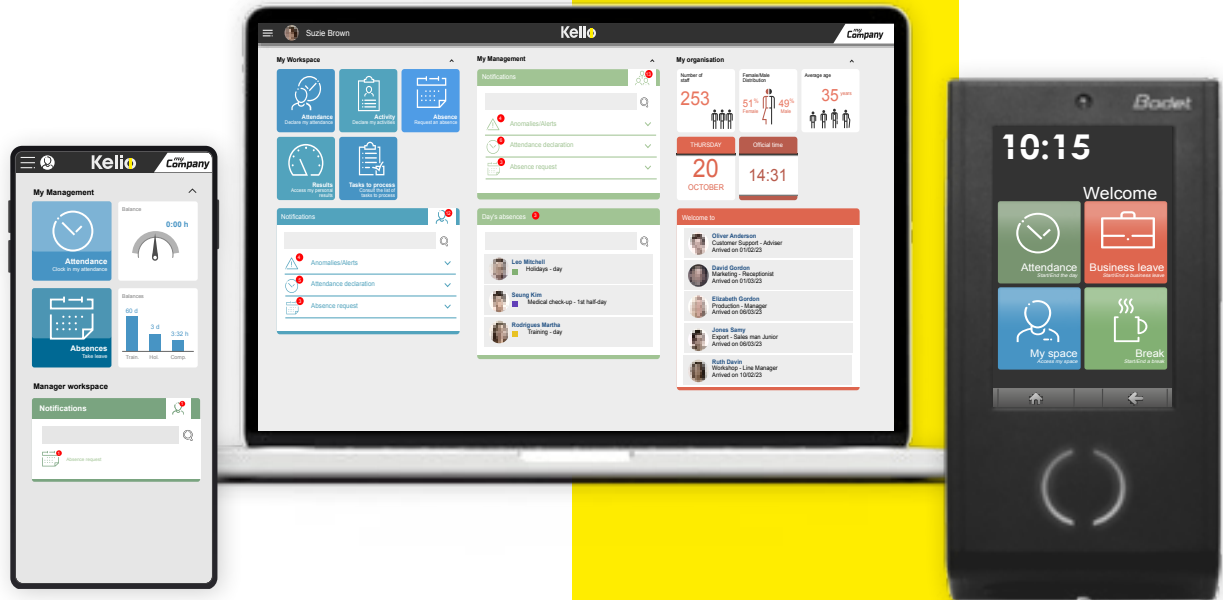


Kelio

GLOBAL WORK-LIFE SOLUTIONS

The global
HRIS
solution





Kelio

For over 35 years now Kelio, which is part of the Bodet group, has been supporting clients in managing their human resources with a simple aim in mind:
to manage your employees from A to Z.

This expertise powers our intuitive, user-friendly solutions that are tailored to meet the needs of organisations of all sizes and across all sectors.

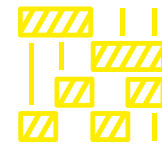
Our cutting-edge Kelio solution has evolved to keep pace with organisational changes and respond to new challenges within the HR sector.

A comprehensive solution for managing life at work



Administrative management

HR Core
 On-boarding
 Electronic signature
 HR Reporting



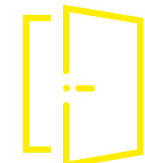
T&A

Attendance
 Absence
 Remote working
 Activities
 Planning
 Payroll preparation



Collaborative

Portal
 Directories
 Messaging
 Suggestions box
 Surveys



Access control management

Security
 Access management
 Fire drills
 Visitor management
 Room reservation



Organise your on-boarding

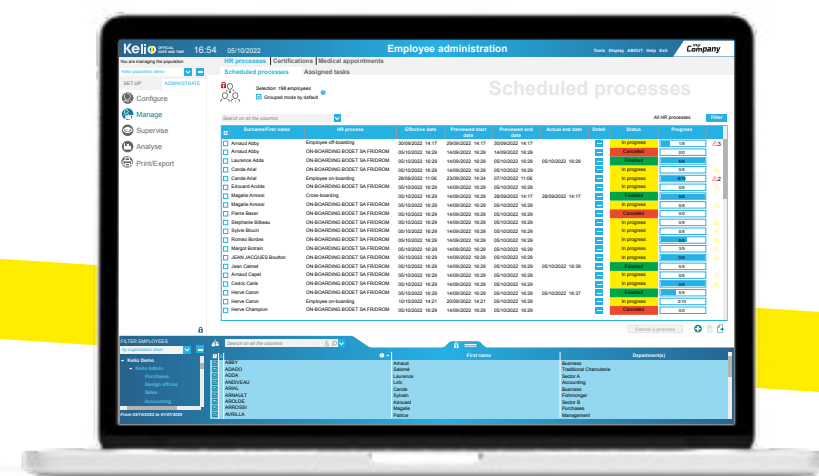


With Kelio, you can easily manage new recruit on-boarding to improve your organisation's image and build loyalty across your teams.

Set **actions for** employee on-boarding

Map out **tasks**

Oversee the **entire process**



Centralise employee files



Our HR CORE tool provides you with a structured, time-stamped approach of managing your staff's professional and personal details. This data can be decentralised and shared to ensure your managers and employees are involved in keeping it updated, making it easier to comply with GDPR (General Data Protection Regulation) guidelines.

Centralise HR data and work history logs

Manage **medical monitoring** and **certifications**

Keep an inventory of professional hardware and protective gear (headsets, computers, etc.)

Use the **electronic signature** feature for mass-mailed reports and other HR documents



Analyse HR data



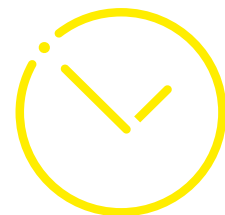
With its many different analytical tools, Kelio makes it easier for you to tap into employee data.

Analyse HR data via **graphic reports**

Personalise your Excel® exports: employee data, career histories, etc.

Stay abreast of your key HR dates such as end of contract, appraisals, training

Manage working times



Kelio automatically and instantly calculates different time results based on your agreements, contracts and working hours to enable you to prepare payroll.

Manage all types of contracts and working hours

Track completed and estimated results in real-time

Be notified in the event of an anomaly

Draw up **customisable** reports

Use the **electronic signature** feature to sign end-of-period reports and all other HR documents

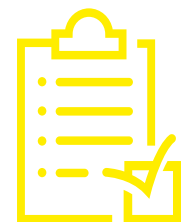
Kelio is compatible with over 150 payroll software packages.



Forget the time-consuming process of having to re-enter data by hand, and all the errors that go with it. Kelio sends results such as hours worked and absences directly to the right payroll sections.



Track time by activity



Record working time allocated by activity, department or anything else for an analytical approach to tracking how your employees use their time. With Kelio's analytical reports and data collection, you can instantly draw on the right indicators to deepen your understanding of costs and optimise how you work.

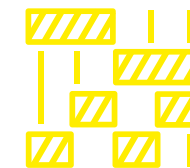
Conduct breakdowns based on multiple **analytical angles**

Allocate hours (clock-in or self-declared) based on your schedule

Compare completed and planned results

Create analytical tracking dashboards **and reports**

Plan out your staff's work



Kelio lets you plan out workstations and schedule work hours in step with staff numbers. Kelio also takes into account available skills and planned workloads, all in compliance with employment legislation. A schedule is automatically generated to fit your needs and constraints.

Incorporate **your statutory and organisational obligations**

Oversee your indicators, results and alerts in real-time

Keep an eye on **workload** cover

Manage employees **working remotely**

Share **schedules** and flag up any changes easily

The screenshot displays the Kelio Planning interface. At the top, there's a navigation bar with 'Admin and Prod staff', 'Preliminary', 'Applied', and 'Planning' tabs. Below this, a header shows the schedule for '01/11/2022' to '30/11/2022'. The main area is a grid showing the schedule for 'Week 44 (31-6 November 2022)'. The grid has columns for days of the week (1 Tue to 11 Fri) and rows for different teams. The 'Night week' is highlighted in yellow, and the 'Morning week' is highlighted in blue. The 'Afternoon week' is highlighted in green. The grid shows various team assignments and time slots. For example, the 'Night Team' is assigned to 'Morning Team' slots, and the 'Morning Team' is assigned to 'Afternoon Team' slots. The 'Afternoon Team' is assigned to 'Night Team' slots. The grid also shows 'HOL' (Holiday) slots for some team members. The interface includes various icons and controls for managing the schedule.



Track **employee** attendance

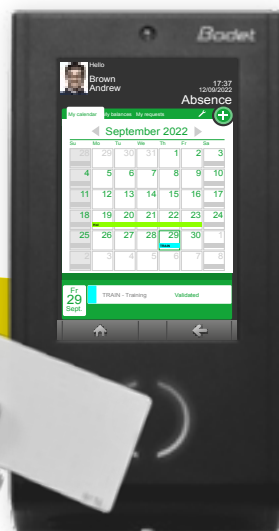
Your employees' attendance and attendance times are gathered by our reliable solutions that are suitable for all types of work (physical clock-in, remote working, mobile clock in) and all types of working hour agreements.

Clock in by computer, phone or terminal

Declare working hours with manager sign-off

Manage **employees working remotely**

Manage **breaks, projects and on-call duty periods**



Decentralise **absences** & leave

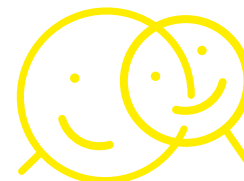
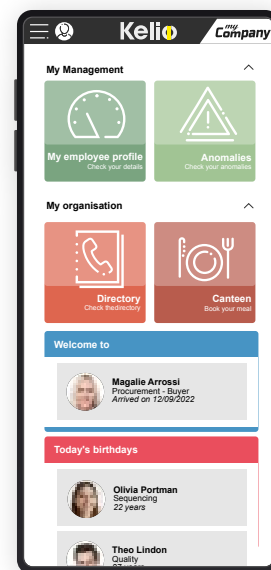
Kelio lets you go digital with your absence and leave management processes, from employee-issued requests to incorporating time off into calculations, in line with the rules that apply to your organisation.

Manage different types of absenteeism

Set **acquisition rules**

Personalise approval **circuits**

Keep staff and validators informed in real-time



Improve **communication** and **quality of life** in the workplace

Kelio is packed full of features to streamline life at work and foster well-being among your staff.

Display key company indicators

Easily remember employee birthdays with the **birthday icon**

Facilitate cross-departmental communication among your teams with **Kelio's messaging tool** and the **directory** of useful names and numbers

Get real-time updates on tasks and approvals that need handling using your **ToDoList**

Improve the **on-boarding experience for new recruits** by displaying their names automatically in the Welcomer tile

Personalise your portal with shortcut icons that redirect to your third-party apps





Secure **access** for your employees

Kelio lets you control access to buildings in a flash. Our comprehensive solution has been designed from start to finish to include in-depth links between access control and HR management.

Clock in once for working time and access rights

Track headcount by smartphone for fire drills

Combine **access control with attendance recording**



Greet your **visitors**

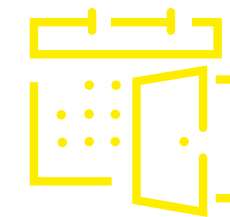
Use Kelio to upgrade how visitors are welcomed and tracked within your organisation. Simplify the visitor experience while ensuring watertight security for your buildings and staff.

Adapt the greet experience for different types of visitors (delivery agents, cleaning agents, candidates etc.)

Prepare appointments ahead of time by issuing a QR code

Log visitors and **share security instructions**

Notify staff as soon as their visitor arrives



Manage **meeting** rooms

Equip your rooms with touchscreen terminals to display availability and free up the room after use. Kelio can be fully synchronised with Microsoft® Exchange to optimise occupancy.

Display booking status for a room or all meeting rooms

Book directly on the terminal

Close meetings by clocking on the reader

If needed, **control participant** access



Kelio is on hand to support you every step of the way:

- AUDIT
- FUNCTIONAL REVIEW
- TECHNICAL EXPERTISE
- TAILORED DEPLOYMENT
- POST-PRODUCTION MONITORING
- INSTALLATION
- TRAINING
- SETUP
- SUPPORT



Kelio

GLOBAL WORK-LIFE SOLUTIONS

96.2%

of clients **satisfied with deployment**

(2022 survey, 6,200 respondents)

99%

of clients **satisfied with the support service**

(2022 survey, 6,500 respondents)

13

languages

available
in the software

35,000

clients
worldwide

5M

daily users

€68.1M

turnover

520

employees

36

years of
expertise

5

subsidiaries
in Europe

Present in

50 countries



Auto Time
Systems