



J.S. ENGINE LIMITED

P.O. Box 39501 – 00623 NAIROBI, KENYA
TEL: +254-20-3741872 FAX: +254-20-3741889 MOBILE: +254-722-787725
E-MAIL: info@jsengine.net WEB: www.jsengine.net

PIN No: P051163256V
VAT No: 0140295M

FIRST FLOOR, MUSEUM HILL CENTRE
MUSEUM HILL ROAD

29th NOVEMBER 2005

E-Secure Office™

E-Secure Office™ is a Web-Based Multi-User Information Management System for the Security Industry. **E-Secure Office™** helps Security companies manage their Operations, Customer Service, Inventory and Human Resources for critical Decision Support in Business Analysis and Planning.

E-Secure Office™ is Easy to Use, Integrated and Flexible allowing for Security companies to increase their Efficiency in Service Delivery; Track, Account for and Reduce Costs and ultimately Increase Revenue.

E-Secure Office™ allows Management to actively Track operational Variables from their Workstations in the Office and from outside the office through Remote Access, even when Travelling.

AVAILABLE MODULES

Customer Information Management

- E-Secure Office™ comprehensively stores customer contact information.

E-Mail & SMS Messaging

- E-Secure Office™ includes an integrated E-mail messaging client that allows users of the system to communicate via email without having to leave E-Secure Office™
- SMS messaging is also available as an Add-On for critical message delivery (automated Incident Reporting).

User, Group & Access Control

- E-Secure Office™ enables system administrators to assign specific user rights to system users. Reporting functions can be limited only to management, whereas Data Entry screens are only visible to those assigned the particular user right.

Employee Information

- Basic employee information such as name, contact information, department, role are captured.
- Corollary information such as Next of Kin, ID/Passport No's, Disciplinary actions can also be stored.

Leave Management

- E-Secure Office™ enables Human Resource managers to plan leave allotments so as to avoid under-staffing.
- Leave histories are also used by Accounts in determining the payroll and no of leave days left.

Contract Management

- E-Secure Office™ can be used to store Security contract staffing levels for enhanced reporting and control.

Personnel Deployment Tracking

- E-Secure Office™ tracks personnel deployments to particular contracts. It is updated with Reliever information and integrates with the Leave Management.
- Operational managers can view accurate deployment information on where personnel have been deployed to at the click of a mouse.
- Electronic Roll Call is an Add-On that can be used to enforce even greater control.

Alarm Deployment Management

- E-Secure Office™ stores information on Alarm deployments. This includes type of alarm, location in building and customer.

Incident Reporting

- E-Secure Office™ provides detailed Incident data capture such as date and time of incident, type of incident, location, actions, etc.
- Comprehensive data reporting tools are available with E-Secure Office™ for enhanced trend analysis.
- Integrates with SMS messaging to instantaneously alert contract managers whenever incidents occur.

Fleet Dispatch & Fuel Management

- Tracks Fuel issue to Vehicles in the Fleet
- Tracks dispatch of Vehicles to various sites
- Provides reporting capabilities on Vehicle Mileage, Vehicle Fuel Usage and others.

Fleet Repairs & Maintenance Tracking

- Tracks costs related to Vehicle repairs and maintenance.
- Includes a Reminder system for road license expiry date, vehicle service dates, vehicle inspection, insurance cover and other information.

Inventory Management

- Track Technical department supplies.

Job Card Scheduling & Management

- Provides Job Scheduling for the Technical department.
- Captures Job Card information for appropriate Customer Billing and Reporting.

Remote Access

- Dial-up into E-Secure Office™ from remote locations and when travelling.
- Integrate & Manage various company branches through E-Secure Office™.

J.S. Engine Ltd. Software Maintenance Plan

- Receive all major and minor software updates.
- Unlimited telephone support
- Virtual On-Site Support via Remote Access (Where Applicable)
- Nightly Off-Site, Encrypted Tape backups for Disaster Recovery.

Software Licensing Options

- Software Leasing Agreement with Buy-Out Plan after 1 or 2 years.
- Outright Multi-user license Purchase.

For more information please contact.

Joe Murithi Njeru

J.S. Engine Ltd.

P.O Box 39501 00623

Nairobi, Kenya

TEL: +254 (020) 3741872, FAX: +254 (020) 3741889

info@jsengine.net