

File by FIFO

Disciplinary Management Made Simple

The Problem

Every day, South African businesses face CCMA claims that could have been prevented with proper documentation. The reality:

- Untrained managers make procedural mistakes
- Paper warnings get lost or disputed
- No one reads 200-page labour law manuals
- One bad termination = R180,000+ in legal fees and awards

You shouldn't need a law degree to manage your team fairly.

The Solution

File by FIFO is a guided disciplinary system that ensures every warning follows SA labour law—even if the manager has never done it before.

How It Works

1. **Manager Opens App** — Select employee, describe incident
 2. **System Guides Process** — 10-phase wizard with built-in LRA compliance
 3. **PDF Generated Instantly** — Professional document, digitally signed, delivered
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Key Features

Feature	Why It Matters
10-Phase Guided Wizard	Even first-time managers can't skip steps
11 SA Languages	Script delivered in employee's home language
LRA-Compliant PDFs	Legally defensible documentation
4 Delivery Options	Email, WhatsApp, Print, or QR Code
Mobile-First Design	Works on any smartphone
Real-Time Signatures	Manager + employee sign on screen

The ROI Reality

Without File	With File
CCMA legal fees: R15,000–R50,000	Annual subscription: R5,000–R25,000
Unfair dismissal: 12–24 months salary	One prevented case pays for 5+ years
Manager training: R5,000+ per person	Built-in guidance—no training needed
Lost documents: Case dismissed	Every warning stored securely forever

Without File	With File
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One prevented CCMA case pays for 5+ years of File.

Pricing

Employees	Monthly	Annual	Setup
0-20	R417	R5,000	R1,000
21-50	R667	R8,000	R1,500
51-100	R1,000	R12,000	R2,500
101-300	R1,250	R15,000	R2,500
301-500	R1,667	R20,000	R2,500
500+	R2,083	R25,000	R2,500

All plans include unlimited users, all features, and support. Prices excl. VAT.

Get Started

Free Demo — See the system in action with your real scenarios

Contact: - Email: support@fifo.systems - Website: <https://file.fifo.systems>

File by FIFO — Protect your business while treating employees fairly.