



# ***factoryInsite*<sup>®</sup> Software**

## **Labor Management**

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### Sample Reports

## Analysis Reports

Analysis reports give summary and trend information over time as well as allowing you to drill down into the report to see detail. These reports can help you see what is changing before it affects your profitability. Analysis reports that are included with the *factoryInsite*<sup>®</sup> Labor Management application are:

- Employee Time Per Piece – This report presents you with the actual labor time per piece by job or product and employee so you can create or update rate standards.
- Employee Work By Type – You can quickly spot the percentage of non-value-added work performed by each employee.
- Labor Type Breakdown By Department – You can view the distribution of non-value-added labor by employee within a department to investigate improvement.
- Direct Labor Time By Pay Rate Code – You can analyze the labor hours utilized for setup, rework, etc. by pay rate to determine whether the appropriate employees are performing this work.
- Rework Employee Time – This report shows you how much labor time was expended per part recovered by rework. This can be compared to the scrap cost to determine whether rework was warranted.
- Scrap Distribution By Department – This report allows you to compare the first time good percentage of product between departments in order to investigate quality issues.
- Scrap Distribution By Equipment Analysis – You can determine what manufacturing equipment has low first time good results in order to prioritize improvements.
- Equipment Usage – This report allows you to follow the sequence of jobs or products through a piece of manufacturing equipment.
- Employee Time By Equipment – This report allows you to follow employees throughout a time period and spot times when they moved between equipment.
- Employee Time By Product – This report allows a detailed look at the sequence of jobs or products by employee in order to investigate work flow questions.

# Employee Time Per Piece

1-Jan-2003 to 30-Sep-2003

Product Identification	Labor Hours	Pieces Produced	Hours Per Piece
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Department 9020 Inspection auditors

Workcenter 1 Center Cell

1PHS2120-MV	0.04	125.00	0.00034
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Department 9632 Work Cell 3

Workcenter 1 Center Cell

00813788788	0.85	40.00	0.02115
036000291452	1.08	30.00	0.03614
1	14.67	320.00	0.04583
12345678	0.04	620.00	0.00006
1PHS2120-MV	29.74	1,723.00	0.01726
2	0.90	16.00	0.05600
3	1.21	84.00	0.01439
87654321	1.44	51.00	0.02830
90	4.86	15.00	0.32373
91	0.87	3.00	0.29000
987654321	12.30	208.00	0.05914
S00000010579	0.07	56.00	0.00128



# Employee Work Type Breakdown

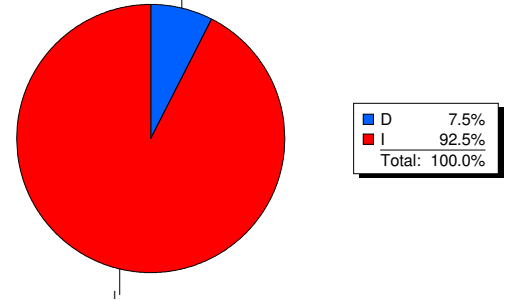
Breakdown 1-Jan-2003 to 30-Sep-2003  
 Direct  
 Indirect  
 Rework  
 Setup

## Labor Elapsed Time

Department 9020 Inspection auditors

Employee	1 Hoffman Timothy		
	<b>D</b>	<u>1.67</u>	
	<b>I</b>	<u>20.74</u>	
	<b>Total</b>	<u><u>22.41</u></u>	

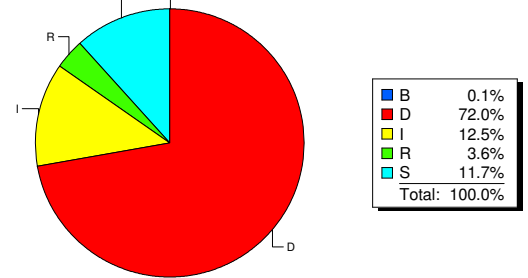
Employee Labor By Type



Department 9632 Work Cell 3

Employee	12345678 Amy K Johnson		
	<b>B</b>	<u>4.00</u>	
	<b>D</b>	<u>2,287.99</u>	
	<b>I</b>	<u>398.09</u>	
	<b>R</b>	<u>114.10</u>	
	<b>S</b>	<u>372.50</u>	
	<b>Total</b>	<u><u>3,176.68</u></u>	

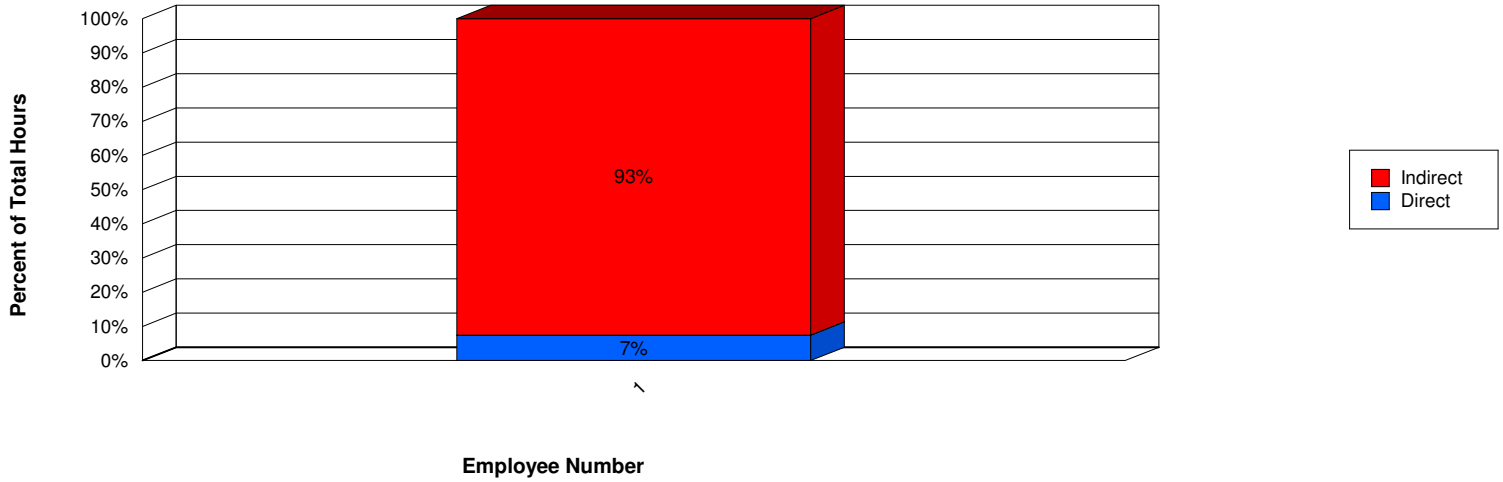
Employee Labor By Type



*Department*    **9020 Inspection auditors**

## Direct vs. Indirect

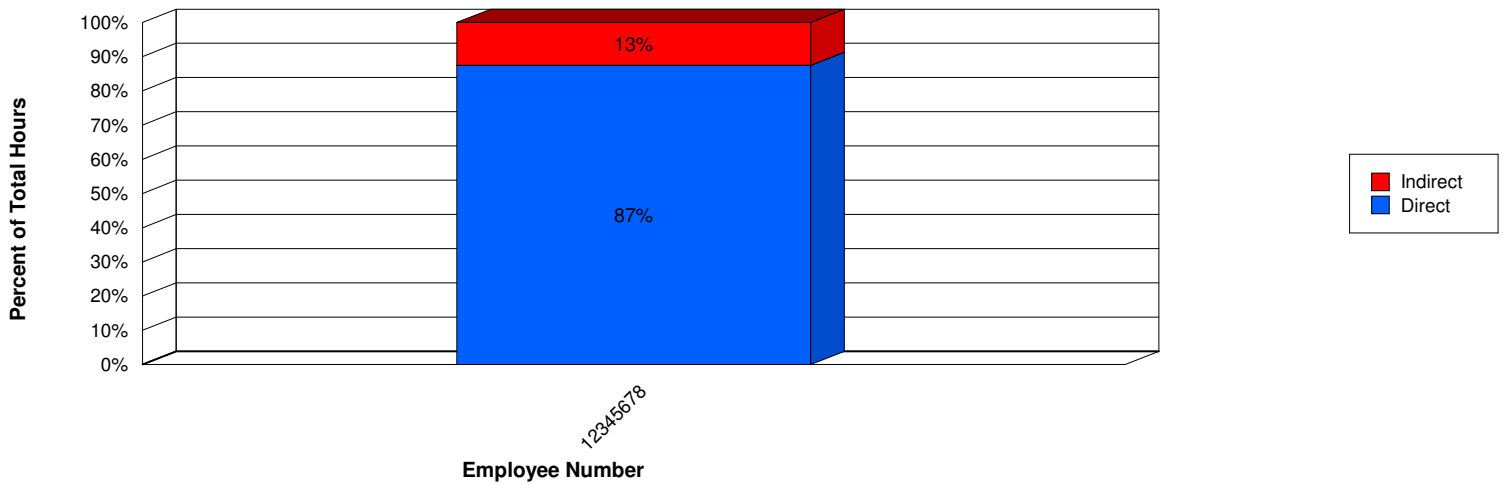
For 9020



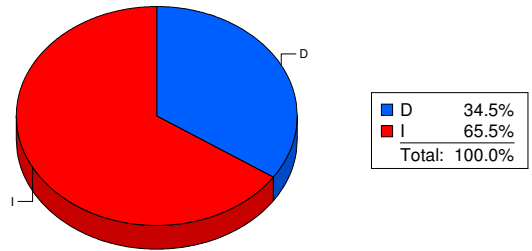
*Department*    **9632 Work Cell 3**

## Direct vs. Indirect

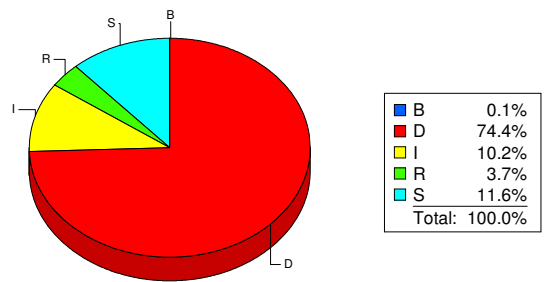
For 9632



## Labor Hour Types by Pay Rate Code 3rd



## Labor Hour Types by Pay Rate Code regular





# Department Rework Labor

1-Jan-2003 to 30-Sep-2003

1  
10-Dec-2004  
12:55:04

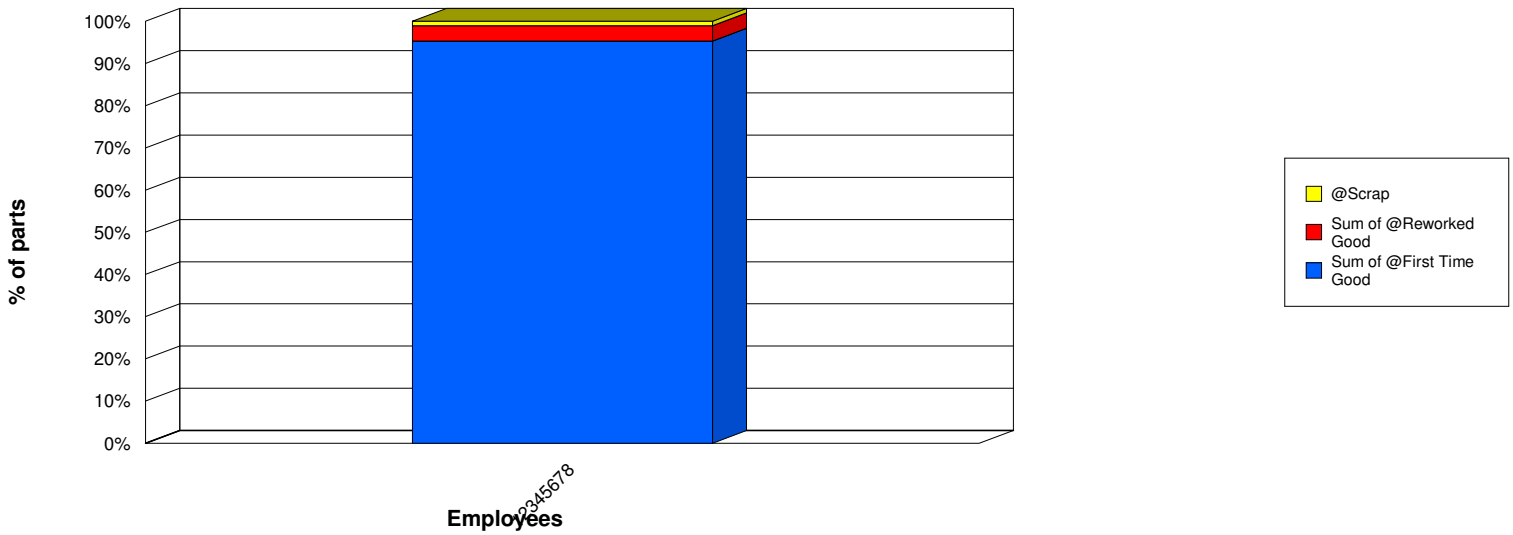
*Department 9632 Work Cell 3*

<u>Labor Hours</u>	<u>Pieces Recovered</u>	<u>Labor Hours Per Piece</u>
<b>11.410</b>	<b>300</b>	<b>0.03803</b>

**Department**     *9020 Inspection auditors*

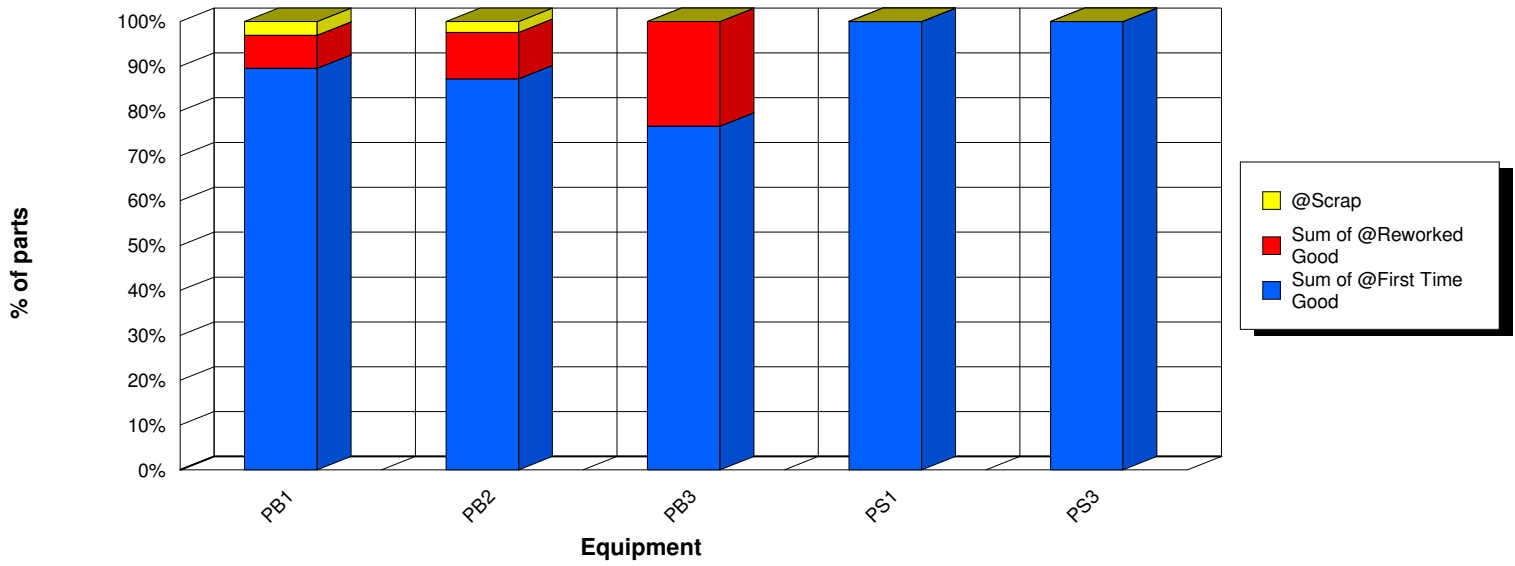


**Department**     *9632 Work Cell 3*

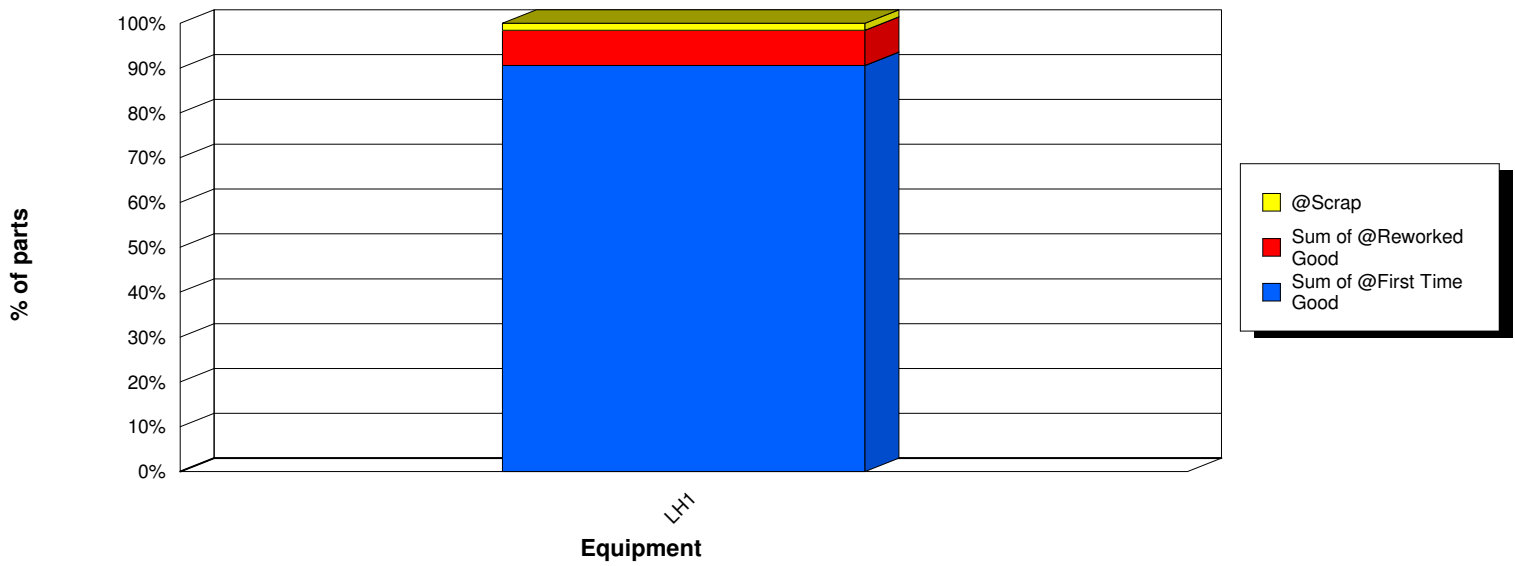




**Workcenter**     *1 Center Cell*



**Workcenter**     *2 Volvo Pre-fabrication*



*Workcenter*      *1 Center Cell*

<u>Equipment ID</u>	<u>Last Job Reported</u>	<u>Start Time</u>	<u>Stop Time</u>	
PB1	Not Reported	14-Mar-2002 14:21	14-Mar-2002 14:32	
	Not Reported	14-Mar-2002 14:34	14-Mar-2002 14:35	
	Not Reported	14-Mar-2002 14:58	14-Mar-2002 14:58	
	Not Reported	14-Mar-2002 14:58	14-Mar-2002 15:01	
	Not Reported	14-Mar-2002 15:03	14-Mar-2002 15:07	
	Not Reported	14-Mar-2002 15:07	14-Mar-2002 15:12	
	Not Reported	14-Mar-2002 15:12	15-Mar-2002 16:44	
	m333333	18-Mar-2002 15:53	18-Mar-2002 17:08	
	m4444444	19-Mar-2002 15:35	19-Mar-2002 16:09	
	m5555555	19-Mar-2002 16:11	19-Mar-2002 16:12	
	m6666666	19-Mar-2002 16:14	19-Mar-2002 16:21	
	Not Reported	20-Mar-2002 14:59	20-Mar-2002 14:59	
	Not Reported	20-Mar-2002 14:59	20-Mar-2002 15:33	
	Not Reported	20-Mar-2002 15:34	20-Mar-2002 15:50	
	Not Reported	20-Mar-2002 15:50	20-Mar-2002 17:01	
	Not Reported	21-Mar-2002 11:09	21-Mar-2002 16:33	
	Not Reported	22-Mar-2002 9:57	22-Mar-2002 11:23	
	Not Reported	22-Mar-2002 11:23	22-Mar-2002 11:31	
	Not Reported	22-Mar-2002 11:31	22-Mar-2002 11:34	
	Not Reported	22-Mar-2002 11:34	22-Mar-2002 11:55	
	Not Reported	25-Mar-2002 15:15	25-Mar-2002 17:07	
	Not Reported	25-Mar-2002 17:07	26-Mar-2002 15:41	
	Not Reported	26-Mar-2002 15:41	26-Mar-2002 15:43	
	m9847598	26-Mar-2002 17:01	26-Mar-2002 17:24	
	Not Reported	27-Mar-2002 15:24	27-Mar-2002 17:08	
	m777777	28-Mar-2002 11:19	28-Mar-2002 11:46	
	Not Reported	28-Mar-2002 11:46	28-Mar-2002 15:21	
	Not Reported	28-Mar-2002 15:21	28-Mar-2002 15:46	
	Not Reported	28-Mar-2002 15:46	28-Mar-2002 15:53	
	Not Reported	28-Mar-2002 15:53	28-Mar-2002 15:57	
	PB2	123456789012	18-Mar-2002 23:39	18-Mar-2002 23:49
	PB3	Not Reported	20-Mar-2002 13:11	20-Mar-2002 15:53
	TIM	m9999999	20-Mar-2002 15:33	20-Mar-2002 15:34
Not Reported		21-Mar-2002 16:33	21-Mar-2002 16:35	
Not Reported		21-Mar-2002 16:35	21-Mar-2002 17:09	

# Employee Time By Equipment

1-Jan-2003 to 30-Sep-2003

**Department 9020 Inspection auditors**

<u>Employee</u>	<u>Equipment ID</u>	<u>Start Time</u>	<u>Stop Time</u>
1 Hoffman Timothy	PB2	31-Jan-2003 17:12	31-Jan-2003 17:18
	PS1	12-Jun-2003 11:42	12-Jun-2003 11:45
	PB3	23-Sep-2003 14:06	23-Sep-2003 15:52

**Department 9632 Work Cell 3**

<u>Employee</u>	<u>Equipment ID</u>	<u>Start Time</u>	<u>Stop Time</u>
1609 MEZO,MICHAEL J	PB1	15-Feb-2003 15:38	
12345678 Amy K Johnson	PB1	03-Jan-2003 12:06	05-Feb-2003 10:57
	PB1	05-Feb-2003 10:59	05-Feb-2003 11:25
	PB1	05-Feb-2003 11:25	05-Feb-2003 11:26
	PB1	05-Feb-2003 11:26	05-Feb-2003 11:48
	PB1	05-Feb-2003 11:48	05-Feb-2003 11:53
	PB1	05-Feb-2003 11:53	05-Feb-2003 11:58
	PB1	05-Feb-2003 11:58	05-Feb-2003 16:03
	PB1	06-Feb-2003 9:41	07-Feb-2003 14:46
	PB1	11-Feb-2003 9:53	13-Feb-2003 10:43
	PB1	13-Feb-2003 10:43	13-Feb-2003 16:50
	PB1	14-Feb-2003 10:14	14-Feb-2003 17:19
	PB2	17-Feb-2003 15:06	17-Feb-2003 17:29
	PB2	21-Feb-2003 15:50	21-Feb-2003 17:05
	PB2	24-Feb-2003 11:45	24-Feb-2003 17:23
	PB2	25-Feb-2003 15:29	25-Feb-2003 17:15
	PB2	26-Feb-2003 10:54	26-Feb-2003 14:20
	PB2	26-Feb-2003 14:20	26-Feb-2003 16:56
	PB2	27-Feb-2003 10:48	27-Feb-2003 17:07
	PB2	12-Mar-2003 14:48	12-Mar-2003 16:45
	PB2	17-Mar-2003 16:29	17-Mar-2003 17:02
	PB2	20-Mar-2003 8:52	20-Mar-2003 8:54
	PB2	20-Mar-2003 9:25	20-Mar-2003 11:37
	PB3	20-Mar-2003 11:47	20-Mar-2003 11:48
	PB2	20-Mar-2003 11:48	20-Mar-2003 11:51
	PB3	20-Mar-2003 14:58	20-Mar-2003 15:15
	PB3	20-Mar-2003 15:15	20-Mar-2003 15:15
	PB3	20-Mar-2003 15:15	20-Mar-2003 15:21
	PB3	20-Mar-2003 15:31	20-Mar-2003 15:32
	PB2	20-Mar-2003 15:41	20-Mar-2003 15:42
	PB2	01-Apr-2003 14:17	01-Apr-2003 14:17
	PB2	01-Apr-2003 14:25	01-Apr-2003 14:27
	PB3	01-Apr-2003 15:48	01-Apr-2003 15:55
PB3	01-Apr-2003 16:07	01-Apr-2003 16:08	
PB3	01-Apr-2003 16:20	01-Apr-2003 16:22	
PB2	01-Apr-2003 16:22	01-Apr-2003 16:28	
PB3	01-Apr-2003 16:28	01-Apr-2003 16:29	



# Employee Time By Job

1-Jan-2003 to 30-Sep-2003

1  
10-Dec-2004  
13:06:20

**Department 9020 Inspection auditors**

<u>Employee</u>	<u>Job</u>	<u>Start Time</u>	<u>Stop Time</u>
1 Hoffman Timothy	1PHS2120-MV	12-Jun-2003 11:42	12-Jun-2003 11:44
	6789/020	26-Sep-2003 11:16	26-Sep-2003 11:23

**Department 9632 Work Cell 3**

<u>Employee</u>	<u>Job</u>	<u>Start Time</u>	<u>Stop Time</u>
12345678 Amy K Johnson	987654321	05-Feb-2003 11:58	05-Feb-2003 15:30
	987654321	05-Feb-2003 15:30	05-Feb-2003 15:38
	987654321	05-Feb-2003 15:38	05-Feb-2003 15:59
	987654321	06-Feb-2003 9:41	06-Feb-2003 10:26
	987654321	13-Feb-2003 11:13	13-Feb-2003 11:33
	987654321	13-Feb-2003 11:33	13-Feb-2003 11:38
	987654321	13-Feb-2003 11:38	13-Feb-2003 11:44
	987654321	13-Feb-2003 11:44	13-Feb-2003 15:41
	987654321	13-Feb-2003 15:41	13-Feb-2003 15:44
	987654321	14-Feb-2003 10:43	14-Feb-2003 11:00
	987654321	14-Feb-2003 11:04	14-Feb-2003 11:11
	987654321	14-Feb-2003 11:23	14-Feb-2003 11:26
	987654321	14-Feb-2003 11:26	14-Feb-2003 11:28
	987654321	17-Feb-2003 16:04	17-Feb-2003 16:07
	987654321	17-Feb-2003 16:07	17-Feb-2003 16:15
	987654321	17-Feb-2003 16:15	17-Feb-2003 16:16
	987654321	17-Feb-2003 16:16	17-Feb-2003 16:25
	987654321	17-Feb-2003 16:25	17-Feb-2003 16:27
	987654321	17-Feb-2003 16:27	17-Feb-2003 17:23
	987654321	17-Feb-2003 17:23	17-Feb-2003 17:25
	987654321	17-Feb-2003 17:25	17-Feb-2003 17:28
	987654321	21-Feb-2003 15:50	21-Feb-2003 17:04
	987654321	24-Feb-2003 11:45	24-Feb-2003 16:09
	987654321	24-Feb-2003 16:09	24-Feb-2003 16:12
	987654321	24-Feb-2003 16:12	24-Feb-2003 17:00
	987654321	24-Feb-2003 17:00	24-Feb-2003 17:07
	987654321	25-Feb-2003 5:07	25-Feb-2003 5:12
	987654321	25-Feb-2003 15:29	25-Feb-2003 15:30
	90	26-Feb-2003 10:54	26-Feb-2003 11:00
	90	26-Feb-2003 11:00	26-Feb-2003 11:00
	91	26-Feb-2003 11:00	26-Feb-2003 11:51
	90	26-Feb-2003 11:51	26-Feb-2003 11:52
	91	26-Feb-2003 11:51	26-Feb-2003 11:51
	90	26-Feb-2003 11:51	26-Feb-2003 11:51
	90	26-Feb-2003 11:52	26-Feb-2003 15:52
	90	26-Feb-2003 14:20	26-Feb-2003 14:37
	90	26-Feb-2003 14:37	26-Feb-2003 14:40
	90	26-Feb-2003 14:40	26-Feb-2003 15:06
	90	26-Feb-2003 14:52	26-Feb-2003 16:30
	91	26-Feb-2003 15:06	26-Feb-2003 15:07
	90	26-Feb-2003 16:30	26-Feb-2003 16:39

## Exception Reports

Exception reports provide information about occurrences that were outside of the management policies defined to the Labor Management system. Exception reports that are included with the *factoryInsite*<sup>®</sup> Labor Management application are:

- Payroll Hours vs. Production Hours – Employees who have reported fewer hours toward jobs or products than toward manufacturing pay rates are highlighted in red to investigate.



# Payroll vs Production Hours

Payrolls from 1-Oct-2003 to 30-Oct-2003

1  
10-Dec-2004  
13:10:23

<i>Department</i>		<u>Payroll Hours</u>	<u>Direct Labor Hours</u>	<u>Indirect Labor Hours</u>
<i>9130 Grind Station</i>				
	<i>8197 GLIDDEN, STEVE N</i>			
	Manufacturing Labor	<u>2.97</u>		
		2.97		
	<i>8463 LEWIS, PRESCOTT D</i>			
	Non-Manufacturing Labor	<u>71.44</u>		
		71.44		
<i>9632 Work Cell 3</i>				
	<i>202 STONEBURNER, JIMMY L</i>			
	Manufacturing Labor	<u>0.19</u>		<u>0.19</u>
		0.19		0.19
	<i>1609 MEZO, MICHAEL J</i>			
	Non-Manufacturing Labor	<u>0.19</u>		
		0.19		
	<i>12345678 Amy K Johnson</i>			
	Non-Manufacturing Labor	<u>6.39</u>	<u>3.63</u>	<u>0.35</u>
	Manufacturing Labor	<u>2,357.44</u>	<u>279.37</u>	<u>101.68</u>
		2,363.84	283.00	102.03
<i>9644 Line 1 Cleaning</i>				
	<i>22231 BUCHANAN, DARYL</i>			
	Non-Manufacturing Labor	<u>0.18</u>		
		0.18		
<i>9647 Product Re-Work</i>				
	<i>7825 ARMSTRONG, LEWIS D</i>			
	Manufacturing Labor	<u>0.19</u>		<u>0.19</u>
		0.19		0.19
<i>9671 Warehouse 2</i>				
	<i>7827 ARNOLD, PHILLIP L</i>			
	Manufacturing Labor	<u>0.16</u>		<u>0.16</u>
		0.16		0.16
	<i>7856 BARRETT, GERALD W</i>			
	Non-Manufacturing Labor	<u>0.19</u>		
		0.19		

## Status Reports

Status reports display the real-time status of employees. These reports give a view of what the last reported happenings are on the shop floor. Status reports that are included with the *factoryInsite*<sup>®</sup> Labor Management application are:

- Employee Current Status – View the currently reported manufacturing equipment and job or product for each employee working.
- Equipment Current Status – View the current job or product and the start time of manufacturing.



# Employee Current Status

1  
10-Dec-2004  
13:11:49

*Department 9632 Work Cell 3*

<u>Employee</u>	<u>Equipment ID</u>	<u>Start Time</u>	<u>Job In Process</u>
1609 MEZO,MICHAEL J	PB1	15-Feb-2003 15:38	0004275805
12345678 Amy K Johnson	PB2	08-Jul-2004 11:49	



*Workcenter*

*1 Center Cell*

Equipment ID

PB1

PB2

Start Time

15-Feb-2003 15:38

08-Jul-2004 11:49

Job In Process

0004275805

## Informational Reports

Informational reports display the indirect labor categories and manufacturing equipment defined. Informational reports that are included with the *factoryInsite*<sup>®</sup> Labor Management application are:

- Indirect Labor Codes – This is a list of valid codes with which to record indirect labor.
- Equipment ID – This is a list of valid codes to indicate the manufacturing equipment or location where work takes place.

# Indirect Labor Codes

<u>Job Identification</u>	<u>Job Description</u>
100	Die Breakdown and Assem
117	Training
300	Planned Maint.
309	Machinery Repair
312	Preventative Maint.
319	Repair to Dies & Jigs
330	Cleaning & Sweeping
350	Plant Protection/Safety
361	Rearrangement
375	Bldg & Gnds Maint.
510	Inspection
512	Salvage
602	detail
603	both
604	break

**Workcenter Equipment ID Equipment Attributes**

**1 Center Cell**

PB1	Equipment Requires Dedicated Operator	Multiple Orders Per Equipment	Multiple Workers Per Equipment
PB2	Equipment Runs Unattended	Single Order Per Equipment	Single Worker Per Equipment
PB3	Equipment Requires Dedicated Operator	Multiple Orders Per Equipment	Single Worker Per Equipment
PS1	Equipment Runs Unattended	Multiple Orders Per Equipment	Multiple Workers Per Equipment
PS2	Equipment Requires Dedicated Operator	Multiple Orders Per Equipment	Multiple Workers Per Equipment
PS3	Equipment Runs Unattended	Multiple Orders Per Equipment	Single Worker Per Equipment
PS4	Equipment Runs Unattended	Multiple Orders Per Equipment	Multiple Workers Per Equipment
TIM	Equipment Requires Dedicated Operator	Single Order Per Equipment	Multiple Workers Per Equipment

**2 Volvo Pre-fabrication**

LH1	Equipment Requires Dedicated Operator	Single Order Per Equipment	Single Worker Per Equipment
LH2	Equipment Requires Dedicated Operator	Single Order Per Equipment	Single Worker Per Equipment
LP1	Equipment Requires Dedicated Operator	Single Order Per Equipment	Single Worker Per Equipment
LP2	Equipment Requires Dedicated Operator	Single Order Per Equipment	Single Worker Per Equipment
LS1	Equipment Requires Dedicated Operator	Single Order Per Equipment	Single Worker Per Equipment
LS2	Equipment Requires Dedicated Operator	Single Order Per Equipment	Single Worker Per Equipment
LS3	Equipment Requires Dedicated Operator	Single Order Per Equipment	Single Worker Per Equipment

**3 Workcenter 3**

PP1	Equipment Requires Dedicated Operator	Single Order Per Equipment	Single Worker Per Equipment
PP2	Equipment Requires Dedicated Operator	Single Order Per Equipment	Single Worker Per Equipment
PP3	Equipment Requires Dedicated Operator	Single Order Per Equipment	Single Worker Per Equipment
PP4	Equipment Requires Dedicated Operator	Single Order Per Equipment	Single Worker Per Equipment
PP5	Equipment Requires Dedicated Operator	Single Order Per Equipment	Single Worker Per Equipment
PP6	Equipment Requires Dedicated Operator	Single Order Per Equipment	Single Worker Per Equipment