

BIOSITE

ASSA ABLOY

Generating the Local labour report

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Generating the Local labour report

Dashboard

In the portal click on **Reports** then click **Site Reports**

The screenshot displays the BIOSITE portal interface. On the left is a vertical navigation menu with icons and labels for Home, Users, Reports, Deliveries, and Access control. The Reports menu item is highlighted in teal. The main content area shows the BIOSITE logo at the top, followed by a 'Reporting' section with a 'Dashboard' link. Below this is a section titled 'IN THIS SECTION' containing two items: 'Enterprise reports' and 'Site reports', both highlighted in teal. A mouse cursor is positioned over the 'Site reports' link. To the right of the 'Site reports' link is a list of report types under the heading 'Enterprise reports': Online induction, Payroll, Site statistics, Site summary, System performance, Time and attendance, and Workforce.

REPORT
Online induction
Payroll
Site statistics
Site summary
System performance
Time and attendance
Workforce

Generating the Local labour report

Site Reports

Select your region, then click on your **Site**

Select the site you want to work with

Selected site	3 open sites
	<input checked="" type="checkbox"/> Only open sites
	All sites → Demonstration Sites
	NAME ▲
	London Road
	Meridan Apartment Complex
	Solihull Stadium

Generating the Local labour report

Local Labour report

Select the **Carbon** section and then click **Local Labour**

Site reports

[Reporting](#)

Meridan Apartment Complex

[Change](#)

IN THIS SECTION

Basic

Time and attendance

Carbon

Competency

Carbon reports

REPORT

[Carbon summary \(distance to work\)](#)

[Local labour](#)

[Types of transport summary](#)

[User by postcode](#)

Generating the Local labour report

Filters

Select a **From** and a **To** date



Local labour report Biosite Systems - Meridan Apartment Complex

Summarise the person days on site, categorised by operative distances from site.

Schedule Generate

Save New... Load

Dates Options Zones

Date Range Select a range of dates on which to report.

Start Date

		November 2021								
		Mon	Tue	Wed	Thu	Fri	Sat	Sun		
44		01	02	03	04	05	06	07		
45		08	09	10	11	12	13	14		
46		15	16	17	18	19	20	21		
47		22	23	24	25	26	27	28		
48		29	30	01	02	03	04	05		
49		06	07	08	09	10	11	12		

Finish Date

		November 2021								
		Mon	Tue	Wed	Thu	Fri	Sat	Sun		
44		01	02	03	04	05	06	07		
45		08	09	10	11	12	13	14		
46		15	16	17	18	19	20	21		
47		22	23	24	25	26	27	28		
48		29	30	01	02	03	04	05		
49		06	07	08	09	10	11	12		

Generating the Local labour report

Filters

Click on the **Options** tab

Specify if you would like to include secondary journeys by clicking **Yes** or **No**

Select your preferred measurement method

You can change the distance breakdowns where necessary.

To remove the breakdowns click on the red x.

To add more breakdowns type in the miles and click the + icon

The screenshot shows the 'Options' tab selected in a navigation bar with 'Dates' and 'Zones' also visible. Below the navigation bar, the title 'Local Labour Options specific for the local labour report.' is displayed. The form contains three main sections: 1. 'Include secondary journeys' with a 'No' button selected and a 'Yes' button, and a description 'Include the operatives separate week journey when performing calculations'. 2. 'Measurement method' with a dropdown menu set to 'Road' and a description 'The method by which the operative's travel distance is calculated.'. 3. 'Distance breakdowns' with a list of 10, 20, 30, and 40 miles, each with a red 'x' icon. Below this list is a text input field containing '50', a 'miles' label, and a blue '+' button.

Generating the Local labour report

Filters

Click the **Zones** tab

Select the zones you would like your report to be based on.

Once done click **Generate**

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 Schedule  Generate

Apartment Complex

Summarise the person days on site, categorised by operative distances from site.

Save New...

Load ▼

Dates

Options

Zones

Zone Options Select which zones to report on.

Filter

Q

Select All

Select None

Main Site

Welfare (Eating, Rest & SB)

Generating the Local labour report

Filters

Clicking **Cumulative** will display the cumulative and individual data in a graph

You can click on **Individual** to view the individual cumulative data

You can also click on cumulative to view just the cumulative data in a graph

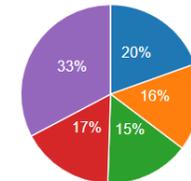
Local labour report Biosite Systems - Meridan Apartment Complex

Summarise the person days on site, categorised by operative distances from site.

Person days worked by operatives travelling:

Under 10 miles from ...	311
Between 10 and 20 mi...	252
Between 20 and 30 mi...	242
Between 30 and 40 mi...	267
More than 40 miles fr...	522
Unknown distance fr...	0
Total	1594

Cumulative?



- <10 miles
- 10 - 20 miles
- 20 - 30 miles
- 30 - 40 miles
- >40 miles
- Unknown distance

For the reporting period 1 Nov 2021 - 8 Nov 2021

Reporting for zones: Main Site, Welfare (Eating, Rest & SB)

Distances are measured via roads.

Secondary week day journeys are not included in the calculation of this report.

Support

Biosite provide user support from 7.00am – 6.00pm Monday to Friday (exc. Public holidays)

Should you need help please contact our support team

0121 374 2939 (Option 1)
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