

Need Your Assistance DOCUMENTATION FOR WORKDAY EXPANSION

— Discover —
WORKDAY
Learn. Click. Explore.

From the Desk of Bettina Brayshaw – Workday HCM Lead

This email is being sent to USBL business representatives whose assistance is needed for the Workday Phase II expansion.

Last week, Paul Moskowitz announced the FY20 Workday Expansion plans. As many of you know, several areas of work to enable this next phase are very active and are now moving quickly to get ready for the design process.

Missing Non-Union Absence Documents due Friday, March 29

The next phase of Workday requires additional programming for absence/time off policies. We need you to **provide all missing non-union absences policies** by the end of this week (including vacation, sick, floating holidays, jury duty, bereavement, etc.). Contact [Brenda Macarty](#) with any questions.

NOTE: Once we receive and review your missing non-union absence documents, **we'll be reaching out again and asking you to confirm our Workday documentation next week.** We expect to send you this request no later than Wednesday, April 3, and will need your review completed by Friday, April 5.

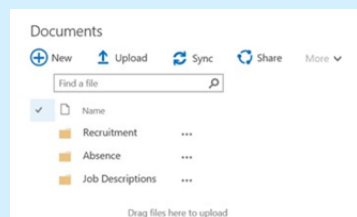
Again, we know you all have busy schedules and long, long to-do lists. We'll continue to be mindful of your time as we need your support in the future. In the meantime, we truly appreciate your timely help with this request.

Regards,
Bettina Brayshaw, Workday HCM Lead

INSTRUCTIONS

How to Submit and/or Review Your Documents

1. [Click here](#) to access the SharePoint folder.
2. Go into the Absence folder.



3. Find your location/business.
4. Complete the request.