

## The internet and eBusiness enabled flight scheduling, rostering and accommodation management system

A growing number of projects are faced with managing remote teams of people on fly-in fly-out rotation. Those projects are quickly faced with the importance of managing the roster, travel and accommodation aspects of their projects and the impact that it has on team morale and project success.

The InFlight module of the INX software product is designed to assist administrators with the task of managing rosters and the limited travel and accommodation resources available to them. It is vital to get the optimum use of the available travel and accommodation resources. Without the right system to manage this aspect of the project, errors in the process occur and cause frustration to team members which leads to poor project discipline and weakened morale. It is also important to ensure that key people can be scheduled into the project reliably and when needed.

### Daily Activity Status

Roster for:

Sort By:

Favourites:

Month:

Date From:  Days:

Search for:   Emergency Response Only  Show roster plan

Flight Status  Room Status  Roster Status  Show errors only  Exclude Priority Bookings  Show Short Term Only

Filter function allows you to show errors in system so you can immediately rectify outstanding issues

Scroll:

Person	Workgroup	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
AARDVARK, John	2.10 D/L Electrical	DS	DS	DS	FA-	DS	DS	DS	DS	DS	DS	DS	DS	DS	DS	DS	DS	DS	DS	DS	DS	FA-	R&R	R&R	R&R	R&R	FAD	DS	DS	DS
ABELL, Mauricio	2.05 D/L A Crew	NS	NS	NS	NS	FA-	R&R	R&R	R&R	R&R	R&R	R&R	FAD	DS	DS	DS	DS	DS	NS	NS	NS	NS	NS	NS	NS	NS	FA	R&R	R&R	
ANDERSON, Jo	8.03 Misc Visitors						FIO															FIO								

Displays roster type and travel plans for each individual for each day

## Features & Benefits

- ▶ Automatic flight & accommodation booking
- ▶ Automated email schedules, requests and costing reports
- ▶ Permits, licenses, certifications and security clearances are maintained and notified before personnel arrive on site
- ▶ Location and rosters of all staff known
- ▶ Automated costing reports
- ▶ Web browser to allow access to arrive & departure information
- ▶ Multi-leg travel bookings
- ▶ Caters for individual flight and accommodation preferences
- ▶ Any combination of rosters
- ▶ Complete weight management system to allow maximum use of freight
- ▶ Online travel authorisation request option
- ▶ Site entry authorisation
- ▶ Real-time, quality data- no paper records or spreadsheets
- ▶ System configured to individual site requirements
- ▶ Emergency response team published daily

InFlight allows the travel administrators to control their data whilst automating the allocation of travel seats and rooms. People that have not been allocated seats and rooms are easy to view and resolve. InFlight caters for any combination of rosters and flight scheduling including multi-leg travel by air, ground or water.

Managers and other assigned personnel are provided with live updates on arrival and departure information, rosters, and authorisation. The daily activity status feature of InFlight allows managers to view the current location of all personnel within their workforce. Bulk updating, reminders and alerts account for booking changes and adjustments in schedules and rosters. The software generates accommodation, costing, flights, personnel and transport reports so that managers can monitor personnel movement and make appropriate changes.

Accommodation can be classified into various types (permanent, 5 star, night shift only etc) and the system will automatically book people into their preferred rooms. A cleaning roster is maintained to cater for full or partial cleaning, hot-bunking and closeout for maintenance. A personal profile is built for each individual maintaining their contact details, frequent flyer numbers, role, Emergency Response Team (ERT) membership, compliances and certificates.

### Personal Profile

**Name:** AARDVARK, John  
**Workgroup:** 2.10 DJL Electrical

Personal Details | Workgroups | **Rosters** | Booking Preferences | Accommodation | Costing | Compliances | Roles

Save Build

**Date Commenced:** 26-May-2006 **Date Ceased:**

**Roster History:**

Roster	Start Date	End Date	Seed Date
9:5 DS	01-Jan-2009	05-Apr-2009	15-Dec-2008
2:1 DS	06-Apr-2009		06-Apr-2009

Roster preview for period: Oct 2010 **Date From:** **Days:** Refresh [Personal Roster] [Adhoc Booking] [Travel Confirmation]

	1 F	2 S	3 S	4 M	5 T	6 W	7 T	8 F	9 S	10 S	11 M	12 T	13 W	14 T	15 F	16 S	17 S	18 M	19 T	20 W	21 T	22 F	23 S	24 S	25 M	26 T	27 W	28 T	29 F	30 S	31 S
Actual	DS	DS	DS	FA-	DS	DS	DS	DS	DS	DS	DS	DS	DS	DS	DS	DS	DS	DS	DS	FA-	R&R	R&R	R&R	R&R	FAD	DS	DS	DS	DS	DS	DS
Planned	R&R	R&R	R&R	FAD	DS	DS	DS	DS	DS	DS	DS	DS	DS	DS	DS	DS	DS	FA-	R&R	R&R	R&R	R&R	R&R	FAD	DS	DS	DS	DS	DS	DS	

Tabs for more information on the individual

Roster history and current shift type to automatically populate roster. Simple to make adhoc booking changes

As a web based application all authorised users have instant access to information on flights, rosters, accommodation and required clearances. InFlight has the unique ability to highlight all errors related to overbooking, inappropriate flight schedules and other conflicts within workgroups, making the task of managing workforce movement much more efficient.



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