



# HR*vi*EW

## Securing & Managing Organization's People, Products & Processes

HRView is a Web-based access control and attendance management software suite with the IntelligentEdge architecture. Key features include HawkEye, ZoneDraw, critical, public and logical area access control, complete timesheet management, work shift management and support for audit and compliance processes. HRView integrates with ERPs, HRMSs and other enterprise-scale software and scales across locations globally.

HRView builds on IDCUBE's ISO 9001 and ISO 27001 certified processes and provides reassuring business continuity features to customers.



*The HRView team knows the access control domain like no one else does. It shows in their versatile software and ROI-enhancing approach.*

K.Shraavan Kumar, Cairn India

## Universal Access

The uniqueness of HRView lies in its being pan-organization access control software and a universal time attendance management solution. It runs in geographically-spread offices of transnational organizations synchronizing their processes.

### Web-based interface

HRView is easily accessible through a web-based interface. This makes use, monitoring, management and administration easy for all users of the software. Only a computer with a browser hooked to an Internet connection is required and business can go on as usual.

### Multi-company, Multi-branch Operation

HRView allows for multi-company multi-branch time attendance and access control operations. In transnational organizations, HRView can easily manage multiple branch offices located in different countries. Its web-based interface provides easy access, monitoring, management and administration capabilities with a near zero learning curve across multi-cultural teams. For business centers, special economic zones (SEZs) and other areas or buildings that house more than one organization, HRView can be equally effective. In such business centers, administrators of individual organizations too can get to see access-linked information specific to their company, employees and assets. With its ISO 27001 processes in place, IDCUBE has built a robust architecture for HRView that allows such individual organizations to coexist without the fear of any security breach.

### Time Synchronization

When installed in organizations with offices across the globe, HRView synchronizes real time clocks of all controllers with the centralized server clock. Real-time clocks of controllers are set in accordance with time zones of their native countries. Thus if the server is in USA and the controller is in India, the server will set the real time clock of the Indian controller as per the Indian time zone.

### Privilege Management

HRView mirrors all relevant business rules essential for access control, time and attendance management and timesheet administration. Integration with Active Directory helps HRView create an 'organization chart' and enforce enterprise-wide access rules across all readers and controllers in all locations.

Different hierarchy roles such as system administrator, security administrator, HR administrator, managers and regular users can be set with different views and privileges for each user set.

## Attendance

HRView is a comprehensive time and attendance management software. It integrates across various kinds of RFID card, pin, magnetic stripe and biometric (fingerprint, Iris, palm and others) readers and credentials. Business rules pertaining to shift management, attendance reporting, attendance regularization can be easily configured. These serve as excellent inputs to enterprise-wide software and serve as an aid in processing of payroll, overtime, incentives and more.

### Reader management

Readers can be set to multiple configurations such as login readers, logout readers, login-logout readers or readers with all logouts except the first one till the end of day. Each reader can be readily incorporated into the system, becoming a part of IDCUBE's IntelligentEdge™ framework available across all software it writes.

### Shift management

Shift management is easy with HRView, it can be used to help create, monitor and manage any kinds of work shifts. Weekly shifts, night shifts, auto shifts and flexible shifts can be administered and attendance in these shifts be tracked. With HRView's enterprise-wide integration capabilities, attendance in these shifts can be linked to payroll processing systems and human resource management systems. Daily or weekly rosters or rosters by specific shifts can be prepared easily with HRView.

### Attendance Regularization

Employees or organizations need not always work from designated offices. This is particularly true for sales

personnel and operations workforces and project teams. With organizations promoting the work-from-home concept and many others with multiple offices, encouraging employees to work from the closest office, attendance tracking processes need modification. HRView accommodates all of these easily by providing features to help employees record their working hours, make requests to work from different offices. Travelling employees can send in 'on-duty requests' through HRView's web-based interface. Approvals and subsequent attendance regularization and synchronization with leave and payroll software modules are taken in completely by HRView.

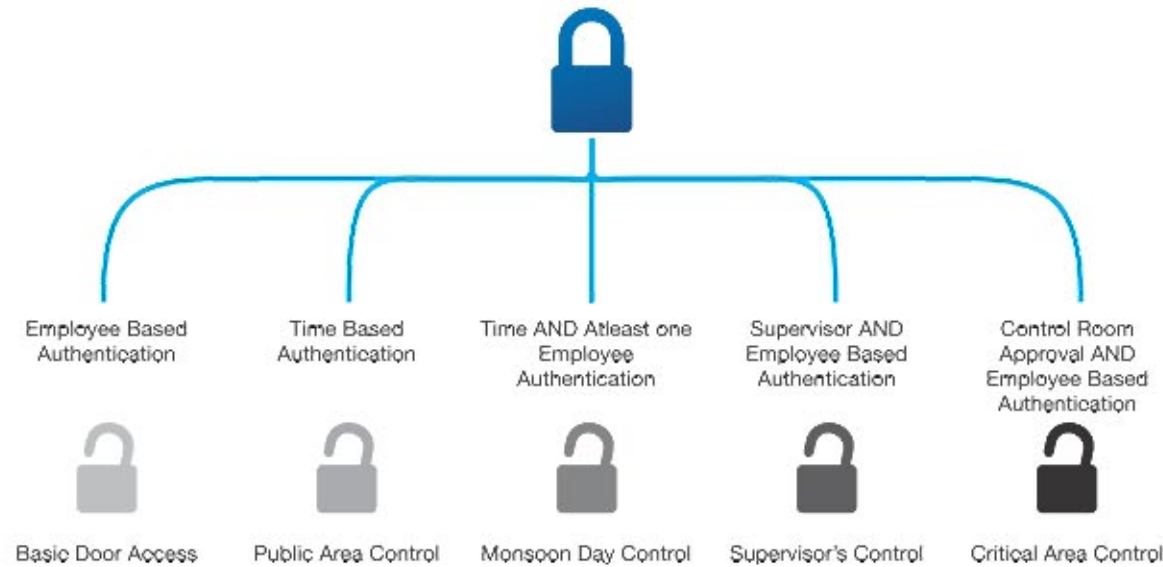
### Reporting

Reports can be sent over emails. Long reports requiring significant processing time can be set as downloadable reports with their generation being suitably scheduled. Employees can generate Web-based reports based on their respective individual privileges



## Secure View

Security of an organization's assets – its people, products and processes has been the prime focus of HRView. Access to operation areas, critical areas (archives, laboratories, test sites, server room), public areas (reception lobby, banks, parking lots etc.) or restricted areas such as warehouses and more is secured by HRView. Periodic security processes such as fire drills and even the efficacy of the rounds of security guards is monitored. The HawkEye provides a graphical bird's eye view of real-time activity across the entire access control set up of an organization with single or multiple facilities – centralized or globally dispersed or that of a facility housing multiple organizations.



### Door Lock Management

Door cannot be held open for a very long time. This is typically a security incident. More than one people entering a door is also an incident. HRView offers door lock features such as 'grant access time', 'minimum open time', 'door forced alarm' and 'door held alarm'. Readers can be located on either side of a door. Alternatively a reader on one side can be supported by a push button on the other.

### Deterrents

HRView prevents and reports tailgating, buddy-punching and all forms of unauthorized access. These offences are regarded as serious security breaches. HRView intelligence reports on these incidents help make security infrastructures of organizations more robust and immune to security incidents in future. Also absenteeism can be detected at a glance and immediately reported

### Public Area Control

Public Area Control enables access management in areas such as reception lobbies, main gates or banks and waiting or queuing lounges.

It works by a pre-scheduled locking and unlocking doors. For example, bank branch entrances are unlocked for the public between 9:30 AM and 3:00 PM and provide restricted access at all other times

### Critical Area Control

Critical Area Control enables securing access to critical zones (server rooms, archives) by restricting employee access rights to specific doors as per predefined schedules during non-business hours. These rights can be restored by special request tendered through and authorized on HRView's user interface

### Monsoon Day Control

A special case of Public Area Control, Monsoon day control triggers door unlocking only upon the entry of at least one authorized person. This is useful in extreme weather conditions such as heavy rain or snow or periods of social unrest.

### Supervisor Control

A part of security measures and access control, Supervisor Control ensures that readers at sites get activated only when site supervisors show their card. Reader deactivation can be triggered to match, work-shifts, mandatory shop floor evacuations etc.

*IDCUBE's security system is truly an asset in our security infrastructure. Not only is it easy to use, it is also an unobtrusive way of effectively tracking the most important business assets-people, product & processes.*

Shalabh Maheshwari, Polaris Financial Technology Ltd.

*At RBS we believe in offering the best quality in all our services. HRView measures up to stringent standards. It is robust, and dependable while being user-friendly, making it well aligned to our corporate image.*

Urmi Karmakar, The Royal Bank of Scotland

### Logical Area Control

Logical Area Control helps security managers define areas such as offices of teams (operations, finance, R&D), server rooms, warehouses, security command centers etc. Logical areas can be grouped to form bigger logical areas. Occupancy in logical areas can be displayed on HawkEye™ screens and exact locations of people and assets can be determined in real-time. This helps in evacuation during calamities, pinpointing suspect activities and checking asset theft.

### Clean Room Connect

This HRView feature is particularly useful in the pharmaceutical industry and in places where access to inner rooms is usually through multiple doors. HRView helps manage the opening and closing of doors in a manner that complies completely with the requirement at all times.

### Guard tour management

The rounds a security guard makes while on duty can be monitored. This is vital in assessing compliance with security processes, assessing performance and of course in security forensics.

### Track and Trace with iSpot

iSpot helps receptionists determine the logical or physical area in which an employee is present. iSpot also tells if the employee is present in office, has been absent or has left for the day.

### HawkEye™, ZoneDraw™

Using HawkEye™, HRView users can view in real-time where exactly on a floor plan a security event has occurred.

For example, a door indicated on the floor plan seen in HawkEye™, would turn red from green when open. If held open for a time longer than permitted, the screen location would blink triggering alarms and sending notifications (SMS, emails, dashboard updates)

Since electronic identities of personnel (biometric, token-based etc.) are defined, deciphered and mapped in HRView, HawkEye™ can track the exact position of people and assets on floor plans or facility drawings as seen on the graphical user interface

Using ZoneDraw™, access control administrators can 'sketch' physical and logical access zones on floor plans and facility drawings uploaded on HRView.

Access rules can be applied to these 'Access Zone Drawings' or AZDs. The AZDs can be expanded or shrunk or deleted. New access rules can be appended to them

### Muster Point

Evacuation processes during incidents such as fire or an earthquake or operation by miscreants can be managed. Security personnel and critical services support staff (firemen) can get information on number of people who have reached the safe assembly point, number of people present in the building, number of people close to various entry / exit points and so on.

