

Department of Defence – Case Study

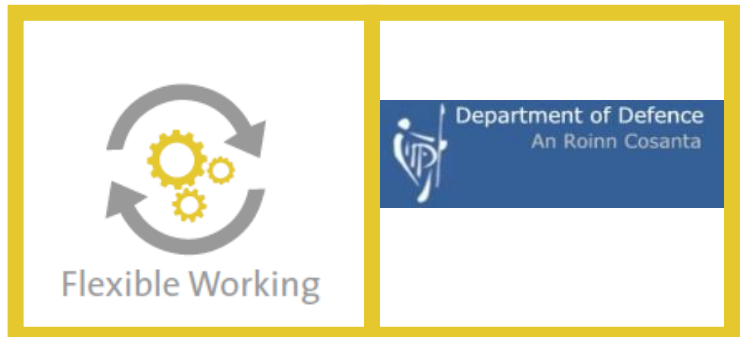


The Department of Defence has used a system from FlexTime since it first introduced flexible working

In the latest upgrade, it was decided to implement **VisionTime** which allows staff to key in/out at their own PC's, view their own reports and submit their adjustment applications "on-line" to their Local Managers.

All staff remote from the HQ in Newbridge Co Kildare, including those in offices at Renmore Galway, can access the system from their desks thus benefitting from this move to a fully "Web" enabled system.

Staff can now avail of several personal reports highlighting such information as their flexi balance, their holidays taken/left, any absences/anomalies that occur and several more beneficial reports.



Objectives

- To manage increasingly diverse work time arrangements
- To increase accountability
- To reduce admin costs re work time

Why FlexTime

- 30 years of Civil Service experience
- Leader in market
- Excellent references

Results

- Increased and speedier interaction between staff and managers
- Better local accountability
- Less costs for time management

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SOLUTION

The Department is to the forefront in terms of ensuring staff can have a sustainable **work life balance**.

To this end much use is made of the “**x week cycle**” feature in **VisionTime** which allows the employee to agree and then operate his/her own flexi cycle length.

For example, depending on his/her personal circumstances and blending that with organisational need, one employee might agree a four week cycle with a 10 hour carry over – while another might agree a two week cycle with a five hour carry over.

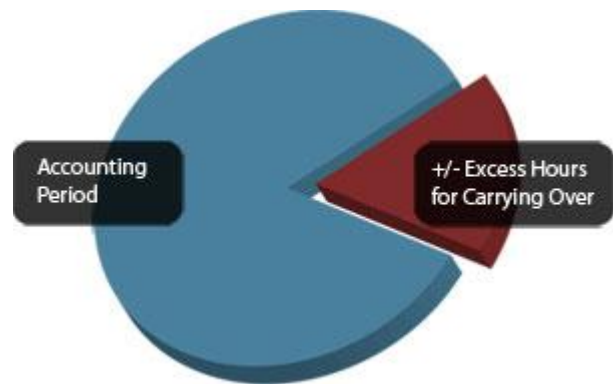
From a *Health & Safety* viewpoint, the advantage of any staff that key in/out using **VisionTime** is that they will appear immediately in the Fire/Emergency listings.

This can now be accessed from mobile phones from the much safer confines of being outside the building.

RESULTS

1500 employees now use the VisionTime system, in multiple locations.

Thus the Department can better cope with the increasing diversity of working time arrangements which are becoming the norm in today’s workplace.



An employee can build up time within their own flexi cycle for taking as time off, e.g., flexi day

***“FlexTime Limited is excellent to work with for organisations new to the Concept of Flexible Working and also for those unaccustomed to staff keying in/out of work.*”**

From the order stages of a new system right through to implementation and “go-live” day, FlexTime provides an expertise second to none.”

HR Department, Department of Defence