

THE PLEX SMART MANUFACTURING PLATFORM

# PLEX HUMAN CAPITAL MANAGEMENT

To stay ahead of global competition, you need a well-trained, productive workforce and a management team who are aligned and working together to achieve your business objectives. You need a Human Capital Management (HCM) system that is purpose-built for manufacturers and intertwined with manufacturing processes.



## Single Unified System of Record

Plex HCM manages your greatest assets – your employees – so that the data is captured once and then leveraged throughout the system. This means the information is always accurate and up to date. Plex HCM tracks the capabilities, capacity, and performance of your global workforce across the manufacturing landscape, controlling costing, training, and reviewing to drive superior production quality.



## Purpose-Built for Manufacturers

Plex HCM is purpose-built for manufacturers to help you maintain industry regulatory compliance. Run your business with confidence using Plex HCM to match employee skillsets with production needs, develop skills from within, manage employee suggestions for continuous improvements, and stay on top of health and safety incidents.



## World-Class Time & Attendance

Plex HCM manages labor costs with accurate time tracking and employee attendance records, using an embedded ecosystem of electronic or biometric time clocks and a request/approval workflow system. Configure complex overtime pay rules and deliver up-to-date analytics for informed decision making. Use time off tracking capabilities to assist with paid time off requests, time off accruals, and payroll balancing. With Plex HCM, you can also extract and export payroll data for sharing with your payroll provider.

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## Employee Management

- Create a master employee record with pictures, position, career goals, skills, training records, performance reviews, disciplinary actions and other key information
- Track employee training to fill identified skills gaps relative to each position, including maintaining quality certifications
- Manage employee reviews to improve workforce performance
- Assign secure, role-based permissions to allow access to various screens based on position type
- Track the status of employee suggestions, management responses, and planned actions

## Time and Attendance

- Keep track of employee attendance using traditional time clocks with badges or biometric options for quick login
- Configure custom business rules for overtime pay
- Manage employee time off using a request/approval system
- Export and upload Plex attendance data to external payroll services such as ADP, Paychex, and others

## Regulatory Compliance

- Track events related to health, safety, and the environment, including hazardous material spills
- Maintain a history of all injuries and meet regulatory requirements for OSHA

**“For our shop associates, it’s all about having what they need, when they need it. We’ve been able to integrate a lot of workflows to make sure that we onboard our associates consistently. Once they hit our shop floor, having the processes available to them really helps them get up to speed quicker. It’s all systematized inside of Plex.”**

**TANYA LANCE**

HR Manager,  
Special Products Manufacturing