Introducing TRAM

Time Reporting & Absence Management

The University of Houston System (UHS) is excited to introduce the new TRAM (Time Reporting and Absence Management) system. TRAM is an automated and updated application for capturing and processing time and leave. This new system will take our paper process to an electronic system for the time reporting process to be more efficient and effective.

Benefits of TRAM include:

- Decreases paper flow
- Elimination of paper timesheets
- Ability for timekeepers to directly enter information from timecards and leave forms into Time and Labor (rather than sending them to the Payroll department for input)
- Decreased chances of time-reporting errors
- Online Leave Validation
- Limited availability of Time Reporting Codes based on employee eligibility
- Employees paid for every minute they work