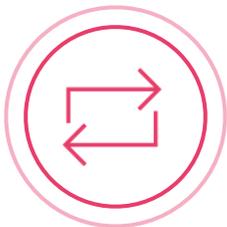




BerniePortal PTO Tracking

Organizing and tracking PTO and time off requests is a breeze with everything stored in one online location.



Streamline Requests & Approvals

Employees can request PTO - in as small as 15-minute increments - directly from their BerniePortal account, prompting a notification to be sent to the employer for review. Managers can view time off requests on an individual employee level or team-wide via the at-a-glance calendar view, making it easy to see who is out of the office at any given time before approving or denying the request.



Employee Access

Provide employees with the tools to self-manage their time off with BerniePortal's PTO Tracking feature. Track accrual balance, request time off, and even edit or cancel requests at the click of a button. Additionally, employees are automatically notified through their BerniePortal account when the request is approved or denied.



Customize PTO Policy

Need to accommodate multiple company PTO policies? No problem. BerniePortal PTO Tracking allows you to implement, track, and segment multiple PTO plans, such as holiday, floating, sick, vacation, and personal days. From accrual to lump sum, BerniePortal can be customized to fit the specific needs of your organization.



BERNIEPORTAL

See a demo of BerniePortal today!



www.BerniePortal.com



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