Riordan manufacturing systems integration project

Riordan Manufacturing encompasses operating entities in Georgia, Michigan, California, and overseas in China.

Riordan is a Fortune 1000 company that employs five-hundred and fifty employees and enjoys yearly revenues in excess of one billion dollars (Riordan Manufacturing, 2016). Company goals include maintaining current profitability, as well as, focusing on future growth and sustainability. Achieving goals of sustainability require an Information Technology project to analyze and integrate existing applications and software into a sophisticated state-of-the-art system for the Human Resources (HR) department thereby providing compatibility across-the-board for all of Riordan's manufacturing plants. This project realized initiation by a confidential memo from Hugh McCauley to the HR Integration Product Manager (Apollo Group, 2016, Human Resource Communications, p. 1): Updated tools must be integrated in order to bring the HR department up to date. The organization, through more state-of-the-art technology in the Human Resources department will be better suited to meet future demands.

Before proceeding with the approval of the project funding, a detailed project plan has to be received that provides a list of all the tasks, resources, schedule and budget which is require to complete the project. The project timeframe of the project is six months. Supportive evidence of need. Currently, Riordan's Human Resource Information System (HRIS) tracks various employee reports, however does not provide a compliant reporting strategy. Prompting this project proposal is a Service Request initiated by Chief Operating Officer (COO), Hugh McCauley.

This Service Request requires the implementation of a high-level technological integrated system for the Human Resource Department. Team D provides a solution to this Service Request by initiating a project proposal intent on integrating current human resource and reporting systems in order to provide efficiency, substantial cost benefits, and ease of reporting for Managers at each plant location. This solution is critical in order for Riordan to survive in today's economic climate. Riordan Manufacturing could face mass lay-offs lacking implementation of this project within the next twelve months, leading to a substantial decrease in profits, and alienating any potential for future growth and sustainability due to current chaotic reporting structures.

Factors contributing to the problem. Factors contributing to Riordan's current IT crisis at each of the four plants lye in the fact that each manufacturing plants engages in the use of various and different reporting strategies which causes a lack of efficiency and is causing and increasing number of reporting errors. This project proposal outlines the solution needed to integrate various reporting aspects and centralize data thereby creating a cohesive and logical reporting system. The project will initialize an advanced technological solution that provides security of employee data records and ease of access through electronic reporting standardization system that will benefit Riordan by maintaining structure, compliance, and a strong lead to future growth and sustainability.

Gaps and impact of the problem. The problem of continuing with the current inefficient HRIS exacts a significant toll on employee stress levels due to increased frustration and confusion of reporting processes and

inconsistencies with reporting strategies that are leading to increased errors, creating unnecessary overtime hours, increase stress, and lack of organizational and federal compliance requirements. Simply stated, the current system is taking its toll on the health and wellness of employees, not to mention the health of Riordan Manufacturing, directly. Goals and objectives. The goal for this project is to extract data from various legacy systems and integrate this data into one cohesive state-of-the-art HRIS system.

A projected centralized database warehouse creates a cohesive and logical system that will integrate various reporting aspects and transfer them into a centralized data repository. This repository will track and maintain resumes, along with training and development files for current, former, and new employees. The repository will also keep track of employee Family Medical Leave Act (FLMA) files, Equal Employment Opportunity Commission (EEOC) reports, and Americans with Disability Association (ADA) files as integration begins. An integrated employee self-service module raises the bar for Riordan by allowing employees access to interact with the new system and update confidential personal information electronically.

Personalized employee reports, generated by a series of mouse click by the end-users, controlled by various levels of access dependent upon supervisory levels. The scope of the proposed HR system is to upgrade current reporting processes to a state-of-the-art technological system that improves employee productivity and significantly simplifies process and procedures in the HR system. Confidentiality needs, addressed by ensuring adequate security of data for all personnel. Efficiency requires elimination of

unsecured confidential paper files and transferring to an electronic format that allows the tracking of employee files within one database while reducing valuable time HR currently spends attempting to locate critical and confidential paper files.

In addition, the integration of the upgrade allows payroll, worker's compensation, and health benefits storage in one central location, while giving management access ensuring employee records storage remains confidential, thereby aligning Riordan in complete compliance with state and federal guidelines and laws.