PHYSICAL ACCESS CONTROL AND IDENTITY MANAGEMENT

HR VIEW

Access 360

PHYSICAL ACCESS CONTROL & IDENTITY MANAGEMENT
KEY POINTS

- The uniqueness of HRView lies in it being a pan-organization access control and time attendance management solution. It runs in geographically-spread offices of transnational organizations synchronizing their processes.

- HRView is the all-in-one web interface that encompasses various Access360 add-on modules such as Vehicle Access Management(VAM), Cafeteria Management (SmartChoice), Visitor Management (ezVISIT), Smart Card Printing – Encoding - Biometric Template Enrollment (Smart Issuance) and Elevator Access Management(ELEVATE)
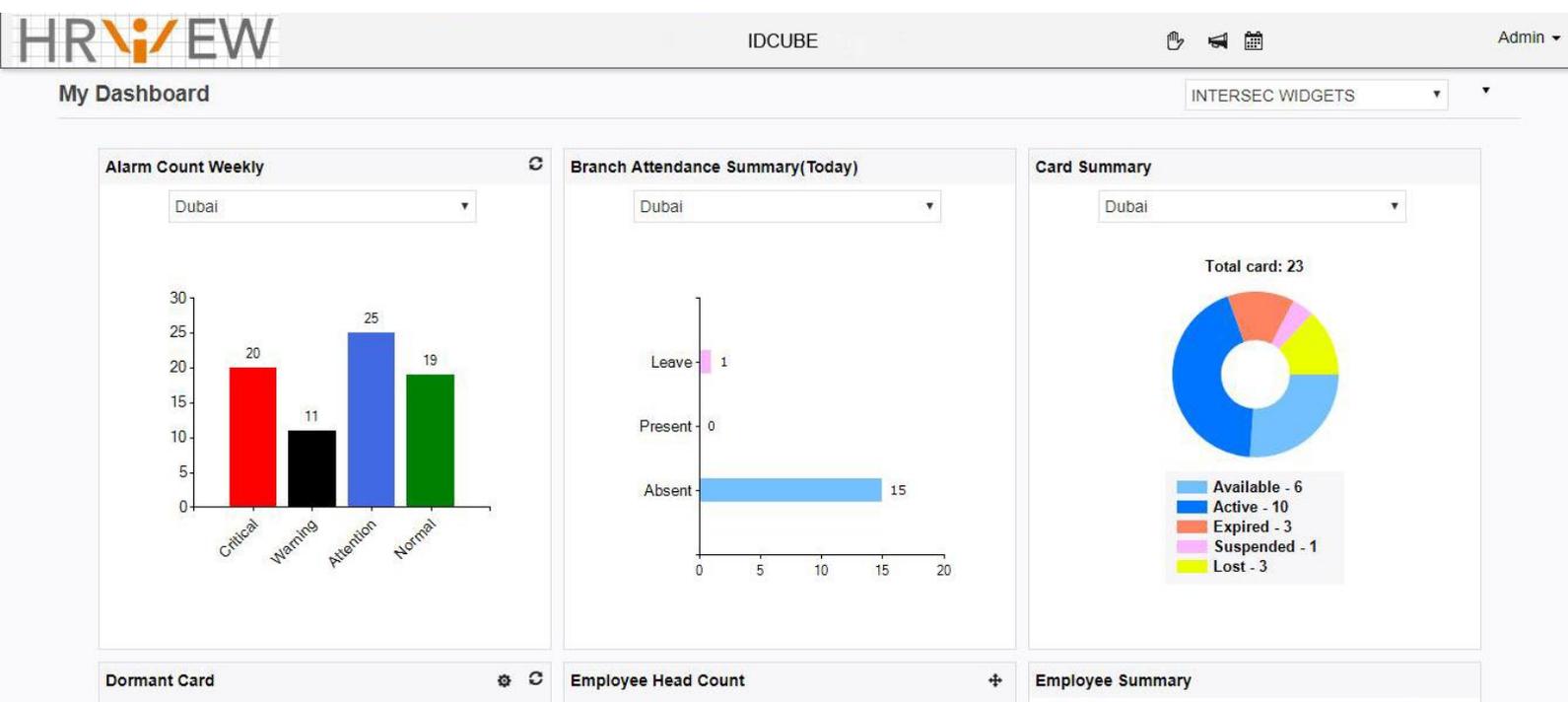

Figure 1: HRView dashboard

- The application has been developed using Service Oriented Architecture (SOA) for easy customizability and integrability.

- HRView's SOA architecture simplifies the integration process with various third-party IT systems such as ERP, HRMS, payroll and Active Directory, thus enabling an organization towards achieving convergence.

- Built on IDCUBE's ISO 9001 and ISO 27001 certified processes

- Assists in achieving audit and compliance automation

- VAPT certified, SSL & cloud-enabled application

- Offers direct compatibility with a wide spectrum of world-renowned brands

- Hassle- free manageability and extensibility

PHYSICAL ACCESS MANAGEMENT

HRView is a cloud-enabled access control software with intelligent Edge architecture. It includes access rules that mirror pan-organizational access control configurations and detailed reports. The feature assists security admin in managing and monitoring the physical access of both core and temporary staff, operating in multiple shifts. It's a right blend of various aspects of security by combining access control with visitor management, elevator management and many more integrated add-ons for a versatile security system.

USER MANAGEMENT

- An integrated & all inclusive user profile interface allows an administrator to link employee details with access groups, T&A shift roasters and privileges

- Custom fields enable an administrator to include additional information about an employee. Configure custom fields as a drop-down list, text field, numeric field, date field, or a checkbox. The fields can be made compulsory, optional or unique.

- A comprehensive employee search interface for a quick reference and edit

- Bulk assignment tabs simplify administration by assigning access groups and T&A shift roasters to a selected group of employees

- Option to import employee or contractor profiles in bulk from an excel sheet

VISITING EMPLOYEE ACCESS

Enables the admin of a branch to provide access to a visiting employee from another business unit. Another similar feature called "Shared access group" allows admins of different facilities to grant access rights to their employees of the facility that they are visiting.

CREDENTIAL MANAGEMENT

- Import credentials to generate available credential inventory
- Segregate credentials based on owner type into different categories like an employee, visitor, vehicle, and asset

- Assign credentials in bulk

- Assign multiple credentials to an employee

- Provisions multi-factor authentication for card & PIN readers in any combination (Card only, Card & PIN, PIN only, Card or PIN)

- Supports multi-factor authentication for biometric readers (Finger only, Finger & Card, Card only, Finger or Card)

- Provides actionable & comprehensive insights into the credential usage patterns

- Provides complete visibility of all the company owned credentials and their current state

- Intuitive & exhaustive credential search interface for a quick edit

ISPOT

Enables users of a profile such as receptionist or HR to trace an employee based on his/her last transaction
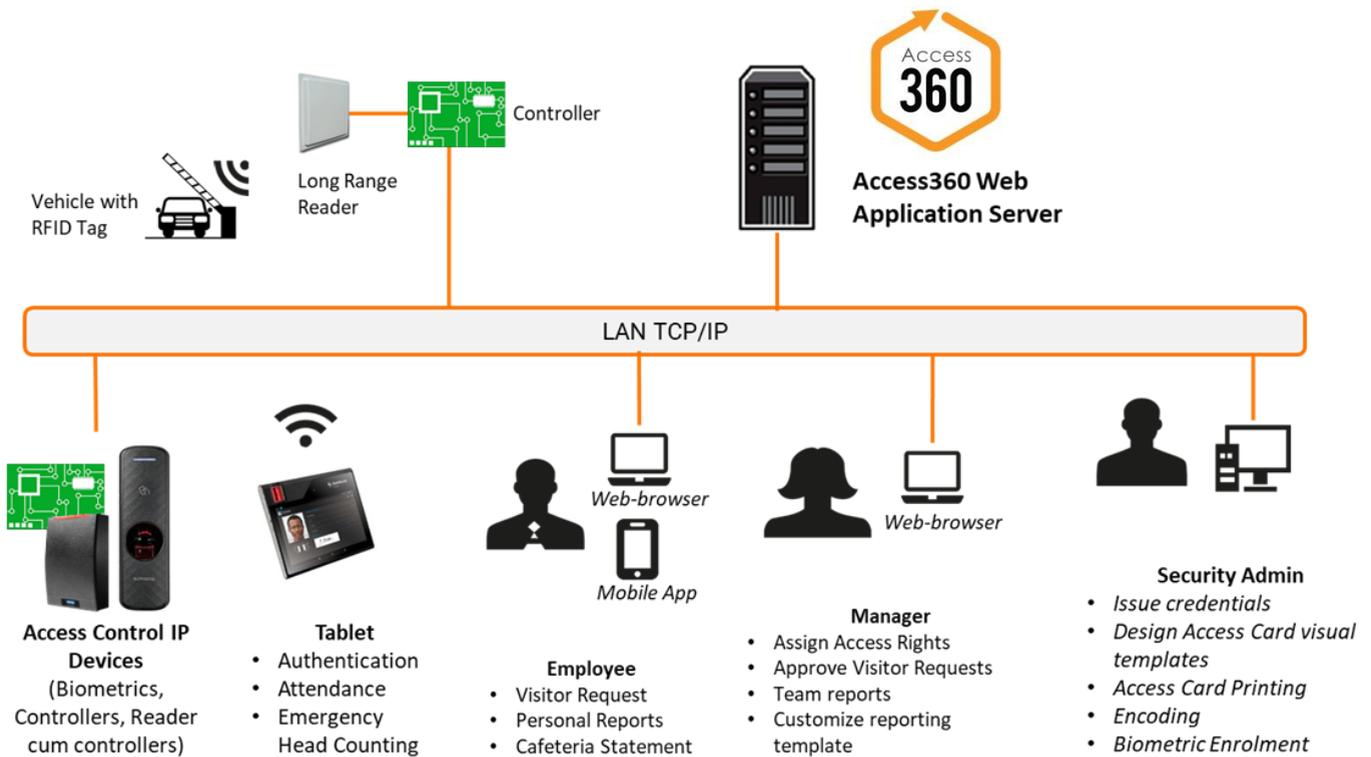
Figure 2: Access360.HRView Access Control System Architecture

ACCESS CONTROL

- Configure multiple access groups. The Access Group is a combination of various access parameters such as working day/holiday, time codes, reader groups, elevator groups and more

- Assign access groups(up to 8 access groups per facility/branch/business-unit) to a set of users to enable them to access specified areas & elevators during a specified period.

- For higher security in critical areas, it supports multi-man access rule. The feature facilitates that more than one user is present before being able to access the high-security area.

- Supports localized and global Anti-pass-back scenarios to deter tailgating. The feature mandates a user to flash the access card at each access point; bypassing any access-point deactivates the access rights of the user.

- Door interlocking: The feature controls locking/unlocking of two or more than two doors in such a way that there is always at least one locked door between the inner and the outer area

- Offers multi-factor authentication (any combination of an access card, PIN & Biometrics) by interfacing with a wide range of biometric devices and technologies (fingerprint, finger-vein, iris, and face)

- Mobile Credential feature eliminates the need to carry an access card. The credential can be loaded on to the employee's mobile, to be flashed onto the reader to gain access.
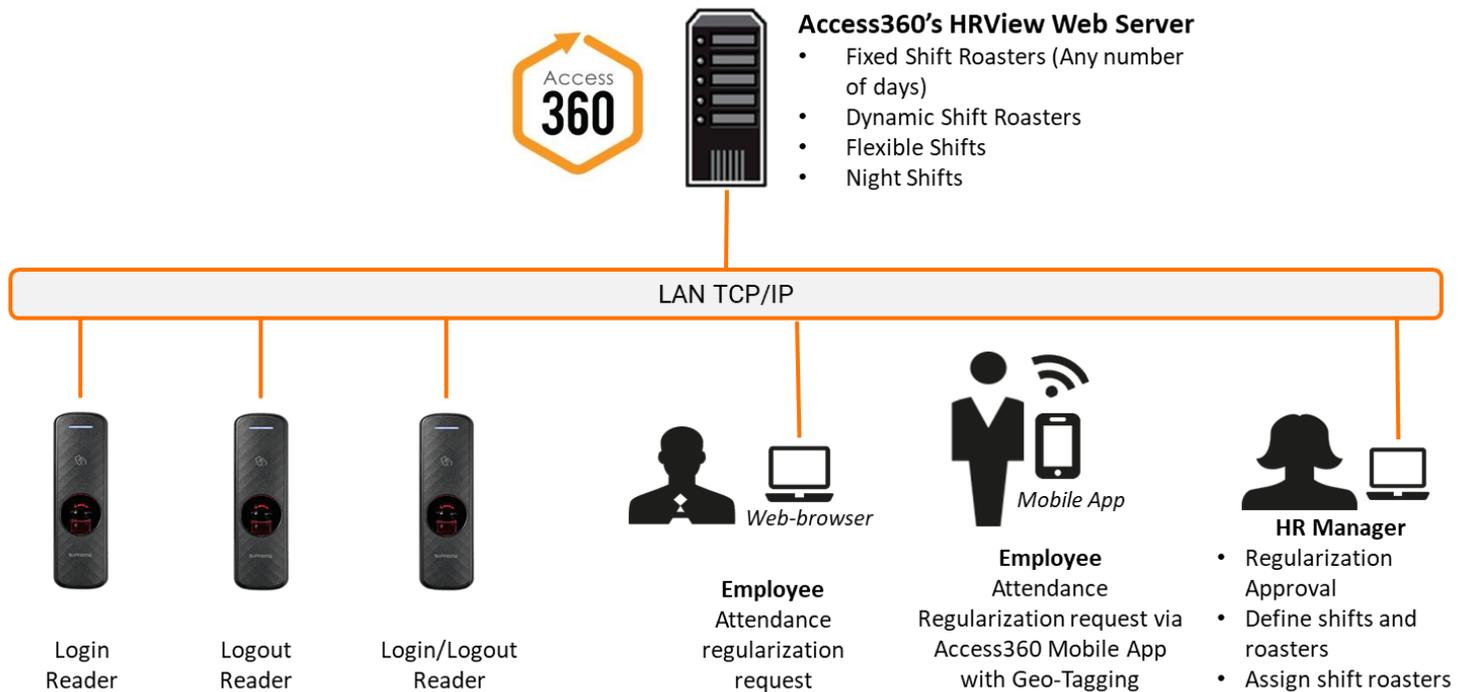
Access360's HRView Web Server
- Fixed Shift Roasters (Any number of days)
- Dynamic Shift Roasters
- Flexible Shifts
- Night Shifts

LAN TCP/IP

Login Reader

Logout Reader

Login/Logout Reader

Employee
Attendance regularization request

Web-browser

Mobile App

Employee
Attendance Regularization request via Access360 Mobile App with Geo-Tagging

HR Manager
- Regularization Approval
- Define shifts and roasters
- Assign shift roasters

Figure 3: Access360.HRView Time Attendance System Architecture

TIME & ATTENDANCE

HRView is a comprehensive time and attendance management software. It integrates across various kinds of RFID card, PIN, magnetic stripe and biometric (fingerprint, Iris, palm and others) readers and credentials. Configure business rules related to shift management, attendance regularization & reader management. The application assists in the processing of payroll, overtime, incentives and much more

ATTENDANCE REGULARIZATION

- An organization's workforce need not always work from designated offices. It is particularly true for sales personnel, contractual staff, project teams, freelancers and others who are working from home. HRView accommodates all these employees and scenarios. An employee may log in to a web portal or a mobile app to register attendance login, logout or leave regularization request.

- The HRView further manages approval workflows for working hours and leave regularization requests.

- The mobile app further facilitates geo-tagging of employees' physical location at the time of marking of attendance

READER MANAGEMENT

Certain businesses such as manufacturing need to monitor their attendance capturing processes strictly. Usually, the entrance and exit are separate in such industries, and the employees need to flash their cards every time they enter or exit. On the other hand, IT, BPO, Pharmaceutical, Telecom companies have a common set of readers for marking entry and exit. Here the attendance login-logouts are marked in an alternate sequence. Certain organizations allow flexible work schedules and prefer to capture attendance from access control readers itself. HRView's attendance management system is flexible enough to cater to any attendance capturing and work shift needs via its highly adaptable platform.

SHIFT MANAGEMENT

In today's globalized work environment, time zone difference is a significant challenge, compelling employees to work in multiple shifts spanning over 24 hours of a day. The growing competition also requires the employees to work extra hours, often out of their usual shift timings. HRView platform allows a user to create and manage various type of shifts (day shift, night shift, and flexible shift) and shift roasters (fixed, auto and rotational). Additionally, it facilitates linking attendance logs to a payroll processing application.

ORGANIZATION SETUP
MULTI-FACILITY & MULTI-TENANT

- Business facilities such as business parks, Malls, SEZ(Special Economic Zones), etc., host multiple business entities. HRView allows you to define all these businesses on a common platform. Each tenant gets a personalized interface with complete information confidentiality from other residents. Similarly, a centralized HRView web server can manage multiple connected business entities or facilities.

- Time synchronization feature of HRView maintains clock timing of all controllers as per the local time zone of a facility to which it is mapped, allowing centralized management of business units located in different geographical locations.

- HRView supports multisite architecture without the need for a public static IP for each site or a device, simplifying installation and maintenance.

- Additionally, the application offers a multilingual interface enabling transnational organizations to operate on a global platform
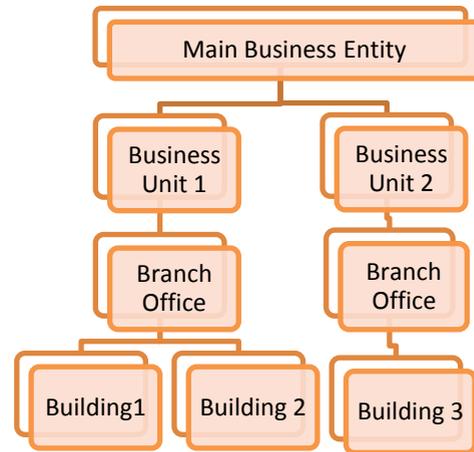

Figure 4: Multifacility Organizational structure

PRIVILEGE & WORKFLOW MANAGEMENT

HRView platform allows configuration of different hierarchical roles such as system admin, security admin, HR managers, operators, and employees, providing them with different privileges and data sets. For example, credential issuance operator is only able to issue access credentials, whereas an HR manager can enroll employees and assign access rights. A financial banking institution would typically have a headquarter, zonal offices and branch offices. The super admin shall be able to see and manage all the facilities whereas a zonal admin shall be able to control his business unit and the sub-units. The sub-unit admin can view and control his facility only.

BUSINESS IDENTITIES

HRView application envelops across all corporate identities- employees, contractors, visitors, vehicles, and assets, mapping one another and defining their access permissions.

For example, an employee maps to their respective functional heads, for the approval of attendance regularization requests, visitor requests, assignment of access rights and attendance rules. Further, an employee map to vehicles and assets.

Similarly, a visitor maps to an employee to whom he/she is visiting. A contractor links to his supplier and a reporting manager.

MULTILINGUAL SUPPORT

- Multilingual support feature allows you to use different translated versions simultaneously by different users. In other words, an organization may plan to upload any number of translated versions of the application. Individual users as per their preference select and save their choice of preferred interface language.
- The data entries are language agnostic. Therefore the user details can be entered in any language

Figure 5: Identities

APPLICATION MANAGEMENT

HRView is easily accessible through a highly customizable web-interface. It makes use, monitoring, management, and administration easy for all users of the software.

IOT-CLOUD ENABLED APPLICATION

- The application can be hosted or offered as a cloud service for better availability, reliability, and scalability
- Provision of a monthly/yearly subscription makes it cost-effective, eliminating the need to purchase the software.
- The cloud-hosted application allows easy access to certain functions and features via smartphones (iOS and Android)
- The application's cloud database automatically creates database backups and uses read- access geo-redundant storage (RA-GRS) to provide geo-redundancy

SMART-CARD KEY MANAGEMENT

IDCUBE's Smart Card Key Management is an ideal solution for an organization to secure their ID cards from cloning and information tampering, using open global standards for both RF interface and cryptographic algorithms. The solution allows an organization to own and manage its cryptographic keys instead of using the proprietary keys of a reader manufacturer. The application is equipped with a built-in configuration wizard, allowing a straightforward approach to the complex task of generation of keys, defining application areas, configuring readers and encoding of smart cards.

ACTIVE DIRECTORY INTEGRATION

- Access360 seamlessly integrates with Windows Server Active Directory.
- The integration provides single sign-on(SSO) capabilities to an organization letting users access HRView web interface with their Windows username and password.
- The integration further enables periodic synchronization of the Access360 database with active directory, facilitating automatic transfer of employee records as well as credential deactivation. Therefore, once an employee leaves an organization, all access rights of the person are disabled
- There is a reduced possibility of ghost credentials in an organization.

MOBILE APP WITH GEO TAGGING AND GEO FENCING

- The Access360 mobile app allows a user to apply for an on-duty request, a leave request or a visitor request on the go
- It comes with a unique geotagging feature that allows automatic capturing of time and location of an employee or a contractual staff who are always on the move. For example, organizations may utilize the feature to automatically obtain a person's geographical location and period spent at a remote site hence enhancing accountability. It is a useful feature for tracking sales personnel, security guards or staff working at temporary remote locations

DASHBOARDS & WIDGETS

- The application allows a user to prepare customizable & shareable dashboards with multiple widgets
- Widgets present information related to attendance, events, real-time occupancy matrix, security insights of all branches and their departments
- The widgets are portable to other portals and sites
- Drives Informed decisions ensuring compliance & risk mitigation

COMPREHENSIVE PASSWORD POLICY

- The password policy manager helps application administrator to comply with corporate information security standards such as ISO 27001 family, British Standard 7799, COBIT, CFR Part11, ITIL, SANS Security Policy Resources, etc.
- The policy manager offers comprehensive features to define the strength, longevity, and security of user passwords

INTEGRATED ADD-ONS

- HRView offers integrated user interfaces for various other add-on modules such as vehicles access management (VAM), cafeteria management(SmartChoice), visitor management(ezVISIT), Credential Issuance (Smart-Issuance) and contractor enrollment manager.
- The access to the modules are available as per the licenses obtained in accordance to customer requirement
- It makes HRView all in one user interface for privilege management and reporting for all related applications

NOTIFICATION PANEL

The notification panel displays announcements, pending requests and action logs. It gives an overview of the events that either requires an immediate response or attention of a user.

REQUEST FORMS

The request section of the application provides an easy way for a user to field various types of requests as well as check status. The different request types are working hour regularization, leave regularization and visitor request

PORTAL PERSONALIZATION

The user may personalize the HRView Web application to match their corporate identity, by modifying the application's default color scheme and logo.

COMPLIANCE & REPORTING ENGINE

- The reporting engine includes the report categories such as Access control, Attendance, Visitor, Vehicle, Mustering, Employee audit, and Card audit. Each Report category has multiple standard/base reports. Further customizations are possible on standard reports in regards to the addition or removal of columns, change in order, change in the column name, data representation formatting, data grouping & order, to create a new customized report template.
- A user may generate a desired report by the selection of either a standard template or custom template and the application of various filtration criteria.
- The reports can be directly viewed or exported in CSV or PDF formats.
- Apart from generating a report from the application, a user may set up a report scheduler(s) for any standard or custom reporting template. A report scheduler periodically generates and sends a report to a set of email Ids, as well as creates a downloadable copy in the application, hence saving time and effort.

Manage Color & Logo

Color Setting

Custom Color (Use HEX color code only eg. #00ff00)

Menu Background Color	
Menu Mouse Hover Color	
Menu Text Color	
Company Logo	Choose File No file chosen
	Save

Figure 6. Personalization

IDCUBE

IDCUBE is uniquely positioned as a comprehensive physical security solution provider via its Access360 software suite for organizations of all sizes. The Access360 platform helps in managing personnel access, vehicle access, attendance, visitors, contractors, cafeteria usage, asset tracking, video management, video content analytics, LPR/NPR and more

We are trusted by large businesses and SMEs across industries. We work with some of the most acclaimed global system integrators and solution providers. IDCUBE's distributor and channel partner network now has over 300 active businesses and this number is growing because of the opportunities our partners see in working with us.