

# UKG Shiftboard for Refining and Petrochemical

## Transformative, Agile, and Compliant Workforce Scheduling

### Challenges

The consequences of inaccurate shift scheduling across operations, maintenance, and labs can be very costly. Scheduling too few workers puts you at risk of operational disruptions and missed targets. Scheduling too many workers, you incur unnecessary labor costs. Workforce scheduling becomes even more complex when you factor in manual inefficiencies, a shrinking skilled labor pool, and increasing industry regulations. Yet it's more critical than ever for surviving in a volatile marketplace.

### Optimized Scheduling Benefits

#### Free Capacity to Drive Performance

Automate your processes to create speedy and accurate schedules for normal operations, turnarounds, and emergency response. Relieve operational staff from manual workloads to focus on plant performance and other activities.

#### Stay Compliant and Reduce Grievances

Accurately enforce labor laws, CBAs, industry regulations, and internal policies. Get full assurance that every assignment is auditable, error-free, and grievance-proof.

#### Mitigate Fatigue and Safety Risk

Meet OSHA and other safety standards by ensuring workers have the required training, skills, and job proficiency for assignments. Reduce fatigue-related incidents by adhering to guidelines such as API RP 755.

#### Enable Rapid Response to Daily Disruptions

Gain full visibility into shift coverage and make quick adjustments to staffing with tailor-made day-of management tools. Never skip a beat when responding to unplanned changes such as call outs, emergency response, and shutdowns.

#### Control Labor Costs

Stay competitive by optimizing schedules for cost. Leverage intelligent recommendations to reduce wasteful overtime and overstaffing while ensuring fair hours.

#### Ensure Worker Satisfaction and Fairness

Avoid schedule confusion by keeping workers informed of changes anywhere, anytime. Boost worker satisfaction by accommodating shift preferences, offering additional shift opportunities, and enforcing fair assignments.

# UKG Shiftboard Workforce Scheduling

UKG Shiftboard offers end-to-end workforce scheduling capability to meet the complex and dynamic needs of refining and petrochemical organizations.



## Scheduling & Communication Automation

- Highly configurable workflows to fill schedules
- Automatic qualifications and availability check
- Shift patterns and ad-hoc shift creation
- Shift sign-ups, bids, standby, and more
- Instant notifications and message broadcasts



## Labor Laws, CBAs & Fatigue Compliance

- Extensive rule library to match requirements
- Automatic rule checks and enforcement
- Intuitive explanation of rule deviations
- Recommendations to resolve issues
- Audit trail for rule overrides and justifications



## Overtime Optimization & Equalization

- Real-time OT stats for schedule adjustments
- Automatic worker list for OT coverage
- Smart suggestions for OT reduction
- OT shift refusals tracking and charging
- Auto worker rotation for fair OT distribution



## Employee Self Service

- Secured web and mobile apps access
- Instant alerts of schedule changes
- Flexible shift sign-up and bidding options
- Availability and shift preference settings
- Time off, shift trade, and timesheet requests



## Absence Management & Time Tracking

- Time off requests, submission, and approval
- Attendance and work hours tracking
- Timesheet submission and approval
- Pay code mapping and payroll exports



## Reporting & Analytics

- Wide range of operational reports
- Rich report data sorting and filtering options
- Data export in various formats
- Purpose-built compliance audit reports

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