TEMPLACMS

Fully integrated management software for cleaning contractors

FULLY INTEGRATED SOFTWARE
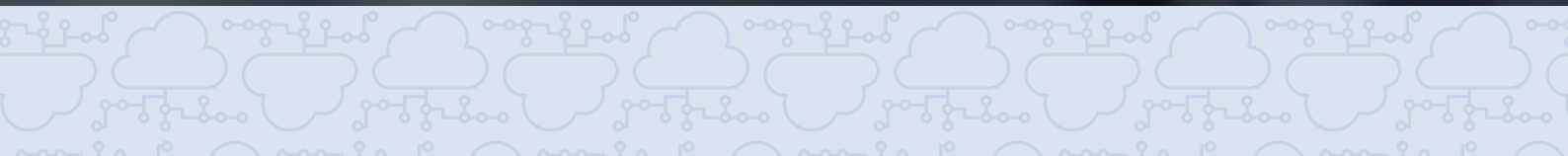## FOR CLEANING/FM CONTRACTORS

Unlock the profit potential of your company by using technology to automate and speed up everyday processes. Release your field management to look after staff and clients, rather than waste time on administration.

TemplaCMS helps you manage budgets, gives you clear visibility of all expenditure, supports your admin, operations and sales teams in their roles and reassures clients that you are serious about customer service.
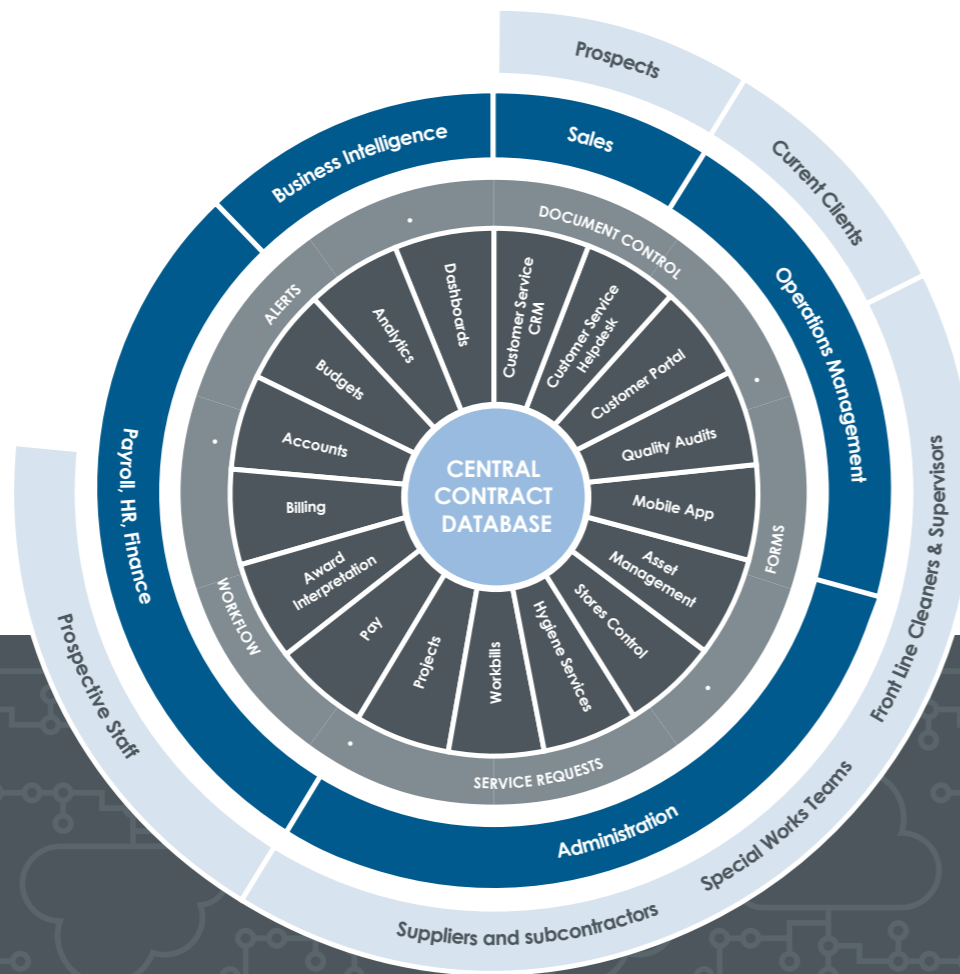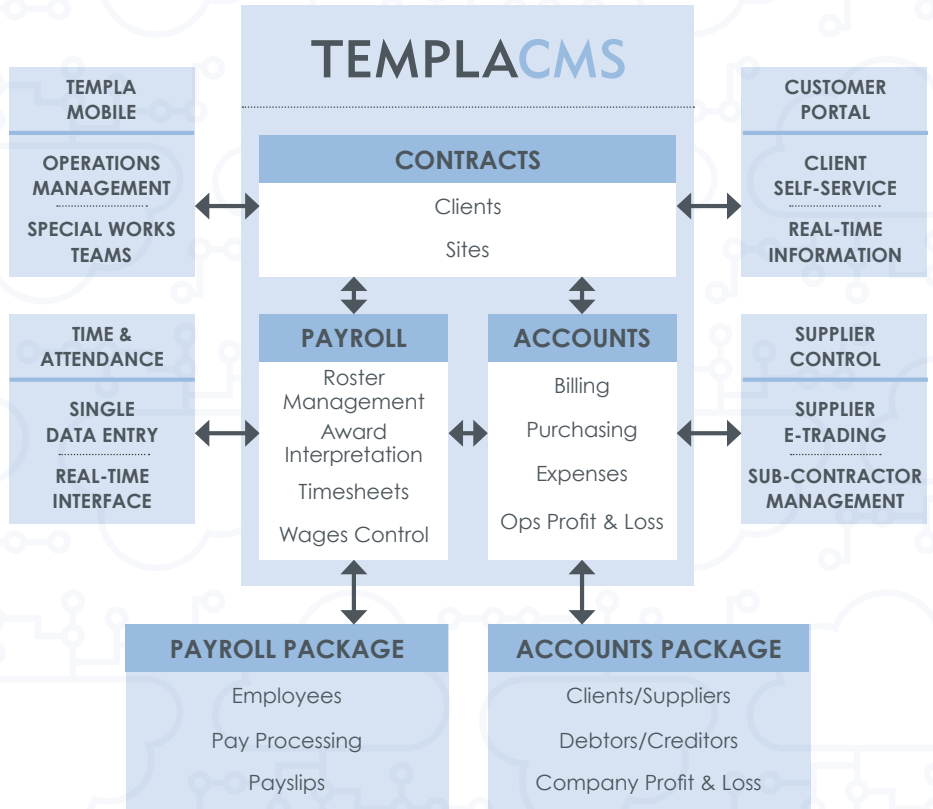
Five ways to increase profit with TemplaCMS

1. Wages and budgets brought under full control

2. Accurate analysis of non-profitable contracts or tasks

3. Ad-hoc work and rechargeable consumables always invoiced correctly

4. Integrated system reduces admin time, transaction errors and stationery costs

5. Proactively managed quality audits and KPI production improves service delivery and contract retention

A £12m turnover, London based client returned their whole investment in CMS in year 1 through savings gained implementing CMS e-timesheets alone.

How does TemplaCMS integrated software address these and other challenges?

The fundamental issue at the root of these problems is multiple unconnected systems. With many systems used to store data and manage a contractor's different business processes, it is often difficult to guarantee the accurate completion of transactions or to effectively analyse their results.

TemplaCMS resolves this problem by centralising all contract data in a single database. The TemplaCMS business modules then use this single integrated data resource to process and analyse your internal and external transactions in a consistent way, using the single accurate version of the data. One version of the truth!

The diagram shows how different stakeholders interact with the software.

"The combination of Templa's clear understanding of our business objectives and their professional design of the software solution made our choice straightforward. No other comparably priced system has this level of functionality."

Julian Lingham - Finance Director, Regular Cleaning Services

How the TemplaCMS Modules benefit your cleaning company

CORE SYSTEM	BUSINESS BENEFITS
CONTRACTS	A centralised real-time contract database offers instant securable information to staff at all levels
BUDGETS	Accurate comparison of budget and actual spend within pay and purchasing potentially saves £000s
PAY	Integrated 'live' e-timesheets and workflow approval radically improves pay cycle completion
WORK BILLS	Automated control of periodic and one-off work ensures work is completed and invoiced promptly, with discrete work-bill profit and loss
STORES CONTROL	Full purchasing control of the business, budget management and workflow approval reduces unnecessary expenditure
BILLING	Automated billing of contracts, one-off work and rechargeable consumables means no lost revenue
ACCOUNTS INTEGRATION	Multiple companies, multiple payrolls, with shared and secured databases, means no data errors
ANALYTICS	Instant profit and loss accounts highlight loss making clients, sites or tasks, improving decision making
ASSET MANAGEMENT	Identifying where assets are held and whether they have been PAT tested ensures compliance
WORKFLOW & DOCUMENTS	Automated workflow-driven decision processing increases accountability and improves productivity. Integrated document management centralises all business correspondence
SERVICE POINT	**BUSINESS BENEFITS**
MOBILE CMS	Mobile device technology means operations staff become more effective and productive
QUALITY AUDITS	Scheduled auditing and KPI measurement monitors and improves service delivery
CUSTOMER SERVICE	Help desk management of SLA delivery increases customer satisfaction
CUSTOMER PORTAL	Real-time KPI information and work schedules improve client transparency
ADD-INS	**BUSINESS BENEFITS**
TEMPLACMS T&A	Time and attendance with 2-way real-time integration to rosters and pay, deployed via a range of hardware technology at client sites
DASHBOARDS	User-defined KPI graphs and alerts promote a pro-active work environment
ADVANCED FORMS	Electronic forms completed on site automatically update the contract database when synchronised to the server
HYGIENE SERVICES	Scheduled routing and delivery of in-house washroom products, with mobile device integration for delivery confirmation, including automated billing
AWARD INTERPRETATION	Common in Australasia, Scandinavia and the USA, collective agreement style, negotiated pay terms automate worked time payments
PROJECTS	Manages services for complex one-off work delivered in stages, handling multiple subcontractors and suppliers. Consolidates costs and revenues into discrete project P&L.

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TEMPLA MOBILE		CUSTOMER PORTAL
OPERATIONS MANAGEMENT	**CONTRACTS** Clients Sites	CLIENT SELF-SERVICE
SPECIAL WORKS TEAMS		REAL-TIME INFORMATION

TIME & ATTENDANCE			SUPPLIER CONTROL
SINGLE DATA ENTRY	**PAYROLL** Roster Management Award Interpretation Timesheets Wages Control	**ACCOUNTS** Billing Purchasing Expenses Ops Profit & Loss	SUPPLIER E-TRADING
REAL-TIME INTERFACE			SUB-CONTRACTOR MANAGEMENT

PAYROLL PACKAGE	ACCOUNTS PACKAGE
Employees	Clients/Suppliers
Pay Processing	Debtors/Creditors
Payslips	Company Profit & Loss

Who uses TemplaCMS?

The organisations using TemplaCMS vary in both size and spread of operations. Whether you are a pure cleaning company or an FM Group, turning over from £2m - £200m and beyond, you are in good company.

Read what some of our experienced users say about TemplaCMS.

Churchill

Nicki Francis, Group FD
Churchill Group

Three years ago our growth plans took on another level, but our back office systems had been struggling for ages. Payroll was a huge admin drain taking days to complete. Selecting TemplaCMS at the time has proven to be the right decision, helping us move forward with its ability to adapt to our ever changing group-wide requirements in cleaning, security, ambulance make ready, water hygiene and catering. With our volumes, its automation and exception management have been vital and the financial controls it delivers are exemplary in helping us manage the business. Payroll takes significantly less time, our employee count has doubled, whilst our admin team headcount has remained the same. Plus we have made vast improvements within admin and operations using other aspects of the system.

CCM

Alastair Fox, Executive Director
Contract Cleaning and Maintenance

We realised that we needed much better visibility of our key cost elements, notably payroll, and greater flexibility to analyse our business the way we want, both of which TemplaCMS delivers as part of its core system.

AIM COMMERCIAL CLEANING

Saul Brown, Director
AIM Commercial Cleaning

Having researched the marketplace, we decided that Templa CMS was the only product that would serve as the foundation from which we could deliver full integration of systems across our business.

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