HARDCAT LEBOSI®

ENTERPRISE ASSET MANAGEMENT, MAINTENANCE, INVENTORY, AND EVIDENCE TRACKING

HARDCAT

Delivering Asset Certainty

WHO IS HARDCAT

Hardcat was founded in 1986 and is the first company in the world to offer software products that specialise in asset management. From its beginnings in Melbourne Australia, Hardcat has continued to grow over the past 37 years and is trusted by over 2000 organisations in 121 countries. Hardcat solutions work with our partners to incorporate the latest in barcode and RFID technology with both fixed and mobile readers.

WHAT WE DO

Hardcat Asset Management Software is a specialist software suite that provides a single source of truth to support enterprises in improving the utilisation, maintenance, and management of their asset base.

Hardcat software enables efficient and automated processes whilst also providing wide- ranging and instant visibility of asset information over its entire life cycle.

- A market proven 'Commercial Off The Shelf' (COTS) product providing speed of implementation and the benefits of further enhancements and features becoming available with the products road map.

- A modular software solution with a rich feature set for managing the full life cycle of assets and evidence (chain of custody).

- A cloud-based enterprise-class platform designed using N-tier web architecture to withstand high loads, high traffic, and high data volumes; up to 50,000 concurrent users.

- A remarkable enterprise solution that effortlessly combines out-of- the-box functionality with extensive customisation options.

- Complementary to the customer's existing IT ecosystem with a high level of integration capabilities, utilising the integration API's built into the product DNA.

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OUR GLOBAL CUSTOMERS

Law Enforcement

Defence

Government

Hospitality

Education/Universities

Healthcare & Aged Care

Fire/Emergency Services

Manufacturing

Mining & Resources

Telecommunications

Building & Construction

Other

THE HARDCAT DIFFERENCE

HARDCAT LEBOSI COMPLEMENTS ERP AND FINANCE SYSTEMS

All components of Hardcat software are designed to provide superior asset management capabilities that stand alone or complement wider reaching ERP and Finance Systems such as SAP, Oracle, Technology One, SmartStream, and Sage among others.

- Asset data is less credible and accurate without a consistent format.
- Our data capture via our smartphone App allows users to capture asset information in a consistent format and migrate or integrate into ERP solutions.
- ERP solutions are usually implemented as a financial management of the procurement activity, thereby an asset register is based on purchase orders.

Hardcat easily integrates with ERP solutions to create individual asset records at time of procurement and then validate their existence and locations through the audits and send updates to ERP solutions.

ERP solutions therefore are not usually set up to drill down to the detailed level of data that Hardcat is designed for:

- Recording and managing assets as unique/individual records through serial numbers and/or barcoding/RFID tagging.
- Track the write off of faulty assets that need disposing.
- Individual disposal tracking of assets to provide proof of ethical disposal.
- Manage assets at a more granular level to meet operational and compliance requirements.
- Where assets are not registered as unique records in your ERP, Hardcat can complement the process through individual asset tracking and auditing. Providing accuracy of your asset register.
- Users are not able to audit assets based on a purchase order of 100 assets, and be specific about which one is missing. Particularly when you are dealing with serialised critical assets.

HARDCAT LEBOSI SOLUTION ECO-SYSTEM

Incorporating more than 37 years of asset management industry experience, Hardcat Lebosi software is proudly Australian owned and developed. Hardcat continues to grow the solution suite in-house.
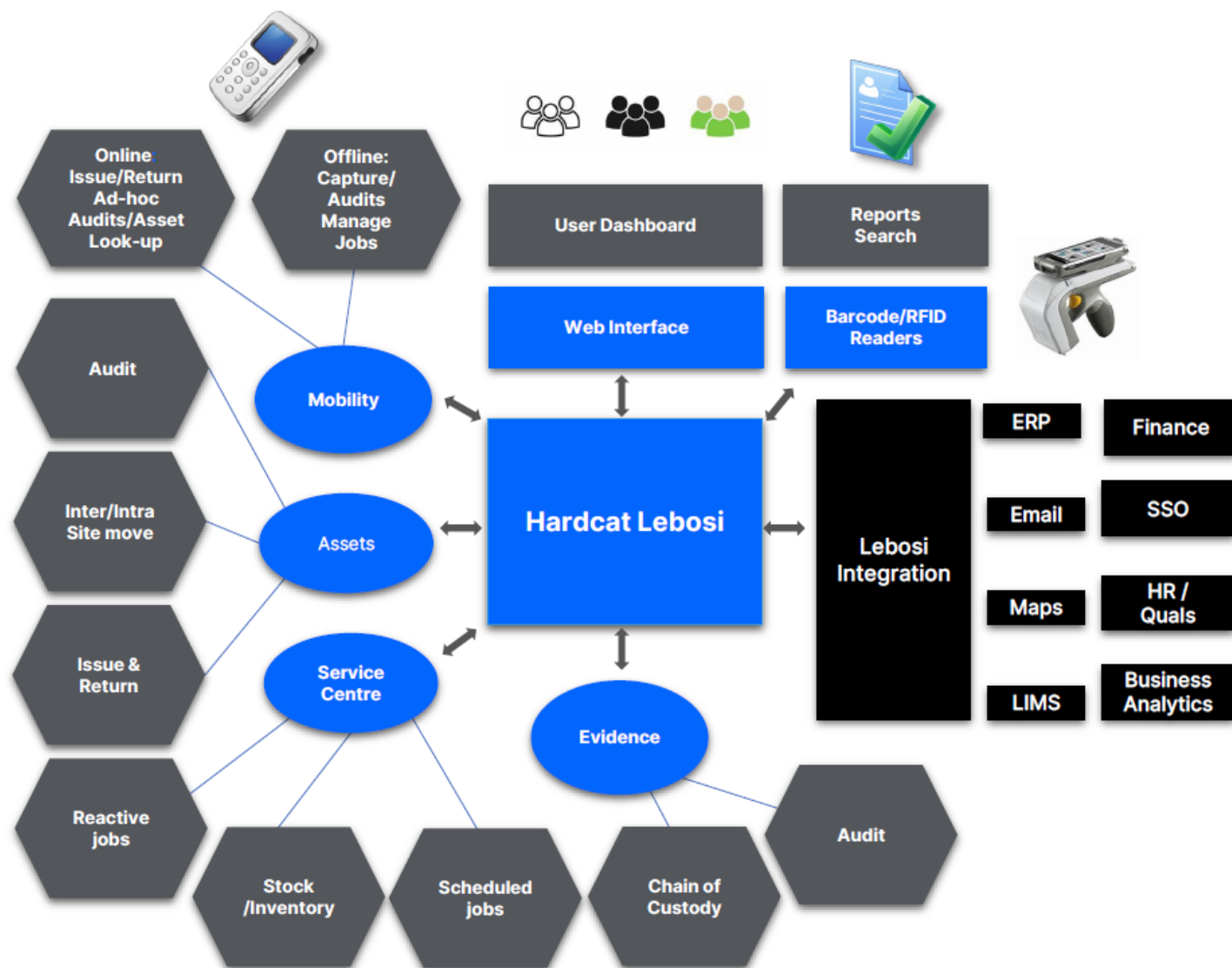

Figure: Hardcat Lebosi solution eco-system

ACCURATE ASSET REGISTER

TRACKING, ACCOUNTABILITY, AND COMPLIANCE

- Build your own product structure, Hardcat manages any asset class through configuration Key asset attributes and data fields via available or configurable fields for flexibility.

- Tracking and accountability of asset allocation to locations they reside in, people they are assigned to and Organisational Units/Cost Centres they belong to.

- Issue and return of assets managing due back dates for asset returns.

- Manage transfers/movements and sharing of assets between different organisational units or sites for better utilisation.

- Easy on-boarding and migration of assets using Excel or CSV files.

- Manage end of life and warranty end dates of assets for proactive planning Complete audit trail of actions history.

- Reduce and better manage risk.

- COTS product which enables speed of implementation, with a road- map for the introduction of future enhancements and features.

- High level of flexibility/configurability to tailor the solution to customer-unique processes Barcode/RFID asset tagging.

Why Use the Hardcat Software Suite?

Full knowledge, control and power is in your hands

Live tracking + full visibility of your important assets

A product that evolves with your business

Access to real-time data at your fingertips

Access Anywhere · Remove Doubt · Searchable Data · Unparalelled Scalable

single source of truth

Hardcat software protects your business against financial and reputational loss and gives you the intelligence to make decisions with certainty

COMPLIANCE AND WORKFLOWS

WORKFLOW TO SUPPORT YOUR BUSINESS PROCESSES

- This provides the opportunity for deep data analytics and better decision making and automate the next work-flow steps, where required.

- Role based dashboards assist with key metrics management and can help identify critical events and information to allow people to proactively manage and react to incidents and tasks needed.

- Procurement can make informed decisions and take a proactive approach in the procurement of new assets with reporting to show assets coming up to end-of-life cycle by Organisational Unit/Department/Cost Centre.

- Upon receipt of new assets users can be triggered to undergo an on-boarding process and activities.

- A custom field may also be created to identify whether an asset has been modified or not, for ease of identification.

- Where a piece of equipment has different parts, these can be created as separate unique asset records and linked to the parent or one-another to show the link.

- Enterprise view and governance of all assets, whilst product specific management at Divisional/ Organisational Unit level - consistency, transparency, efficiency and ease with decision making.

PERSONNEL CERTIFICATIONS AND MOBILITY

ENSURE THAT THE RIGHT PEOPLE HAVE ACCESS TO THE RIGHT TOOLS, AT THE RIGHT TIME

Hardcat Lebosi utilises personnel certifications, accreditations, courses and Impairments for controlling asset restrictions. The system can be integrated into your existing HR application to easily issue and return equipment through barcode/RFID scanning.

Identifying personnel qualifications and impairments during the process saves time and creates diligence around the responsible issuing of assets and meet safety and compliance requirements.

Hardcat Lebosi provides a single source of truth and governance around the management of critical operational assets ensuring only personnel with the correct certification can have access to certain assets. Manage personnel qualifications, certifications, training and expiration dates.

HARDCAT LEBOSI MOBILE APPLICATION

Users in the field can access the Hardcat Lebosi Mobile Application either in a connected or disconnected state, allowing for off-line capabilities where wireless (mobile or Wi-Fi) connection is not available.

Using either Barcode or RFID, the Hardcat Lebosi Mobile Application provides users with the following functions:

- Asset Capture (available offline)
- Asset Audits (available offline)
- Ad-hoc Asset Audit (online)
- Issue and Return of Assets (online)
- Asset Look-up (online)
- Managing Jobs (available offline)

REPORTS, SEARCHES AND DASHBOARDS

GUIDING YOUR BUSINESS DECISIONS

Hardcat Lebosi is designed to provide easy access to Asset information via User Dashboards as well as Search and Reporting capabilities.

Search and Reports are available on demand or automatically upon the occurrence of given events, with a consolidated view of all assets, property and evidence under the control of the enterprise.

The reporting engine allows for the creation of tabular style reports to meet your reporting needs. An inbuilt suite of fixed reports (including additions, disposal, and other asset register reporting) and full capability to introduce customised reports to address any unique business needs. These reports can also be scheduled to run automatically.

- Reports and import/export templates (CSV/Excel) are associated to a Role.

- User-selectable dashboard views and predefined reports can be designed around Roles to provide meaningful information in a dashboard:
    - Instant critical information views (customisable)
    - Quick action keys

- The data held within the solution can be leveraged by third-party reporting tools such as Power BI to provide further insights and deep dives into the data, for trends and analysis.

- Full traceability for all asset/maintenance/inventory transactions that will provide a deep level of auditable information.

ROLES AND ACCESS CONTROLS

ENTITIES AND RELATIONSHIPS TO ROLES AND MULTILEVEL PRIVILEGES

The Hardcat Lebosi solution can track the movement of an asset, recording every change to Location and Custodian, each time an asset is identified using barcoding or RFID scanning.

- A Role and Asset intersection will allow a user to manage assets based on role-based access. That is, 'is the user allowed to create, edit, delete an asset'.

- The Organisational Unit that the asset is assigned to controls the maximum capability a user has with an asset record, from view to delete.

- A Role is associated to Transactions and Entities, whilst a person is associated to a role. This provides the user with the rights to entities and transactions. Generically, a user may be able to edit an asset record, however, one of the Organisational Units they are associated to may only provide them with View Only access.

- Reports and Import/Export templates are associated to a Role. For example, a service technician who is associated to a 'Service Role' would be presented with Maintenance style reports, whereas an Asset Officer would not have access to these reports.

- Third party users may have various ways of updating/using the solution, which will be dependent on their Role and level of activity required within the solution.

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ASSET OWNERSHIP AND ALLOCATION

TRACKING THE MOVEMENT OF ASSETS

The system records the full transaction history of equipment which is allocated, loaned, leased, or hired to individuals, Organisational Units, departments or external third parties (contractors, suppliers, and maintenance providers).
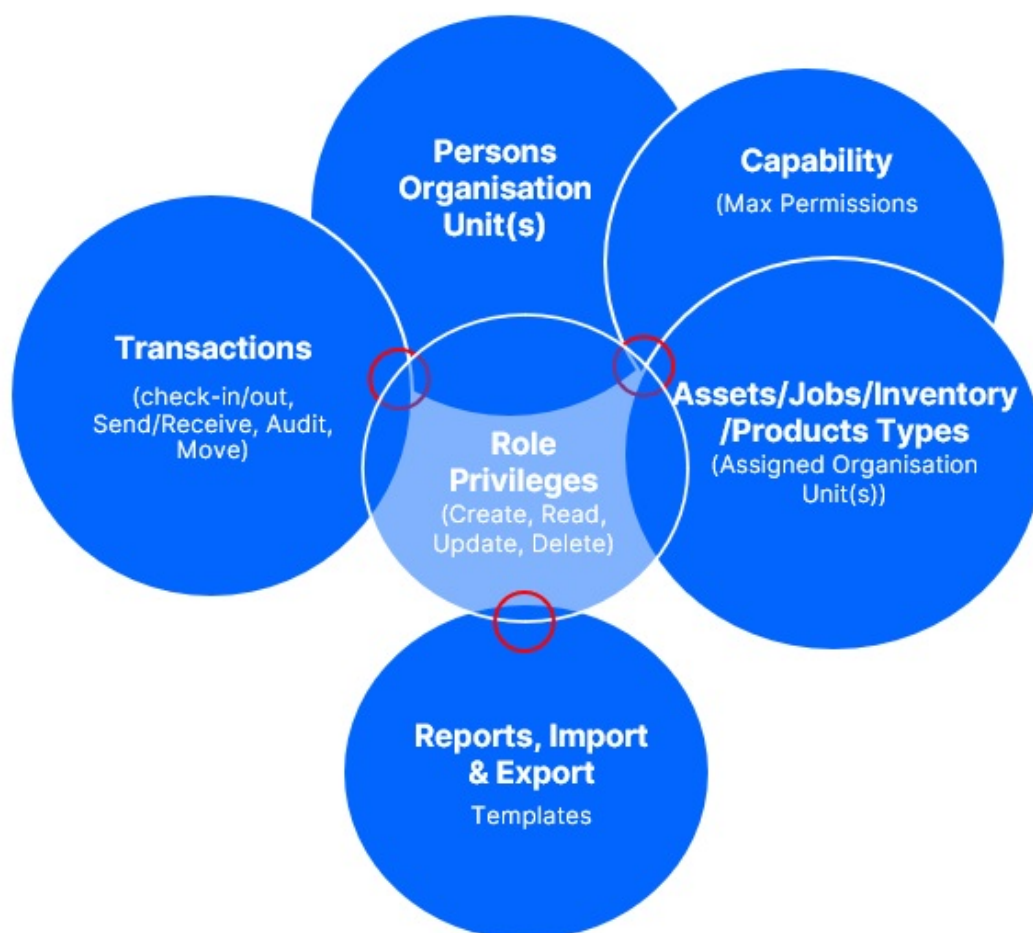
- Details – contact, Identifiers (Barcode, RFID, Employee Identification) and Location.

- User Preferences – allows a user to set transaction defaults, landing page preferences, user-selectable dashboards.

- Presets – unlimited amount of extra data that can be captured on a Person's record based on the Type of person created.

- Qualifications and Impairments – pairing a Person's qualifications/certifications (and any impairments) with their asset policies provides an assurance when issuing assets.

- Roles – a user can be associated with one or more roles in the solution.

- Files - can be attached in different formats (PDF, Excel, Word, images) or as URL links to documents held within a document management system.

- Organisation Asset Access and applied Access Control –allows for granular control of what assets/jobs/inventory a user can access within the system.

ROLES AND RESPONSIBILITIES

MANAGING PERMISSIONS AND PRIVILEGES

The diagram below illustrates the configurable entities and relationships to roles and multi-level privileges.

- Manage user permissions, what users can see and do based on where they are in the organisation, their permissions and specific roles.

- Ensure users only have visibility to functions and assets they have permissions for.

INTEROPERABILITY

AN INTEGRAL ELEMENT OF THE ENTERPRISE ECOSYSTEM

Hardcat Lebosi is an inherently open system designed with integration and sociability in mind. Interoperability and integration are inherent in the DNA of the product suite.

Hardcat has experience integrating to the largest and smallest packages, from ERPs to small, bespoke accounting systems and even hardware auto-discovery tools. For more complex, tighter integrations, Hardcat provides a number of seamless integration options via any combination.

- SAP
- Oracle
- Third party integration tools such as Microsoft Biztalk or IBM's WebSphere
- .NET
  Message Queuing (MSMQ)
- XML
- Excel
- Text Files i.e., Comma Delimited
- Web Services
- Email
- Active Directory interface
- Technology One
- SmartStream
- Sage

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PLANNED MAINTENANCE

TEMPLATED REPETITIVE MAINTENANCE TASKS FOR EFFICIENCY AND CONSISTENCY

Hardcat Lebosi provides the tools to manage both preventative and reactive maintenance associated with any individual asset or asset class, throughout the entire life cycle of the asset.

Control over planned maintenance and scheduling of jobs:

- Specific requirements during the acceptance testing of assets before initial deployment (i.e. attachment of unique identifier, registration of the asset into the asset register, configuration settings, performance testing, test equipment used to perform acceptance procedures, and more).

- Trigger to notify a user at time of on-boarding of new equipment/assets to notify to take further action. Regular maintenance throughout the asset's life (i.e., inspections, electrical tagging, or performance verification tests and performance parameters).

- Any maintenance or tasks required during asset disposal, including notification of asset end of life.

- Various maintenance schedules can be attached to assets to address specific requirements.

- Extend asset life cycle with whole of life cycle cost of assets including parts consumed.

PLANNED MAINTENANCE - continued

TEMPLATED REPETITIVE MAINTENANCE TASKS FOR EFFICIENCY AND CONSISTENCY

Planned preventative maintenance (PPM), also commonly referred to as planned maintenance or scheduled maintenance, is essentially a scheduled maintenance routine for the assets across the enterprise.

Control over planned maintenance and scheduling of jobs:

- Track which staff member or contractor has completed maintenance activities on any specific asset.

- Planned maintenance Job templates for ease of cyclical job creation and planning.

- Keep track of status and delays with critical maintenance. Ensure compliance with manufacturer warranty.

- Access jobs assigned to you and actions on your smartphone device. Job statuses can drive work- flow of 'who needs to know and do what' at different stages of the maintenance jobs.

- Maintenance tasks can be pre-defined and captured within each individual job schedule in order to represent all relevant data at a granular level, including any specific sequence of events.

- Records are captured for reporting and analytics requirements and if the required thresholds are not met, an automated job for 'fixing/additional attention required' can be created and linked to the original job.

ASSET AUDIT

ENABLING ACCOUNTABILITY AND COMPLIANCE

Maintain accountability for a wide range of assets and equipment so you can be always certain about who has what and where with a complete audit trail of all movements, and history of transfer of custodianship.

Periodic audits confirm Location, assigned Person, Custodian, and condition. An audit outcome may be specified (e.g., audited, not found, unexpected along with follow-up actions (e.g., re-audit, move, repair.

- For easy annual asset audits/stocktakes.

- Hardcat Lebosi Mobile App. creates efficiencies within the workforce, updating records in the field.

- Compatible with specialised hardware designed to create efficiencies with barcode, RFID scanning or ability to capture and record images.

- Offline smartphone App functionality to allow continuation of work.

- Scoped audits by Location or Asset Class.

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REACTIVE MAINTENANCE

COMPLETE HISTORY OF ALL SCHEDULED JOBS

Reactive maintenance, unlike preventive maintenance, involves responding to equipment malfunctions or breakdowns after they occur in order to restore the asset to normal operating condition.

Reactive maintenance can be a beneficial plan for your business from a financial perspective, as it takes less time and money to have equipment repaired when needed, rather than performing routine maintenance to prevent the breakdown from occurring.

That said, it's recommended that reactive maintenance isn't your sole maintenance strategy in place for equipment repairs, as it's often not sustainable in the long run for valuable machinery. For essential assets, it's a good idea to implement a mix of routine, preventive, and reactive maintenance strategies.

Hardcat Lebosi provides control over reactive maintenance and job requests to:

- Log and manage any unplanned events.

- Schedule job request to appropriate resources or suppliers.

- Keep track of progress and status of faults and repairs.

- Manage overdue critical incidents and faults Increase up time of asset availability.

- Keep appropriate records for historical reporting and total cost of ownership.

STOCK AND INVENTORY

MANAGING CONSUMABLES AND SPARE PARTS

Track, reorder, move, change and report on consumables and spare parts anywhere, anytime and know the location and quantity on hand.

Manage the 'how, when and what quantity is used for what purposes' maintaining optimum stock levels (not too high not too low) as well as a complete history of pricing changes and supply chain information.

Stock and inventory management to keep track of:

- Inventory allocations by Locations/Departments/People.

- Minimum order quantities for reorder notifications/reports.

- Stock availability for sharing of stock between Organisational Units/Departments.

EXHIBIT/EVIDENCE MANAGEMENT

COMPLETE CHAIN OF CUSTODY AND COURT REPORTING

Hardcat Lebosi Property and Evidence provides all the functionality for complete exhibit tracking and management. Allowing end-to-end control together with an audit trail from initial capture all the way to final disposal.

The solution provides a consolidated view of all items as well as a complete and unbreakable chain of custody. This is made possible by combining advanced design and the latest technology.

The major advantage of the system is the reduction of administration time from weeks to minutes thereby releasing personnel for other duties.

Exhibit/evidence management for:

- Chain of custody and reporting.

- Links to appropriate case.

- Capture through to disposal.

- Integration with LIMS solutions.

- Life cycle of exhibit/evidence.

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ASSET TAGS AND HARDWARE

"As well as enterprise software we supply everything you need"

A mix of RFID tags and barcode labels can be used to tag assets, depending on the equipment surface and material suited to its environment and conditions.
Equipment tags can be made to withstand harsh environments and conditions.

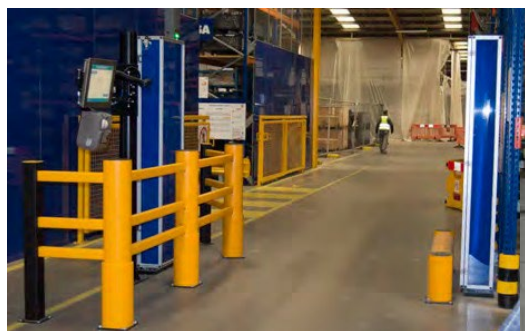MC3390R Long-Range UHF RFID Reader Barcode Scanners

RFD 8500 RFID 1/2D Scanner

Laser Etched 2D Barcode

Barcode on metal surface

Fixed Readers

NOTES:

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Hardcat solutions have been chosen by more than 2,000 of the world's most prestigious corporate and government bodies in 121 countries around the world.

Join our list of satisfied clients who have already performed your due diligence for you. No one else has our credentials or credibility when it comes to asset management solutions.

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