



BELINA
PAYROLL

TIME CONTROL

ACCESS • SECURITY • ACCURACY



Unbeatable Value • Locally Developed • Excellent Functionality • Swop-out Guarantee • Local Support

- Turn HR into a strategic lever for your business
- Automate and integrate key activities
- Track and manage employee movement
- Empower your employees and managers
- Get access to business intelligence and beyond



Belina Biometric Time Control is uniquely integrated and designed by the users to meet custom needs. Our software dramatically reduces the time it takes to process employee time records and is ideal for a wide range of industries where hourly and salaried employee time needs to be tracked, including manufacturing, warehousing and distribution, healthcare, retail, professional and medical offices, government, and educational agencies.

Our Time Control package gives you control over lost time and productivity, which can significantly impact your organization's profitability.

We tailor our time recording solution to your needs. We have a comprehensive range of terminals able to handle even the most demanding situations.

Key Package Features

The quoted quarterly licence includes:

- A Biometric Terminal from our range
- Belina Time Control Software which integrates seamlessly with Belina Payroll, or any reputable payroll software.
- Installation & Training
- Networking (also over VPN)
- On-going support assistance via telephone (including a mobile hotline for weekends and after hours), email, skype, teamviewer remote assistance and on-site support on a time and mileage basis.



**BELINA
PAYROLL**

TIME & ACCESS CONTROL

Belina Time Control

has broad applications which makes it a highly flexible and practical system.

Our system caters for a variety of applications, from small and medium sized businesses to large industrial and office operations, schools and canteens.

Overview of Benefits

- OVERTIME
- SHORT-TIME
- LEAVE
- ACCURACY
- DISCIPLINE
- FRAUD
- MANAGEMENT INFORMATION
- PHYSICAL PRESENCE
- RULES
- JOB COSTING
- ACCESS CONTROL

Information

- Easy to access readily available history records.
- Easy to determine a trend of events through audit reports.
- Evidence to support claims. Time entries entered at the terminal are supported by biometric evidence of the person making the entry.
- Reports can be easily presented in the form and layout required. It is easy to generate reports for individuals, small groups of employees, departments or the entire company.

Savings

- Reduced time in calculating normal, overtime and shorttime hours
- Control over leave and absent time.
- Reduced opportunity to manipulate times. Electronic time stamps show when fields were changed and by which users. Manual records are open to change by anyone with access.
- Increased incentive for staff to arrive on time for shift and not to leave early.
- Evidence that shift workers arrive, and leave at the correct times
- Accuracy of the calculations

Human Resources

- Once policies are set they are then consistently applied.
- Less pressure of supervisory staff to make unauthorized changes to time of arrival or departure.
- Improved access to information over the network – staff can be given access to different sections of the system and reports depending on their responsibility level.
- Electronic records are securely backed up with your data – no paperwork or filing needed.

Belina Time Control for Schools, Canteens & Gyms

- **Staff:** Record normal time, overtime, short-time, leave and sick leave
- **Students - First Entry:** The same terminals used for staff, above, could be used for students to record the student, time and date of entry.
- **Students – Examinations & Special Events:** Attendance at examinations and special events can be verified with certainty due to the biometric recognition requirements of our terminals.
- **Canteen:** Our biometric terminals can control ticket printers to issue meal tickets in a canteen when an employee verifies their fingerprint on the canteen biometric terminal. Our software includes various reports of meals taken over a specified date range.
- **Gyms:** Gym membership monitoring and access control with the biometric terminal. When their memberships expire they are suspended from the system.

Get in touch with our team to find out more about these applications.



**BELINA
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The leading Payroll and HR Software

Get in touch with us today!

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