

WORKDAY HOME STRETCH!

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WORKDAY
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From the Desks of Bettina Brayshaw – Workday HCM Business Lead
and Raj Nagarajan – Director, HR Operations

This email is being sent to USBL, Corporate and SBS HR team members with
Manager Self-Service (MSS) and Employee Self-Service (ESS) today.

We are beginning the transition from SAP as our system of record for associate data to
Workday HCM (USBL, Corporate and SBS) and Finance (Corporate and SBS).

Blackout Begins Friday, Oct. 19 at 5:00 p.m. CT

Before the blackout period begins:

- **SAP REPORTS:** Run your most frequently used SAP reports so that you have a record for future questions. While most data fields are mapping over to Workday, some fields such as Sysco network IDs will not.
- **MSS & ESS NO LONGER AVAILABLE:** Key transactions will no longer be available in SAP for managers and associates. Critical data changes can be submitted by HR to HR Operations during the blackout period. The contact information and forms you will need during the blackout period are now available on the [HR Blackout Resources](#) page of SyscoWorkday.com.
- **WORKDAY TOURS:** [Sign up](#) for HR Tours 2, 3 and 4. A recording of HR Tour 1 will be available on SyscoWorkday.com next week.

MFA To Do

Because of your access to sensitive data, you will need to download and register for the new Multi-Factor Authentication (MFA) tool before you can log in to Workday. See separate MFA communications coming to you via email.

Snap it. Load it. Win it! Challenge

Beginning Oct. 29, we will host a Workday contest between associates (200 individual prizes of \$200) and OpCos (eligible to win an OpCo event) to encourage associates to log in and update their contact information. Workplace materials are on the way to OpCos to promote the contest and for ongoing use with new hires. Contest details can be found [here](#).



Snap it.



Load it.



Win it!

Your Resources

[SyscoWorkday.com](#) (Available Now!) – This website will be an ongoing resource for associates, managers and especially HR team members. Check back often to review new tools and resources that will help you through the transition and with your ongoing use of Workday HCM.

Preparing for Oct. 29 Go Live

Workday launch communication efforts will include:

- **Snap it. Load it. Win it!** challenge promotion
- **Communications** mailed to homes of Doerle and HFM associates that include their network ID
- [SyscoWorkday.com](#) full site goes live with FAQs, tools, job aids and videos for associates, managers and HR
- **We Are Live!** emails to leaders, managers and associates

Questions?

Don't hesitate to reach out to
WorkdayHR@corp.sysco.com.

Workday BT Support Oct. 29 – Nov. 16

- 866-981-1190 / 281-584-1190
- servicedesk@corp.sysco.com
(for non-urgent inquiries)