



KleanFlo Service Update

Customer notice - 7 July 2026

Summary

An update has been released to improve timesheet handling and staff record capture in KleanFlo.

The changes focus on reducing unnecessary timesheet review work while making staff notes easier to record.

What has changed

- Timesheet paid hours can now follow the scheduled hours when the clocked time is within the configured branch tolerance.
- Branch records include a timesheet auto-pay tolerance setting so different branches can use the variance that suits their operation.
- Staff records now include an optional staff notes area on both add staff and edit staff screens.
- The staff add and edit screens have been widened to give more room when reviewing staff details.

What this means for users

- Managers can reduce manual timesheet reviews where clock-in and clock-out times are close enough to the planned schedule.
- Branches can use their own tolerance rather than relying on one fixed rule for every location.
- Teams have a clearer place to capture general staff notes without making the field mandatory.

What to do

1. Review the timesheet auto-pay tolerance for each branch and adjust it where needed.
2. Use the Staff Notes field for practical staff record notes that should be visible on the staff profile.
3. Continue to review timesheets that fall outside the configured tolerance.

Support

Contact KleanFlo support if something does not look as expected. Please include the customer name, contract or record reference, and a short description of what you expected to see.