

You've Been Chosen

WORKDAY PHASE II DESIGN WORKSHOPS

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From the Desk of Jennifer Gourley – Workday Lead

This email is being sent to HR and business representatives selected to represent U.S. business needs in Workday Phase II design sessions (Core HCM for Specialty, Recruiting and Payroll modules).

Action: Save the Dates April 1 – April 26

Paul Moskowitz, EVP of Human Resources recently announced the next phase of Sysco's implementation of Workday. Phase II will include the implementation of Core HCM for most of U.S. Specialty and the Recruiting, Time and Payroll modules for our U.S. associates in FY20. Phase II will enable better processes for our people and results for our business. At the conclusion of Phase II, 75% of all U.S. associates and businesses will be on one common HR and Finance platform. This is exciting progress for Sysco!

You've been selected to be part of the extended project team that is responsible for designing the future additions to the Workday platform in upcoming Design Workshops. These Design Workshops will be focused on areas directly related to features that will be enabled in February of 2020 – Recruiting and further expansion of Core HCM to most of our U.S. businesses. You will represent your portion of the business in discussions and decision making that will drive how additional features roll out to Sysco. In addition to helping us make key decisions about how we design these areas of Workday for our company, we may also ask for your future help in testing, data validation, change management and end-user training.

For now, we are focused on the upcoming Design Workshops. Read on for more details.

YOUR ROLE: Participants in Design Sessions for Phase I learned that Workday as a platform requires standard processes to remain most effective. You will be asked to actively participate to ensure good design decisions are made. When design decisions result in changes for your business or current processes, we will need your help to understand the impact and incorporate into our change management plan, where needed.

WHEN: Beginning April 1, and running through April 26, Workshops will be held from Monday at 1:00 p.m. through Friday at noon each week, allowing travel time for those required to travel in for the Workshops. Workshops are an iterative process, so when you are assigned to a Workshop topic, it is expected that you will participate in its entirety. This means if you are scheduled for a topic to be covered over the course of a week, you should be in attendance for the full week, unless a critical business need prevents that.

WHERE: If you are physically located in the Houston area, it is expected that you will attend the Design Workshops in person. For all others, a dial-in/Webex will be provided. All attendance information will be included in the invites being sent to you shortly.

WHAT: Design Workshops will be broken down based on focus areas for the Phase II FY20 effort including business process for groups moving to Core HCM, Compensation and Absence in addition to Recruiting.

WHO: A participation guide is [available here](#) to help you identify which of the sessions you will be asked to attend. Meeting invites will also be sent out shortly to block your calendar. In the meantime, please mark your calendars.

We look forward to your contributions to kicking off Phase II in the upcoming Design Workshops. If you have questions about why you were selected to be a part of the extended project team, or you are unable to represent your portion of the business, please contact Jennifer Gourley at Gourley.Jennifer@corp.sysco.com.