# THE WORKFORCE MANAGEMENT SOLUTION TO SIMPLIFY, STREAMLINE, AND INCREASE PRODUCTIVITY

As one of the most widely used, robust, and scalable solutions for managing all aspects of your workforce, TripSpark's Automated Operations Management solution (OPS) was built to modernize and strengthen your operation's productivity. OPS is an integrated operations management solution that neatly organizes many frequently performed operational tasks, including bidding, dispatching, timekeeping, workforce management and yard management. Optional technologies include automated sign-in and an operator self service module. The core features of OPS/Workforce Management are explained here:

# BIDDING

BID is a module of OPS, TripSpark's modular Operations Management solution. BID automates bid configuration and the bidding process. In conjunction with TripSpark's Workforce Management module, BID enables transit agencies to record, report, and closely manage work assignments and to respect all rules of the organization.

### YARD MANAGEMENT

The Yard Management module supports your vehicle inventory and parking grid definition. Additionally, this module automates the daily processes surrounding vehicle assignment tasks including the assigning/unassigning of vehicles, the definition of block requirements, configuration of rail consists, and entry of vehicle parking locations.

# TIMEKEEPING & PAYROLL

Timekeeping uses the information already prepared in the bidding and dispatch modules. This process will automatically apply your custom-configured timekeeping rules and generate the detailed timekeeping transactions. Once audited, these transactions are posted and made available for importing into the payroll system.

# REPORTING

Reporting is a key element of the Operations Management solution that supports the dissemination of valuable operational data within your organization. You can also create ad hoc reports using the Report Wizard. Reports can be developed using SQL query, Crystal Reports and ASCII text.

# WORKFORCE MANAGEMENT

Contains a variety of tools used to monitor and apply your organization's policies with respect to employee activities including accidents, incidents, and absences. This module is also integrated with the COM product to capture customer complaints and commendations.



# O DAILY DISPATCH

Dispatch automates daily processes surrounding the daily assignment of employees. These processes include the creation of unscheduled work, identification of open work, employee list (extraboard and/or overtime volunteers) rotation, and open work assignment. The Daily Dispatch module also includes features required to support various operational events that can occur daily. This includes absences, accidents, incidents, work manipulation and reassignment, and extra pay recording.

# INTERFACING

The flow of information within your transit agency is not restricted to just your transit operating divisions. Leveraging traditional interface methods like ASCII exports, database staging tables and web services, exchange of information to/from TripSpark, can help improve communication and efficiency.

# OPTIONAL OPS COMPONENTS

- · Sign-In Terminal
- Employee Self-Service Web Portal
- OPS-Notification Solution
- · Yard Walker

- Employee Appraisals/Scorecards
- Employee Accrual Generator

### **KEY BENEFITS**

Overall, the OPS system can provide a transit organization with numerous important benefits:



# **COST CONTROL**

Reduce/manage costs by automating work assignments while supporting union and organization rules. Enable staff to handle updates to operator and vehicle information in real time.



# **INTEGRATE**

Your operations management, scheduling/planning sources, ITS systems, commendations/ complaints, third-party payroll, human resources management, and other applications and data sources, are provided all in one solution.



# **ACCURACY**

Support accurate employee records, including seniority, absences, vacations, incidents, accidents, and administrative actions, and provide deployment flexibility through a thin-client architecture.



# **INCREASE EFFICIENCY**

Increase productivity by automating or simplifying many labor-intensive operational tasks, and dispatcher efficiency, with day-to-day management tools.



# PROTECT & ADAPT

Maximize the value of your organization's costly fleet, with adaptable vehicle and yard management tools.



# **SAVE TIME**

Reduce deployment time with Workforce Management's thin client architecture.