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Portlight Product Portfolio Overview

We have highlighted 33 current active systems that have been developed by Portlight Technology (Pty) Ltd and its partner company in Mozambique, Racional Lda.

This portfolio serves as an indication of the systems we have delivered in the past as well as our capabilities in designing and implementing solutions for clients. For detailed information on any of the systems please contact us.

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PROJECT MANAGEMENT SYSTEMS

Our flagship product

PROJECT MANAGEMENT SYSTEM (PROFORMANCE)

A feature-rich application running on WPF (Windows Presentation Foundation) providing complete project management support and includes a full document management system featuring:

- portfolio and program management
- milestone tracking
- excellent security
- easy navigation
- time tracking and logging
- strong reporting featuring full rollup functionality
- project attachments
- task assignment and tracking
- photos before and after may be attached facilitating content rich reporting
- e-mail notifications to team members
- MS Project and MS Word integration with version control on documents
- cash flow forecasting and budget planning across all projects
- six sigma tracking
- project prioritisation
- capital approval
- financials (planned, forecast and actual expenditure)
- project status (traffic lights on a dash board)
- SAP interfacing (budget, commitments and actuals per WBS / project)
- project comments
- project attachments
- project documentation
- defect tracking and punch lists
- engineering requests with timesheets
- registers (i.e. Risk registers)
- project handover (PAC and FAC)
- earned value measures like CPI / SPI reporting
- opportunity or idea capture
- opportunity or idea evaluation
- project pipelining
- project prioritisation
- team member assignment
- benefits verification
- web interface for opportunities or ideas for capturing throughout the whole organisation

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PROFORMANCE COMMISSIONING MODULE

The ProFormance commissioning module is used to track and control specific aspects of large commissioning projects.

The system provides functionality to configure / import the structure of the project that is broken down in systems and packages that need to be delivered. Systems and Packages have delivery schedules in terms of specification review, construction, documentation (specifications, maintenance and spare parts manuals and performance tests), handover dates and warranty periods.

- Emails notifications to reviewers of project document based on pre-defined list of reviewers per document type, system or package.
- Document reviewers need to approve or reject documentation on a control sheet in order to get eventual sign-off by all reviewers.
- Tracks all the schedules along with improvement ideas, safety items, punch list fixes, deficiencies, as-built audits and latent defects.
- “Drop-dead date” report that highlights items that will be late due to Systems and Package relationships, lead times, handover dates, required documentation, handover notifications and all other known delay criteria.
- Extensive reporting with filtering, graphs and export to Excel.

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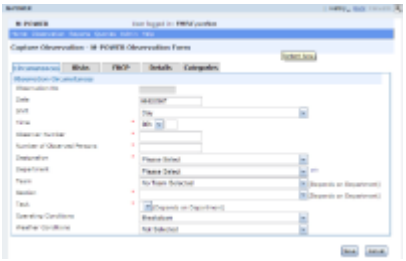
SITE MANAGEMENT: SAFETY SYSTEMS

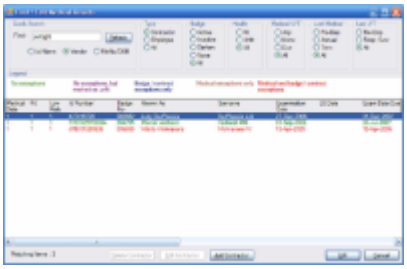
BEHAVIOURAL SAFETY MANAGEMENT SYSTEM

This is a behavioural safety management system allowing for safety observations to be captured and assigned to resources for follow-up. The system helps to identify unsafe behaviour trends that should be addressed per area / department.



CONTRACTOR MEDICALS SYSTEM

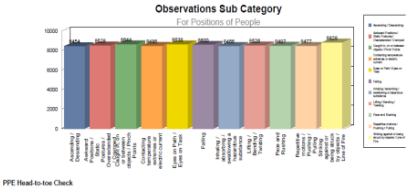
A contractor medical tracking system allowing users to track:

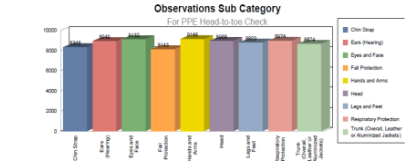


- medical fitness of contractors at pre-employment
- scheduling of routine medicals and lung function tests
- access badge and contract expiry tracking
- extensive reporting and search capabilities

HSE OBSERVATION SYSTEM

This system is an updated and improved system combining the functionality of both the Behavioural Safety Management System and the Near Miss System.





NEAR MISS SYSTEM

The system can be used by an operation to reduce safety hazards on site by logging and following up on near misses logged by employees and contractors. It can be used in conjunction with Behavioural Safety Observations (one of our other systems) to reduce risks.

The reports with extensive filtering include:

- Near Misses by Category
- Near Miss Status
- Near Misses Reported per Team
- Near Misses Reported

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STANDBY ROSTER SYSTEM

The Standby Roster is used to publish the names and contact numbers of people that are on standby and is typically available from an Intranet. The current week is the default week being displayed but users can quickly select a week or two in the future.

- Data is displayed per department and role e.g. Site General - Duty Manager with contact name and number
- A link to the full roster is also available per department and role

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SITE MANAGEMENT: GENERAL SYSTEMS

ACTIVE DIRECTORY REPORTING

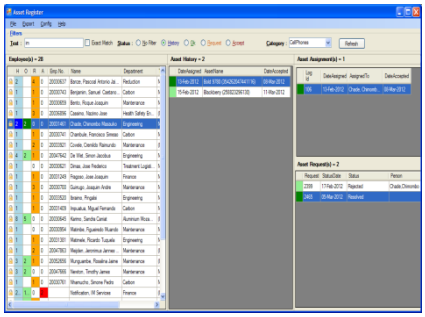
The system is used to monitor and control access to sensitive and other key Active Directory groups. Management is notified via email when group membership changes. They then review and approve the people that should have access, a reason must be given why the people need access, or why access needs to be revoked. Revoke requests are sent to the IT department and the requests will remain open until a windows service picks up the change on Active Directory. Automatic email notifications and reminders are also sent by the service.

AGREEMENT AND CONTRACT SAVINGS SYSTEM

The system is used to track savings that were negotiated on agreements and contacts. It is typically used by a procurement department in association with Business Excellence to reduce costs. The system can also be used to reward procurement officers that make extra effort to consider all alternatives.

ASSET REGISTER

The system is used to track company equipment assigned to employees and contractors. The equipment / assets typically include Cell Phones, Data Cards, Blackberries, Cell Phone Numbers and Laptops, but can also include Desktop PCs as part of an automated network infrastructure scan.



A wireless scanner is used to scan new equipment into stock and to assign equipment from one user to another or locations like “In for repair” etc. Whenever an asset is scanned and assigned to an employee the employee will be notified with a link to accept the assignment. The system also does a network inventory scan for connected equipment, like servers, printers, switches and routers.

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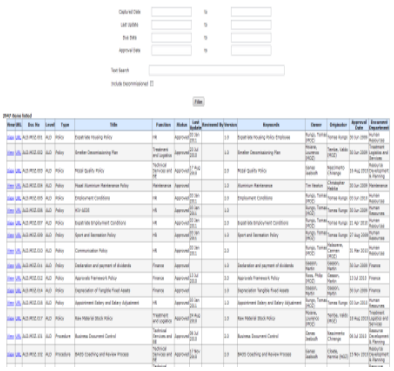
CONTROLLED DOCUMENTS

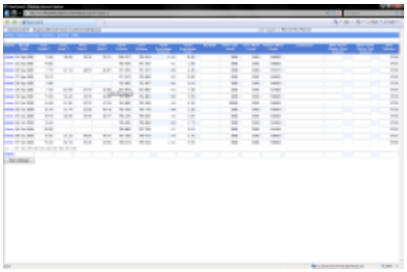
The Controlled Documents system is a register of official company documents. The system provides automated document numbers based on document types, typically Policies, Procedures, Standards and Training Modules or any other official company documentation.

It ensures that proper version control and approval processes are followed. It also allows related documents to be linked together and maintains links to the physical documents. Employees can view and search for documents based on various criteria or pre-populated keywords, whilst Document Controllers and Administrators can add new documents and change review dates etc.



EFFLUENT CONTROL SYSTEM

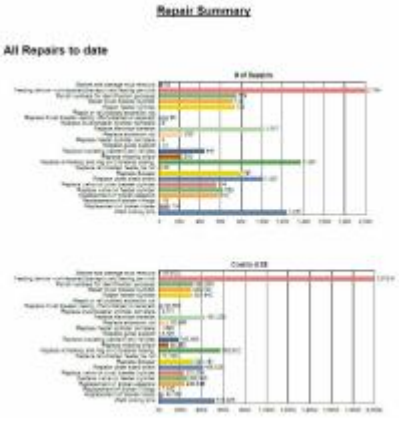
The Dam Control system tracks harmful effluent concentrations for impoundment dams. Tracks fluoride concentrations, water levels and water discharges



EQUIPMENT TRACKING SYSTEM

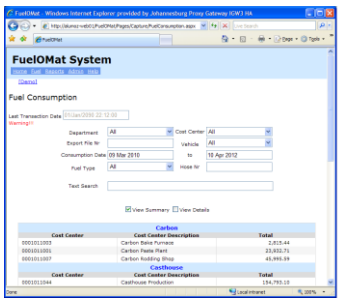
Equipment Tracking System (ETS) is used:

- to track scheduled and ad-hoc maintenance to equipment that is maintained by external vendors
- to keep history of repairs and replacements for each piece of equipment
- to update equipment repair costs according to new vendor contracts
- detailed reports and graphs on actual repairs and cost of repairs



FUELOMAT REPORTING

Fuel consumption reporting system for plant equipment and company vehicles refuelled on site. Summarised and detail reporting per department, vehicle or vehicle type.



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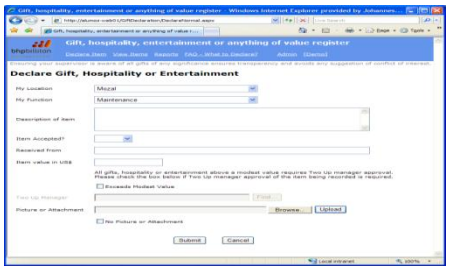
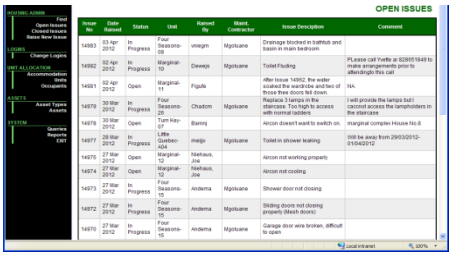
GIFT DECLARATION SYSTEM

The gift declaration system is used to keep record of corporate gifts and hospitality that employees accept or reject from any third party, and to record anything of value offered to any government official. It aims to provide transparency and assists to promote anti-bribery and anti-corruption policy and practice.



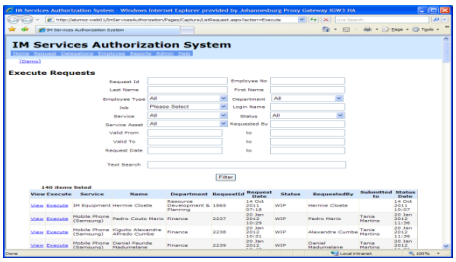
HOUSING SYSTEM

The housing system is used to manage contractor and employee housing, and housing maintenance requests, including waitlists and rental periods. All company housing issues are logged in the system to manage repair contractors and other service companies. It also keeps track of the content/assets allocated to each house or housing unit.



INFORMATION MANAGEMENT SERVICE AUTHORIZATION SYSTEM

The system manages employee / contractor requests for company resources and is mainly used for Information technology but is not limited to it. The system provides customisable workflow and approval processes by job position and department and can also be used to request and action employee delegations.



When a new employee requests network access, a desktop phone, internet access or mobile phone, then the person's superintendent will first be emailed with a link for approval, then the manager and if no extra approvals are necessary the IT department will be notified to execute the request. Reminders are sent and requests automatically escalated if a request step is not processed in time.

INTRANET PORTAL

The intranet portal was designed to be easily configurable and allows administrators to update dynamic content easily with minimal user training. This system allows appointed administrators at each site (can be configured by department) to continually update their site / department's web content using our simple administration interface. The system supports polls, internal news, weather information pictures and articles. It also provides functionality to embed KPIs / Stability indicators for dashboards etc.

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LIBRARY SYSTEM

The library system is used to assist with the manual filling of documents, specifications, manuals, CDs, DVDs, tools and other hardcopy documents. The index pages of the documents can be scanned, OCR-ed and added to a document when it is registered on the system. The system also provides numerous fields to classify items into related groups. Each library item is assigned a unique number and each filling cabinet is also uniquely numbered. Containers can also be used to store small individual files/documents.

- OCR, Barcodes, Handheld Wireless scanners, Drag and drop scanned pages from Outlook
- Extensive 'as you type' searching
- Book In/Book Out of items, with follow up e-mails when review period expires
- Barcode label printing (all standard file sizes, containers and cabinet index)
- Stock take of library items (very quick - using mobile scanner)

MOBILE PHONE REPORTING SYSTEM

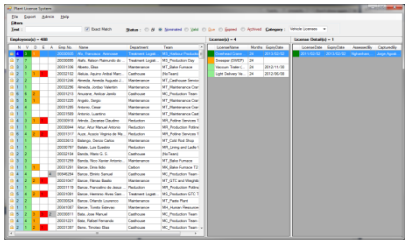
The system is used to import electronic phone bills for a company and to publish the bills on the corporate intranet. Individuals can only see their own bills whilst Superintendents and Managers can see all their subordinates as well. Limits are imposed at certain organisation structure levels and overspending on the limit is recovered from the individual‘s next salary.

PERFORMANCE BONUS SYSTEM

The system is used to calculate performance based bonuses for employees. Bonuses are then included in their salaries at the end of a bonus period. The measures and scoring weights are fully customisable on a monthly basis without affecting data of previous months in the bonus period. Scoring is done using Company, Department, Team and Individual Measures.

PLANT LICENSE SYSTEM

The plant license system is used to track the issue and renewals of licenses for vehicles and other specialised plant equipment operated by employees and contractors.



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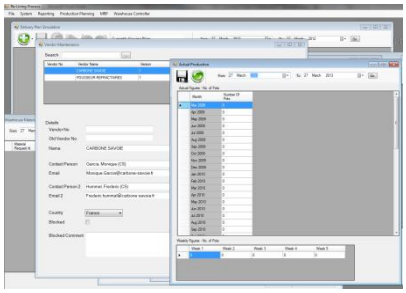
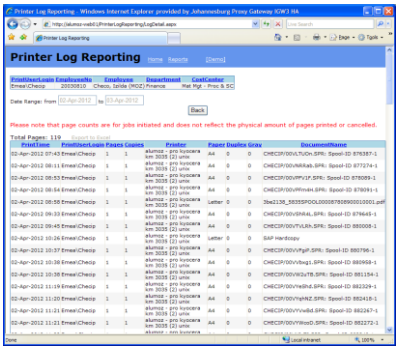
POT (FURNACE) RELINING SYSTEM

The Pot Relining System is used to do general Production and Material Requirement planning for the re-ling of furnaces as part of a continuous maintenance cycle. Different versions of BOMs (Bill of Materials) can be set up with cost quantities, lead-times and re-order levels. The BOMs are then used in Production Planning, Material Requests and Actual Production tracking. The system also does Material Requirement Planning (MRP) with stock adjustments, delivery plan simulations, consumption and stock reconciliation.



PRINTER LOG REPORTING

The printer log reporting system is used to track print jobs sent to network printers. The system automatically sends email to people that exceed pre-configured limits. The email contains a reminder to conserve paper and a link to the person's print history. Managers will automatically see their own print jobs along with the jobs of all employees that reports to them. The system tracks the number of pages, copies, single/double sided printing, paper sizes and colour or black and white printing. Reports include top 50 per site and top 10 per department (top x configurable).



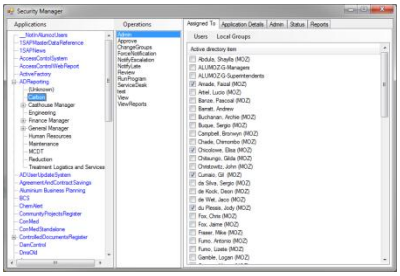
REDUCTION MEASUREMENT SYSTEM

Reduction Measurement system is used to analyse various factors during the process of producing Aluminium. It obtains data from the PLC controlled pots (furnaces) and manual entries after sample analysis.

The information analysed by the system produces extensive graphical analysis that is used as input criteria for PLC parameters and processes to ensure product quality and the health of the pots.

SECURITY MANAGER

Manage users, security operations and departmental security for all site management applications installed at a site. The applications can be started from either the intranet site or application launcher and people will by default only see applications that they have access to. The system integrates with Microsoft Active Directory to synchronise users, groups and user per group information and to confirm that users are still active.



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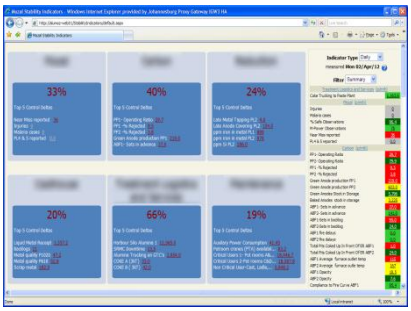
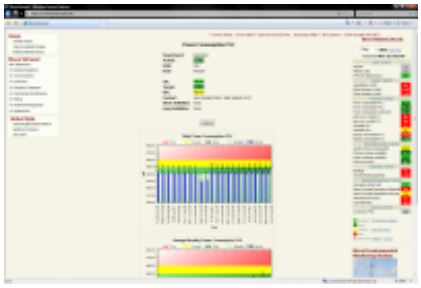
STABILITY INDICATORS

The stability indicator system dashboard has a side panel with hourly, daily and weekly measures which are either manual entries or automated from plant operation systems, and is typically displayed on a company intranet. The middle of the screen can be configured to show graphs from a number of measures, or to show the top 5 out of control measures per department.

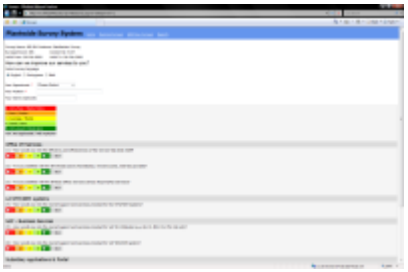


- Configurable measures in case of manual entry measures
- Automated measures customised per site to interface with local systems
- Actual values can have comments per entry (hourly, daily or weekly)
- Measures have targets, thresholds and stretch values with history tracking
- Dashboard indicates good, average, poor or measures that are late (actual values not up to date) at a glance
- The system allows for extensive reporting with graphs



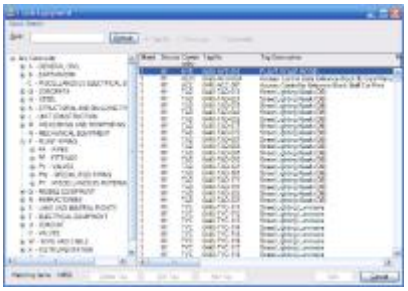
SURVEY MANAGER

The Survey system is used to create surveys to establish customer satisfaction. Surveys are displayed on the company intranet where employees and contractors are encouraged to complete the running surveys and comment on questions if required. Users can assign weights to each question when a survey is created / updated and can also enter the questions in an alternate language.



TAG EQUIPMENT NUMBERING SYSTEM

The system is used to allocate unique equipment numbers for installed plant equipment. It has powerful search capabilities to search by commodity, facility and other criteria The numbers are important for maintaining blue-print drawings and to allocate numbers for equipment that need scheduled/unscheduled maintenance.



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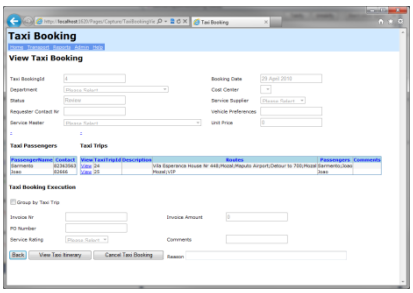
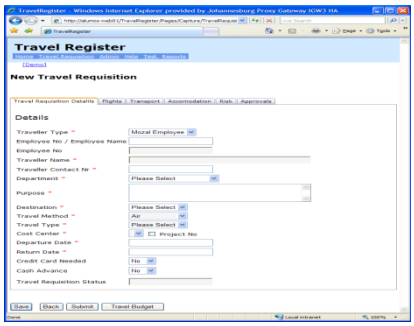
TAXI BOOKING SYSTEM

View, book and approve / decline taxi service (or other company transport) bookings made by employees. The system provides for complex trip combinations, multiple passengers and multiple pick-up and drop off points. It supports multiple transport providers, vehicle types and can be broken down by company, department, cost centre, passenger and service provider.



TRAVEL REGISTER

The travel register is used to request and approve company sanctioned travel for employees, consultants and contractors. A travel request contains the purpose, department, cost centre, project, flight details, accommodation, contact details, transport, funding details and risk assessment for the intended trip. The cost centre owners or managers must then approve the requests. The Health & Safety department must also approve when risks, travel, or health advisories were identified. This allows the system to track all the people that are on domestic, international or remote region trips with all the relevant detail.



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BHPBILLITON IN-HOUSE PROJECT MANAGEMENT SYSTEMS

COMMISSIONING TRACKING SYSTEM (RACS)

The Review and Commissioning System is used to track and control specific aspects of large commissioning projects.

The system provides functionality to configure / import the structure of the project that is broken down in systems and packages that need to be delivered. Systems and Packages have delivery schedules in terms of specification review, construction, documentation (specifications, maintenance and spare parts manuals and performance tests), handover dates and warranty periods.

- Emails notifications to reviewers of project document based on pre-defined list of reviewers per document type, system or package.
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- “Drop-dead date” report that highlights items that will be late due to Systems and Package relationships, lead times, handover dates, required documentation, handover notifications and all other known delay criteria.
- Extensive reporting with filtering, graphs and export to Excel.

BENEFIT CAPTURE SYSTEM (BCS)

Benefit capture system was developed on the .Net platform and provides:

- opportunity capture
- opportunity evaluation
- project pipelining
- project prioritisation
- financial planning / forecasting
- team member assignment
- reporting
- project attachments
- tracking of project costs and benefits for up to three financial years

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PROJECT EXECUTION (PX)

PX is a project execution tool running on the .Net framework. The tool provides a user-friendly interface and:

- project prioritisation
- capital approval
- milestone tracking
- financials (planned, forecast and actual expenditure)
- project status (traffic lights on a dash board)
- SAP interfacing
- e-mail notifications
- project comments
- project attachments
- project documentation
- reporting
- queries
- defect tracking and punch lists
- registers (i.e. Risk registers)
- project handover (PAC and FAC)
- earned value measures like CPI/SPI reporting

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