



See how this customer is using LeaveMaster in their business.



Company:

UAV Engines Ltd

Location:

Staffordshire, United Kingdom

No of Employees:

50-100

Industry:

Aviation, Engineering

UAV Engines Ltd

Engine Supplier Speeds Up Holiday Booking Process and Eliminates Paperwork By Implementing LeaveMaster

UAV Engines Ltd (UEL) wanted to speed up and streamline its leave management process by replacing its cumbersome, paper-based holiday booking system with a fast, automated online system. It implemented LeaveMaster and staff holidays at UEL are now being processed quickly, accurately and efficiently.

A paper-based problem

At its facilities in Shenstone in the UK, UAV Engines Ltd (UEL) designs, develops and produces Wankel-type rotary engines that propel more than 30 types of unmanned aircraft; from target drones and one-trip, lethal unmanned air vehicles to unmanned surveillance aircraft. The company employs 48 staff and, under UEL's previous leave and absence management system, they had to manually fill out holiday forms every time they wished to take time off.

"We had a paper-based system where a form was filled out by the employee who wished to book leave and passed to their line manager for authorisation," Nathan Bailey, Operations Manager at UEL, explains. "Providing the manager approved the leave, the form was then sent to a clerk who manually filed it." A note of the employee's upcoming leave was then manually added to a shared calendar in Microsoft Outlook, allowing staff across the company to see when other staff members were going to be away.

"Our paper-based system was cumbersome and resulted in differences of opinion on holiday booked and holiday owing," Nathan Bailey explains. "Paperwork was regularly lost and then reconciliation exercises had to be carried out to correct records."

This created uncertainty about holiday entitlements amongst both staff and managers, and there was the ongoing risk of productivity levels in the company dropping unnecessarily as a result of staff taking more time off than they were entitled to.

“ Our paper-based system was cumbersome and resulted in differences of opinion on holiday booked and holiday owing. ”

A web-based solution

UEL wanted to find a more efficient way to manage leave and decided to replace its paper-based holiday booking system with a fast and efficient online system. It chose LeaveMaster because it is simple to set up and has a highly user-friendly interface, which means it requires minimal user training.

"LeaveMaster fitted the company ethos with regards to software," Nathan Bailey explains. "We believe all client front ends should be browser-based with a back-end server or database carrying out all the activity. We also believe interfaces should be graphically-driven, easy to navigate and provide users with clear information. LeaveMaster matched those requirements exactly."

To book holidays, UEL's employees now simply log into LeaveMaster, which they can access even if they are off site. They can see how many days holiday they have already taken, how many days they have left and who has already booked holiday on the days they want to take off, before requesting their leave online.

This triggers an email to their line manager, who can see at a glance who else is away on the days requested, before authorising or denying the request at the click of a button. Details of the employee leave is then automatically added to the company's shared Outlook calendar, rather than needing to be manually inputted.

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Implementing LeaveMaster has eliminated holiday paperwork at UEL and substantially reduced the amount of time both staff and managers need to spend on holiday administration, freeing them up to focus on their core activities. As the system is entirely web-based, there is also no longer any danger of holiday forms being mislaid.

“Everyone in the company now has access to accurate, up-to-date holiday information,” Nathan Bailey comments. “Managers can easily see the status of employees' holiday entitlements and assess whether granting a leave request will leave them short of resources. Our holiday admin overhead has disappeared and there are no longer discussions between managers and staff about how many days' holiday employees are owed.”

As a result of switching from its paper-based holiday management system to LeaveMaster, holiday requests at UEL are now being processed quickly, accurately and efficiently. “Everyone has found LeaveMaster easy to use,” Mr Bailey adds. “We have not had a single complaint and leave management has now almost become a pleasure as opposed to a headache.”

About UAV Engines Ltd

UAV Engines Limited (UEL) is dedicated to the design, development and production of a range of high quality, light weight Wankel-type rotary engines from 20 to 120 bhp, for powering Surveillance type UAVs, Target Drones and One trip UAVs.

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