laborer ratio
  - Overhead labor costs
- Forecast and Compare
  - Can other contractors offer similar services for less?

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Keep track of worker fatigue levels

- Tracking fatigue from reliable data
- Are your business rules helping you monitor fatigue?
- Make widgets that improve visibility
  - Track consecutive days for employees on a weighted scale

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Questions?

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Thank you

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