**NDIA Information Sheet 5**

**TRACCS Mobile Time And Attendance (MTA) and Cashflow**

One of the biggest problems for NDIA agencies has proven to be the lag time between the shift being completed by staff and the time NDIA pays for the service. Largely this is due to the lag time between provision of the service and the final validation of delivery and the preparation of claims for completed services. This can be as much as 6 weeks in an Agency without a streamlined system of claiming. If a fortnightly payroll is $200000 this equates to paying workers $600000 before the agency sees any money from NDIA.

For agencies used to block or package payments in advance – this is a huge impost and has dire effects on cash flow.

TRACCS Mobile Time and Attendance offers agencies a genuine way to turn a 6 week retrospective wages bill into an 11-13 day prepayment from NDIA.

Here’s how it works.

* Agencies install TRACCS Mobile Time and Attendance.
* Workers log the start and end of their shifts in real time on their smart phone – which is reflected in real time on the Time and Attendance dashboard in TRACCS at the office.
* Agencies know and have approved at the end of the day all services provided under NDIA.
* This means agencies can process a daily NDIA claim on the day of or day following the service delivery.
* Because the pays are processed fortnightly – this means the agency is being paid by NDIA in advance of the agency having to pay the wages for the service – turning a 2-6 week payment lag into a 1-2 week prepayment for services, and providing a steady daily cash flow.

**MTA Process flow**

**WORKER LOGS SERVICE START AND END TIMES ON TRACCS MTA DEVICE**

**NDIA PAYS AGENCY DAILY**

**SHIFTS/SERVICES CHECKED AND VALIDATED IN REAL TIME**

**SHIFTS/SERVICES FINALISED FOR PAY AND CLAIMS DAILY**

**NDIA CLAIM SUBMITTED DAILY**