



Shift Logs & Day to Day Operations

Automated 24x7 Shift Communication

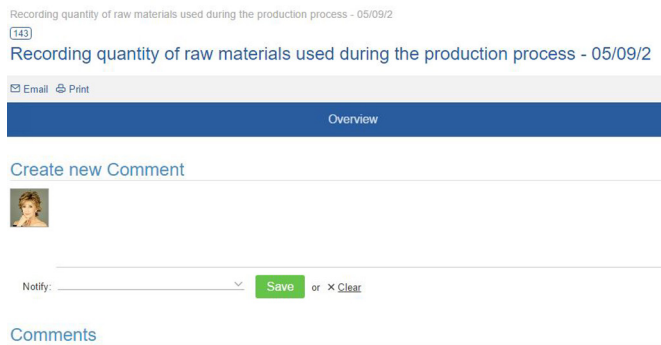
Faulty shift handovers can be costly and create dangerous situations. Uninformed employees and unclear priorities can result in unplanned downtime or even major catastrophes.

TENFORCE is the answer to minimizing shift handover risks and creating more visibility on the production tasks execution. Record information about daily operations, view a prioritized task list and access a shift change dashboard that includes shift status and summary reports.

If you are struggling with:

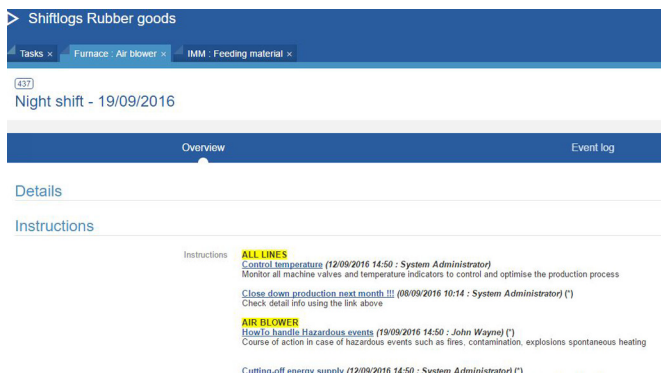
- forgotten or unexecuted work;
- lack of transparency on tasks and follow up status;
- production bottlenecks caused by faulty shift handovers.

Keep Track of What Happens During Shifts with Electronic Records and Logs



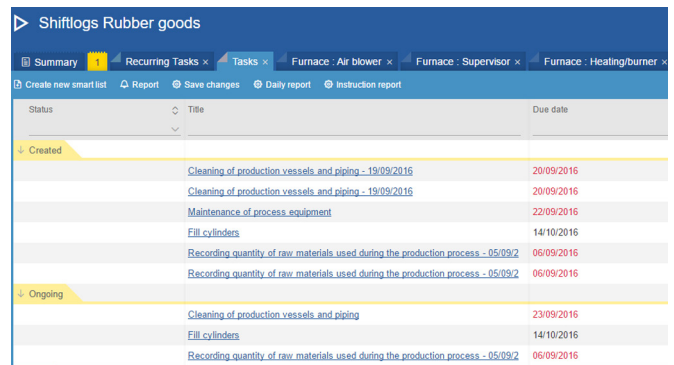
24X7 Shift Communication

Keeping employees informed is easier when actions and instructions or night letters are automatically created and assigned after each production meeting. Relevant logbooks and ongoing tasks are clearly listed in role-based custom dashboards. With an interactive comment system, operators and technicians can instantly report all events during their shifts.



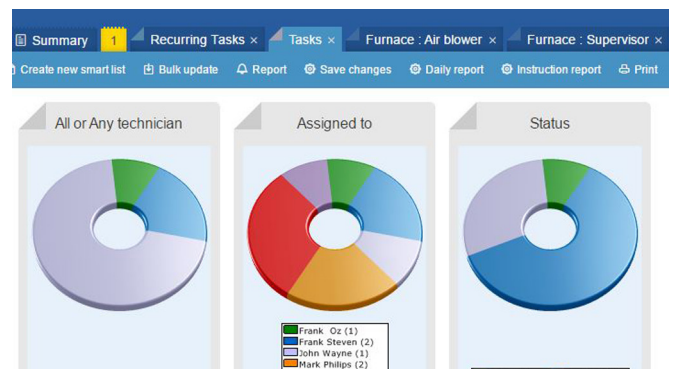
Move on from Pen & Paper

Storing information electronically helps operators access a historical knowledge base in order to make better, more informed decisions and keep the plant running safely and efficiently.



Boost Operational Efficiency

Digital shift logs and real-time event reporting increase productivity and reduce downtime. Critical knowledge, including open tasks, notes, and other non-routine events, is collected and approved for transfer to the next shift to operate the plant safely.



Make Sure Work Gets Done

Automated action tracking ensures that all work is completed correctly and on time. Automated alerts make it easy to keep an eye for incomplete tasks that need following up.

The TENFORCE Shift Logs Process



Electronic ShiftLogs and Handover

Schedule shifts and create logs per Production Line;

Electronically document shift events, observations and notes;

Capture asset utilization parameters;

Automatically deliver key information to help the next shift to operate the plant safely;

Take real-time action on instantly reported events during shifts.



Daily Instructions & Night Letters

Electronically manage KPIs, actions and instructions;

Create and plan instructions per topic & area with pre-defined start- and end-dates;

Assign ownership by role, group or individual;

Rule based e-mail notifications.



Production Tasks Management

Morning and production meetings management;

Plan, create and automatically assign actions and production recurring tasks.

Track actions via the workflow, due dates and sector information;

Identify incomplete tasks and missed KPIs;

Automated alerts.



Monitor & Report

Monitor centralized daily shift data and supervisor log;

Revise past observations on equipment or process issues;

Search according to type, dates and keywords;

Simple real time analysis of plant performance and efficiency (OEE);

Automate recurrent reports to management.completed.

Features

- Task Management: manage (create, add, update) shift tasks ad-hoc or automatically;
- Define your own plan of recurring production tasks, which automatically link to the correct shift(s);
- Define shift teams and schedules per production unit or line;
- Pre-defined or event-type specific approvals and workflows;
- Area or site-specific shift-log forms configuration;
- System generated logs, based on shift schedule and production line(s) set-up;
- Clean audit trail on operator instructions acknowledgement;
- Automatically generated drafts for shift or production line supervisor daily logs;
- Integration with Process Control Alerts and Plant Information Systems;
- Pre-filled morning or production meeting minutes, based upon events of previous shifts;
- Integration with other activity areas (incidents, maintenance tasks, etc.);
- User dashboard & real-time reports.

80%

increase in actions completed each shift

10s

to document a complete shift supervisor log report

Clients that trust TENFORCE with Shift Logs & Day to Day Operations:



For more information or to book a personalized demo, please contact Guido Engelen: guido.engelen@tenforce.com