

Workday Coming Oct.29 — USBLs, Corporate and SBS

Key Benefits for Leaders & Managers

- One source of truth for all associate data
- Real-time insights at your fingertips
- Improved headcount and position management capabilities
- Able to see direct and matrix organizations
- Simplified approval process with no “timing out”

Key Benefits for Associates

- Modern, digital experience designed to simplify how we work
- Streamlined, intuitive interface
- Accessible 24/7/365 from any computer or mobile device
- Better onboarding

Your Talking Points

- Workday is a new way for Sysco to manage all of our important resources, including our associates in more efficient ways.
- Sysco is a fast-paced environment and we need technology that can not only keep pace with our business and our people but scale with us as we continue to grow.
- Over time, we will continue to add additional features and capability to Workday to help you as an associate continue to grow your career at Sysco.
- One of the key benefits of Workday is that it makes keeping your personal information up to date much easier than in the past.
- This may seem like a small issue, but with more than 50,000 associates worldwide, one of our biggest challenges is staying connected to our people. Whether it's in times of emergency or just getting key employment information—like having complete and up to date information on our people is something we all need to be better at.
- You can use the Workday app on your mobile device or tablet, as well as on your home or work computer, so however you want to use it the system is easy to access and use.
- Today I want to ask each one of you to take action, log into Workday for the first time, just like I did. Add your picture, and update or complete your personal contact information.
- Log in, get connected and update your information. You'll be eligible for the weekly prizes being awarded (200 associates will win \$200 between Oct. 29 and Nov. 30) and our OpCo will be eligible to win a company sponsored event.
- Go to SyscoWorkday.com to learn more. This site will provide you answers to most of your questions.

Key Change Areas

Position Management	Allows for headcount and recruiting to work together, giving us better management and reporting
Approvals	<ul style="list-style-type: none"> • Simplified approval process (supervisor initiates, next level approves, HRBP approves) for transactions requiring approvals • No timing out when approval not processed (remains with the approver until completed) • Drives accountability to managers and encourages dialogue among teams • For certain transactions leaders can direct teams to insert additional approvals, if desired
One-time Payments	Allows for one-time payments including sign on bonuses (HR & Managers) and severance (HR only).

SyscoWorkday.com

- 24/7 access from home or at work
- Allows associates, managers and HR to pull information as they need it vs. a classroom or SIU training approach
- Houses FAQs, job aids, how-to videos
- Provides for engagement in current implementation and future phases



Communication & Resources

Week of Oct.15	<ul style="list-style-type: none"> • Blackout/readiness email cascade — HR, Managers & Associates • Messaging: <ul style="list-style-type: none"> ◦ MSS and ESS going away Oct.19 ◦ Urgent data entry to HR Ops ◦ Sign up for a Workday Manager Tour — available through Nov.30 ◦ MSS and ESS begin in Workday Oct.29 ◦ SyscoWorkday.com initial launch, full resources coming Oct. 29
Oct.29 — Nov.30	<ul style="list-style-type: none"> • Multi-media campaign — HR, Managers, Associates <ul style="list-style-type: none"> ◦ Home mailers w/ network ID for non-Sysco email users, Doerle and HFM • Hypercare resources available • White-glove treatment for Doerle and HFM • Workday Tours continue

Challenge to Drive Engagement — Oct. 29-Nov.30

- **Objective:** Drive associates to engage with Workday and provide much needed personal information
- **Team Goal:** 80% of associates login and update their profile by Thanksgiving

- **Leader Support:** Active Leader support needed to ensure Workday has correct associate data, especially personal and emergency contact information
- **Challenge #1: Individual Associate Contest**
 - “Click it. Load it. Win it. Weekly Challenge”
 - Corporate, SBS, USBL associates eligible — excludes VP and above
 - 200 winners (40 each week for 5 weeks) win \$200
 - The sooner you complete, the more chances you have to win
- **Challenge #2: OpCo Excellence Competition (for OpCos only)**
 - USBL only
 - Highest % of profile completions by Nov. 30 wins \$ for an OpCo event (held by June 2019)
 - 1st place = \$3,500
 - 2nd place = \$3,000
 - 3rd place = \$2,500
 - In the event of a tie, an independent third party will randomly select the winning OpCo
 - Contest materials sent to locations for use beginning Oct. 29

Hypercare Resources Oct. 29 – Nov. 16

BT and HR Operations Teams will be ready to support HR, Managers and Associates in the early days of the Workday Launch.

USBLs, Corporate and SBS <i>Managers and Associates</i>
Sysco Service Desk
866-981-1190 or 281-584-1190
servicedesk@corp.sysco.com (for non-urgent inquiries)

HR will have more access to the core Workday team and information about issue resolution as Workday launches, as well as fast track ways to register issues that emerge in their locations.