MANTRA

# MeghPI

## Enterprise Workforce Management Platform

Attendance • Visitor Management • Canteen Operations



Integrated Solutions
for Global Organizations

www.mantratec.com

# Executive Summary

Megh PI transforms workforce operations through intelligent automation and cloud-based integration. Designed for multinational enterprises, our platform eliminates manual bottlenecks across HR, security, and facilities management while delivering measurable ROI within 90 days.

**60%**
Faster Operational Workflow

**85%**
Reduction in Manual Errors

**40** hrs/month
Admin Time Saved

# Platform Overview

Megh PI is an integrated cloud platform serving three critical operational areas:



**Workforce Management**
Biometric attendance, leave tracking, and compliance reporting



**Visitor Security**
Pre-registration, digital gate passes, real-time tracking, and audit-ready logs



**Canteen Operations**
Meal pre-booking, cashless transactions, subsidy management, and waste reduction

# Why International Organizations Choose Megh PI



**Global Compliance Ready**
Pre-configured templates for labour laws with automated statutory reporting



**Multi-Location Scalability**
Centralized control for enterprises managing 5–5,000+ employees across regions




**API-First Architecture**
RESTful APIs for seamless integration with SAP, Workday, Oracle HCM, and custom ERP systems



**Enterprise Security**
ISO 27001 certified infrastructure with role-based access control and SOC 2 Type II compliance



**99.9% Uptime SLA**
Cloud-hosted with automatic failover, daily backups, and disaster recovery protocols




**Indian Time Support**
Multi-timezone technical assistance with guaranteed 4-hour response times for critical issues

# Module 1: Time and Attendance System

Eliminate manual timesheet errors through integrated biometric tracking and automated salary calculations.



## Business Impact

### For Organizations

- Eliminate time sheet reconciliation disputes
- Real-time overtime cost tracking
- Audit-ready compliance reports

### For Employees

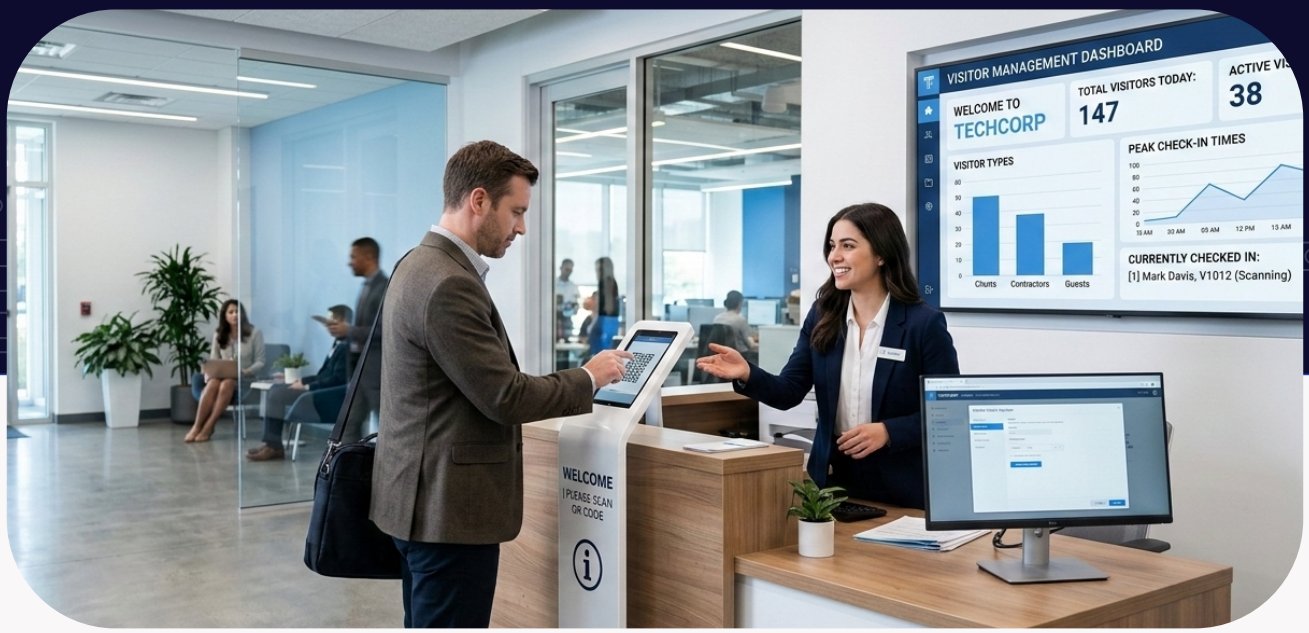
- 24/7 access to attendance metrics
- Self-service leave applications
- Instant approval notifications

## Core Capabilities

| | |
|---|---|
| **Biometric Integration** | Compatible with 50+ fingerprint, facial recognition, and RFID systems. Supports multiple punch locations with geo-fencing for field employees. |
| **Shift Management** | Configure rotating shifts, multiple shifts, and flexible work schedules. Automatic overtime calculation based on labor law thresholds. |
| **Leave Tracking** | Customizable leave types (annual, sick, parental, sabbatical) with accrual rules, carryover limits, and encashment policies per region |
| **Compliance Reporting** | Auto-generated Form 16, 24Q, PF returns, ESI challans, and gratuity calculations. Exportable to government portals. |
| **Performance Tracking** | Assign KPIs, monitor task completion rates, and generate appraisal-ready reports with 360-degree feedback integration. |

# Module 2: Visitor Management System

Transform reception operations into a secure, professional digital experience. Reduce visitor wait times by 70% while maintaining complete audit trails for compliance and safety.




## Security & Efficiency Benefits

### Pre-Registration Workflow

Employees submit visitor requests with purpose, date, and required documents. Automated approval routing based on visitor type and department policies.

### Digital Gate Passes

QR-coded passes generated via email/SMS. Instant scanning at entry points eliminates manual logbook delays and improves accuracy.

### Blacklist Management

Centralized database flags restricted individuals across all locations. Real-time alerts prevent unauthorized access.

### Material Tracking

Log incoming packages, laptops, or equipment. Track movement across premises with chain-of-custody records.

### Contactless Check-In

Tablet kiosks with facial recognition and temperature scanning (optional). Reduces front-desk workload by 80%.

### Compliance Reporting

Instant reports for safety audits, insurance requirements, or legal investigations. Export data in court-admissible formats

# Visitor Lifecycle Management



**Pre-Registration**

Employee pre-registers visitor through web or mobile app, specifying meeting purpose and duration.



**Approval Routing**

System routes request to appropriate approver based on visitor category (guest, vendor, contractor).



**Gate Verification**

Security scans QR code at gate, verifying identity and autonotifying host of arrival.



**Digital Pass Issued**

Upon approval, visitor receives digital pass via email/SMS with entry instructions.



**Exit Tracking**

System tracks time-on-premises and sends exit notifications when visitor departs.

**Integration Capabilities:** Megh PI VMS integrates with access control systems, surveillance platforms, and identity verification services. Single-sign-on (SSO) support via SAML 2.0 and OAuth 2.0.

# Module 3: Canteen Management System

Cut food waste by 35% and eliminate billing errors through predictive meal planning and cashless transactions. Transform canteen operations from cost centers into employee satisfaction drivers.

## Core Capabilities

### Advance Booking Engine

Employees pre-order meals via app/web up to 7 days ahead with AI-driven demand forecasting.

### Multi-Mode Authentication

Biometric, facial recognition, or RFID-based verification enabling fast, secure access at collection points.

### Subsidy Management

Flexible configuration of company subsidies by employee grade, department, or meal category.

### Cashless Transactions

Seamless prepaid wallet and postpaid billing system for fully digital, hassle-free payments.

### Vendor Management

Monitor vendor performance through waste tracking, hygiene audits, and employee satisfaction insights.

### Real-Time Analytics & Reporting

Comprehensive dashboards offering live insights into usage patterns, costs, and operational efficiency.



# Financial Control & Reporting

Real-time dashboards show meal-wise costs, subsidy burn rates, and per-employee consumption patterns. Finance teams access monthly reconciliation reports with bank-ready formats, while canteen operators receive daily collection summaries and variance alerts.

Automated recharge reminders reduce payment delays by 90%. Multi-location organizations manage centralized pricing with location-specific subsidies.

- Enhanced financial visibility across locations
- Streamlined reconciliation and audit readiness
- Better control over subsidy allocation
- Consistent pricing governance across operations



# Technical Specifications

## Infrastructure & Security



### Cloud Hosting

Containerized microservices architecture enabling rapid deployment, seamless updates, and environment isolation across development, staging, and production.



### Security Certifications

ISO 27001:2013, SOC 2 Type II, GDPR-compliant data processing. Annual third party penetration testing.



### Data Protection

AES-256 encryption at rest, TLS 1.3 in transit. Role based access control with multi-factor authentication (MFA).



### Backup & Recovery

Automated, scheduled backups ensure data integrity, while geo-redundant storage enable reliable restoration and business continuity.



### Uptime Guarantee

99.9% SLA with proactive monitoring. Scheduled maintenance windows communicated 7 days in advance.




### API Availability

Robust RESTful API architecture with secure OAuth 2.0 authentication enables seamless system integrations, controlled access, and scalable request.

# Deployment & Support

| | |
|---|---|
|  **Implementation Timeline** | Standard deployment: 4-6 weeks including data migration, configuration, and user training. Express option available (2 weeks). |
|  **Training Delivery** | Role-based training via web sessions, video tutorials, and PDF guides. On-site training for admin teams (optional). |
|  **Support Coverage** | 24/7 ticketing system with 4-hour response SLA for critical issues. dedicated account manager for Enterprise plans. |
|  **System Requirements** | Web: Modern browsers (Chrome, Firefox, Edge, Safari). Mobile: iOS 13+, Android 8+. No on-premise servers required. |
|  **Data Migration** | Automated import from Excel, CSV, or legacy HRIS systems. Historical data retention: unlimited with Enterprise plan. |
|  **User Capacity** | Scalable from 50 to 50,000+ users per instance. Multi-tenancy support for holding companies managing separate entities. |

# Getting Started with Megh PI

### Implementation Roadmap



**Discovery & Planning**
**(1 weeks)**
Requirements gathering, policy review, device inventory, user role mapping



**Configuration**
**(2-3 weeks)**
System setup, biometric integration, leave rules, reporting templates



**Data Migration**
**(4 weeks)**
Import employee data, historical attendance, leave balances



**Training & Testing**
**(5 week)**
Admin training sessions, user acceptance testing, workflow validation



**Go-Live & Support**
**(6 weeks)**
Phased rollout, on-site support (optional), user helpdesk, performance monitoring

# What You'll Need

- Employee master data (names, IDs, departments, roles, etc)
- Organizational policies (leave rules, shift timings, subsidy rates)
- Biometric device details (make, model, IP addresses) if applicable
- Network access for API integrations with existing systems
- Designated admin team members for training (2-3 hours)

# Success Metrics: What to Expect



**Within 30 Days**
100% employee adoption with reduced HR support tickets by 50%



**Within 60 Days**
First automated payroll cycle completed with zero manual corrections



**Within 90 Days**
Full ROI measurement showing time savings, error reduction, and cost efficiency

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