

FY03 DON Pilot Project Summary

Project Name: Time and Attendance (#1203)

Command: COMNAVSUPSYSCOM

Functional Area Manager (FAM): Administration

Pilot Summary:

The Time and Attendance project improves the accountability for work hours and affords individuals the ability to more accurately maintain their comprehensive sick and administrative leave balances. The Common Access Card (CAC) is the primary means employed to identify and authenticate each individual using the system, and provides management the ability to digitally sign and forward all documents verifying personnel work status.

Business Value Added:

- Enables the quick and accurate reporting of work hours, comprehensive/sick leave, administrative leave, and overtime.
- Projects manpower requirements and alleviates redundant manual re-entry of data from the timesheet to the legacy system
- Authentication via the CAC and improved input of work hours from personal workstations or remotely

Other Considerations:

- N/A

Pilot Participants:

- NOLSC
- NAVSEA Logistics Center
- Great Lakes Naval Dental Center
- NSWC Crane
- SPAWAR Norfolk

Targeted Users:

- Civilian Government personnel
- Military personnel
- Contractors with CACs