

# HRB 5 Datasheet

## Organize • Staff • Evaluate • Motivate • Develop

HRB 5 is a full scaled Human Capital Management system providing a comprehensive set of tools for company strategic planning and HR professionals designed for effective management of company organizational structure and human capital to achieve strategic goals of the company.

HRB 5 supports full life cycle management for both company organizational structure elements (planning-creation-transfer-abolishment) and employees (hiring-development-retention-retirement).

Preferred work organization in HRB 5 HCM is using flexible, easy configurable procedures: from simple wizards to complex business procedures with multistage approval chains. Procedural approach makes the system easy to use, while minimizing errors and data inconsistency possibility.

HRB 5 HCM is an application of a pro-active character which make it possible to involve a wide range of non professional participants through configurable alerts, reminders, notifications and workflow approval chains.

### Organize

Depending on strategic business goals of the company with HRB 5 you can plan, create and restructure a wide range of organization types: linear functional, divisional, project oriented, matrix and mixed type.

- Create organizational structure—company units, positions and relations between them.
- Manage reorganization—both individual and mass restructuring procedures like changing company units inclusion hierarchy, positions subordination hierarchy, positions linking to company units.
- Set and control company units budgets and other metrics like headcount, full time equivalency (FTE), etc.
- Perform “what if” planning and actualization of the optimal version of company organizational structure.
- Easily access to information at any level of organization structure through configurable reports and ad-hoc tools.

### Staff

With HRB 5 you can maintain a full range of staff administration procedures, including applicant tracking, on-boarding, workers tracking, movement and off-boarding.

- Define and maintain staff requirements on the job, position and assignment levels in the form of requirement profiles.
- Analyze and manage your applicant pool across organizations, geographies, job families, job profiles and positions.
- Manage transition of any worker, from applicant to employee or contingent worker, with a configurable on-boarding process.
- Manage workers' movement transactions within organization or across organizations, including positions and business roles assignments, dismissals, transfers, leaves and absences.
- Track worker profiles and full worker histories, including comprehensive personal information, performance and competency evaluations, assignments, progression, compensation and benefits, leaves and absences.

#### HRB 5.1 — Q1/2011

The first release delivers employees and managers self-service, competencies models maintenance and recruiting functionality.

The modular composition of the release: HP—HCM Portal, CO—Competencies & Objectives, SR—Staff Recruiter. It is the first release based on our LEAF framework.

HP CO SR

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#### HRB 5.2 — QIII/2011

The second release incrementally delivers trainings and development management functionality.

The modular composition of the release: HP, CO, SR, PD—Personnel Developer.

HP CO SR PD

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#### HRB 5.3 — Q1/2012

The third release incrementally delivers personnel evaluations management functionality.

The modular composition of the release: HP, CO, SR, PD, PE—Personnel Evaluation.

HP CO SR PD PE

## Evaluate

HRB 5 enables you to leverage all the talents, skills, competencies and expertise of enterprise workforce. Different evaluation models can be configured: competency based evaluation, management by objectives (MBO) or mixed.

- Define requirements on different levels — jobs, job families, positions in the form of easy manageable pre-configured requirement profiles.
- Configure review procedures, customize evaluation templates, including necessary metrics for evaluation.
- Track different types of employee reviews, such as disciplinary action, performance improvement plans and individual development plans, at the same time supporting ad-hoc appraisals for select employees.

## Motivate

HRB 5 allows you to manage your employee motivation through defining and maintenance of the compensation plans and benefit programs, defining employee eligibility for specific plans and programs, and applying them to eligible employees.

- Define and maintain grades, grade steps, progression ladders to manage employee progression paths.
- Define and maintain compensation plans, benefit programs, eligibility rules on different levels: job family, job, grade, grade step, position.
- Register employee work time and other metrics, compensation plans are based on.
- Effectively calculate employee payroll, using powerful and highly customizable payroll engine.

## Develop

With HRB 5 you can manage your workforce improvement through trainings and other development events.

- Track goals, personal profiles and define areas for employee development.
- Manage employee trainings, including training courses, training programs, training budgets, training sessions.
- Collect and process training feedbacks and maintain trainings ratings.
- Update employee personal profiles based on training results.

## LEAF brings top technologies

HRB 5 is developed using our own LEAF (Lightweight Enterprise Applications Framework) RAD and deployment framework specially designed to simplify and speed up business applications creation process. LEAF is built on the top of well-known and respected open source frameworks and tools such as Hibernate ([www.hibernate.org](http://www.hibernate.org)), Spring ([www.springframework.org](http://www.springframework.org)), Eclipse ([www.eclipse.org](http://www.eclipse.org)), GWT (<http://code.google.com/webtoolkit>) and GWT-Ext ([www.gwt-ext.com](http://www.gwt-ext.com)). LEAF most essential features are:

- Server based on JAVA™ technologies: J2SE/J2EE
- Zero client deployment—lightweight WEB client for all functions
- Great portability—multiplatform OS and RDBMS deployment
- Highly scalable—from stand alone installations to multi-tier deployment with load-balancing
- Multi-tenancy support to ensure effective usage by service providers
- Comprehensive data history tracking
- Integrated BPMN based workflow engine
- Integrated Web Services engine
- Integrated powerful reporting and ad-hoc querying tools, support export to Excel, PDF and other popular formats

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### HRB 5.4 — QIII/2012

The fourth release incrementally delivers company organizational structure management, personnel administration, work time planning and registration and payroll calculation functionality. The modular composition of the release: The modular composition of the release: HP, CO, SR, PD, PE, SB— Structure Builder, PA— Personnel Administrator, TL—Time & Labor and PR— Payroll Calculation.

HP CO SR PD PE SB PA TL PR

## 5

### HRB 5.5 — QIV/2012

The fifth release incrementally delivers employee career planning and advanced progression management functionality.

The modular composition of the release: HP, CO, SR, PD, PE, SB, PA, TL, PR and CA— Career Advisor. Starting from this release HRB is full scaled Human Capital Management product.

HP CO SR PD PE SB PA TL PR CA

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