

Case Study:

# IBM Lotus Domino Web Based Workflow Automation

## Public Sector Unit

### Client Situation

Client decided to implement a web based workflow automation system for its employee across country to increase/improve efficiency and effectiveness of their business processes. The main objectives were to minimize cost, turnaround times and defects/errors with the movement of paper documents.

The key challenges in this project were:

- Workflow Automation
- Centralizing HR policies/rules across SBU's
- Integration with Central FA system
- Reducing Cost
- Maximizing turnaround time

### Experis IT Solution

Lotus Based HRMS workflow, which again can be classified as

- HRIS (Human Resource Information System),
- ESS (Employee Self Service) and
- PMS (Performance Management System),

The system was decided to be developed and implemented across country. Apart from this, the HRMS system was integrated with the legacy system (Sybase) for fetching / updating of employee information using DECS technology.

Following is an overview of the solution provided by Experis IT:

- Track processes/documents in each stages of the workflow.
- Add level of security to the process.
- Control what action users can take within a workflow process.
- Efficient as all the form and reports were in digital format. Thus, require no paper.

### About Experis IT

Experis IT is a leading provider of customized IT staffing, technical and business process solutions with offices across major markets in India and Singapore.

Now a ManpowerGroup company, Experis IT leverages its expertise by providing clients with a single source solution for highly skilled talent and technology solutions in IT.



**Experis<sup>IT</sup>**  
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## Technology Specifications

Experis IT developed and deployed the Workflow applications using the components:

Key Components	
Application	IBM Lotus Based HRMS
Solution Components	<ul style="list-style-type: none"><li>• RHEL 5,</li><li>• IBM Domino Server R8,</li><li>• Lotus notes client R8</li></ul>

## Sample Screenshot

**बाल्मर लॉरी एण्ड कंपनी लिमिटेड**  
Balmer Lawrie & Co. Ltd.  
(A Government of India Enterprise)

**Swa यम्**  
HUMAN RESOURCE MANAGEMENT SYSTEM

August 3, 2009 | Welcome Admin | Sign Out

### HRIS

Human Resource Information System

- Create Position
- Find Balmer-Lawrians
- My Webmail
- My Data
- My Team

### PMS

Performance Management System

- Annual Appraisal of Officers
- Annual Appraisal of Supervisors
- Current Year Appraisal
- Reports

### ESS

Employee Self Service

- Dash Board
- Leave Application
- LTA Application
- Medical Reimbursement
- Vehicle Application



## Client Benefits:

Following are the benefits our solution provided the client with:

- Reducing paper works
- Reducing overhead cost
- Reducing time for decision making
- Increasing efficiency/productivity of employees
- Maximizing turnaround time
- Reducing human error

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