

Incident & Security Management

whatever the workplace



**“I want to
protect my
employees
and my
business”**

Contents

Welcome to Expolink	3
What is Report Exec and how does it work?	5
Our Software Solutions	7
Professional Services	9
Get in touch	11

Welcome to Expolink

Dramatically reducing the cost of litigation to your business

It's become increasingly important for companies to keep accurate records of incidents that occur in the workplace. For most, this has meant a considerable increase in admin and paperwork. When a company uses a paper-based system for recording workplace incidents, more often than not, that's literally all that's done – the incident is recorded, end of story.

But if you've got to go to the trouble of creating and saving these records anyway – why not make them work for you? Take that valuable management information and use it to make your company run more efficiently and to cut the cost of workplace incidents.

Report Exec is grist to the mill for businesses that need to manage security, operational risk, theft and internal and external fraud. We know that your business is as unique as the

risks that it faces and that managing risk and the associated data in a meaningful and progressive way can mean the difference between secure operations and huge problems. At Expolink we pride ourselves on delivering honest, upfront solutions designed with our client's specific needs in mind – ensuring your reputation and revenue are protected and your security and risk management strategy optimised.

Report Exec is a cutting edge web-based solution that provides a sophisticated, easy-to-use interface for data entry, reporting, investigative enquiries, and much more. With up to 24 different modules to choose from, it is highly customisable and with both Enterprise and SaaS options available, can provide a solution for every budget. Report Exec has been trialled and developed extensively since

1993 and already serves in excess of 2,500 organisations worldwide across a variety of market sectors.

Having vital information regarding asset management, staff scheduling, incident reports and visitor security at your fingertips can mean the difference between managing a small concern and neglecting a huge problem – and when it comes to government inspections and insurance reviews, this is intelligence you simply can't do without!

Why Expolink?

- Far more cost effective than traditional security and incident management software solutions
- Modular system configurable to the needs of your business
- E-learning, custom reporting,

- professional services, PEN Testing and market-leading whistleblowing hotline services available as bolt-ons
- Our software platform is highly customisable as your business grows,
- Secure Microsoft SQL server data base
- Multimedia upload capabilities eg. CCTV, poice reports, RIDDOR etc
- Dedicated independent fire-wall
- SSL Certified with full data encryption
- Fully managed hosting services

Prevention is always better than cure - find out more about how Report Exec can help **your** business, today.

We look forward very much to hearing from you.

David Crook,
CEO and Founder
Expolink Europe Ltd

“What is Report Exec and how does it work?”



What is Report Exec?

Report Exec is a clever piece of software that allows you to create, share and protect detailed records of any type of incident occurring within your organisation.

How does it work?

When a member of staff reports an incident, a designated administrator will open a new “case” in Report Exec. He or she will then create a brief report detailing the exact circumstances of the case and what happened according to the person who reported it.

This report or any other document attached to the new case can be accessed by whomever needs to review it – the HR department for example, or in a more serious case perhaps the company lawyers. Designated administrators can easily give anybody access to a specific report for however long they deem necessary.

Once a document is saved on Report Exec it cannot be tampered with – the original document will remain in the state in which it entered the system. Authorised individuals will be able to

add documents to the case if they feel it necessary but previously submitted documents will remain unadulterated, making the system failsafe when it comes to recording different accounts of the same incident.

In the event that court proceedings are initiated, having access to an accurate record of an incident can be tremendously advantageous. Over a relatively short period of time many documents can be added to a case to build a fair and rounded picture of an incident from several different points of view.

Ongoing management and improving performance

Having a Security and Incident Management system in place can help an organisation significantly reduce the amount of incident related risk they are exposed to. By being able to report and analyse the occurrence of incidents and why they happen, you can effectively manage the risk posed to your business, increasing your profit margins by reducing unnecessary cost to your business.

SaaS and Enterprise Solutions



As part of our on-going commitment to our clients needs, we offer our innovative incident and security management software in Enterprise or SaaS form. Our solutions challenge the status quo by offering a highly configurable software platform without the costly development fees!

Enterprise Software Solution

Report Exec Enterprise is designed for larger organisations with an extremely disparate, international workforce of perhaps 2500+. Key requisites for Enterprise customers include adhering to international data protection laws and comprehensive data security.

Enterprise offers highly customisable platforms designed specifically to meet the needs of your business. Hosted using our ISO27001certified platform we guarantee 100% access* by utilising a dedicated server environment to ensure industry-leading data security.

* 100% access guarantee excludes essential maintenance and software patching schedule for security. All maintenance work is performed outside of UK working hours.

Software as a Service (SaaS)

Report Exec (SaaS) solution is for organisations that maintain a more modest, yet widespread operation and require a cost-effective software solution, without compromising security requisites.

The software is hosted using Expolink's managed cloud environment, thus providing you with many of the benefits of Enterprise software without the long-term financial commitment. There are none of the costs associated with hardware procurement, software licenses or installation.

Our system is highly configurable and, unlike some other solutions where further development fees apply, it is easily modified whenever you need to make a change with no hidden upgrade costs.

Our SaaS software option is available from only a few hundred pounds per month on a rolling contract and tailored packages can be created for long term commitment with no fuss and no hassle.

Professional Services

Consultation

We assign a Prince2 Practitioner Certified Project Manager to see you through the entire development process; from system design, testing and training to implementation and integration. During the consultation process we'll identify your needs and create a workflow strategy to ensure the solution we suggest fits seamlessly into your organisation. Timescales will be agreed and any internal constraints considered to ensure your expectations are met.

Project Plan

Your PM will draft a project plan based on your consultation. Weekly reports are provided to you throughout the course of your project which will show which work packages have been completed, any risks that have been identified and suggested risk responses.

We'll also analyse your current processes and advise whether any adaptations are necessary to ensure the system enhances your current practices.

Implementation

Your PM will thoroughly train your users and supply the necessary documentation to ensure that the system runs smoothly. This can be communicated in the form of a manual or in a classroom environment. Our penetration testing service ensures your system is set up to optimise security. These requisites are analysed and servers set up accordingly, prior to the system going live. Weekly monitoring ensures that our understanding of your processes and requirements is accurate and meeting objectives.

Ongoing support

We offer our clients comprehensive ongoing support including unlimited configurations. We'll supply you with regular software upgrades and, as your business and the unique challenges it faces change, so we can help you comply with new global legislations and make recommendations for future service development. We also supply you with pocket guides and e-learning tools to ensure your solution continues to be communicated effectively across your business.



Get in touch

If you'd like to talk to a member of our Security and Incident Management Team further about how we can help your organisation, please contact us via any of the means below and we will be happy to help.

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