



# The bottom line

The business case for our HR management software

# Welcome

First of all, thank you for your interest. We understand that choosing new software can be a complex and time-consuming process as well as a distraction from other day-to-day matters.

And, because we believe in keeping things simple, we put together this guide to explain the business benefits of Breathe.

**Contact your HR advisor  
to start saving time with Breathe**



All the best,

A stylized, handwritten signature in dark blue ink, appearing to read 'JR' followed by a flourish.

Jonathan Richards

CEO | **Breathe**



# Breathe in a nutshell

Breathe helps SMEs manage people-related functions and processes.

It's a self-service system that allows employees to report absences, request holidays, update personal information and more.

Managers and HR users control permission - setting tools to grant or restrict employee or client access to sensitive information. This is key to data and employee information security.

## Features

- Holiday management
- Sickness & absence tracking
- Document storage
- Performance monitoring
- Training scheduling
- Expense management

## Why use Breathe?

An HR system like Breathe helps businesses keep on top of day-to-day admin so they can spend less time on time-consuming manual processes.

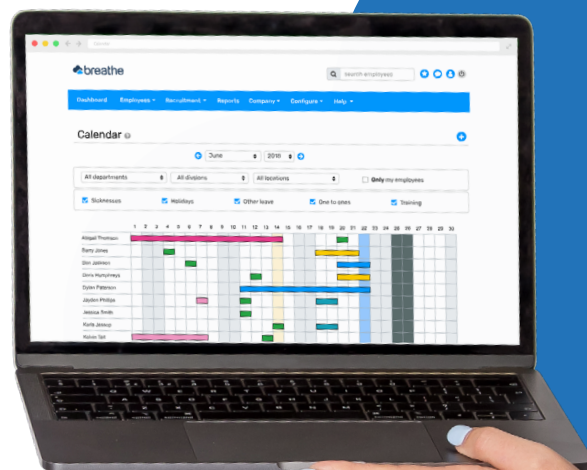
This includes calculating holiday allowances, recording employee absences and collating documents, so management has more time to focus on growth and development.

Using Breathe improves efficiency and visibility.

*"If you are using paper or spreadsheets, drop them and use Breathe. For a small outlay each month you have a one stop shop to keep all information in one secure place as well as save yourself hours of time."*



GARRY SENFF, HR DIRECTOR  
The Writer



# Cloud computing & security

As the benefits of storing information in the cloud increase in popularity, it's encouraging to see more and more SMEs adopting this model. When we launched Breathe, we chose to offer it as a cloud-based application so customers were not required to invest in new software servers or pay to increase the capacity of existing systems.

Many businesses benefit from the fact that subscribing to Breathe is treated as operational as opposed to a capital expense.

This provides major accountancy advantages. Simply consult your financial expert to see if this model will benefit your business. In most cases we've found that it does.

## Your office anywhere

Because Breathe is hosted in the cloud, it's accessible anywhere with an internet connection. In a time when remote and home working are increasingly the norm, and where field-based employees need access to the same applications used by their office-based colleagues, this has never been so important.

All users can access Breathe via smartphones, tablets, laptops and PCs.

The safety and security of your employee data is our highest priority.

Breathe is hosted by Amazon Web Services in their state-of-the-art datacentres which are ISO 27001 certified. As an added precaution, we ourselves are ISO 27001 accredited, reflecting the commitment to security demonstrated by our working practices and data-handling expertise.



### Small Batch Coffee Roasters

Small Batch Coffee Roasters employs more than 100 people across 9 locations on the south coast including their roastery in Portslade, East Sussex. This video tells their story as a Breathe customer, explaining how our software helps them as they continue to grow.

► **WATCH STORY**  
[youtu.be/dLYDAR9JNIE](https://youtu.be/dLYDAR9JNIE)



## GDPR and Subject Access Request compliance

Employee data is subject to the same rules as the management of prospect and customer information. Since the 2018 introduction of the General Data Protection Regulations (GDPR), the Information Commissioner's Office (ICO) is already fining small businesses and charities for data infringements.

In May 2019, GDPR regulations were extended to cover Subject Access Requests (SARs), whereby an employee can request all information held by them by an employer.

## Changes & your new responsibilities

A company's new responsibilities include:

- No fee unless the request is manifestly unfounded or excessive.
- 30 days (not 40) to respond, with an option to extend by up to 60 days in limited circumstances.
- A greater level of information to be supplied.
- SARs no longer have to be made in writing.

By centralising the storage of your clients' employee information, you can manage SARs quickly and thoroughly. And because we help to switch spreadsheets and filing cabinets for software Breathe can help you achieve GDPR compliance.

*"We have recently achieved our Investors in People Accreditation and Breathe contributed significantly to this process."*



CAROLINE HEAGNEY, HR DIRECTOR  
McGees Food



### Dorset Wildlife Trust

The Dorset Wildlife Trust is the largest conservation charity in Dorset with over 25,000 members. They are committed to ensuring that there is a secure future for Dorset's nature. In this film, they explain how Breathe is used to manage employee and volunteer information quickly and efficiently.



**WATCH STORY**

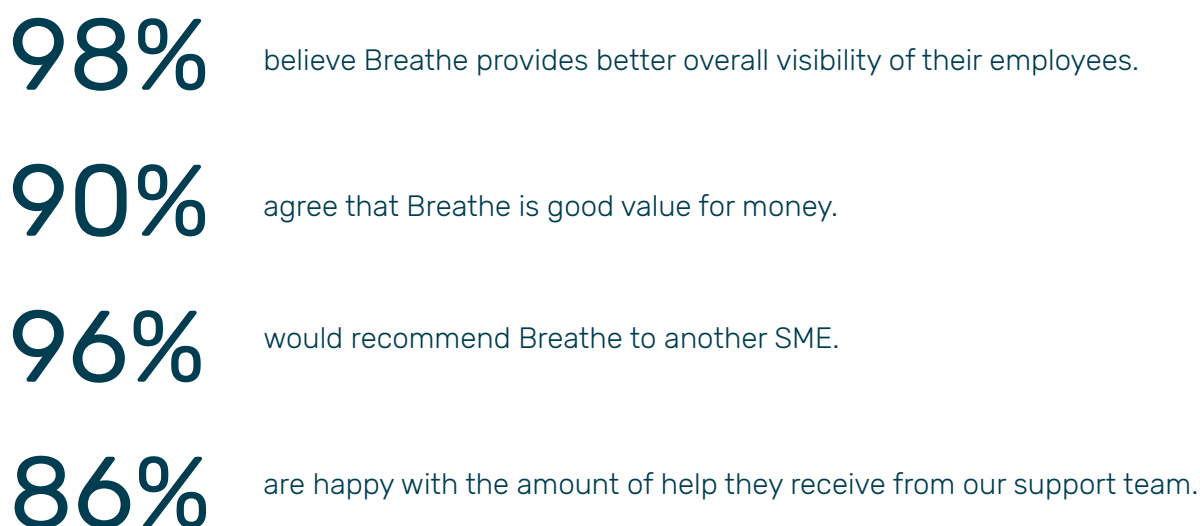
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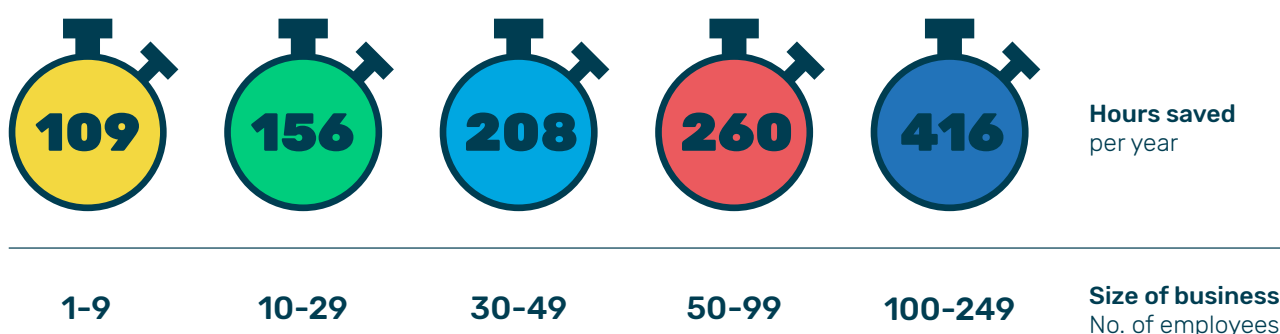


# Breathe in numbers

In June 2019, we asked 300 customers what they think of Breathe. Our survey said:



## How much time you could save with HR software



Need to work out the ROI? Head over to our [online ROI calculator](#) to discover the value our software can deliver to your business.



# Clear and simple pricing plans

There are no contract tie-ins and you can pay monthly or annually. If you choose the latter, you'll receive a 10% discount for the cost of your subscription.

We charge by account size and not per employee. Support included.

Micro	Starter	Regular	Pro	Premium
<b>1 - 10</b> employees	<b>11 - 20</b> employees	<b>21 - 50</b> employees	<b>51 - 100</b> employees	<b>101 - 250</b> employees
<b>£10</b> per month	<b>£21</b> per month	<b>£54</b> per month	<b>£108</b> per month	<b>£219</b> per month

## Trial Breathe today

See the benefits yourself.  
No credit card. No strings. No nonsense.  
10% annual discount available.

**Contact your HR advisor**  
to start saving time with Breathe



*"Without Breathe, it would be back to complicated systems. It's just so easy to use and implement within a business. I can now 'Breathe'! To anyone that is thinking about using Breathe: go for it, it will change your life!"*



CAROL GLENN, OFFICE MANAGER  
INASP