Matrix COSEC Time-Attendance

Right People in Right Place at Right Time

EXPECT MORE.

Why Time-Attendance
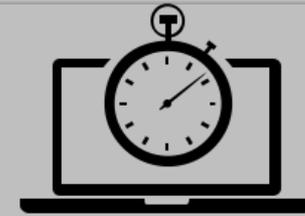
Avoid Manual Entry of Employee Time
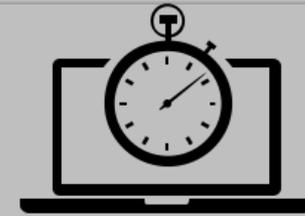
Eliminate Errors in Attendance Data
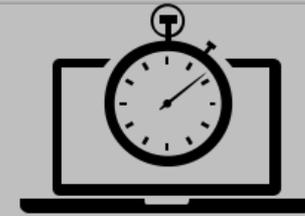
Difficulty in Managing Attendance of Employees
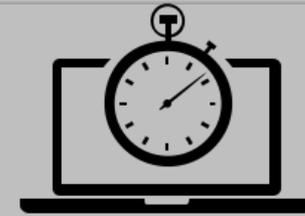
Issues with Managing Multiple Shifts and Schedules

Problems in Managing Centralized Attendance from Multi Locations
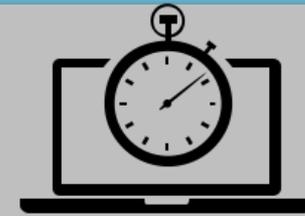
Requiring Real-time Exception Data

Why Time-Attendance
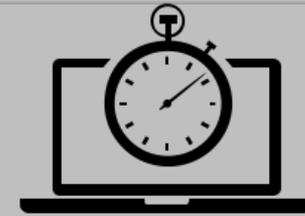
Spending Much Time in Salary Processing

MATRIX
SECURITY SOLUTIONS
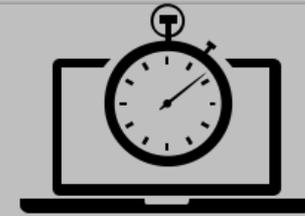
Integrating with any Third Party Payroll Software

Matrix COSEC Time-Attendance

MATRIX
SECURITY SOLUTIONS

Comprehensive Solution for Large Enterprises, SME and SMB

Matrix COSEC Time-Attendance

MATRIX
SECURITY SOLUTIONS

Time-Attendance

Leave Management
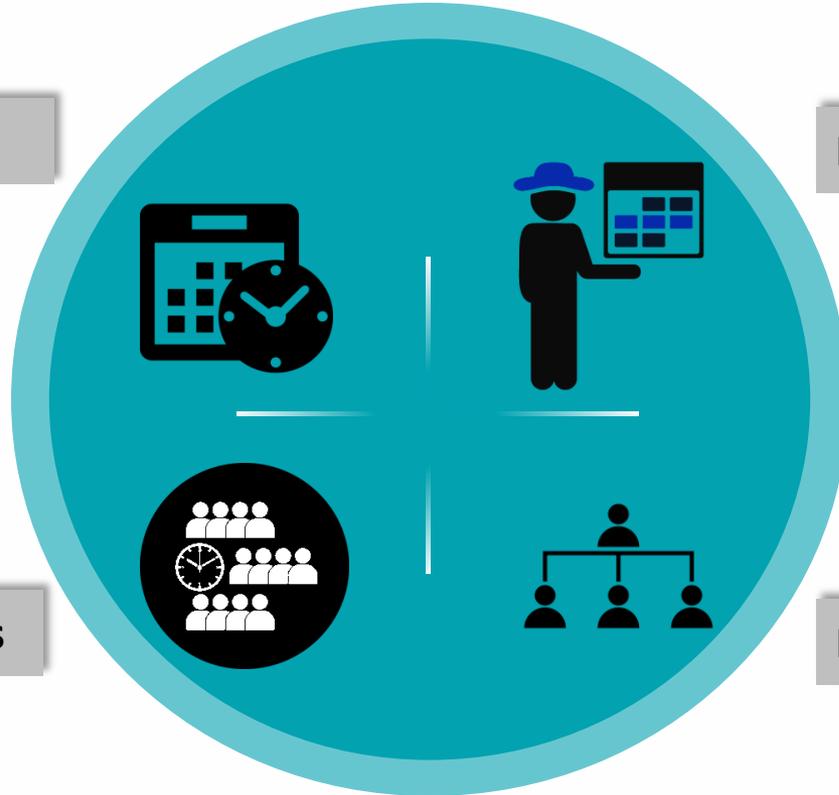
Shifts & Schedules

Enterprise Structure

Manage Complex Attendance Policies

Palm Vein, Fingerprint, and RFID Card based Attendance Marking

Manual Attendance Data Correction and Entry

Integration with any Third Party Payroll Software

150+ Time-Attendance, Leave Reports and Charts

# COSEC Time-Attendance : Process

MATRIX
SECURITY SOLUTIONS

```
┌──────────────────┐   ┌──────────────────┐   ┌──────────────────┐   ┌──────────────────┐
│ Credentials:     │   │Attendance Policies│  │ Customized Reports│  │Database to Database,│
│ Palm Vein,       │   │                  │   │                  │   │ API, Export Data │
│ Fingerprint,     │   │                  │   │                  │   │                  │
│ RFID Card        │   │                  │   │                  │   │                  │
└────────┬─────────┘   └────────┬─────────┘   └────────▲─────────┘   └────────▲─────────┘
         │                      │                      │                      │
┌────────▼─────────┐   ┌────────▼─────────┐   ┌────────┴─────────┐   ┌────────┴─────────┐
│  Capture User    │──▶│Process Attendance│──▶│ 160+ Reports and │──▶│ 3rd Party Software│
│  Attendance      │   │     Data         │   │     Charts       │   │   Integration    │
└────────▲─────────┘   └────────▲─────────┘   └────────┬─────────┘   └────────┬─────────┘
         │                      │                      │                      │
┌────────┴─────────┐   ┌────────┴─────────┐   ┌────────▼─────────┐   ┌────────▼─────────┐
│ Auto Data Push to│   │Shifts and Schedules│ │Report in PDF, Excel,│ │Payroll, HRMS and ERP│
│ Server           │   │                  │   │ Word, CSV, Text   │  │                  │
│                  │   │                  │   │ Format           │   │                  │
└──────────────────┘   └──────────────────┘   └──────────────────┘   └──────────────────┘
```

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Target Audience

Construction

Manufacturing

Corporates

Education
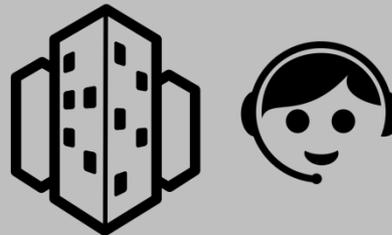
IT/Call Centres

BFSI

Target Audience

Government
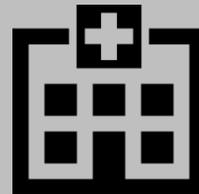
Healthcare

Hospitality

Retail

Application

Single Location

SMS Notification

Integration with
Payroll & Tally

COSEC CENTRA Server

100+ Reports and Charts
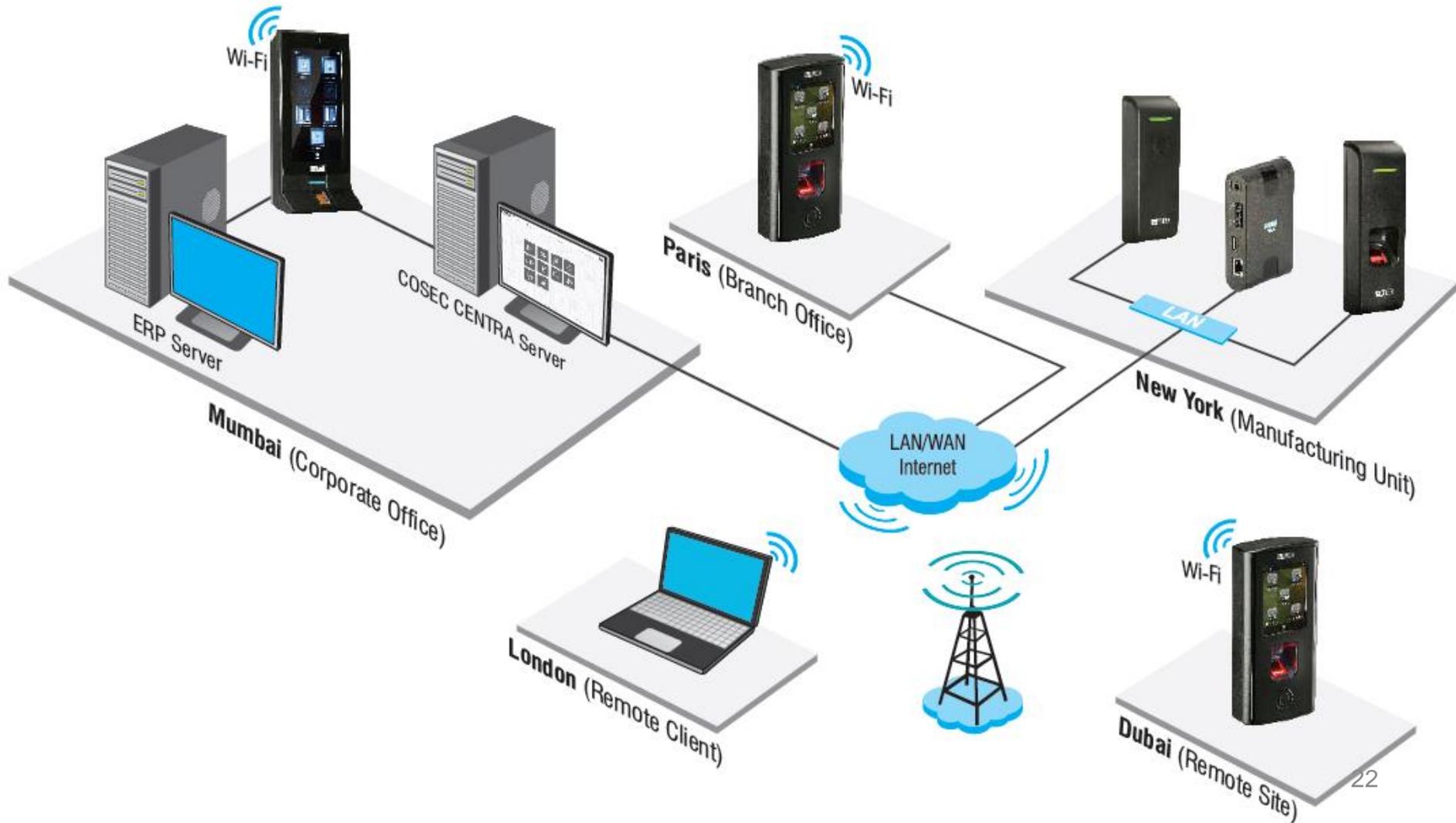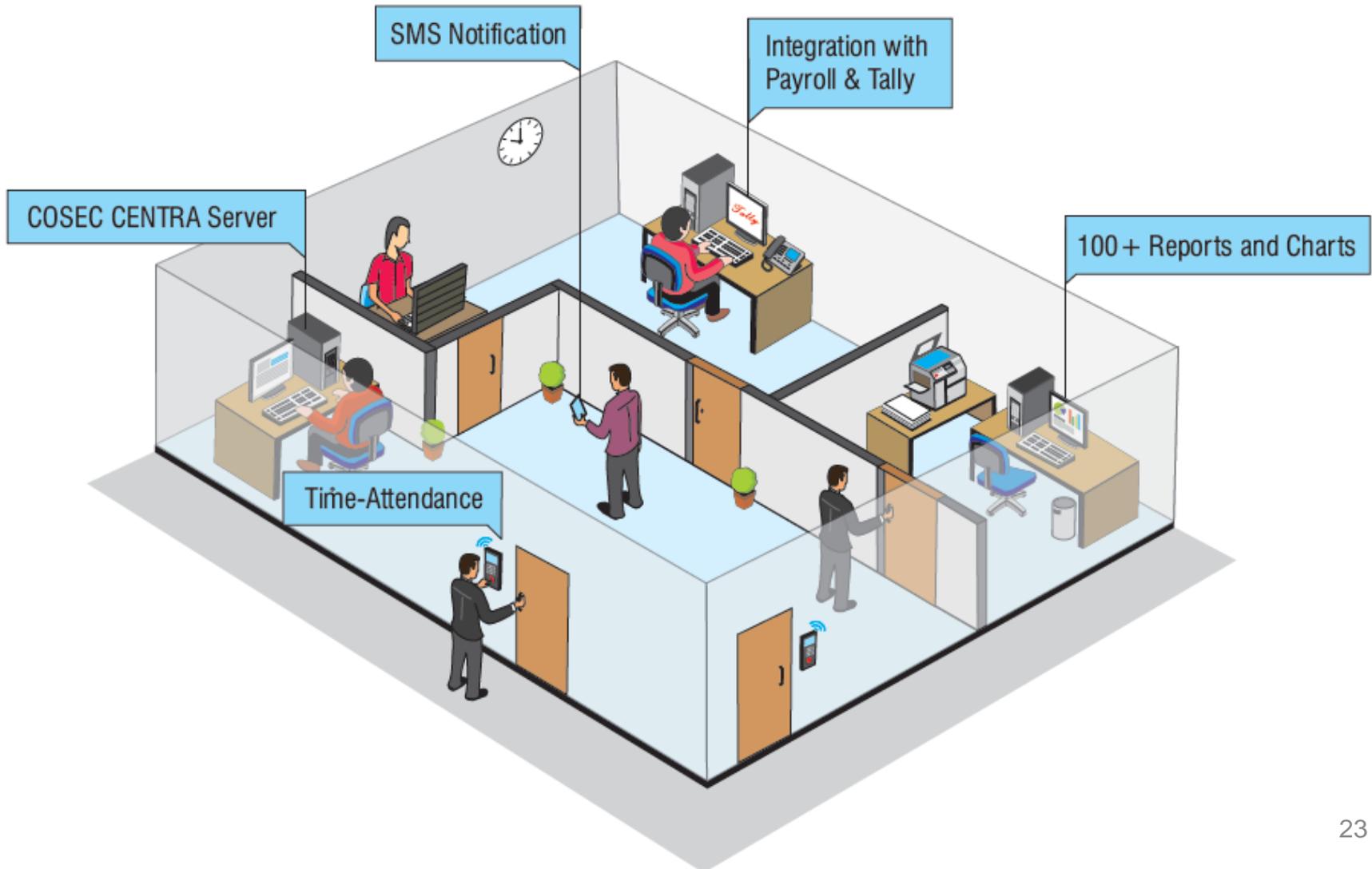
Time-Attendance

Advantages & Benefits

Advantages	Benefits
Automated, Fool-proof Attendance Capturing	Increase in Productivity and Minimize Overpayments
Flexible Time-Attendance Policies, Shifts, Overtime Policies	Meets Disparate Needs of Different Functions, Locations, and Individuals
Web based Access	Saves time, Better Planning of Employees
Reports and Charts	Easy Interpretation and Decision Making
SMS and Email Notifications	Faster Response to Exceptional Situations
Integration with Third Party Payroll	Smooth and Timely Salary Payments

Case References

COSEC Time-Attendance at Shriram Finance Ltd.

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SECURITY SOLUTIONS

Applications:
- Managing Time-Attendance of 24,000+ Employees

Technology:
- Biometric Fingerprint Door Controller
- Wireless Connectivity

Solutions Offered:
- Biometric Fingerprint Devices for Attendance Capturing
- Web Based Access
- Centralized Attendance Management
- Accurate Attendance Data for Salary Processing in HRMS Software
- Configured Various Attendance Policies

Matrix Offering:
- Devices: 1000+
- Users: 24,000+
- Locations: Across PAN India

Benefits:
- Time required for salary calculation reduced by 25%
- Productivity of employees increased by 15%
- Faster decision making using informative reports

COSEC Time-Attendance at Aujan Enterprises, KSA

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Applications:
- Managing Time-Attendance of 500+ Employees

Technology:
- Biometric Palm Vein Controller
- RFID Smart Card
- Wireless Connectivity

Solutions Offered:
- Accurate Overtime Report
- Centralized Attendance Management
- Web Based Access
- Accurate Attendance Data for Salary
- Automatic Report Scheduler
- Configured Various Attendance Policies
- Fast and Accurate Palm Identification

Matrix Offering:
- Devices: 20+
- Users: 500+
- Locations: KSA (HO and Factory) and Dubai

Benefits:
- Improved Productivity
- Error Free Attendance Data for Salary Processing
- Accurate Overtime Payment

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Our Clientele

Our Clientele

BFSI

- Gruh Finance Ltd
- Reserve Bank of India
- Sri Ram Finance
- NBQ Bank (UAE)
- Mahindra & Mahindra Financial Services Ltd.
- Vijaya Bank
- Money Matters Securities Pvt Ltd
- MF Global
- State Bank of India
- Surat Peoples Co-operative Bank
- Islamic Development Bank (Iraq)

Government

- Power Grid
- Indian Air Force
- Ahemednagar Municipal Corporation
- Bhartiya Rail Bijlee Company Ltd.
- Special Task Force, Kolkata Police
- Bharat Heavy Electricals Ltd (BHEL)
- GNFC
- Ministry of Finance (Indonesia)
- Baroda District Court
- DRDO
- National Library (Vietnam)
- Ministry of Works (Bahrain)

Our Clientele

Manufacturing

- Adani Enterprises Ltd
- Khimji Ramdas (Oman)
- TATA Steel Ltd
- Tyco Electronics
- Aujan Industries Co (KSA)
- Linde Engineering India Pvt Ltd
- Reliance Industries Ltd.
- Finolex Power Systems Pvt Ltd
- Woodland Limited
- Schneider Electric India Pvt Ltd
- L'oreal India Pvt Ltd
- VIP Industries Ltd

Construction

- Sterling and Wilson Ltd
- Shapoorji Pallonji Co. Ltd
- Raheja Atlantis
- Parshwanath Builders
- Rustomjee
- Reward Constructions Pvt Ltd
- L &T (Kolkata)
- Shubhkamna Buildtech Private Limited
- Al-Khodari Sons Co (KSA)
- Al Majdouie Group (KSA)
- Apex Real Estate (UAE)

Pharma & Health Care

- Micro Labs Ltd
- Alkem Laboratories Ltd
- Dr. Reddy's Foundation
- Surien Pharmaceuticals Pvt Ltd
- Rottapharm Co. Ltd. (Thailand)
- Biotech Vision Care
- Fortis Memorial Research Institute
- Gold's Gym
- Viva Gym (South Africa)
- Appllo Hospital
- Riaz Medical Center (Sharjah)
- Al Kamal Pharma & Medical Services (KSA)

IT & Services

- Fedex (Bangladesh)
- Blue Dart Express Ltd
- Real Image Media Technologies (P) Ltd
- TCI
- First Flight Couriers Ltd
- Matrimony
- TATA Consultancy Services Ltd
- You Broadband India Pvt Ltd
- Wipro Ltd
- Collabera Technologies Pvt Ltd
- CMC Limited
- Dozco India (P) Ltd

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Our Clientele

Education

- Euro Kids
- DPS
- Pune University
- MIT, Pune
- Presidency Group of Colleges
- Rishikul Vidyapeeth
- Indian Institute of Science, Karnataka
- Madanapalle Institute of Technology & Science
- British School
- Peter house Group of Schools (Zimbabwe)

Other Sectors

- Centrum Printing (Australia)
- Kuwait Oil Company (Kuwait)
- Rabigh Refining & Petrochemical Co. (KSA)
- Khaleej Times (UAE)
- Rotana Jet Aviation (Abu Dhabi)
- Mccain Food (India) Pvt Ltd
- Bhutan Fruit Product Pvt Ltd
- Suguna Foods Limited
- Sarovar Hotel and Resorts
- Chennai Silks
- Hotel Fern

Key Features

Centralized Monitoring and Control
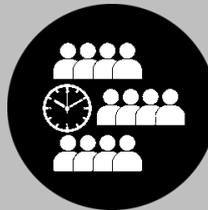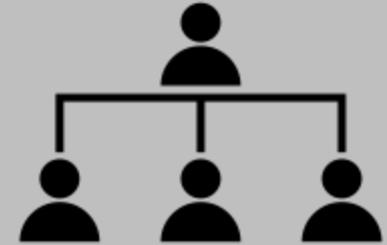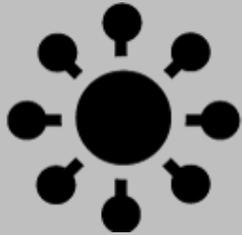
- Live Monitoring and Control of All Devices from a Single Place

- Centralized Attendance Management of Multiple Locations

- Fully Web based Software without Need of any Public IP

- IP based Access from Anywhere

- Branch/Region Heads can View their Team's Attendance

COSEC Tracker

- Live Head Count of Employees in the Premises Centralized

Shift View	Site View	Who's IN View

Shift View

	ID ▾	Name	Scheduled	Not Reported	Reported
+	10	GENERAL 9 30 TO 7 00	0	0	0
+	11	General Shift	3	3	0
+	G5	MORNING 0730 TO 1630	29	21	8
+	GN	General New	42	42	0
+	23	Fac General Shift	188	44	144
+	CN	Consultant New	3	3	0
+	GS	HO RnD General Shift	458	118	340
		Total	**742**	**249**	**493**

Site View

ID	Shift Name	Reported		ID	Site Name	Reported
10	GENERAL 9 30 TO...	0/0		1	Site-1	424
11	General Shift	0/3		2	HO	64
GN	General New	0/42		3	RnD	8
G5	MORNING 0730 T...	8/29				
23	Fac General Shift	144/188				
CN	Consultant New	0/3				
GS	HO RnD General S...	340/458				
Total		**496/742**		**Total**		**496**

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Who's IN View

ID ▾	Site Name	Who's IN
1	Site-1	458
2	HO	54
3	RnD	7
Total		**519**

COSEC Scheduler

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SECURITY SOLUTIONS
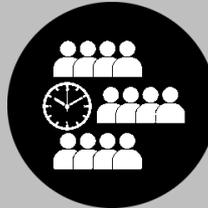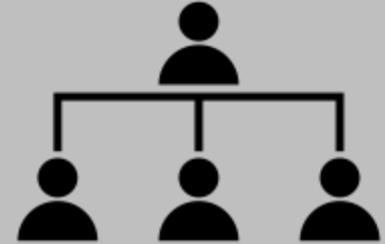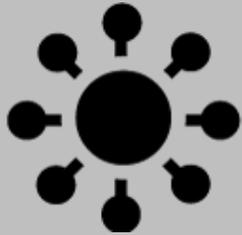
- Schedule any event like Reports, Database Backup, etc.

Report Scheduler

Send Reports on Email at Scheduled Time

REPORT

Monthly Attendance Report

COSEC Scheduler

Attendance Report (Department – 1)

Attendance Report (Department – 2)

HR/HOD

Shifts

Leave Credit

Automated Backup

COSEC CENTRA Server

Admin

Employees/ Workers
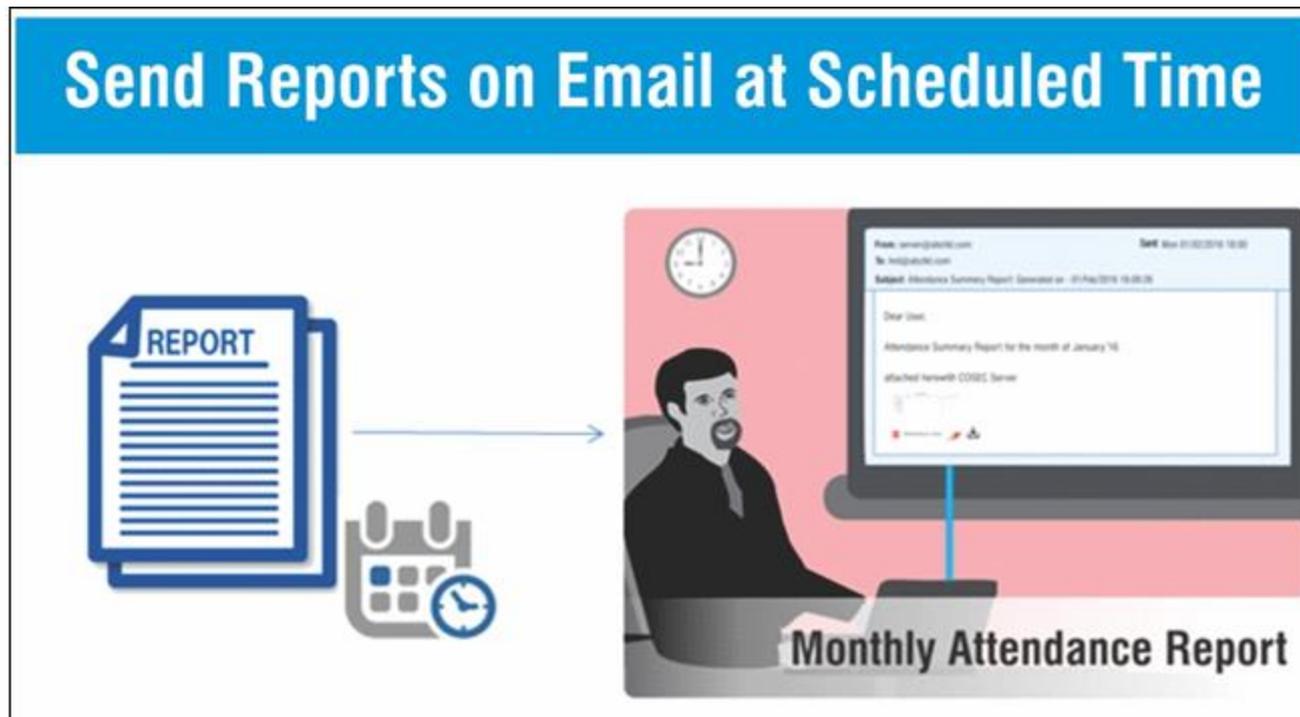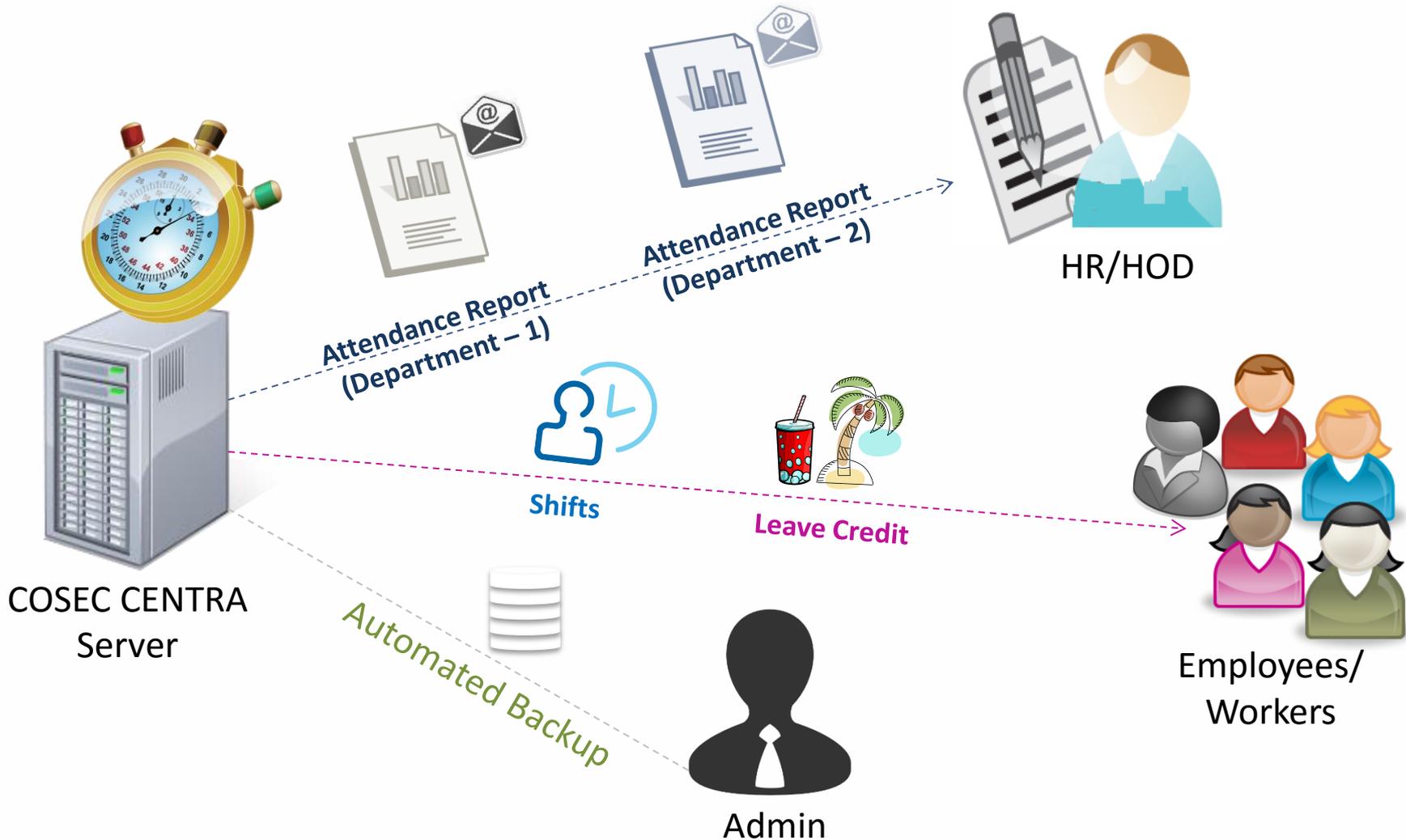
Enterprise Structure
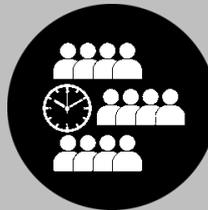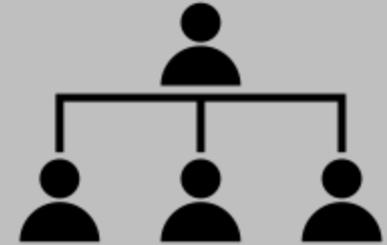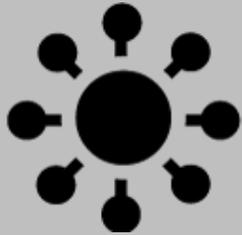
- Define Organizational Hierarchy

- Create Various Entities:

Organization	Branch	Department
Designation	Section	Category
	Grade	

Time-Attendance Policies
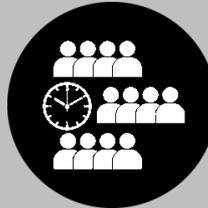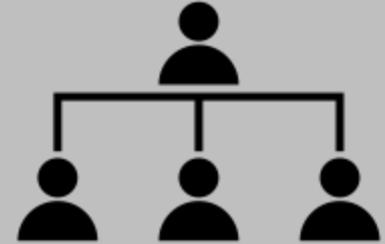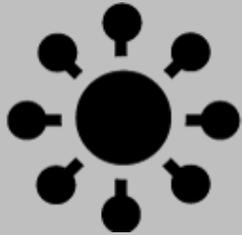
- Define Attendance Related Policies

Attendance	Absenteeism	Net-Work Hours and Overtime
Late-In	Early-Out	Compensatory Off
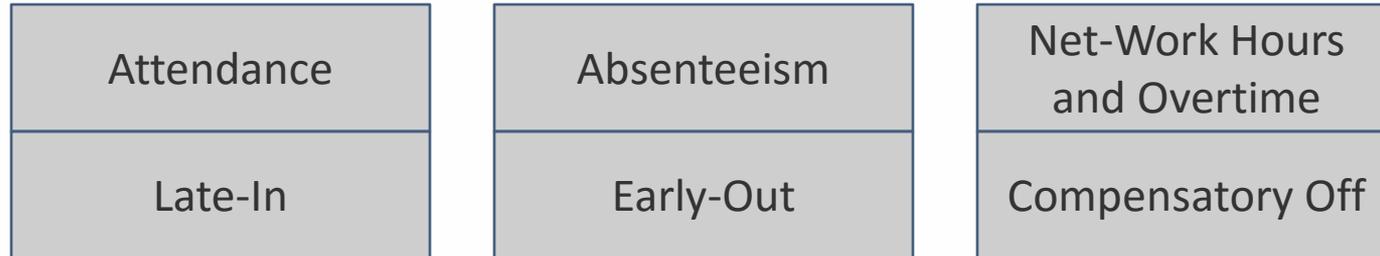
- View Attendance Summary

- Manual Attendance Corrections and Entries

- Monitor Attendance Related Entries and Authorization

Attendance Policy

ID: *ID*

Name: *Name*

Default: ☐

Attendance Period: Calendar Month ⌄

Month Start-End Date: 2 ⌄ *End Date*

Yearly Period For Leave Balance

Start-End Month: January ⌄

General ▼

Short Leave/Official Hours Restrictions ▼

Absent Marking Rule ▼

Auto Attendance Correction ▼

Flexible Working Settings ▼

Absenteeism Policy

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← + ✎ 🗑 💾 📝

ID	ID
Name	Name
Default	☐

Policy Period [   ] 📅 [   ] 📅

Week-Off Club/Cover Rule

Allowed On Single Sided Absent ☐

Allowed On Both Sided Absent ☐

Atleast Full Day Absent For Club-Cover ☐

Holiday Club/Cover Rule

Allowed On Single Sided Absent ☐

Allowed On Both Sided Absent ☐

Atleast Full Day Absent For Club-Cover ☐

Net-Work Hours & Overtime Policy

MATRIX
SECURITY SOLUTIONS

ID | ID

Name | Name

Default | ☐

Policy Period | From Date 📅 | To Date 📅

Net-Work Hour Configuration ▼

Overtime Configuration ▼

Daily Overtime ▼

Weekly/Monthly Overtime ▼

Late-In Policy

ID | ID
Name | Name
Default | ☐

Policy Period | From Date 📅 To Date 📅
Late-IN Applicable | ☐
Max Late-IN Allowed(Min) | Minutes

Late-IN Rounding For Fraction Of An Hour ▲

Enable | ☐
Range (From - To) | From | To
Replace Value | Actual ▾ |

| Add | Clear |

Early-Out Policy

ID `ID`

Name `Name`

Default ☐

Policy Period `From Date` 📅 `To Date` 📅

Early-OUT Applicable ☐

Max Early-OUT Allowed(Min) `Minutes`

Early-OUT Rounding For Fraction Of An Hour ⌃

Enable ☐

Range (From - To) `From` `To`

Replace Value `Actual ▼`

Add   Clear

Compensatory Off (C-OFF) Policy

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← ＋ ✎ 🗑 💾 ▤✕

ID	*ID*
Name	*Name*
Default	☐

Policy Period		📅		📅
Minimum Overtime Required For C-OFF		
C-OFF Authorized In Multiples Of		
C-OFF Validity Type	Monthly ▾	

C-OFF Validity (Months)	
Minimum C-OFF For Half Day Off	
Minimum C-OFF For Full Day Off	
Auto Authorize C-OFF	☐

Shifts and Schedules
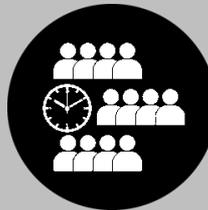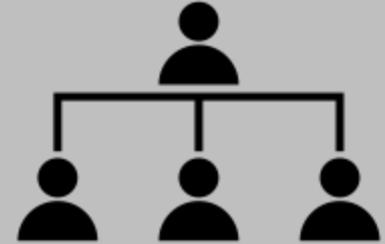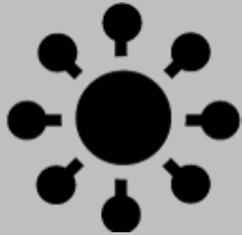
- Create Unlimited Shifts and 999 Schedules

- Configure up to 30 Holiday Schedules with 32 Holidays

  in each

- Resolves Date Rollover Issues (Day-Night Shifts)

- Automatic Shift Correction

- Manages Continuous Shifts' Attendance

Shifts and Schedules

Leave Management

Leave Management
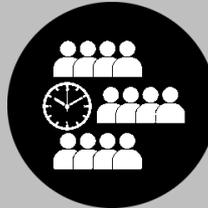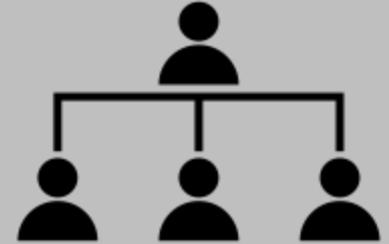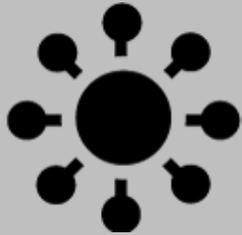
- Configure Different Types of Leaves

- Define Leave Policies

- Add Leave Groups

- Manage Leave Balance for Single or Multiple Users

- Apply/Approve Leaves

Leave Policy

Code | 2 Char Code
Name | Name
Leave Type | Paid Leave

Minimum Allowed At A Time | (i)
Maximum Allowed Limit |
Maximum Allowed Limit For | Single App

Optional Restrictions ▼

Leave Club Rule ▼

Leave Application Restrictions ▼

Leave Balance Check ▼

Week-OFF/Holiday Club-Cover Rule ▼

Tour Policy

MATRIX SECURITY SOLUTIONS

Code	2 Char Code
Name	Name
Tour Type	Tour / ON Duty

Minimum Allowed At A Time [ ] ⓘ

Maximum Allowed Limit [ ]

Maximum Allowed Limit For | Single App |

Optional Restrictions ▼

Tour Club Rule ▼

Tour Application Restrictions ▼

Week-OFF/Holiday Club-Cover Rule ▼

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Leave Group Policy

ID

Name *Name*

Default ☐

Enable Pro-rata ☐

Group Members

Leave *ID* *Name*

Accrual Policy

Leave Application

Leave Approval

← / 💾 📄

Show All Pending Applications ☐

Leave Date | 11/03/2016 | 📅 | 10/04/2016 | 📅

Authorization For | Leave Application | ▾

Filter Users | All | ▾

Group/User | ID | Name | 📝

View

Pending (0) ▲

User ID	Name	From Date	To Date	Leave	Application Date	Posted Days	Approve ☐	Reject ☐	Details
				No Data					

Approved (1) ▾

Rejected (0) ▾

Leave Encashment

Payroll Integration

COSEC CENTRA SERVER

Database to Database

Application Programming Interface (API)

Offline Export

THIRD PARTY PAYROLL SOFTWARE

Database to Database

Supports Various Database Formats:

MySQL   ORACLE

API

- Platform API
- Function API

Offline Export
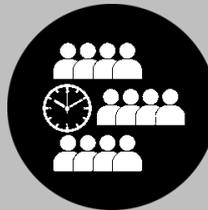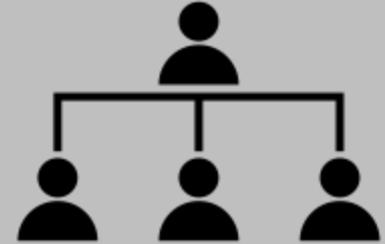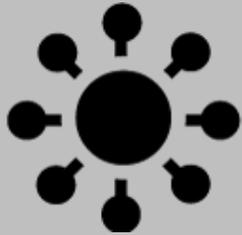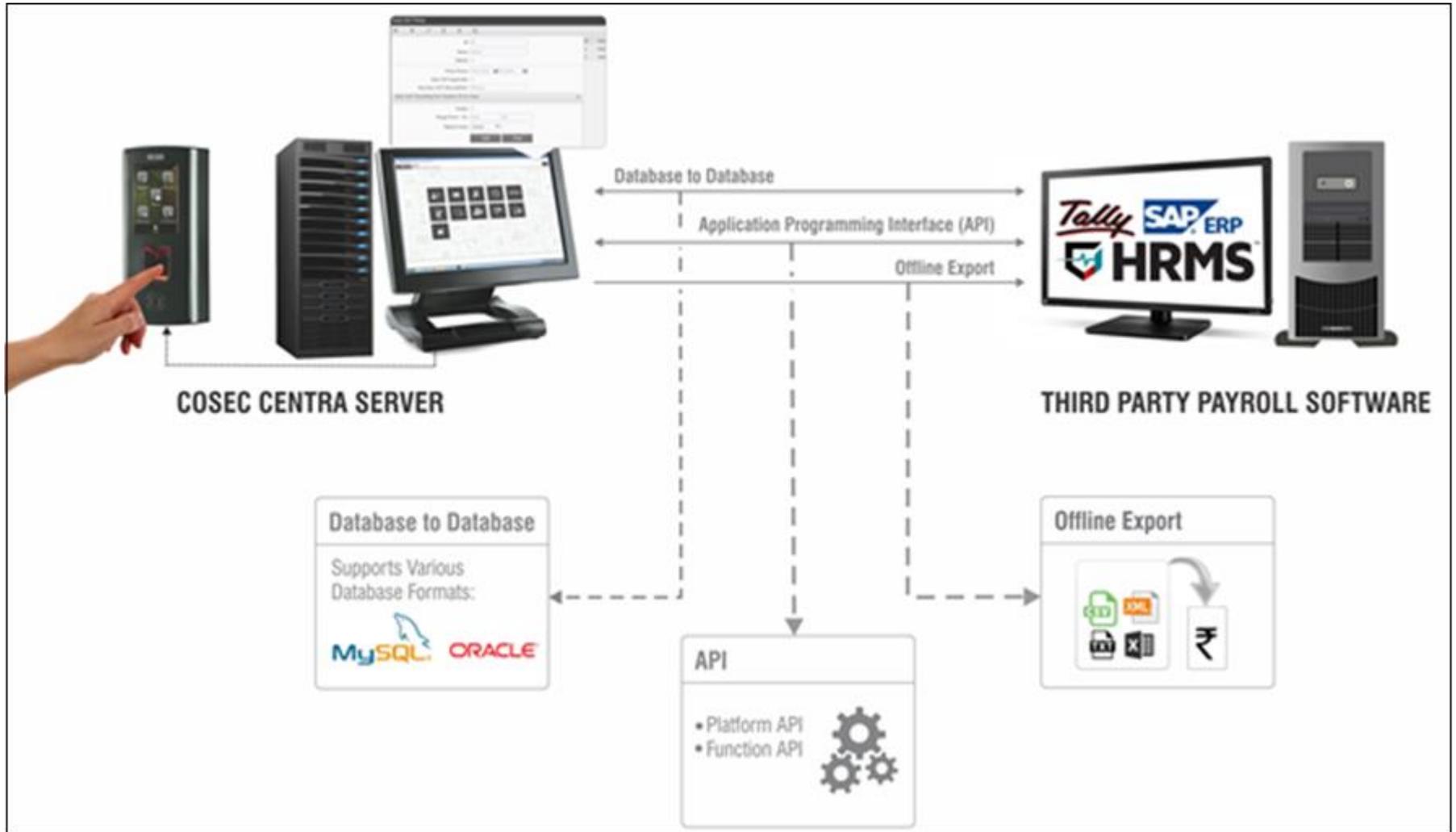
Real-time Notifications

Real-time Notifications

LAN/WAN/3G

Events

COSEC CENTRA Server
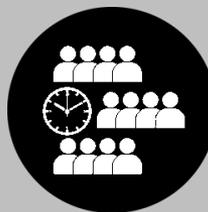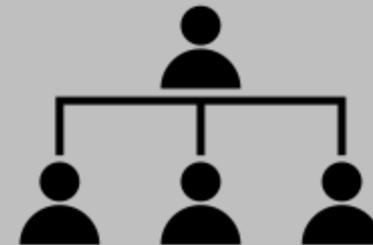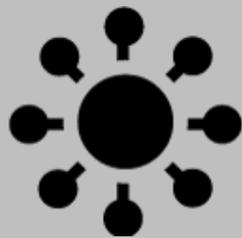
Email

SMS
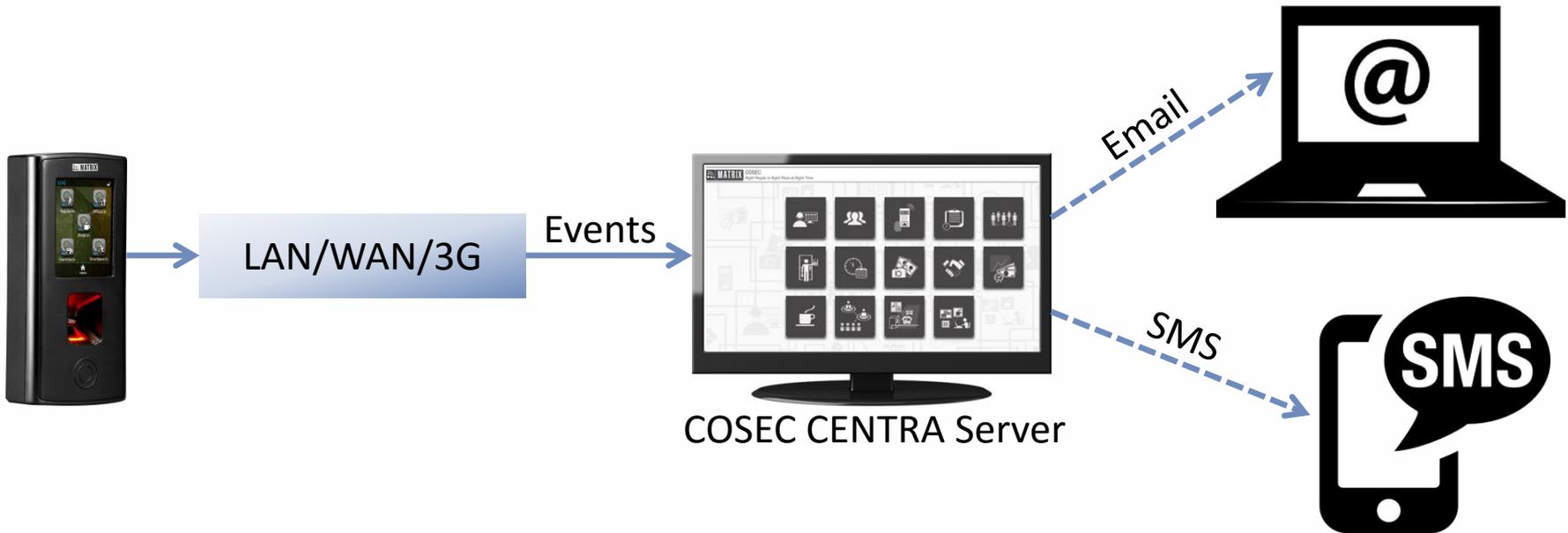
| SMS and Email Notifications |
| Notify Employee/Reporting Officer for Exceptional Situations |
| Alerts for Various Events like Missing Punches, Attendance-Shift-Leave Status |

Real-time Notifications

Out Punch Missing

Shift Change Update

Leave Application
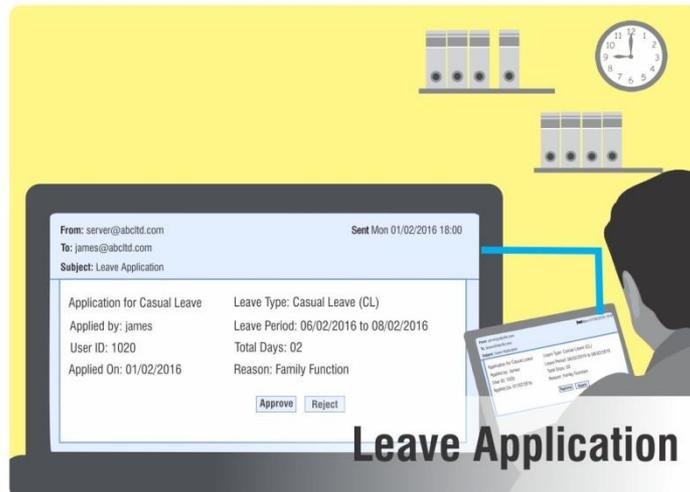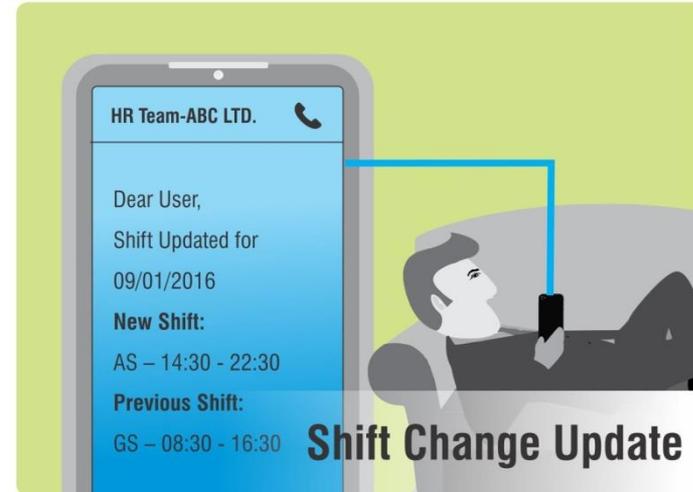
Monthly Attendance Report
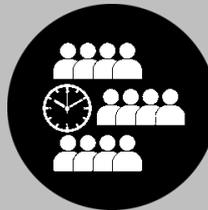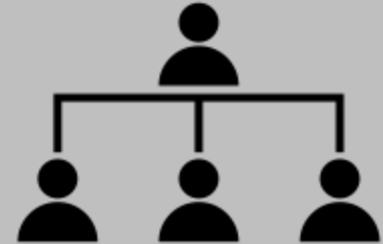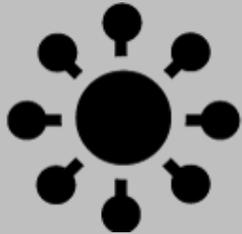
Reports and Charts

Generate up to 150+ Reports & Charts

Time-Attendance Reports

Leave Management Reports

Time-Attendance Charts

Daily, Monthly, Yearly
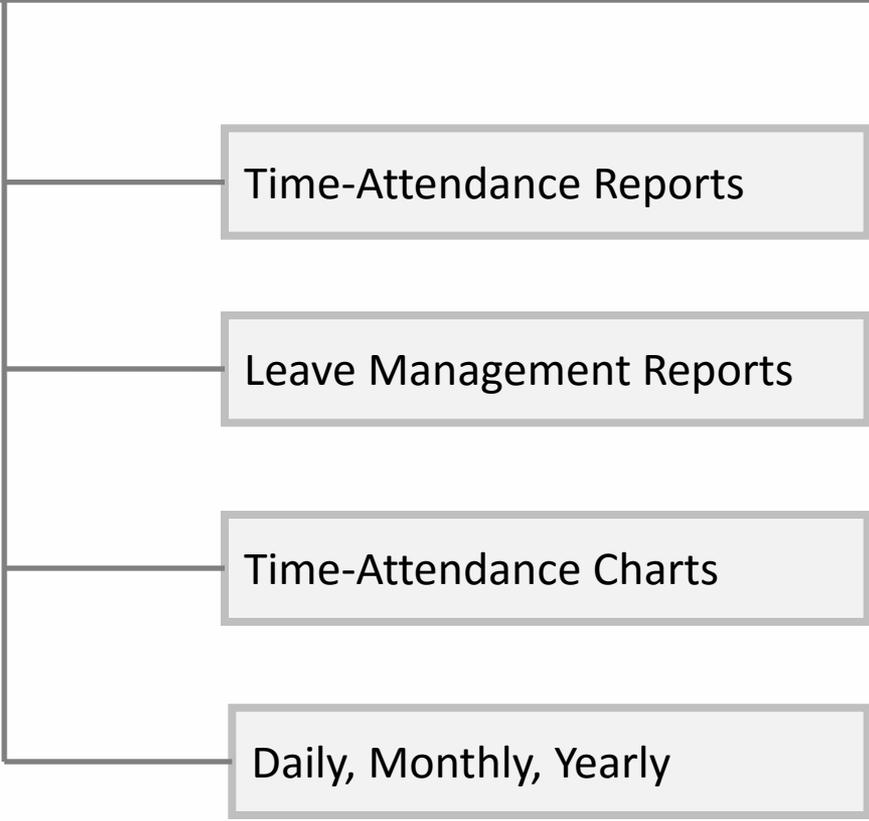
MS-Excel
MS-Excel Data

PDF

XML

Rich Text Format

RTP

MS-Word
MS-Word Editable

Reports

Generate 150+ Time-Attendance Reports & Charts

Apply Various Filters to Generate Specific Report

Create Customized Report Template

Export in Various File Formats

PDF

MS Word

MS Excel

XML

RTP

RTF

Time-Attendance Reports

- Late-In
- Early-In
- Early-Out
- Overstay
- Attendance
- Attendance Summary
- Late Arrival Memo
- Grace Time Usage
- Net Work-Time
- Daily Work Hours
- Absent Adjustments
- Hourly Attendance
- Work Hour Summary
- Absent Memo

- Weekly Work and OT
- Continuous Absenteeism
- Week OFF & Holidays
- Special Function Punch
- Department-wise Absent
- Shift Schedule
- Muster Summary
- Salary Data
- Absentee Details
- Attendance Register
- Late In Register
- Early-Out Register
- Overtime Register
- Yearly Performance

Leave Management Reports

- Leave Group

- Leave Application

- Leave Credit/Debit

- Leave Register

- C-OFF Register

Attendance Summary Report

Matrix Comsec Pvt. Ltd.

Department-Wise Attendance Summary from 01/07/2013 to 31/07/2013

Run by: System Admin   Date: 7/10/2013   18:10

Sr No	Date	Schedul	PR	AB	WO	PH	LV	PR%	AB%	WO%	PH%	LV%
Department-1												
1	01/07/2013	6.0	4.0	1.0	1.0	0.0	0.0	66.67	16.67	16.67	0.00	0.0
2	02/07/2013	6.0	5.0	1.0	0.0	0.0	0.0	83.33	16.67	0.00	0.00	0.0
3	03/07/2013	6.0	5.0	1.0	0.0	0.0	0.0	83.33	16.67	0.00	0.00	0.0
4	04/07/2013	6.0	5.0	1.0	0.0	0.0	0.0	83.33	16.67	0.00	0.00	0.0
5	05/07/2013	6.0	5.0	1.0	0.0	0.0	0.0	83.33	16.67	0.00	0.00	0.0
6	06/07/2013	6.0	5.0	1.0	0.0	0.0	0.0	83.33	16.67	0.00	0.00	0.0
7	07/07/2013	6.0	0.0	1.0	5.0	0.0	0.0	0.00	16.67	83.33	0.00	0.0
8	08/07/2013	6.0	5.0	1.0	0.0	0.0	0.0	83.33	16.67	0.00	0.00	0.0
9	09/07/2013	6.0	5.0	1.0	0.0	0.0	0.0	83.33	16.67	0.00	0.00	0.0
10	10/07/2013	6.0	5.0	1.0	0.0	0.0	0.0	83.33	16.67	0.00	0.00	0.0
11	11/07/2013	6.0	5.0	1.0	0.0	0.0	0.0	83.33	16.67	0.00	0.00	0.0
12	12/07/2013	6.0	5.0	1.0	0.0	0.0	0.0	83.33	16.67	0.00	0.00	0.0
13	13/07/2013	6.0	1.0	1.0	4.0	0.0	0.0	16.67	16.67	66.67	0.00	0.0
14	14/07/2013	6.0	0.0	1.0	5.0	0.0	0.0	0.00	16.67	83.33	0.00	0.0
15	15/07/2013	6.0	5.0	1.0	0.0	0.0	0.0	83.33	16.67	0.00	0.00	0.0
16	16/07/2013	6.0	4.0	2.0	0.0	0.0	0.0	66.67	33.33	0.00	0.00	0.0
17	17/07/2013	6.0	5.0	1.0	0.0	0.0	0.0	83.33	16.67	0.00	0.00	0.0
18	18/07/2013	6.0	4.0	1.0	0.0	0.0	1.0	66.67	16.67	0.00	0.00	16.7
19	19/07/2013	6.0	5.0	1.0	0.0	0.0	0.0	83.33	16.67	0.00	0.00	0.0
20	20/07/2013	6.0	5.0	1.0	0.0	0.0	0.0	83.33	16.67	0.00	0.00	0.0
21	21/07/2013	6.0	0.0	0.0	6.0	0.0	0.0	0.00	0.00	100.00	0.00	0.0
22	22/07/2013	6.0	5.0	1.0	0.0	0.0	0.0	83.33	16.67	0.00	0.00	0.0

Attendance Register Report

Matrix Comsec Pvt. Ltd.

Attendance from 01/07/2013 to 31/07/2013

Run by: System Admin   Date: 7/10/2013   10:36

Sr No	User ID	Name	Shift	In-SPFID	Out-SPFID	In-SPFID	Out-SPFID	In-SPFID	Out-SPFID	1st Half	2nd Half	Late In	Early Out	Over Time	Work Hrs	Man Entry
01/07/2013																
1	1	Salim Ansari	23							WO	WO					Yes
2	10	Rajendra Goswami	23							WO	WO					Yes
3	1003	Umesh Talanpuri	GS	09:18	18:52					PR	PR				08:44	
4	1009	Dipti Rathwa	GS	09:20	14:23					PR	CL				05:03	
5	1011	Parika Pandey	GS	09:05	18:38					PR	PR				08:43	
6	102	Akshay Sheth	GS							TR	TR					No
7	1045	Shubhanghini V.	GS	09:16	18:48					PR	PR				08:42	
8	1049	Gaurav Khakkhar	GS							AB	AB					
9	105	Satish Raje	G1	09:46	10:53					PR	PR				01:07	
10	1050	Anil Modi	23	14:53	17:19					WO	WO				01:56	Yes
11	1074	Kaushal Kadakia	GS	09:12	19:17					PR	PR				09:15	
12	1076	Vijaykumar P.	23							WO	WO					Yes
13	1077	Anil Tailor	GS	09:26	19:36					PR	PR				09:20	
14	1083	Jay Doshi	GS	09:15	18:51					PR	PR				08:46	
15	1086	Soumen Ray	GS	08:57	17:15					PR	PR				08:43	

Late-In Report

Matrix Comsec Pvt. Ltd.

Organization-Wise Late In from 01/02/2014 to 28/02/2014

Run by: System Admin   Date: 15/03/2014   15:24

Sr No	User ID	Name	Date	Shift	In	Out	Late By
Matrix Comsec Pvt. Ltd.							
1	1170	Latha Mehta	01/02/2014	GS	09:36	19:08	00:06
2	1170	Latha Mehta	03/02/2014	GS	09:41	19:13	00:11
3	1170	Latha Mehta	15/02/2014	GS	09:44	19:16	00:14
						Late By Group Total:	**00:31**
						Late By Grand Total:	**00:31**

Weekly Working Hours & Overtime Report

Matrix Comsec Pvt. Ltd.   Page 1 of 14

Weekly Working Hrs & Overtime from 01/07/2013 to 07/07/2013

Run by: System Admin   Date: 07/10/2013 17:56

Sr No	User ID	Name				Department		Total Overtime	WrkHrs
1	1	Salim Ansari				Assembly		00:00	39:43
	01(MON)	02(TUE)	03(WED)	04(THU)	05(FRI)	06(SAT)	07(SUN)		
Overtime	-	-	-	-	-	-	-		
Work Hrs	-	08:03	08:07	08:08	08:16	07:09	-		
2	10	Rajendra Goswami				Repairing		00:00	39:45
	01(MON)	02(TUE)	03(WED)	04(THU)	05(FRI)	06(SAT)	07(SUN)		
Overtime	-	-	-	-	-	-	-		
Work Hrs	-	08:09	08:06	08:06	08:12	07:12	-		
3	1003	Umesh M Talanpuri				Accounts		00:00	52:50
	01(MON)	02(TUE)	03(WED)	04(THU)	05(FRI)	06(SAT)	07(SUN)		
Overtime	-	-	-	-	-	-	-		
Work Hrs	08:44	08:58	08:45	08:42	08:59	08:42	-		
4	1009	Dipti K Rathwa				Marketing		00:00	32:50
	01(MON)	02(TUE)	03(WED)	04(THU)	05(FRI)	06(SAT)	07(SUN)		
Overtime	-	-	-	-	-	-	-		
Work Hrs	05:03	09:24	09:43	08:40	-	-	-		
5	1011	Parika S Pandey				PLCC Sales		00:00	52:29
	01(MON)	02(TUE)	03(WED)	04(THU)	05(FRI)	06(SAT)	07(SUN)		
Overtime	-	-	-	-	-	-	-		
Work Hrs	08:43	08:40	08:53	08:47	08:40	08:46	-		

Absenteeism Report

Matrix Comsec Pvt. Ltd.

Branch-Wise Absentee from 01/07/2013 to 31/07/2013

Run by: System Admin   Date: 07/10/2013   17:44

Sr No	User ID	Name	Date	Shift	1st Half Status	2nd Half Status
Makarpura HO Branch						
1	1049	Gaurav Khakkhar	01/07/2013	GS	AB	AB
2	1049	Gaurav Khakkhar	02/07/2013	GS	AB	AB
3	1049	Gaurav Khakkhar	03/07/2013	GS	AB	IN
4	1049	Gaurav Khakkhar	04/07/2013	GS	AB	AB
5	1086	Soumen Ray	11/07/2013	GS	IN	AB
6	1086	Soumen Ray	12/07/2013	GS	AB	AB
7	1086	Soumen Ray	15/07/2013	GS	AB	AB
8	1086	Soumen Ray	16/07/2013	GS	AB	AB
9	1086	Soumen Ray	17/07/2013	GS	AB	AB
10	1086	Soumen Ray	18/07/2013	GS	AB	AB
11	1133	Dishant Patel	29/07/2013	GS	IN	AB
12	1133	Dishant Patel	30/07/2013	GS	AB	AB
13	1133	Dishant Patel	31/07/2013	GS	AB	AB
14	1143	Anuja Nair	18/07/2013	GS	AB	AB
15	1143	Anuja Nair	19/07/2013	GS	AB	AB

Salary Data Report

Matrix Comsec Pvt. Ltd.

Organization-Wise Salary Data For FEBRUARY-2014

Run by: System Admin   Date: 18/03/2014   10:46

Sr No	User ID	Name/Designation	PR	WO	PH	PL	TR	AB	UL	LO	Shift ALW	Pay Days	Auth OT	Worktime Total	Total COFF
Matrix Comsec Pvt. Ltd.															
1	191	Jatin Desai	16.0	6	0	3.0	3.0	0.0	0.0	0.0	0	28.0	00:00	155:17	00:00
		Team Leader	CO:2 | PL:1												

Previous Adjustment :   **Adj Days** 0.0 **Overtime**   00:00   **WorkTime** 00:00   **Shift Allowance**   0

Leave Encashment Report

Matrix Comsec Pvt. Ltd.

Department-Wise Leave Encashment For AUGUST-2013

Run by: System Admin   Date: 25/11/2013   15:36

| Sr No	User ID	User Name	Days	Hours	Entry Dt	Remark
Marketing						
Leave : CL						
1	1171	Krupalikumari Ataliya	5.00		20/09/2013	D.O.L 31/08/2013
2	1238	Chethna Raveendran	1.50		20/09/2013	D.O.L 30/08/2013
		Leave Total:	**6.50**			
		Department Total:	**6.50**			
Purchase						
Leave : CL						
1	1147	Hukam Singh	10.00		20/09/2013	D.O.L 31/08/2013
		Leave Total:	**10.00**			
		Department Total:	**10.00**			

COSEC Charts

- Time Loss

- Overtime

- Absent

- Late-In

- Irregularity

- Month-wise Overtime

- Attendance Summary

Matrix Comsec Pvt. Ltd.

Department-Wise Time Loss from 01/07/2013 to 31/07/2013

Run By: System Admin   Date: 22/11/2013   11:10

Time Loss (Hrs)

Overtime Chart
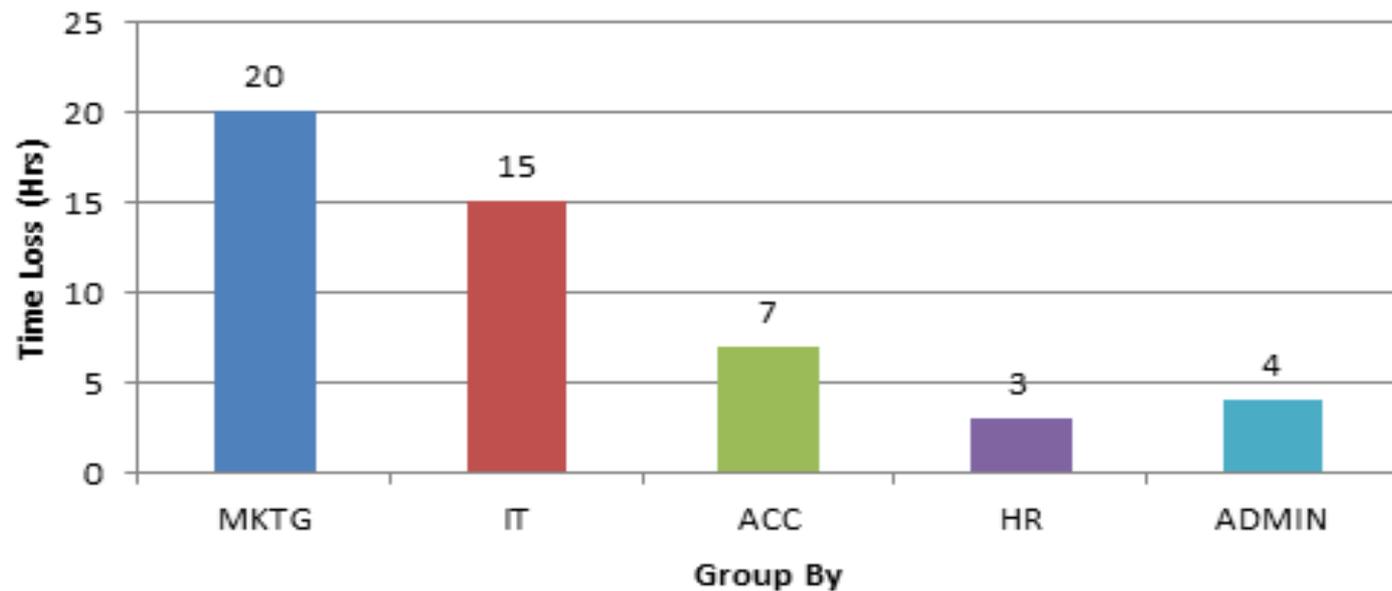
User Absent Count Chart

Matrix Comsec Pvt Ltd
User Absent Graph from 01/07/2013 to 31/07/2013
Run By: System Admin   Date: 22/11/2013   10:11

COSEC Demo Link

Link : http://116.72.250.74:818/COSEC
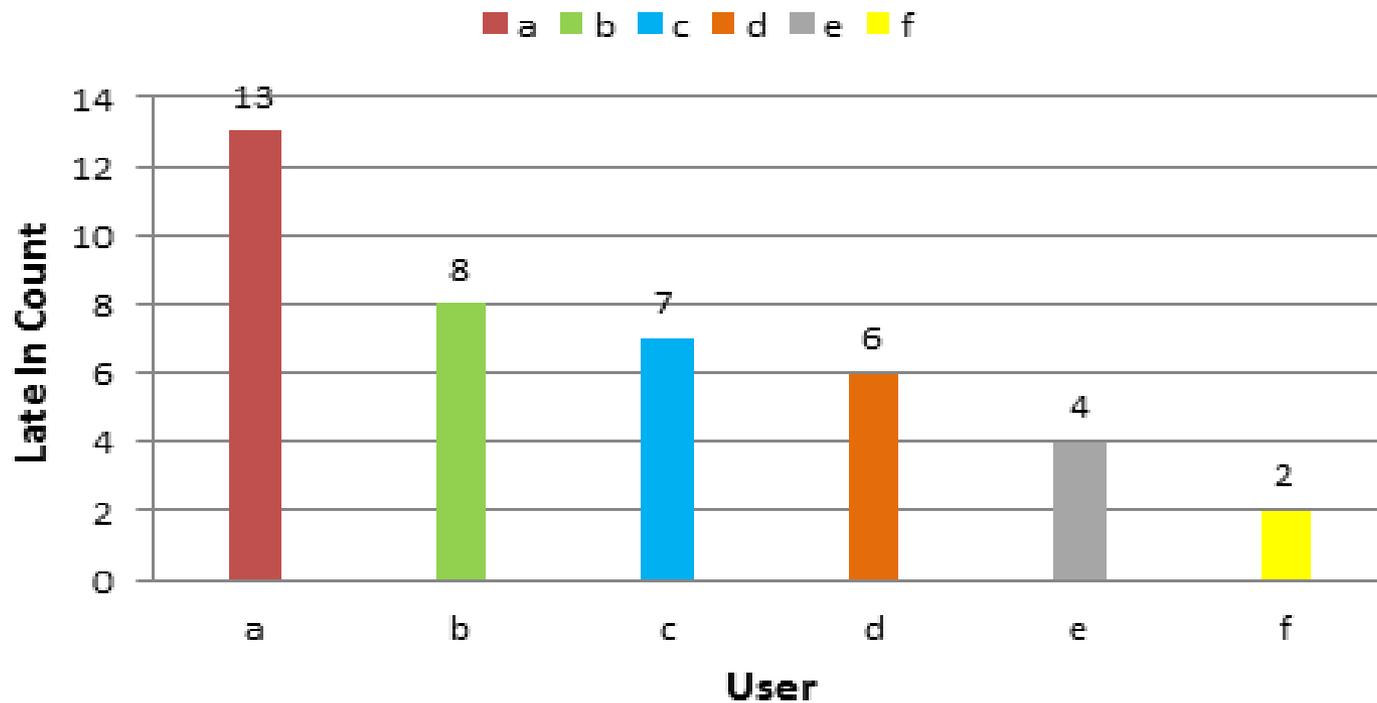
User Name : sa

Password : admin123

For Further Information, Please Contact -

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Contact No	+91 265 2630555 | +91 99987 55555
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Address	394-GIDC Makarpura, Vadodara-390010, Gujarat, India

We put
more
in the box

so your
business
can think
more
out of
the box.

Thank You.