



On Oct. 28, we will launch Workday for our USBL, Corporate and SBS associates. Workday will replace SAP and support core Finance and HR activities, providing one common data source for associate data and streamlined reporting. Workday HCM (Human Capital Management) will allow us to manage our associates in a more efficient and effective way. It's critical to helping us create an infrastructure that supports Sysco's strategic priorities, which are important to all of us.



What is Workday?

Workday HCM will be Sysco's system to manage all associate-related data, and Workday Financials will drive all of Sysco's core financial processes. It's designed to be user-friendly and accessible from any device (including your phone!). Workday streamlines, standardizes and simplifies common tasks, such as hiring and terminations, as well as many core financial processes.

Effective Oct. 28, you will use Workday for activities that you do in SAP today, such as requesting a backfill or terminating an associate.

Transition Communications

This is the first in a series of communications that will provide you with the right information, at the right time. Here are the highlights of our communication schedule:

Notice! There will be an **SAP outage** from Friday, Sept. 7 at 7 p.m. CT to Saturday, Sept. 8 at 7 a.m. CT. You won't be able to pull data from SAP during this time.

Mid-October

A second update will be provided to you and people managers about the process for moving from SAP to Workday, including specifics about the cutover processes, schedules and launch plan. Hypercare resources will be available starting Oct. 28 to provide support.

Week of Oct. 28

Official Workday launch communications (email at work and at home for our hard-to-reach associates) will encourage all USBL, Corporate and SBS associates to use Workday for the first time. We'll include a little friendly competition to encourage engagement. Watch for more details coming in October.

More Information

We have built a [manager preview page](#) to support you through this transition. Visit the preview page for information about upcoming communications and tools, a timeline of the Workday transition and more. Additional details are coming your way in October.

There is no action required of you now, other than to be aware of the upcoming SAP outage and to watch for more information coming your way. We appreciate your patience and excitement for Workday. If you have questions that can't wait, don't hesitate to reach out to workdayHR@corp.sysco.com (Workday HCM) or FTR@corp.sysco.com (Workday Financials).