Benefit Accruals

Does the complexity of your company's employee benefit policies make tracking and accountability impossible?

With complex time-off policies, the goal is to apply employee paid time off and leave rules accurately, consistently and cost-effectively. Attendance Enterprise 2.0 Benefit Accruals module automatically calculates virtually any series of conditions and rules for accumulating benefit time. Accrual rates and tracking can vary based on job position, seniority, employment status, or a variety of other conditions.

Benefit accruals automate and track employee benefit accumulation and usage.

Robust reporting lets supervisors review accrued benefits.

Immediate Return

Organizations that automate benefit accruals with Attendance Enterprise achieve the following results immediately:

- **Improved Productivity and Accuracy.** A configurable engine calculates company-defined leave rules automating all record keeping. Accuracy increases by eliminating error-prone manual calculations.

- **Customized Calculations.** Attendance Enterprise addresses even the most complex set of benefit accrual conditions — no matter the variety of policies.

- **Real-Time Tracking.** Benefit balances are available for each day of employment, letting organizations deliver real-time balances to managers and employees.

- **Increased Flexibility.** Benefits, accrual rates and tracking can vary based on job position, seniority, or employment status, and by other groupings. Accrual rates can also be based on employee activity such as worked hours, scheduled hours, or unscheduled shifts. Organizations can automate maximum accrual amounts, yearly carryover, and borrowing benefits.

- **Robust Reporting.** Attendance Enterprise reporting tools let organizations retrieve and analyze leave-related employee data — showing instantly which employees have high or low leave balances. Employee Self Service empowers employees with instant access to available leave time balances.

attendance enterprise 2.0

Stay in Compliance

Benefit Accruals automate the calculation, validation, and granting of leave time available to the employee. It improves compliance with corporate policies and bargaining agreements and minimizes an organization's exposure to leave liability and employee grievances. Benefit Accruals also consistently tracks FMLA and other mandated leave policies.

Employees can efficiently review benefit balances and time off using Employee Self Service.

Automate Your Rules, Your Way

Activity-Based Benefit Accruals

The Benefit Accruals module automatically adds vacation, sick time, paid time off (PTO), and other types of leave time to an employee's account. Time off is accrued based on an employee's job, schedule, or other complex factors:

• Union membership

• Multiple job classifications

• Scheduled hours on the job

• Unscheduled hours on the job

• Work patterns

Seniority-Based Benefit Accruals

• Accumulate time based on length of service. For example, employees with up to five years' seniority get two weeks of vacation each year. After five years, employees receive three weeks of vacation, and after 10 years, employees receive four weeks of vacation.

• Credit leave time according to your rules: on employee anniversary dates, on the first of the year, incrementally each month, and so on.

• Use different accrual rates for different groups of employees. For example, part-time employees automatically receive less vacation than full-time employees.

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