



AUTOMATED TIME AND ATTENDANCE AUDIT

how does it work?

fairtek's proprietary technology automatically crops CCTV footage, creating timestamp records of similar images.

The process is passive, automated, and compliant with the Australian Privacy Act (1988).

Cropped images that correlate highly to client work rosters are presented back for identification (i.e. to verify the image captured is in fact a rostered employee).

The client or **fairtek** associates the cropped images against existing time and attendance records, enabling;

- Identification and elimination of potential employee fraud (shifts claimed but not worked), and
- Proof against allegations of 'wage theft' (i.e. shifts performed but not rostered/denied by supervisors).

does **fairtek** use facial recognition?

fairtek uses similar technology, however it does not make the connection between a digital image and an employee's identity.

This is done deliberately, so when using **fairtek** the client is fully compliant with the requirements of the Australian Privacy Act (1988) and the 13 Australian Privacy Principles.

what about privacy?

fairtek is designed so no identification of individuals occur when cropped CCTV images are captured – the images are held anonymously.

As part of implementing **fairtek**, the client decides the minimum duration that will be reported for shift audit; for example any image that appears in the record for more than 30 minutes in the pay period.

Only images which appear for more than the defined minimum period are presented to the client for verification against rosters; any other image is deleted.

This means images of non-employees are never presented to the client, and are never associated with identifying information; thereby ensuring compliance with Australian Privacy Act (1988) requirements.

do employees need to register?

No. **fairtek** is a fully automated, passive audit technology. The process automatically correlates the audit reports to existing time and attendance system reports.

what about customer privacy?

Customer privacy is always protected using **fairtek**. Depending on the positioning of store cameras, it is possible for the CCTV cropping process to accidentally capture customer images. However, those images are never connected to any identifying information, and are deleted via the routine reporting process.

This means identifying images of customers are removed from the reporting process, thereby ensuring compliance with Australian Privacy Act (1988) requirements.

does it track rosters?

fairtek is designed as an audit system, providing an evidence based process to ensure employees have been paid accurately.

As an additional service roster tracking can be implemented, however as each client's operations are unique, this service will require additional consultation and system integration.



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can **fairtek** calculate overtime?

No. **fairtek** is not a payroll, and does not have this capability.

do i need to show employee permission?

No. **fairtek** is designed to ensure the process of correlating a cropped CCTV image to an employee identity occurs within the client's organisation. This means the client is acting on employee records, and as such is exempt from the requirement to gather permission, per Division 2, Section 7B(3) of the Australian Privacy Act (1988).

do i need to get customer consent?

No. **fairtek** is designed to ensure images accidentally captured that might be customers are deleted and never presented to the client.

As there is no way to connect accidentally captured images to any client identifying information, customer privacy is never at risk, and so no consent gathering process is needed.

how often are reports sent to the client

The frequency of roster audit reporting is fully determined by the client; there is no minimum or maximum reporting period. **fairtek** recommends a frequency aligned with the clients existing roster cycle; either weekly or fortnightly, to make management investigation and action easier.

does **fairtek** create exception reports?

This can be provided as an additional service. The **fairtek** base product presents timestamped cropped CCTV images for the client to compare to their roster.

If the client requires exception reporting this can be automated in addition to the base product.

does this provide proof against wage theft?

Yes. 'Wage theft' broadly covers situations where employees attend work, but are not paid for their time. Employers remain liable for unpaid time, and in Victoria Directors and Officers of an employing entity may face criminal charges, potentially including imprisonment.

Once the client has associated the cropped CCTV images to their own roster records, there is a permanent record of when the employee was actually at work, what time they were paid for, and a definitive defence against any Wage Theft allegation.

does **fairtek** provide definitive evidence of employee shift fraud?

Yes. Once the client has associated the cropped CCTV images to their own roster records, there is a permanent record of when the employee was actually at work, what time they were paid for.

Where shift fraud is suspected, the subsequent investigation, allegation and outcome finding process is highly efficient, as there is definitive evidence of the employee's presence (or absence) in the workplace.

To eliminate shift fraud and guard against wage theft, contact **fairtek** today.