

# sauga (365)

# Simple. Safe. Convenient.

### sauga365 – modern platform for employee health and safety (HSE) process management

sauga365 is a modern e-platform developed by HR development and IT professionals, designed for employee health and safety (HSE) processes, documents, and training. The solution simplifies daily tasks, automates operations, saves time, and ensures top-tier data security.

The platform requires no installation, just log in via a browser. The entire system is hosted on Microsoft Azure Cloud, adhering to the highest cybersecurity standards.

#### Who can use sauga365?

Any organization, regardless of size or industry, looking to move from paper-based documentation and registers to a digital HSE process management system can benefit from sauga365.

#### Discipline in the company, even remotely!

#### How to access sauga365?

Employees simply need to log in with their email or phone number, and they will be directed to the main page of the platform where they can quickly find relevant information: assigned equipment, tasks, or documents.

Using an Office365 account makes the login process even more convenient— the system automatically recognizes the user's authentication details, eliminating the need for extra steps.

#### User-friendly design

sauga365 is designed with user convenience in mind. It focuses on intuitive and easy navigation, allowing employees to quickly understand the system and manage tasks from the first login. The platform is not only easy for managers but, most importantly, clear and understandable for every employee.

#### Employees can:

- · View their assigned tasks;
- · Access important company documents in a shared library (if access is not restricted);
- · Complete their assigned courses or tests conveniently.



## sauga365 is continuously improved and updated, ensuring constant system maintenance and smooth performance!



Key features and capabilities of sauga365:



#### Tailored for organizations of all sizes

sauga365 platform is ideal for both small and large organizations, easily adapting to the needs of any industry. The system ensures efficient documents and employee management and can be customized according to the specific requirements of an organization. Integration with Microsoft Entra ID and Active Directory makes user management and access control

- User-friendly system for both managers and employees
- Security assurance all data is stored according to the highest security standards in Microsoft Azure cloud.
- Attractive design intuitive user interface for quick information retrieval.
- Access roles and user management 11 different roles with distinct access levels and functionalities.
- Automatic notifications email reminders about assigned tasks, tools, or upcoming deadlines.
- Exportable data all information can be exported to Excel for analysis, audits, or reports
- Team creation by hierarchical levels enables managers to easily assign tasks to subordinates and monitor team progress.
- Managerial control and task tracking managers can view employee progress, overdue tasks, or unfinished work.
- Multiple login methods access the system not only with a work email (Microsoft account) but also with a personal email or phone number.
- Organizational relationships manage multiple related organizations or an entire group of companies with a single account.



#### Course sets and SCORM training

sauga365 allows easy creation and management of interactive training materials – in SCORM, PDF, HTML, or video formats. Courses can be assigned to employees based on their role, department, or specific individuals. Once training sets are created, they can be automatically assigned to employees to ensure they complete the necessary training and tests to meet organizational standards.

- Simple course assignments to groups automated by role, department, or individual users.
- Integrated content creation tool enables the creation, hosting, and sharing of materials with employees or third parties.
- Integrated course versioning system automatically makes required updates, archives outdated versions, and notifies employees about new versions, ensuring smooth workflow.
- Access rights and restricted access courses can have either general or restricted access. Restricted access can be assigned to specific employees.



#### Incident registration, management, and resolution

Easily register incidents, track their status, delegate tasks to colleagues, and monitor statistics.

- Based on ISO 12100 standards, an initial list of incident categories is provided, but the organization can create its own categories.
- The system includes incident registration, tracking, and resolution management module, enabling easy registration and monitoring of incidents, accidents, uploading photos, and generating reports.



#### Personal Protective Equipment (PPE) management

A highly convenient and detailed function that helps control the assignment and distribution of PPE to employees, track statuses, approve receipt with an advanced signature, and submit PPE requests.

- PPE catalog manage descriptions, images, usage instructions, and manufacturer links.
- PPE sets standardize the distribution of equipment by role-based sets.
- PPE card create a document compliant with legal regulations for inspections and audits.
- QR codes automate the management of PPE and other equipment.



#### Employee qualification management

Easily monitor employees' qualifications, including both internal training and external certifications and diplomas.

- Compliance with qualification requirements track and control employee compliance with qualification requirements and deadlines.
- Qualification trainings management standardize trainings by role and ensure that all employees meet requirements and maintain necessary qualifications.
- Qualification training and requirements report card create a document compliant with legal regulations for inspections and audits.



#### Health checks register module

The system allows you to automate health checks registration processes – from registration to monitoring deadlines, ensuring that employees complete necessary health checks on time.

• Automated health checks – the system reminds about deadlines, records results, and generates reports.

#### Flexible payment model

The payment operates on a subscription basis, with the price influenced by two factors: the chosen subscription period (month, year, etc.) and the number of employees connected to the system. Pricing is directly dependent on the number of active users (the higher the number of users, the lower the fee per user).

Try the system now – 50% discount for the first month!

#### Convenient and reliable document signing

Documents in sauga365 are signed by employees using an advanced electronic signature, and each user's login is unique, making document signing extremely reliable and secure.

#### Upcoming features and enhancements

- Work locations and maps integration course assignments based on work location. Incident location tracking.
- Risk management and assessments module ensures that all potential hazards are recorded and addressed according to best practices.
- Data archiving safely and reliably store information for long-term use and audits.
- Enhanced content creation tool create interactive tests with Al assistance and easily transfer content between organizations.
- Incident module improvements incident numbers, body part marking, improved user interface, and notifications.

