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Portlight Technology (Pty) Ltd

ProFormance functionality overview

A high level overview of the functionality in Portlight Technology's project and portfolio management product - ProFormance

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ProFormance Functionality Overview

1. Introduction

- 1.1. ProFormance is a project management tool used to capture, track, and report on ideas or projects, captured in a common SQL Server database. Portfolios, programs and projects are tracked according to schedule and cost. ProFormance interfaces with financial systems like SAP and incorporates a full document management facility with version control, audit trail, release strategies and system generated e-mail notifications, underpinned by strong multilevel reporting.

2. Architecture

- 2.1. ProFormance is a WPF based application developed on Microsoft's Windows Presentation Foundation platform providing a rich user experience.
- 2.2. The client application is installed on the user's computer by either publishing / assigning it through Microsoft Active Directory or manual installation.

3. Overview of module functionality

- 3.1. Base Product (required)
 - 3.1.1. ProFormance base product framework, including scheduling and financial modules for capital project management.
- 3.2. Workflow
 - 3.2.1. Integrated workflow module, for email notifications on all actions throughout the system. Document approvals and document sequencing enabled when the Document Management module is installed.
- 3.3. Document Management
 - 3.3.1. Full integrated document management, direct interfacing with Microsoft Word 2003 and later, audit trail and version control.
- 3.4. Web interface
 - 3.4.1. Enables the general population at an organisation to capture ideas, raise and view register items and view basic reports. Users of the web interface module do not need a per user license.
- 3.5. Six Sigma
 - 3.5.1. Six Sigma project management methodology.
- 3.6. Earned Value Management
 - 3.6.1. Earned value dashboard and reports.
- 3.7. Commissioning
 - 3.7.1. Track and schedule systems, and packages for large commissioning projects.

4. ProFormance overview

4.1. Security

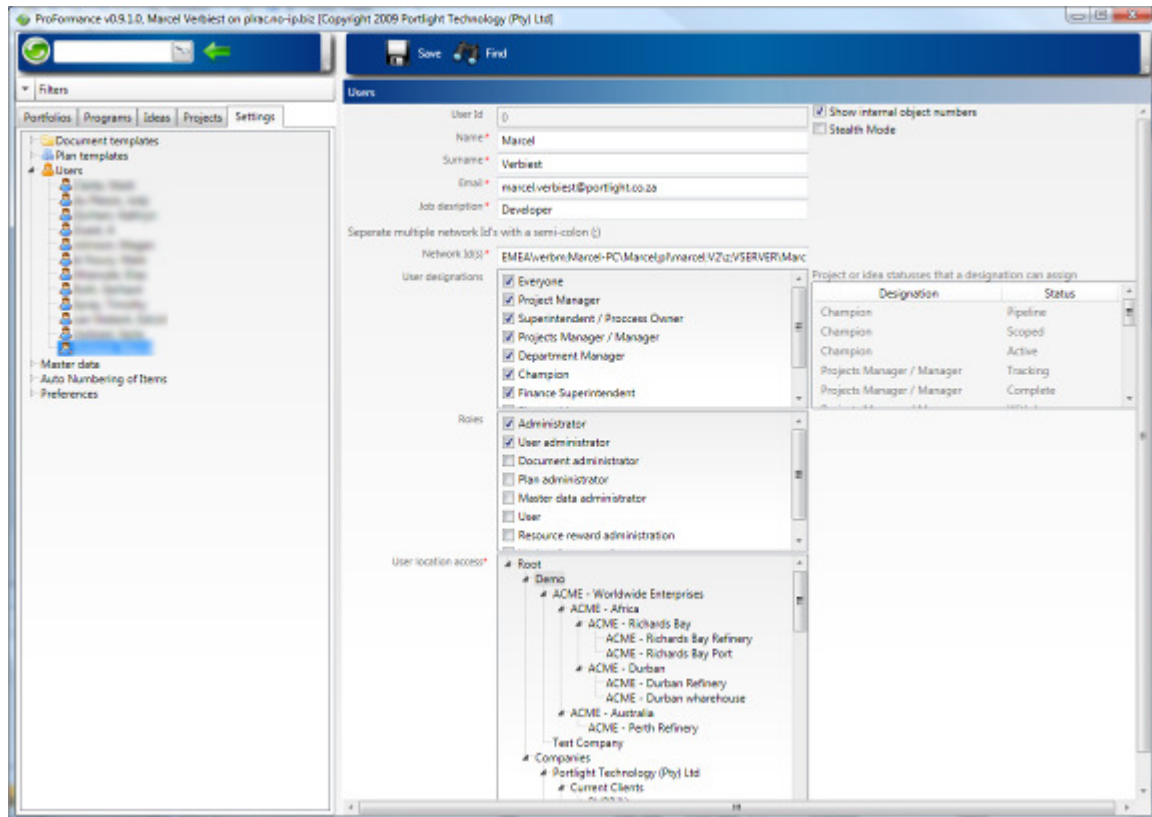


Figure 1 User security

- 4.1.1. ProFormance offers multiple security profiles providing granular control over user interaction with the system. Roles vary from full site administrator to read only profiles.
- 4.1.2. The system is capable of recognizing a user's domain login credentials eliminating the need for logging on more than once.
- 4.1.3. ProFormance allows for different security profiles, which would allow the following:
 - 4.1.3.1. Full administration
 - 4.1.3.2. User administration
 - 4.1.3.3. Document administration
 - 4.1.3.4. Plan (schedules) administration
 - 4.1.3.5. Master data administration
 - 4.1.3.6. Normal user
 - 4.1.3.7. Resource rewards administration
 - 4.1.3.8. Update of forecasted milestones
- 4.1.4. Document and plan approval can be assigned to users by assigning designations for each document or plan template.
- 4.1.5. Users can be assigned to different levels of the organisation, where they will only be able to interact with locations, projects, contracts, etc. from that level onwards.

4.2. Master data

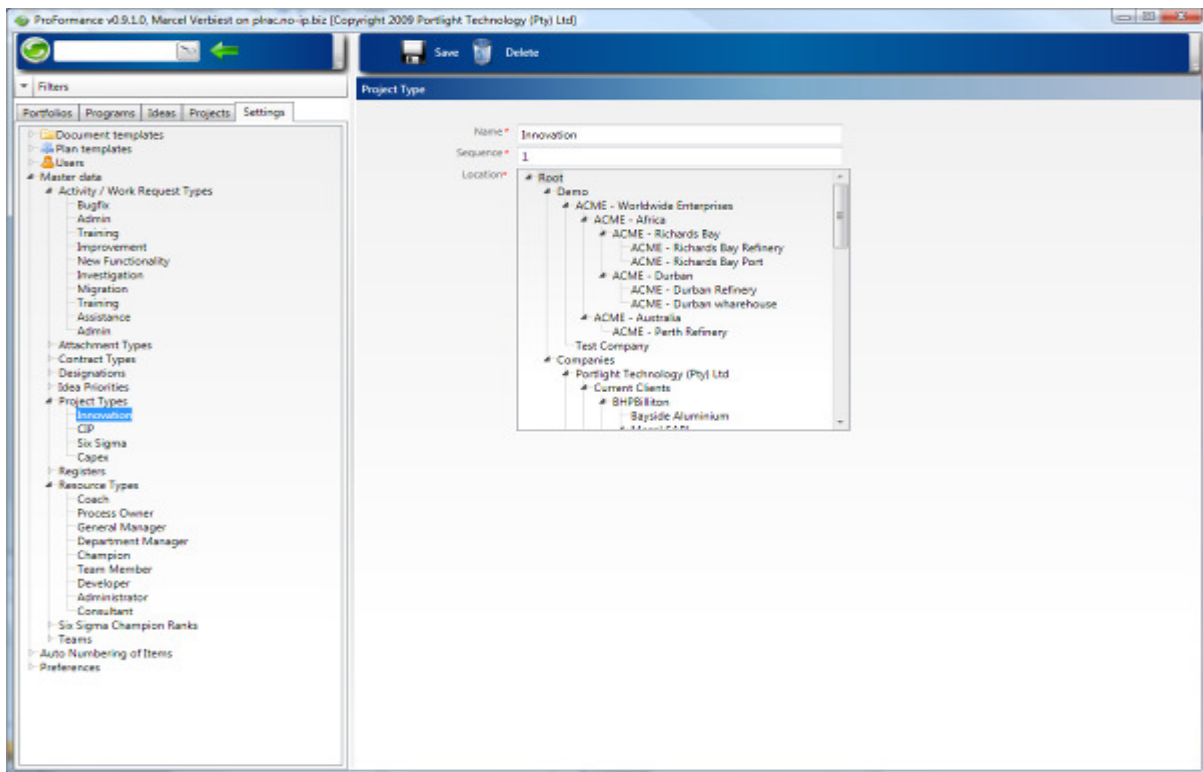


Figure 2 Master data

- 4.2.1.1. Most master data used in field lists are configurable.
- 4.2.1.2. ProFormance has the ability to have auto numbers assigned to different items, which can be set up for different locations in the organisation.
- 4.2.1.3. Rename, disable or change the sequence of reports in the system.
- 4.2.1.4. Customise tab names in the system.
- 4.2.1.5. Many more customisable features.

4.3. Tree view

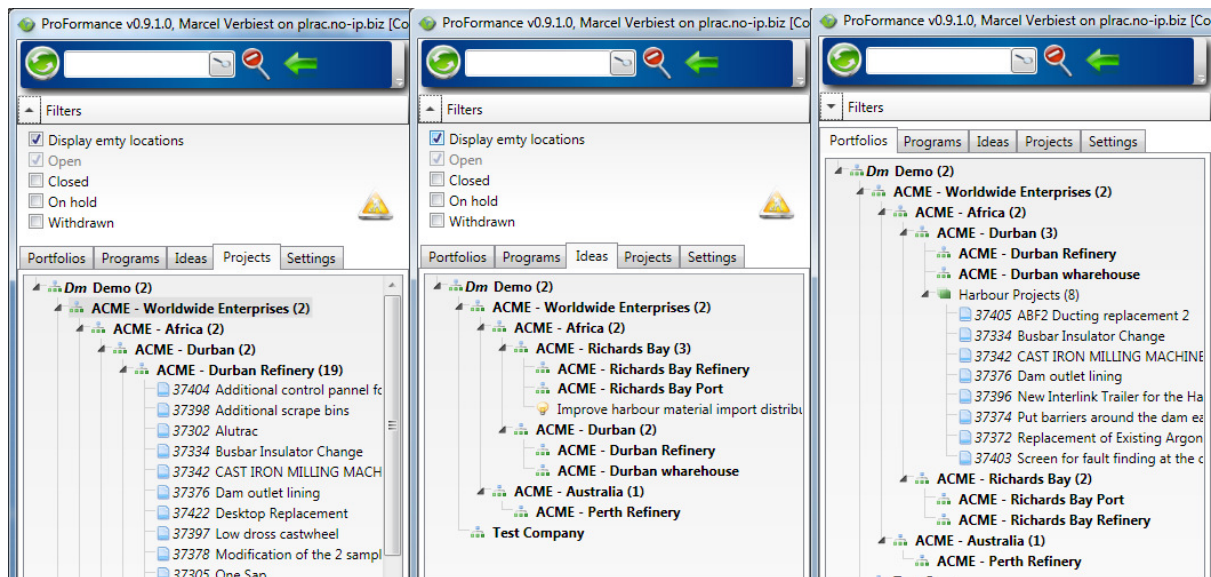


Figure 3 Tree view - Projects, Ideas and Portfolios

- 4.3.1.1. Users will see a hierarchical tree structure, representing the physical or functional layout of their organization.
- 4.3.1.2. Users will only see the part of the organization that they have been assigned via ProFormance's security mechanism.
- 4.3.1.3. Filters for the tree view make complex organizational elements more concise, while the full text search capability allows the user to search for specific words / phrases present in the tree.
- 4.3.1.4. The tree view window has the following tabs:
 - 4.3.1.4.1. Portfolios
 - 4.3.1.4.1.1. The user has the ability to create any number of portfolios which allows him / her to logically group projects.
 - 4.3.1.4.1.2. The system is able to report across portfolios. This is as simple as clicking on a portfolio and running the report. All roll-ups function automatically.
 - 4.3.1.4.2. Programs
 - 4.3.1.4.2.1. The user has the ability to create any number of programs which allows him / her to logically group projects according to criteria.
 - 4.3.1.4.3. Ideas
 - 4.3.1.4.3.1. The ideas tab displays a hierarchical tree view of all locations with their ideas raised. These ideas can also come from ProFormance's web interface.
 - 4.3.1.4.4. Projects
 - 4.3.1.4.4.1. The projects tab displays a hierarchical tree view of all locations with their elements, like locations, projects, contracts etc.
 - 4.3.1.4.5. Settings

4.3.1.4.5.1. The settings tab contains all settings, including user rights assignment, adding / editing of document and project plan templates and updating of master data.

4.4. Details window

4.4.1. Summary tab

The screenshot displays the ProFormance v0.9.1.0 software interface. The main window title is "ProFormance v0.9.1.0, Marcel Verbieet on placo.no-ip.biz [Copyright 2009 Portlight Technology (Pty) Ltd]". The dashboard is titled "Dashboard" and shows the "Location: ACME - Worldwide Enterprises".

The left sidebar contains a navigation tree with the following structure:

- Dem Demo (2)
 - ACME - Worldwide Enterprises (2)
 - ACME - Africa (2)
 - ACME - Durban (2)
 - ACME - Durban Refinery (19)
 - 37404 Additional control panel f...
 - 37398 Additional scrape bins
 - 37302 Alutrac
 - 37334 Busbar Insulator Change
 - 37342 CAST IRON MILLING MACH...
 - 37376 Dam outlet lining
 - 37422 Desktop Replacement
 - 37397 Low dross castwheel
 - 37378 Modification of the 2 sampl...
 - 37305 One Sep
 - 37374 Put barriers around the dan...
 - 37402 Redesign the furnace doors
 - 37330 Reduce Instrumentation Ext...
 - 37329 Reduction L2 - Potroom Gr...
 - 37328 Refreshment of MASS Seiv...
 - 37372 Replacement of Existing Ang...
 - 37409 Screen for fault finding at #...
 - 37406 To install 12 blocked chute...
 - 37304 Videoconference
 - ACME - Durban warehouse (8)
 - 37405 ABF2 Ducting replacement...
 - 37373 Acquisition of a new LECD
 - 37396 Energy Saving Solar Option
 - 37424 Improvement of Autogenec...
 - 37427 Level II STM/SEM Infrastruct...
 - 37396 New Interlink Trailer for the...
 - ACME - Richards Bay (2)
 - ACME - Richards Bay Port (8)
 - 32690 Blue Print Audits
 - 32662 Green Belt Training Laptops
 - 32626 Instrumentation Developm...
 - 32618 Purchase new lap Top Com...
 - 32721 Repairs to rail along Central
 - 32789 Satellite phones
 - ACME - Richards Bay Refinery (19)

The main summary area displays the following data:

Summary
 Demo - ACME - Worldwide Enterprises
 Filters: Enable filter

Pending register items (3) [Open register item](#)

Register	Name	Status	Date	Due date
Deficiency	Deficiency 1	Raised	11 Feb 2009	28 Feb 2009
Work Request	Design drawing for electrical unit V...	Raised	11 Feb 2009	
Risk	Risk 1	Raised	11 Feb 2009	21 Jan 2009

Register items

Pending document approvals (1) [Open document](#)

Document name	Revision	Date	Request date
Invitation To Tender	2	02 Oct 2008	02 Oct 2008

Tasks (1)

Task	Start date	Finish date
Task - Define utility needs	01 May 2007	04 Mar 2008

Notes

Originator	Name	Desc
Verbieet, Marcel	Improve harbour material import di...	Bottlenecks at me...

Figure 4 Dashboard

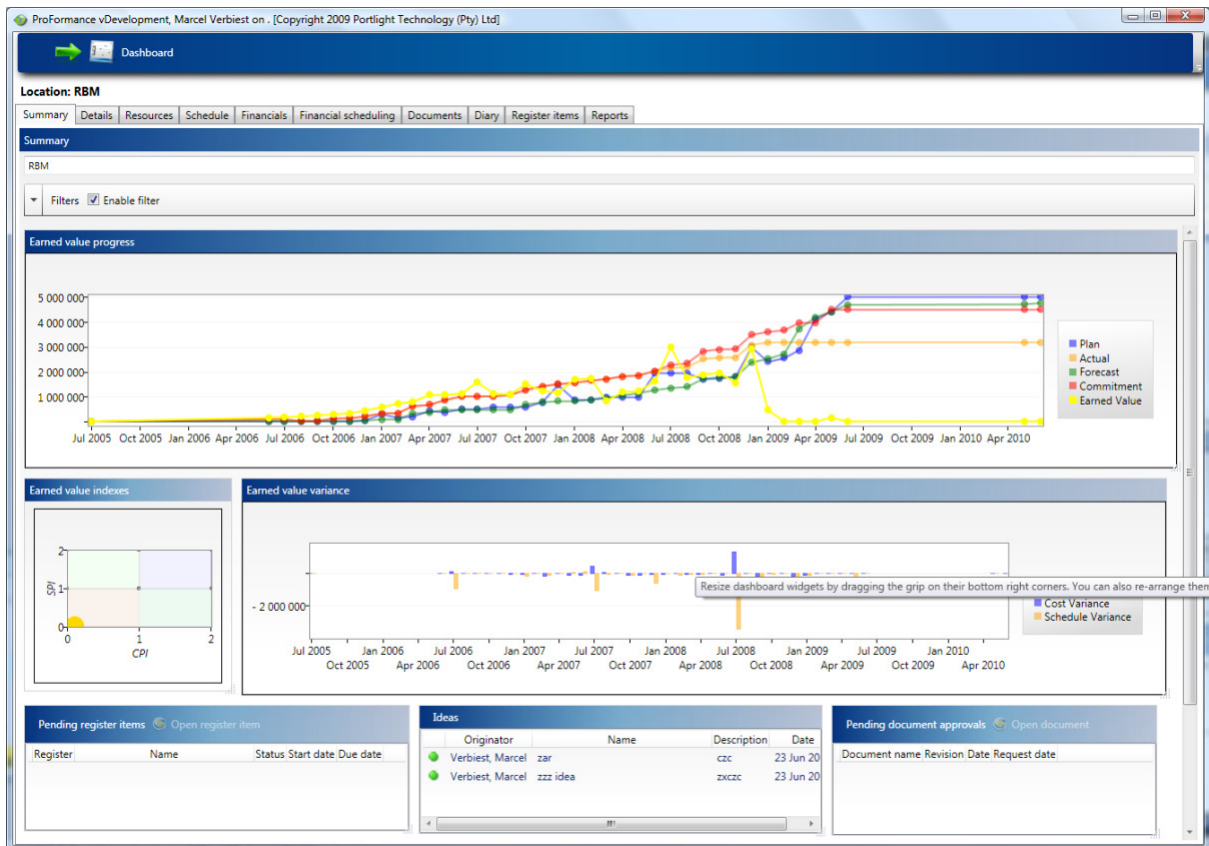


Figure 5 Earned Value Dashboard

- 4.4.1.1. The dash board contains a number of independent information blocks (widgets) to display summary information. A user can hide, display or move these widgets around (to personalize his/her summary pages). Data displayed in these widgets would typically be open items, open register items, tasks, documents for approval, register items etc. and may be displayed as bar / pie charts or tabulated data with traffic lights showing whether items are upcoming / due / behind schedule.

4.4.2. Details tab

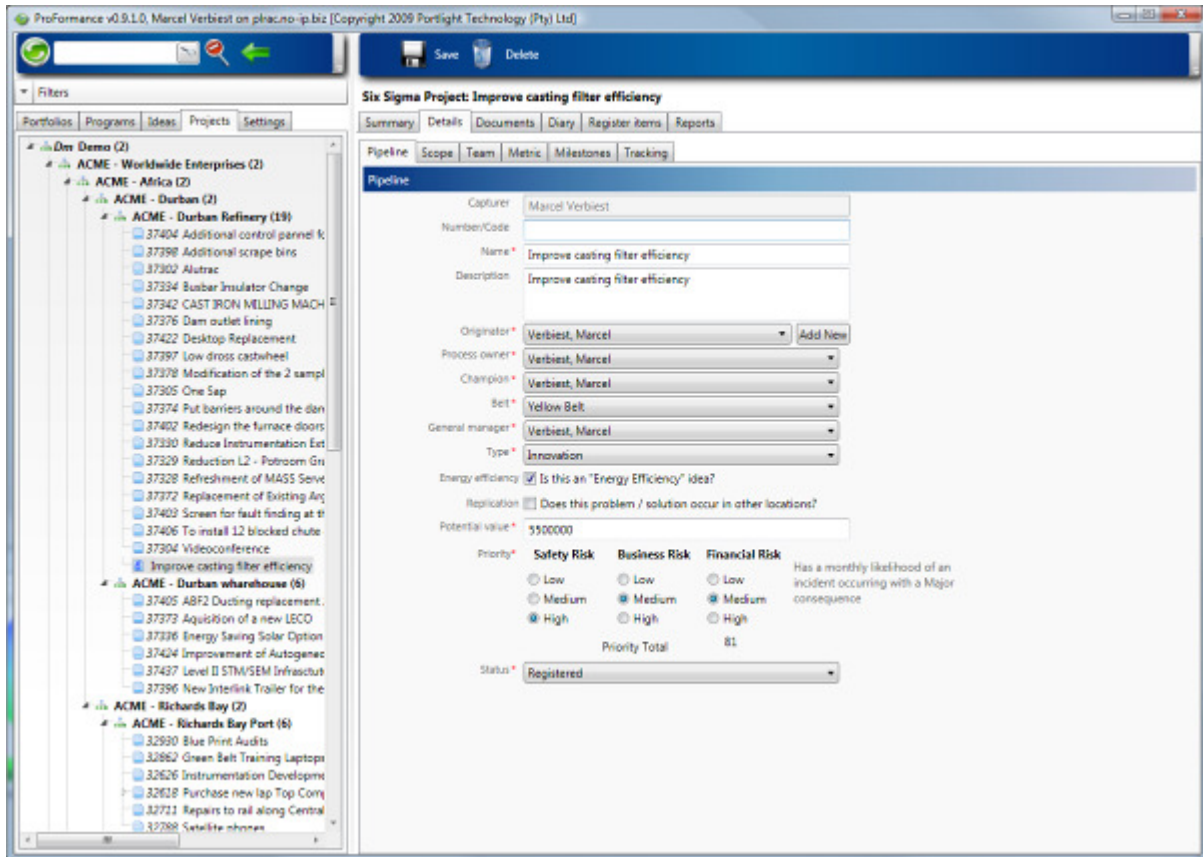


Figure 6 Item details

- 4.4.2.1. Item details are entered on this tab.
- 4.4.2.2. The level of details displays varies for each item type, e.g.:
 - 4.4.2.2.1. Capital projects
 - 4.4.2.2.1.1. More fields than for example locations.
 - 4.4.2.2.2. Six Sigma projects
 - 4.4.2.2.2.1. Details view contains sub-tabs:
 - 4.4.2.2.2.1.1. Pipeline sub-tab
 - 4.4.2.2.2.1.2. Scope sub-tabs
 - 4.4.2.2.2.1.3. Team sub-tab
 - 4.4.2.2.2.1.4. Metrics sub-tab

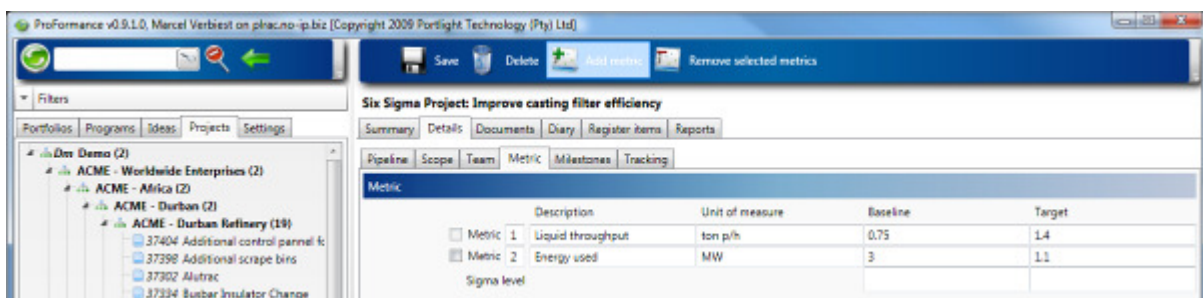


Figure 7 Metrics (KPI's)

4.4.2.2.1.5. Milestones sub-tab

4.4.2.2.1.6. Tracking sub-tab

4.4.2.2.3. Commissioning projects / systems

4.4.2.2.3.1. Details view contains sub-tabs:

4.4.2.2.3.1.1. Systems sub-tab

4.4.2.2.3.1.2. Packages sub-tabs

4.4.2.2.3.1.3. Documents to review sub-tab

4.4.3. Resources tab

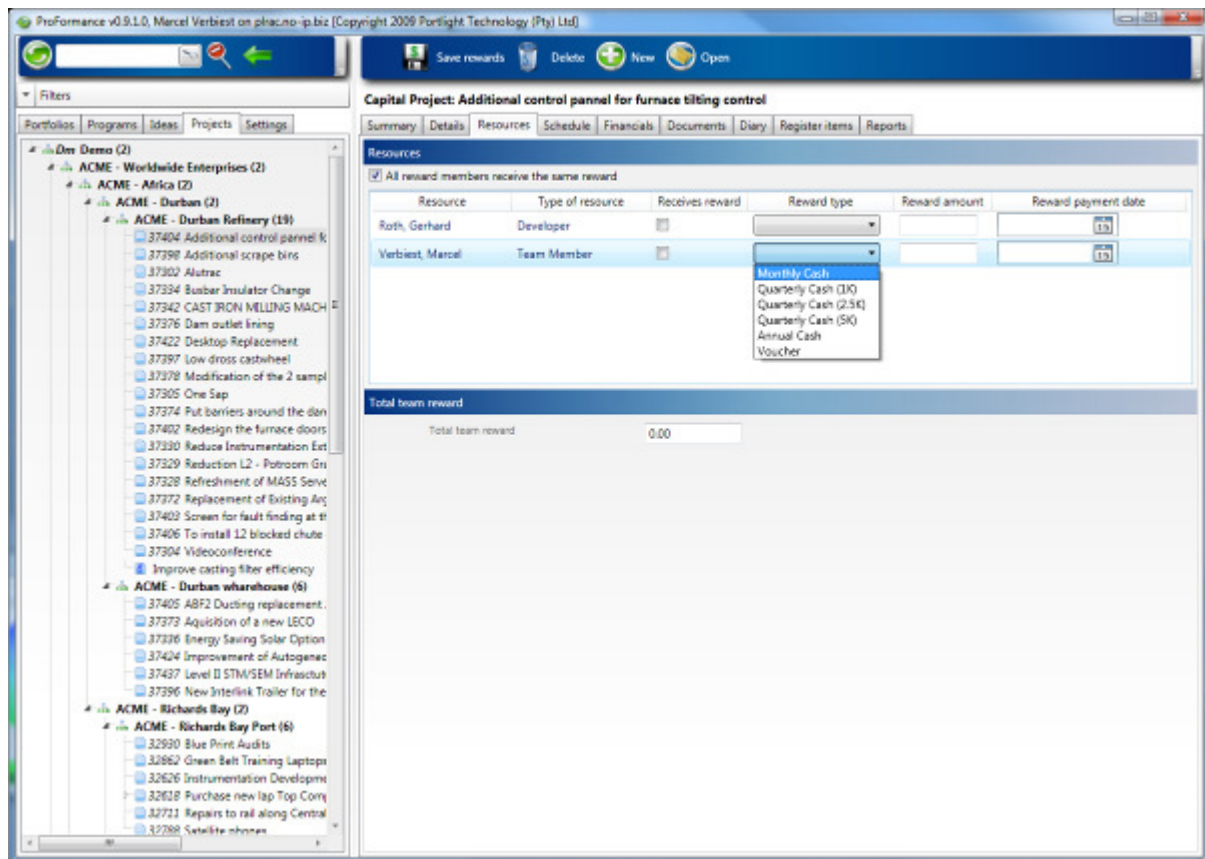


Figure 8 Resources

4.4.3.1. Resources may be added to projects which allow them to book hours against the project.

4.4.3.2. These resources make up the project team.

4.4.3.3. ProFormance has the ability to assign rewards to resources.

4.4.4. Schedule tab

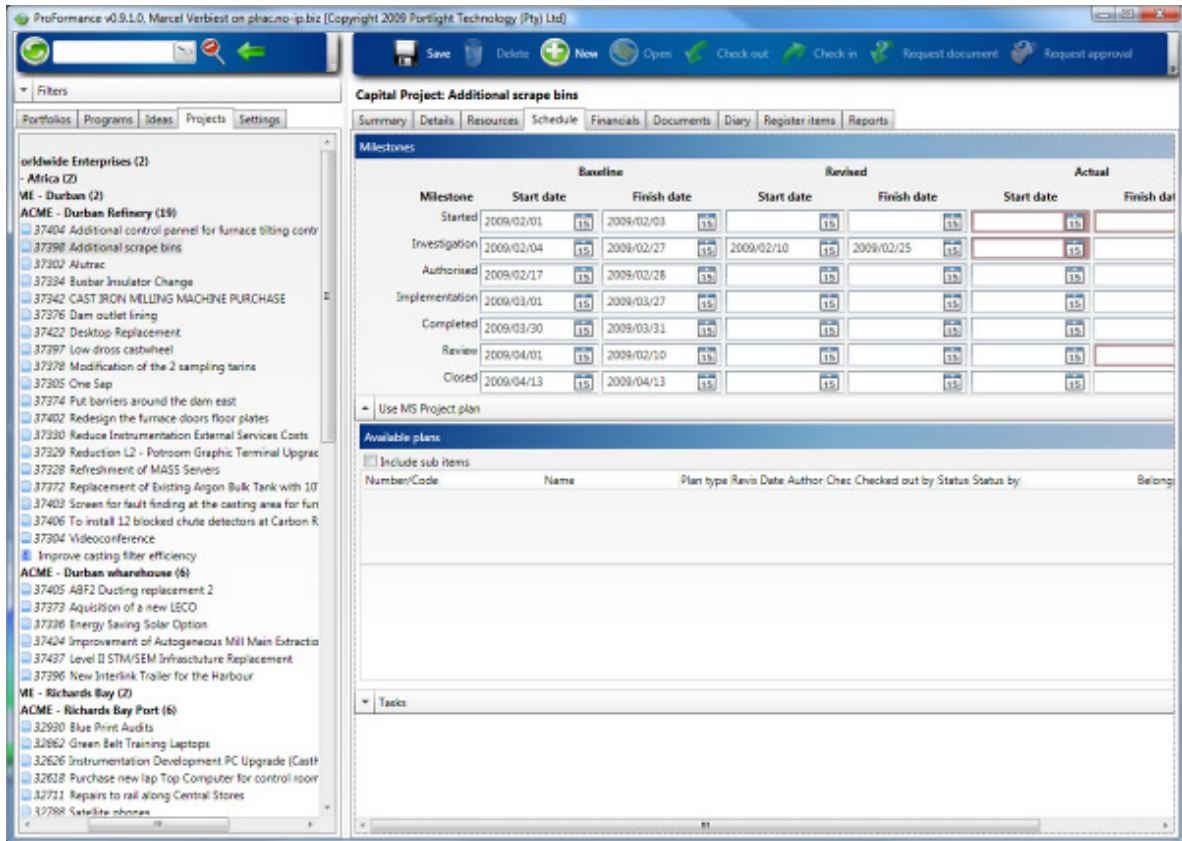


Figure 9 Schedule

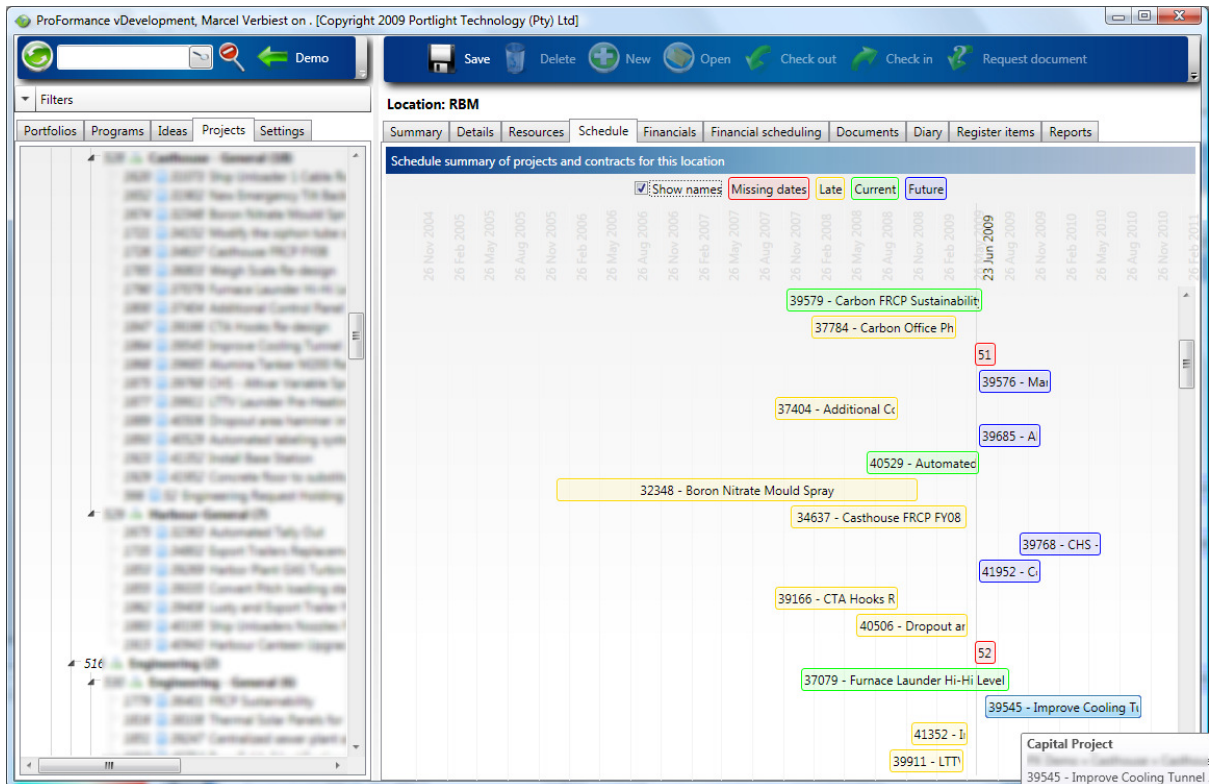


Figure 10 Schedule summary for locations

- 4.4.4.1. MS Project can be used to track tasks and milestones. These project files come from templates set up in ProFormance.
- 4.4.4.2. Manual entry of milestones is also possible, but will disable using a template MS Project plan.
- 4.4.4.3. Key milestones are pre-linked to the correct milestone and in the case of the user deleting a key milestone; the system will prompt the user to specify a new key milestone to replace the deleted one. This concept of key milestones facilitates cross project / contract reporting. Projects are compared utilizing these key milestones, allowing true “apples with apples” reporting.
- 4.4.4.4. Schedule and actual dates are automatically updated for the projects in ProFormance, allowing true rollup reporting across a portfolio of projects whilst project plans are saved centrally with full security, backup and audit trail of every change made.

4.4.5. Financials tab

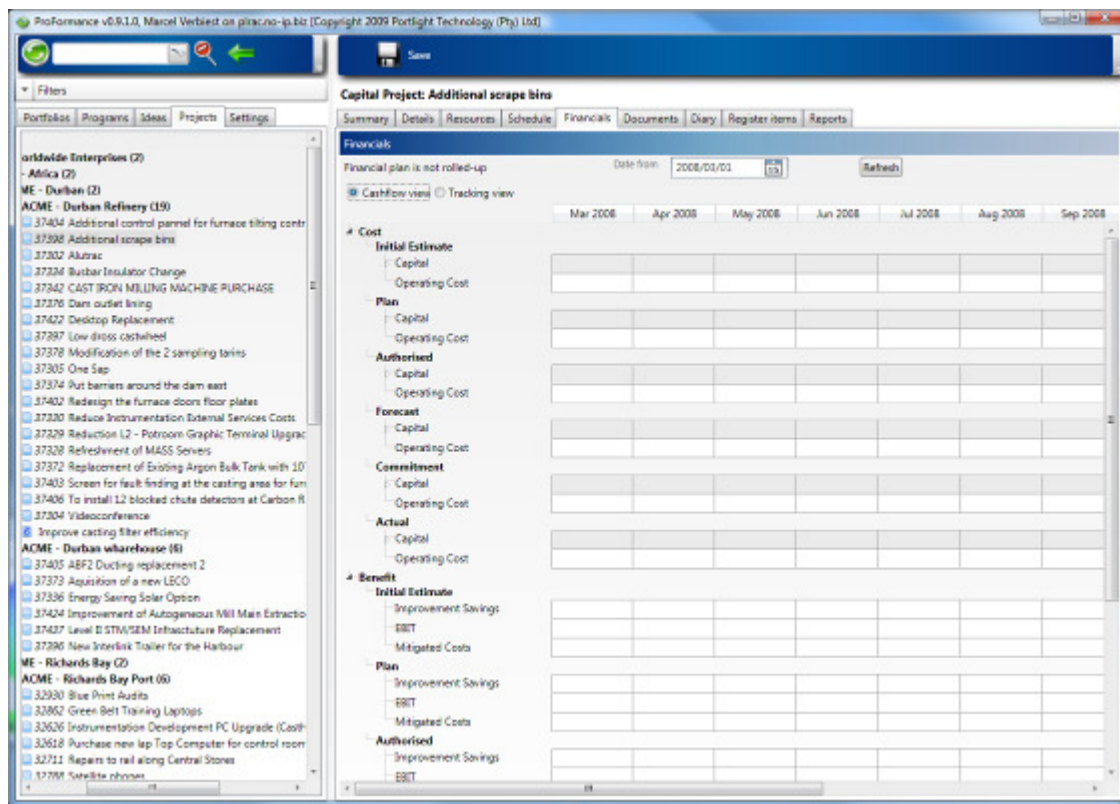


Figure 11 Financials - cash flow view

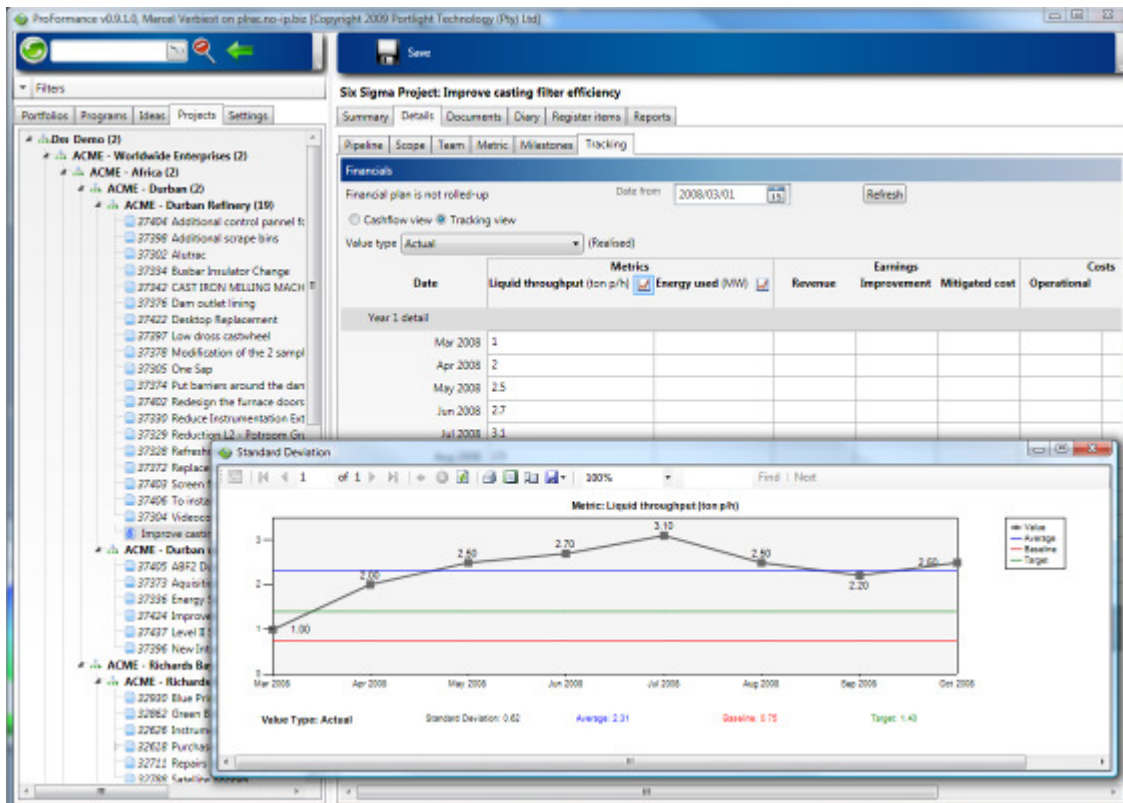


Figure 12 Financials - tracking view

- 4.4.5.1. Project costs can be read directly from financial systems like SAP through ProFormance's RFC interface, or may be entered manually, in cases where no SAP interfacing is possible.
- 4.4.5.2. Projected benefits / savings on projects can also be tracked.
- 4.4.5.3. All financial figures roll up automatically and the user can drill-down to the underlying values by double clicking on a roll up value.
- 4.4.5.4. The user can adjust the period for viewing financials.
- 4.4.5.5. The user can choose between a cash flow and a financial tracking view. The financial tracking view includes project metrics (in the case of Six Sigma projects).
- 4.4.5.6. Budgeting fields are also part of the financials tab (budget approval year, budget approval reference number and the approved budget) to facilitate in budget overrun and cash flow reports, as well as tracking of budgets being re-assigned to other projects.

4.4.6. Documents tab

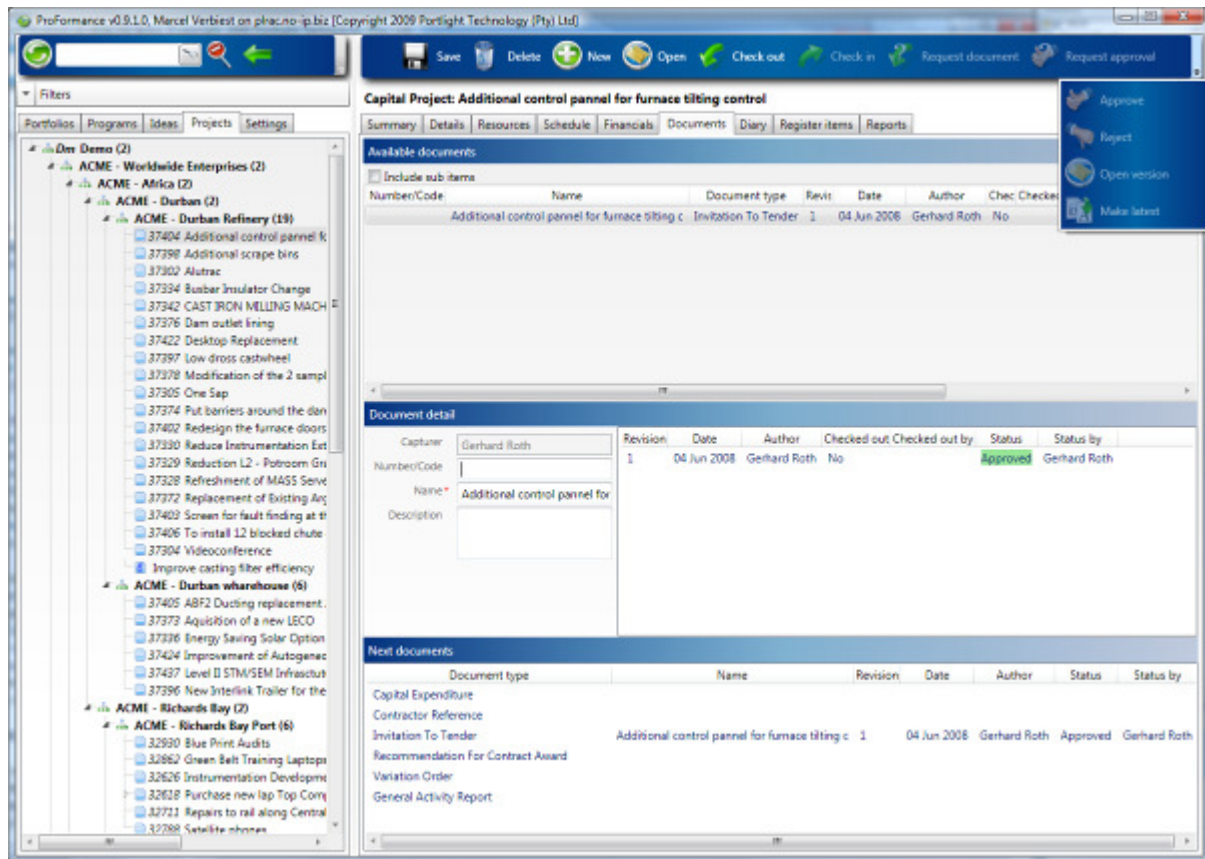


Figure 13 Documents from templates

- 4.4.6.1. ProFormance offers a comprehensive document management system that allows each site to define their own document templates that may be attached to virtually any level of the organization's hierarchy.
- 4.4.6.2. Editing is done via MS Word.
- 4.4.6.3. All documents are archived in a secure, central, controlled location with audit tracking and security. ProFormance can also interface with other document control systems such as SharePoint or Documentum. This, however, requires a level of customisation due to the document repositories not being standard everywhere.
- 4.4.6.4. Version control allows full audit trail of when documents were changed, and by whom, whilst the "Checkout" feature allows only one team member at a time to make changes to any specific document.
- 4.4.6.5. A user can also use the "Request document" function to send an email notification to the person that currently has the document "Checked out".
- 4.4.6.6. Once finished, the user may then choose to check it in, which means multiple users working on the same project, won't need to duplicate documents.
- 4.4.6.7. The e-mail notification feature permits excellent communication between team members as well as between project managers and management and the user will receive e-mail notification when:
 - 4.4.6.7.1. A document is ready to be approved.
 - 4.4.6.7.2. A document has been approved.

4.4.7. Diary tab

The screenshot shows the ProFormance v0.9.1.0 software interface. The main window title is "ProFormance v0.9.1.0, Marcel Verbeest on placino-ip.biz [Copyright 2009 Portlight Technology (Pty) Ltd]". The top menu bar includes "Save", "Delete", "New", "Open", "Email", "Check out", "Check in", and "Request document".

The left sidebar shows a navigation tree with the following structure:

- Dem (2)
 - ACME - Worldwide Enterprises (2)
 - ACME - Africa (2)
 - ACME - Durban (2)
 - ACME - Durban Refinery (19)
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 - 37398 Additional scrape bins
 - 37302 Alutrac
 - 37334 Busbar Insulator Change
 - 37342 CAST IRON MILLING MACH
 - 37376 Dam outlet lining
 - 37422 Desktop Replacement
 - 37397 Low dross castwheel
 - 37378 Modification of the 2 sampl
 - 37305 One Sap
 - 37374 Put barriers around the den
 - 37402 Redesign the furnace doors
 - 37330 Reduce Instrumentation Ext
 - 37329 Reduction L2 - Potroom Gr
 - 37328 Refreshment of MASS Seive
 - 37372 Replacement of Existing Arc
 - 37409 Screen for fault finding at ti
 - 37406 To install 12 blocked chute
 - 37304 Videoconference
 - Improve casting fiber efficiency
 - ACME - Durban warehouse (6)
 - 37405 ABF2 Ducting replacement.
 - 37373 Acquisition of a new LECO
 - 37336 Energy Saving Solar Option
 - 37424 Improvement of Autogenec
 - 37437 Level II STM/SEM Infrasctub
 - 37396 New Interlink Trailer for the
 - ACME - Richards Bay (2)
 - ACME - Richards Bay Port (6)
 - 32930 Blue Print Audits
 - 32862 Green Belt Training Laptops
 - 32626 Instrumentation Developm
 - 32638 Purchase new lap Top Com
 - 32721 Repairs to rail along Central
 - 32788 Satellite phones

The main content area is titled "Capital Project: Additional control pannel for furnace tilting control". It has tabs for "Summary", "Details", "Resources", "Schedule", "Financials", "Documents", "Diary", "Register items", and "Reports". The "Diary" tab is active.

The "Available attachments" section shows a table with the following data:

Number/Code	Name	Attachment type	Revision	Indexed	File name	Date	Attached by	belongs to
	DSC_1570.JPG	General	1	No	DSC_1570.JPG	04 Jun 2008	Gerhard Roth	Project - 37404 Additional control
	Sample E-mail.htm	General	1	No	Sample E-mail.htm	04 Jun 2008	Gerhard Roth	Project - 37404 Additional control
	Document Scan.pdf	General	1	No	Document Scan.pdf	04 Jun 2008	Gerhard Roth	Project - 37404 Additional control
	SCAN1279_0001f	General	1	Yes	SCAN1279_0001f	04 Jun 2008	Gerhard Roth	Project - 37404 Additional control

The "Attachment detail" section shows the following information:

- Capturer: Gerhard Roth
- Revision: 1
- Date: 04 Jun 2008
- Author: Gerhard Roth
- Checked out: No
- Checked out by: None
- Status: None
- Status by: None
- Name: SCAN1279_0001f
- Description: To install 12 blocked chute
- Attachment type: General

The "Comments" section shows a table with the following data:

Comment no.	Date	Capturer	Comment
1	04 Jun 2008	Gerhard Roth	Test comment 01

Figure 14 Diary - attachments and comments

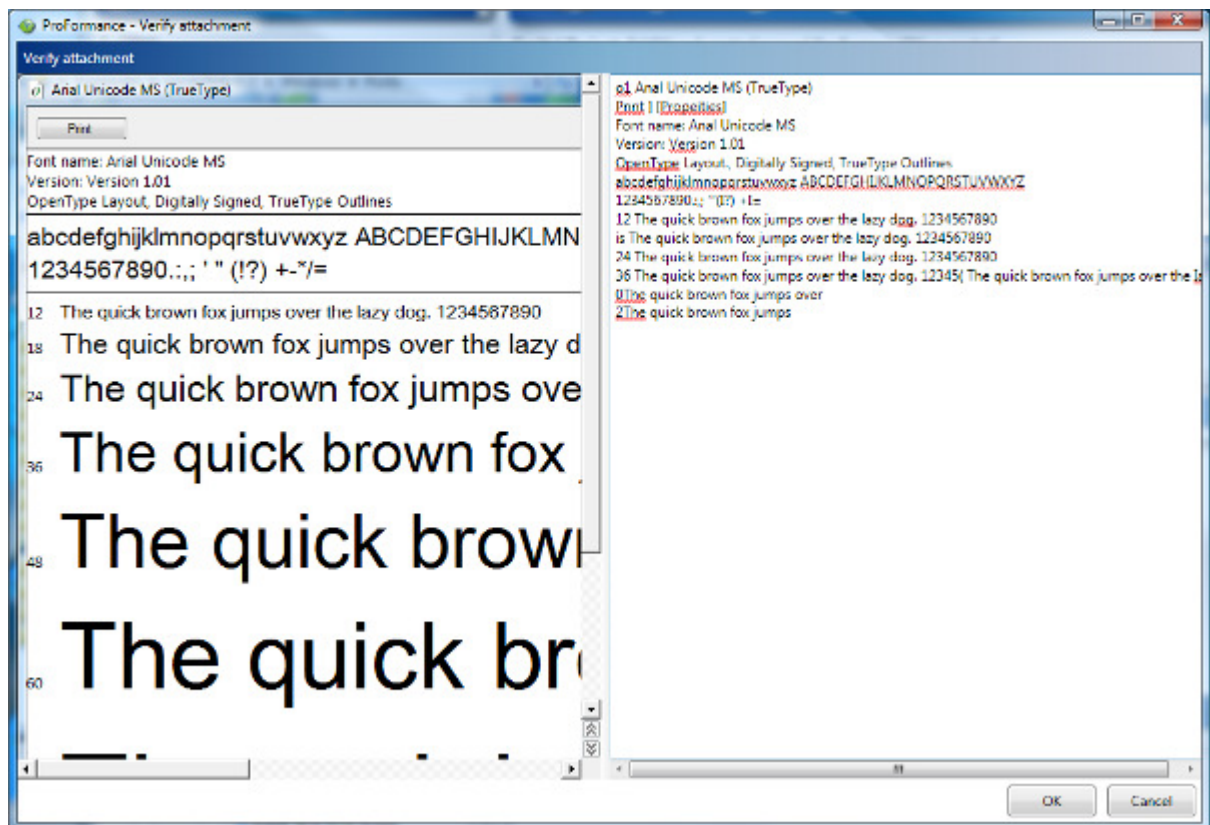


Figure 15 Attachments - optical character recognition

- 4.4.7.1. This document management feature lets you attach any file to items. The attached file is saved in the system's SQL database and may be opened in its native format. These attachments also have version control.
- 4.4.7.2. OCR (Optical Character Recognition) indexes scanned legacy documents making them fully searchable (requires Microsoft Office Document Imaging to be installed on the user's computer).
- 4.4.7.3. The user may also enter project comments which helps ensure continuity when projects are taken over by other specialists as well as providing management with a good idea of the project's status.

4.4.8. Register Items tab

The screenshot displays the ProFormance v0.9.1.0 software interface. The main window title is "Capital Project: Additional control pannel for furnace tilting control". The "Register items" tab is active, showing a table of available register items. The table has columns for Name, Status, Date, Due date, Responsible person, Capturer, and Percentage complete. The items listed are:

Name	Status	Date	Due date	Responsible person	Capturer	Percentage complete
Deficiency (1)						
Deficiency 1	Raised	11 Feb 2009	28 Feb 2009	Marcel Verbiest	Marcel Verbiest	5
Work Request (1)						
Design drawing for electrical unit VA3245	Raised	11 Feb 2009		Marcel Verbiest	Marcel Verbiest	5
Risk (1)						
Risk 1	Raised	11 Feb 2009	21 Jan 2009	Marcel Verbiest	Marcel Verbiest	50

Below the table, a detailed form for editing a "Deficiency Register item" is shown. The form includes fields for:

- Register: Deficiency
- Capturer: Marcel Verbiest
- Number/Code: [empty]
- Name: Deficiency 1
- Description: Some deficiency
- Scheduled start date: 2009/02/01
- Actual start date: 2009/02/09
- Scheduled finish date: 2009/02/28
- Actual finish date: [empty]
- Priority: Medium
- Action required: [empty]
- Responsible person: Verbiest, Marcel
- Due date: 2009/02/28
- Percentage complete: 5

Figure 16 Register items

- 4.4.8.1. Register item categories are configurable and allow a mechanism of tracking items assigned to resources on the project.
- 4.4.8.2. Register items are underpinned by the e-mail notification mechanism meaning that the user will be notified of pending register items which have been raised against him / her. The user may then accept the register item, or reject it, with a rejection reason. The originator will receive notification via a system generated e-mail and the resource will have the register item appear on his / her dash board with the appropriate traffic light status indicator.
- 4.4.8.3. Filters allow the user to filter for register items with the following statuses:
 - 4.4.8.3.1. Accepted
 - 4.4.8.3.2. Completed
 - 4.4.8.3.3. Raised
 - 4.4.8.3.4. Rejected
 - 4.4.8.3.5. None

4.4.9. Reports tab

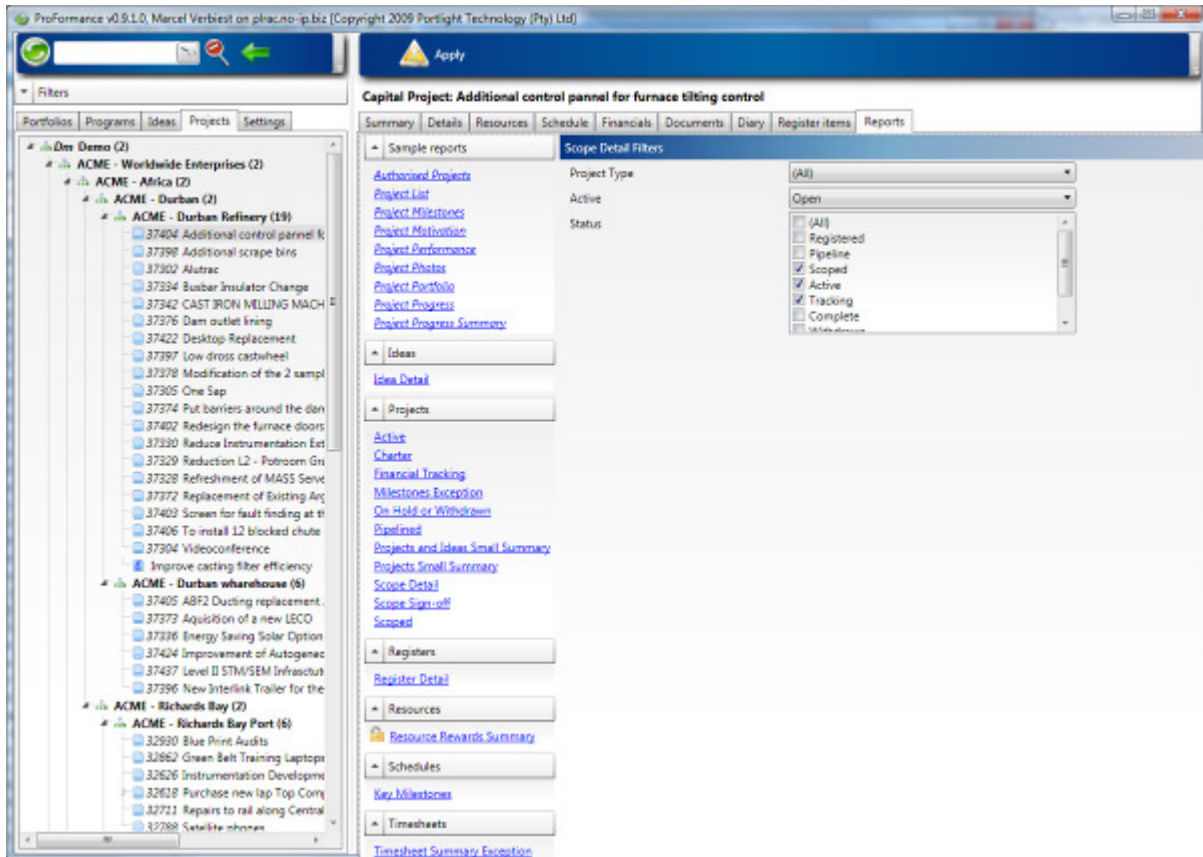


Figure 17 Reports and filters

- 4.4.9.1. ProFormance offers a wide variety of reports which may be filtered to customize the view. All reports are generated in native Microsoft Report Writer format, and can be exported to .pdf format or .xls format so that users may manipulate the raw data.
- 4.4.9.2. Reports filter and roll up according to the selected location or item in the active tree view.
- 4.4.9.3. Dashboard status indicators and reports are useful for the manager, the team leader and the project manager.
 - 4.4.9.3.1. The manager: ProFormance showcases a section specially designed for managers. It contains statistics and reports for multiple projects rolled up into a summary view. The manager then has the ability to drill down as deep as he / she likes to investigate the status of individual projects or portfolios.
 - 4.4.9.3.2. The team leader: Different filter selections provide a view of the status of a portfolio of projects managed by his / her team or area of responsibility, with drill-down capability to investigate problem areas highlighted in specific projects.
 - 4.4.9.3.3. The project manager: Project status and progress is easily tracked and reported.
 - 4.4.9.3.4. ProFormance comes with a variety of bundled reports, and the ability exists to add reports to ProFormance for different clients.

4.4.10. Reports Samples

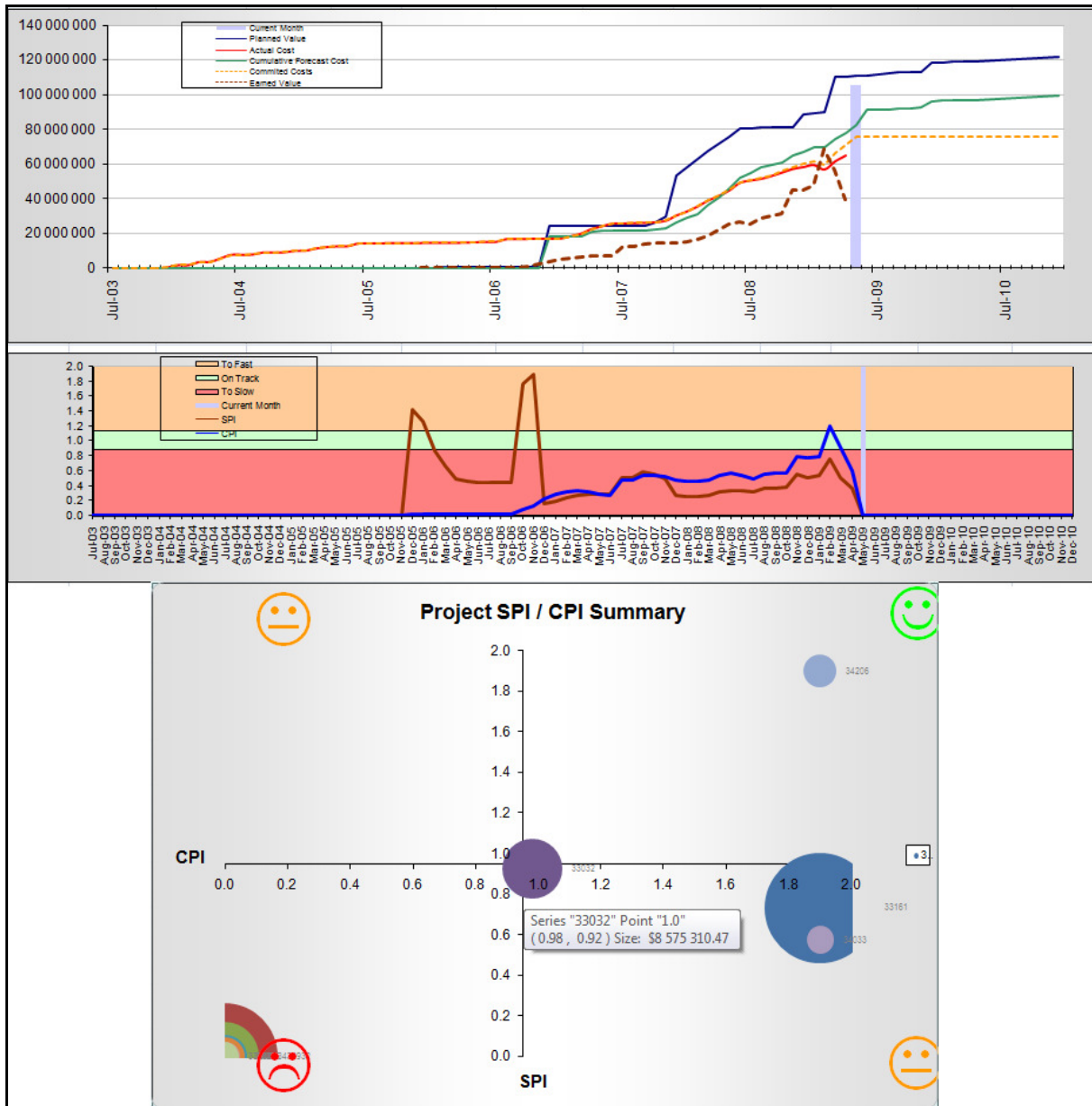


Figure 18 Earned Value reporting



Register Detail

Filtered for: Location = RBM, (Status='Accepted' OR Status='None' OR Status='Raised' OR Status IS NULL)

Originator	Location	Item Name				
Testing Marian Currie		ProFormance Root				
Improvement Task						
Action Item	Status	Initiation Date	Target Completion Date	Date Completed	Percentage Complete	Responsible Person
Conduct post implementation review of CIP	Raised	22 Jan 2009	13 Feb 2009		30	Curran, Pat
Originator	Idea	Item Name				
Engineering Design Solutions (EDS) Marian Currie	CIP 01	Eng Test 1				
Risk Assessment						
Action Item	Status	Initiation Date	Target Completion Date	Date Completed	Percentage Complete	Responsible Person
dfdg	None	14 Jan 2009				Currie, Marian
Originator	Idea	Item Name				
Furnaces Marian Currie	CIP-1-FP	CIP test 1 Marian				
Improvement Task						
Action Item	Status	Initiation Date	Target Completion Date	Date Completed	Percentage Complete	Responsible Person
implement SOP	None	16 Feb 2009	30 Apr 2009			Currie, Marian
Description: ensure item 2 is put ninto SOP and implemented						
Non-conformance						
Action Item	Status	Initiation Date	Target Completion Date	Date Completed	Percentage Complete	Responsible Person
Rotables not conforming	None	17 Feb 2009	30 Apr 2009			
Description: aflayn,ahf						
Action Required: Contact stores and arrange						

Figure 19 Register items outstanding



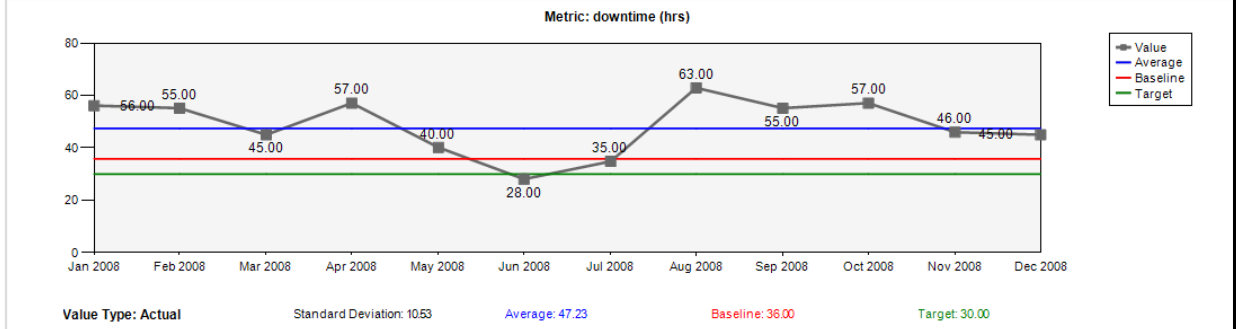
Projects - Charter

Filtered for: Location = RBM, Item type='(All)' AND Project Type='(All)' AND Active='Open' AND (Status='(All)' OR Status='Scoped' OR Status='Active' OR Status='Tracking') AND AND Value type='Actual' AND Metrics baseline months='12'

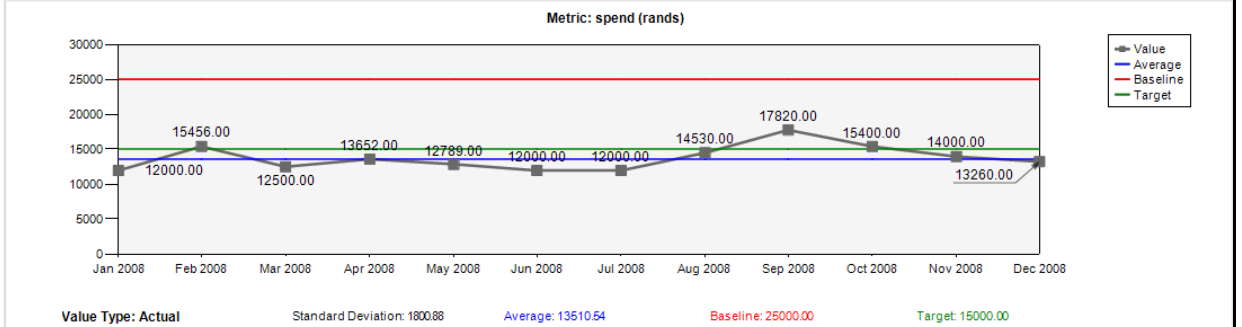
Originator	Project No	Project Name	General Manager	Process Owner	CODN	CODS	ROI
Location: MPA							
	2008 GB01	Mine MPA Test 1			2000000		
Description:		Description of problem for MPA Six Sigma					
Business Case:		Business case					
Problem Statement:		Problem statement					
Process Boundaries (Start & End):		Process boundaries					
Project Scope (In & Out):		Scope					
Potential risks associated with the project:		Risks					
Potential risks associated with not doing the project:		Risks					
Goal:		Project goal					

Metrics - Mine MPA Test 1

Metric Description	Metric Unit Of Measure	Metric Baseline	Metric Target
downtime	hrs	36	30



spend	rands	25000	15000
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Action or Barrier Items - Mine MPA Test 1

Improvement Task

Action Item	Initiation Date	Target Completion Date	Date Completed	Percentage Complete	Responsible Person
Update SOP xyz	27 Jan 2009	13 Jan 2009			Mazibuko, Buhle
Description: Review SOP xyz and change paragraph 2.3.1 to reflect project changes.					

Change Request

Action Item	Initiation Date	Target Completion Date	Date Completed	Percentage Complete	Responsible Person
Change out valves	27 Jan 2009	23 Feb 2009			Denton, Andrew
Action Required: All 43.5mm valves to be replaced by 44.5mm valves					
Replace water cooling tank	27 Jan 2009	21 Apr 2009			Verbiest, Marcel
Action Required: All water cooling tanks to be replaced by new standard.					

Figure 20 Project charter

Projects - Milestones Exceptions

Filtered for: Location = RBM, Item type=(All) AND Project Type=(All) AND Active=Open AND (Status=(All) OR Status=Active) AND AND Exceptions only=Yes

Project No	Project Name	General Manager	Champion	Belt
Location: Casthouse department 31595 New slab moulds for Hydro and large hulets formats				
Milestones - New slab moulds for Hydro and large hulets formats				
Task Name	Milestone	Due Date	Actual Finish Date	
Completed	Completed	05 Jan 2009		
Closed	Closed	09 Feb 2009		
Project No	Project Name	General Manager	Champion	Belt
Location: Casthouse department 31562 Siphon pipe wash bay - Casthouse Metal Receiving				
Milestones - Siphon pipe wash bay - Casthouse Metal Receiving				
Task Name	Milestone	Due Date	Actual Finish Date	
Started	Started	10 Dec 2007		
Started	Started	10 Dec 2007		
Project No	Project Name	General Manager	Champion	Belt
Location: Hotside Section 33980 Minor abulution facilities for Hotside area of Casthouse				
Milestones - Minor abulution facilities for Hotside area of Casthouse				
Task Name	Milestone	Due Date	Actual Finish Date	
Completed	Completed	19 Aug 2008		
Completed	Completed	28 Aug 2008		
Closed	Closed	30 Aug 2008		

Figure 21 Milestone exceptions

Resource Rewards Summary Report

Filtered for: Location = RBM, (Date=01-Jan-2009)

Reward Payment Month	Employee No	Resource Name	Reward Amount	Reward Type
March 2009	0000000	Anderson, David	5000	Annual Cash 10K
April 2009	0000000	Anderson, Paul	200	Voucher
April 2009	0000000	Atkins, William	800	Voucher
April 2009	0000000	Barker, Ben	200	Voucher
April 2009	0000000	Bousquet, David	1000	Monthly Cash 1K
April 2009	0000000	Bousquet, David	5000	Quarterly Cash 5K
April 2009	0000000	Bousquet, David	200	Voucher
April 2009	0000000	Camilleri, David	200	Voucher
April 2009	0000000	Cooper, Alan	200	Voucher
April 2009	0000000	Corbett, Paul	10000	Annual Cash 10K
April 2009	0000000	Engelhardt, Werner	200	Voucher
April 2009	0000000	Evenden, Mike	200	Voucher
April 2009	0000000	Garnock, Michael	200	Voucher
April 2009	0000000	Garnock, Robert	200	Voucher
April 2009	0000000	Harding, Stan	2500	Quarterly Cash 2.5K
April 2009	0000000	Harding, Stan	400	Voucher
April 2009	0000000	Jacobs, Johan	200	Voucher
April 2009	0000000	Leach, Ian	200	Voucher
April 2009	0000000	Milward, Eugene	200	Voucher
April 2009	0000000	Morgan, Andrew	200	Voucher
April 2009	0000000	Moore, Stephen	200	Voucher
April 2009	0000000	Nordberg, Bengt	200	Voucher
April 2009	0000000	Quilley, Tom	200	Voucher
April 2009	0000000	Radford, Kevin	200	Voucher
April 2009	0000000	Schubert, Roy	200	Voucher

Time: 24-May-2009 14:28(GMT +2) User: marcel-pc/marcel Report: ResourceRewardsSummaryReport Lang: en-ZA Page 1 of 2

Figure 22 Resource rewards

5. ProFormance web interface

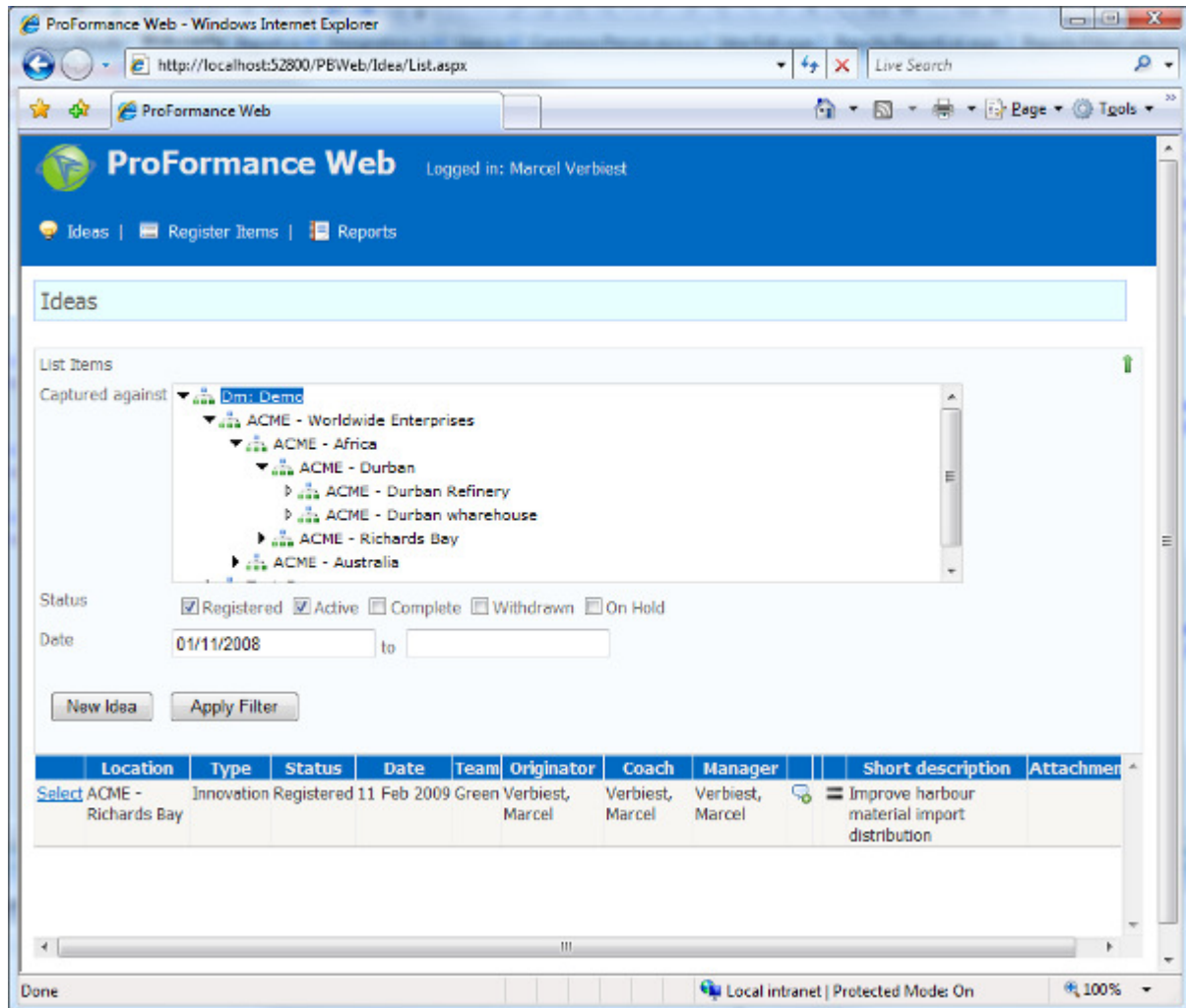


Figure 23 Web interface for non ProFormance users

- 5.1. The web interface is available to all persons on a site / location, not just ProFormance users.
- 5.2. The web interface allows for the following functionality:
 - 5.2.1. Idea / innovations capture.
 - 5.2.1.1. Users can capture ideas or innovations which will be assigned to the selected coaches / facilitators that are users in ProFormance. The selected user will also be notified via email.
 - 5.2.1.2. When these users open ProFormance, the ideas will be on their dashboard, and further action can be taken, e.g. reject the idea, create a project from the idea or manage the idea as a “team fix” instead of a full blown project.
 - 5.2.2. Register items capture
 - 5.2.2.1. Users can capture register items (deficiencies, punch lists, risks, etc.) which will be assigned to the selected responsible persons that are users in ProFormance. The selected user will also be notified via email.

5.2.2.2. When these users open ProFormance, the register items will be on their dashboard, and further action can be taken, e.g. reject the item; re-assign the item or action the item.

5.2.3. Basic reports

5.2.3.1. There are basic reports available to all persons with access to the web interface, regardless if they are users in ProFormance or not.