



➤ PCC Airfoils EHS Compliance Task Management

“The manual tracking of data and tasks in Excel® was time intensive until we implemented xOverTime’s xTasks solution. xOverTime has helped us to automate the task assignment and completion with automated email notification’s and bi-directional email attachment options, standard and repeatable task generation, tasks sun-setting, and improved reporting. A huge benefit is that xOverTime harnesses well-known Excel functionality so we didn’t have to learn yet another technology – it’s like Excel on steroids.”

– David Hadzinsky, EHS Director

PCC Airfoils (PCC) had one large multi-tabbed spreadsheet with a large list of tasks for each site. Many tasks were redundantly listed for repeating occurrences. Management had to manually email the tasks to each site, update the master sheet with the latest task status, and recalculate the next due dates relative to the completion date. Plus, the cut and paste and sorting effort for data management and reporting was very time intensive.

PCC turned to xOverTime to deliver a task management solution that would:

- Simplify workflow and save time with the ability to integrate data from multiple sites
- Keep a record of task data over time
- Improve data analysis and reporting

By leveraging Excel and its cloud database, xOverTime delivered a complete EHS compliance task management solution.

CHALLENGE

- Assign EHS tasks across 15 sites
- Allow for email notifications with attachments from task assigners and completers
- Simplify the workflow and save time
- Provide access to tasks status for both individuals and teams
- Leverage Excel features to manage the data for complete compliance records over time

SOLUTION

- Utilize the xTasks solution to establish a cloud database for task data
- Simplify workflow and share tasks securely across appropriate sites
- Enable complete data analysis and reporting via familiar Excel operations

WHY XOVERTIME?

- Strong ability to support Excel data with the xOverTime cloud database
- Users leverage familiar Excel tools for additional reporting and analysis (e.g., pivot tables, charts, etc.)
- xOverTime can scale across the enterprise, avoiding excessive processing as the quantity of users and data increase

RESULTS

- Task management across 15 sites with over 1000 tasks
- Over 1,020 hours saved each year

Simplified Task Assignment and Completion

When assigning a task, PCC managers are now able to automatically email task notifications and reminders. The improved tasks assignment process also allows for multiple attachments for such purposes as clarifying requirements or providing more detailed information to assist the task completer. PCC task completers now attach files as proof of regulatory compliance.

Below is an example of the form for assigning a unique or standard task.

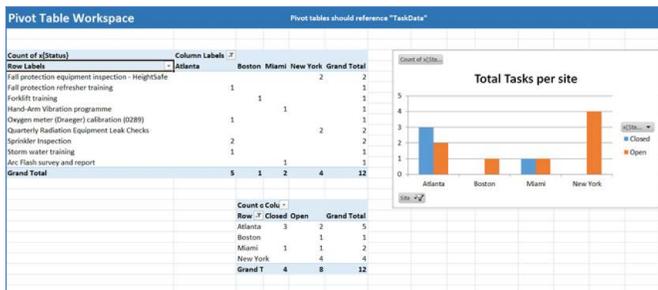
Support for Recurring Tasks

To eliminate the redundant entry of tasks, PCC gave task assigners the ability to create recurring tasks on the frequency of their choice. The task assigner is now able to set times for initiating the task, task reminders, and even sun-setting the task.

Leverage Staff Experience with Excel

PCC staff liked the fact that they could use Microsoft Excel instead of having to learn new software. Now managers can not only better manage tasks, but also leverage Excel for enhanced analysis and reporting.

Below is an example of automatically populated pivot table from xOverTime.



Rapid and Focused Delivery

xOverTime consultants developed an xTasks starter template that was modified to meet PCC's specifications. As other companies utilize xOverTime's xTasks template, a typical project implementation can range from as few as two to six weeks. Compared to other departmental and enterprise software, an xTasks implementation proves to be both economical and powerful in features, performance, and ease of use.

The image below shows how the assigner can simply click a button to list the team's status or their own status with color coding options for overdue or closed tasks.

Security, Administration and Data Governance

xTasks is designed for enterprise use and incorporates strong data governance principles. The solution is built on the xOverTime technology platform delivering 24x7 availability. xOverTime information security policies follow ISO 27000 guidelines. Plus, xOverTime uses Amazon Web Services to support its product with leading security and availability statistics. Security is emphasized at the application, operational, network and data layers to meet the stringent data security requirements.

Foundation for Expanded Use and Integration

PCC plans to leverage xOverTime for future projects that leverage other xOverTime solutions, such as xMetrics and xEmissions, as well as specific projects in areas such as financial management and analysis, supply chain and logistics, environmental, health and safety (EHS), operations, engineering, marketing, and more.



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