

Case Study: ENGENEUM HR EMPLOYEE PORTAL Secure On-Line Document Delivery & Archive



Engeneum help long term customer Nottinghamshire County Council embark on a pioneering project to digitise personal files for innovative online document storage and retrieval to streamline their Human Resource practices.

Nottinghamshire County Council
County Hall, Headquaters

Challenge

Nottinghamshire County Council's, Business Support Centre's (BSC) challenge was to eliminate paper from the HR process and office and to provide secure access to documents for the remote sites.

History: All personal files were held at a transactional unit, sited 7 miles away from County Hall. If access to these files were required elsewhere, an authorised member of the human resources team would have to request that the file be sent to the requestor. Initially this was through the submission of a file request to the BSC, where a member of the admin support team would then extract the file from the storage area and send it on for the attention of the file requestor.

The expected turnaround time as standard was up to to 48 hours! Nottinghamshire County Council realised that there was a need to streamline this process in terms of both cost and efficiency.

Solution

By working with Engeneum, Nottinghamshire County Council's BSC found that Engeneum's secure online HR Employee Portal solution could be easily adapted to suit the council's needs.

The secure portal allows authorised users to view and upload documents directly to the portal, providing instant access to an employee's records across numerous locations and at any time.

The authorised users, through security permissions, can search for documents via standard web browsers; this meant no client software needed to be installed. Nottinghamshire County Council currently have 250 Engeneum users with over 7 million pages stored.

" Engeneum's HR Employee Portal has improved customer service through immediate access to documents; allowing us to respond to queries quickly. Individuals now spend time effectively, reducing delays and in creating personal files."

**Steve Brooks, Team Manager (Recruitment)
Nottinghamshire County Council**



Name

Nottinghamshire County Council

Headquarters

County Hall
West Bridgford
Nottingham

Industry

Public Sector

About NCC

NCC provides services and opportunities to county residents which enrich lives through employment, education, law enforcement and helath services.

Website

www.nottinghamshire.gov.uk

KEY BENEFITS FOR NCC

- No limit to the number of users that can access documents 24/7 from any device and location. Full audit reports as standard.
- Improved security and integrity of individual files.
- Real time (instant) upload of documents directly from desktops.
- Managers, supervisors and NCC users have controlled access via security permissions.
- A reduction in errors and enquiries are dealt with faster.
- Secure infrastructure, hosted in Azure UK data centres. (on-premise portal also available)
- Cost effective, easy to use with real cash savings made.
- Being able to purchase from Engeneum via the Crown Commercial Services, G-Cloud Framework Agreement gave NCC confidence as the commercials were already in place and made the purchasing process straightforward & easy.



HM Government
G-Cloud
Supplier

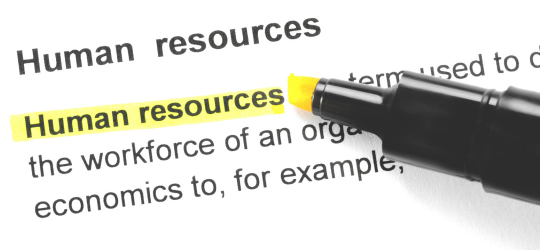
ABOUT ENGENEUM HR EMPLOYEE PORTAL

- Secure and full control of all HR related documentation.
- HR Departments will reduce costs and be fully compliant with GDPR requirements.
- Enables historic confidential employee documents to be protected.

The Engeneum HR Employee Portal provides secure, controlled access to HR records covering:


- Employee On-boarding
- Disability
- Supervision
- Employment
- Performance
- Absence Management
- Training
- Health & Safety
- Plus other secure employee communications

In addition, it connects to the Engeneum E-Payslip solution with full traceability and audit trails, whilst fully supporting your GDPR compliance.



For more information please contact one of our specialists

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 www.engeneum.com