



Available on
SAP Store

BEEOFFICE – EMPLOYEE SELF-SERVICE PLATFORM

App that extends your HR and financial SAP systems

BeeOffice is an application that supports day-to-day activities between employees, their managers, HR, finance, administration, IT... It allows users to submit and manage requests related to absences, travel, purchasing, or resource booking – all in one place.

The system is cloud-based, works on computers and mobile devices, integrates seamlessly with SAP systems and can be implemented in just a few weeks. There are more than 40 ready-to-use functions, with options for configuration to match company-specific needs. You decide what kind of processes you want to streamline.

INTEGRATION WITH SAP AND OTHER SYSTEMS

A key element of BeeOffice package is the ability to integrate with systems existing in the company, including any ERP or HR. In this way, BeeOffice becomes a natural complement to existing IT solutions.

SELECT WHAT YOU WANT TO IMPROVE



HR PROCESSES

- Electronic leave requests
- General HR requests and actions
- Scheduling absences, shifts and replacements
- Competency records
- E Payslips and tax returns
- Working time requests & time-tracking
- Onboarding and offboarding
- Benefits fund, medical examinations, remote work
- Discussion forum, document approvals, equipment info box
- Employee master data and org structure

TAILORED PROCESSES

BeeOffice Framework allows you to build new applications or specific workflows — everything from a fully digital FAQ to custom forms or intranet pages. You decide what fits your needs

ADMINISTRATION & SERVICE

- Equipment tracking: devices, phones, cars
- Organization of travel, hotel, ticket bookings
- Booking of rooms, desks, vehicles, parking
- Fleet management
- Toolroom item management
- Handling internal admin requests (e.g. supplies, office fixes)
- Competency tracking
- Document approvals and authorizations (consents, regulations, GDPR, internal policies, access rights)

IT PROCESSES

- Service-desk ticketing with status tracking
- IT equipment register and issue/return history
- Software license and authorization management
- Scheduling for IT duties and project time

FINANCIAL PROCESSES

- Business trip expenses settlements
- Fuel costs settlements
- Purchase requisitions and advance payments
- Invoice approvals
- Project-based time cost accounting