

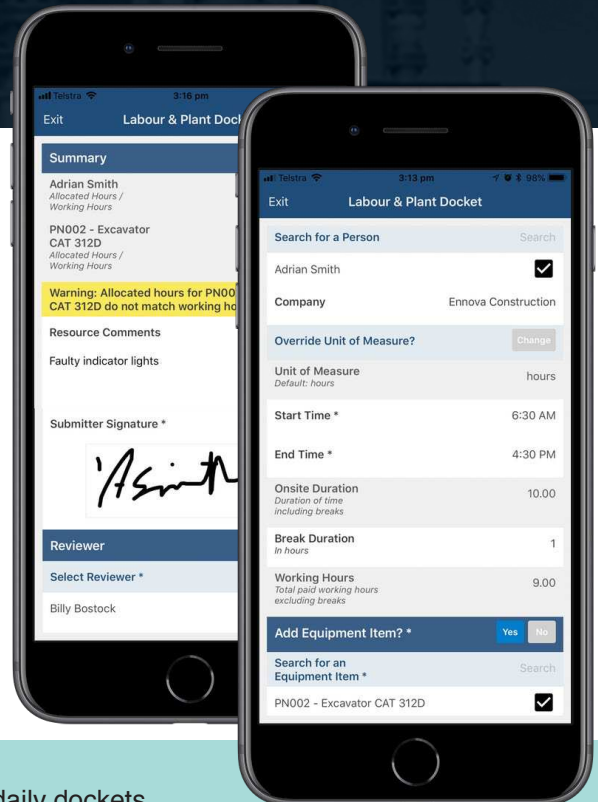


## Subcontractor dockets

### Unmatched subcontractor management

**Subcontractors are vital to project resourcing, productivity and profitability.** However, subcontractor paper dockets create entry inefficiencies, administrative burden and filing delays. The manual paper process, in turn, can significantly impact the accuracy and timeliness of project records. Envision's electronic solution enables flexible mobile docket capture by subcontractors, with data immediately allocated to appropriate cost codes. This streamlined process improves accuracy and responsiveness and delivers a win for all project parties.

Capture docket details through a simple, flexible digital form



- ✓ Give secure access to approved subcontractors to submit their daily dockets
- ✓ Generate a robust record of daily costs incurred to improve budget management
- ✓ Eliminate the risk of disputes caused by lost dockets and incorrect data entry
- ✓ Submit dockets directly to supervisors for fast review, cost code allocation and approval/rejection
- ✓ Give subcontractors live access to download records
- ✓ Automatically match invoices to dockets to eliminate payment disputes
- ✓ Automatically split invoices across multiple cost codes
- ✓ Generate accruals for docket costs received on site but not yet invoiced

# Solution | Subcontractor dockets



Assign subcontractor time and costs to specific cost codes

Docket Reference	Company	Purchase Order	Invoice	Invoice Date	Docket Date	First Receiver	Docket Status	Resources	Approved Usages	Labour Cost	Plant Cost	Other Cost	Total Cost
000088	Eddies Earthmoving		L.EE.001	Approved	15 Jun 2018	Approved	Eddies Earthmoving - Labour - CIV	0/1	\$0.00	\$0.00	\$9,625.00	\$9,625.00	
000087	Eddies Earthmoving		L.EE.001	Approved	15 Jun 2018	Approved	Eddies Earthmoving - 12kl Water Cart Inc. Operator & Fuel	0/1	\$0.00	\$0.00	\$2,375.00	\$2,375.00	
000088	Eddies Earthmoving		L.EE.001	Approved	15 Jun 2018	Approved	Eddies Earthmoving - 25T ADT	0/1	\$0.00	\$0.00	\$3,750.00	\$3,750.00	
000089	Eddies Earthmoving		L.EE.001	Approved	15 Jun 2018	Approved	Eddies Earthmoving - SRT Excavator	0/1	\$0.00	\$0.00	\$6,450.00	\$6,450.00	
000090	Eddies Earthmoving		L.EE.001	Approved	15 Jun 2018	Approved	Eddies Earthmoving - D9 Dozer Inc. GPS	0/1	\$0.00	\$0.00	\$5,625.00	\$5,625.00	
000458	Real Civil				15 Jun 2018	Entered	Benny Lang	0/1	\$900.00	\$0.00	\$0.00	\$900.00	
000457	Real Civil				15 Jun 2018	Entered	Blake Russell	0/1	\$900.00	\$0.00	\$0.00	\$900.00	
000458	Real Civil				15 Jun 2018	Entered	Horacio Rims	0/1	\$900.00	\$0.00	\$0.00	\$900.00	
000459	Real Civil				15 Jun 2018	Entered	James Kennedy	0/1	\$900.00	\$0.00	\$0.00	\$900.00	

Rapidly approve submitted dockets in the field

**Docket: REA-F-JK-20170607 - Real Civil** Received

**Original Submission**

Work Date	Resource	Start Time	End Time	Break Duration	Work Reference	Amount	UoM	Note
7 Jul 2018	James Kennedy	7:00 am	5:30 pm	0:50	#30270: Cut to Fill	10.00	hours	

**Comment**

Attachment: Choose File (no file selected)

Comment: Enter comment here...

**Timeline**

Wednesday, 25th July 2018

- Guest One updated the following attributes on this docket:
  - Last received at changed to 25 Jul 2018 11:42 am
  - Last received by user changed to Guest One
  - Status changed from entered to received

Generate email notifications when dockets are approved

Dear Adrian Smith,

Adrian Smith has submitted Docket ENN-F-AS-20180626-1 - Ennova Construction to Standard Road and Rail.

**Usage Summary**

Work Date	Resource	Company	Work Reference	Start Time	End Time	Break	Amount	UoM
26 Jun 2018	Adrian Smith	Ennova Construction	90810.1440: Anti Graffiti - Materials	6:30 am	4:30 pm	1.0	9.00	hours

Resource Note: Start Time: 6:30 AM End Time: 4:30 PM Plant Operator: Adrian Smith  
Usage Note: Start Time: 6:30 AM End Time: 4:30 PM Plant Operator: Adrian Smith

[Sign in](#) to Envision to view this Docket.

For more information on Envision's subcontractor dockets solution, please talk with our team today on +61 7 3369 0038.

Reconcile supplier invoices from dockets against data from Envision's plant and equipment tracking solution to identify cost-saving opportunities.