



## OCCURRENCE RATINGS

### **Automated occurrence ratings are simple, fair, and directly improve labor utilization and associated costs**

- Define rules to automatically generate points for infractions.
- Define infractions that automatically charge benefit time for attendance infractions.
- Receive a notice when defined point levels are reached.
- Easily identify employee attendance trends.
- Apply your attendance policies consistently throughout your organization.
- Manually add or edit point balances as needed.

**The Occurrence Ratings Module** for Genesis PRO or Genesis SQL time & attendance systems automates the process of tracking employee attendance infractions and issuing notices. Utilize the collected data during employee reviews and when taking disciplinary action to establish infraction patterns and history. The module tracks and maintains a historical log of all employee attendance infractions such as tardy, long lunches, early departures, etc.

Benefit from the comprehensive insight into the many types of employee abuse of corporate attendance policies which directly impact labor costs. The module gives complete visibility into habitual punctuality or habitual tardiness, as well as other absence trends and patterns.

When assigning point values to each occurrence, warning notices with custom messages can be applied and will then generate automatically for the employee as they reach pre-defined infraction levels. Within the system's administrative set-up panel, the user has access to configurable tables that allow you to assign infractions with point value. Then define employee attendance rating levels such as "warning" before "on notice" before "mandatory termination", for example. Issue not only the warning message to the employee but also provide the transactional record history showing how the infraction was incurred.

**Improve labor utilization and improve employee attendance by automating occurrence ratings.**