

SAP SuccessFactors

Where talent meets innovation and HR expertise.

NTT DATA - Global SAP Overview



Let's talk about SAP

1. First SAP partner to **implement S/4HANA** on the Romanian market
2. First authorized **SAP SuccessFactors Partner** in Romania
3. First project on the Romanian Market for **SAP Transactional Banking**
4. First **Cloud Focus Partner** in Romania
5. Leading **S/4HANA implementer**

We use SAP technology to offer competitive advantage, with extensive experience and various capabilities, including the development of our own SAP solutions, rapid deployment packs, and add-ins.

The infographic consists of three horizontal bars, each with a circular icon on the left and text on the right. The first bar features a group of people icon, the number '300+', and the text 'top SAP savvy consultants'. The second bar features a gear icon, the number '15+', and the text 'years of implementing SAP business solutions'. The third bar features a shopping bag icon, the text 'Diverse industries', and the text 'international industry-specific development'.



SAP® Cloud Focus Partner



SAP® Qualified
Partner-Packaged Solution



SAP SuccessFactors

SAP Capabilities in Romania

TEAM of 13 people: Bucharest, Cluj-Napoca, Timisoara, Iasi

CHARTER: Application Management for SuccessFactors Suite

FOCUS: End-to-End Project Lifecycle;

Application Troubleshooting, Performance Tuning, Capacity Management, Root Cause Analysis, Long-term Proactive Measure.



Employee Central

3 certified consultants

Reporting

2 certified consultants

Performance & Goals

4 certified consultants

Recruiting Marketing

3 certified consultants

Succession

2 certified consultants

Time Management

2 certified consultants

Recruiting Management

3 certified consultants

Compensation

3 certified consultants

SAP HCM/Payroll

2 certified consultants

Onboarding

2 certified consultants

Development

2 certified consultants

SAP CPI Integration

1 certified consultant

Workforce Analytics

2 certified consultants

Learning

2 certified consultants

Variable Pay

2 certified consultants



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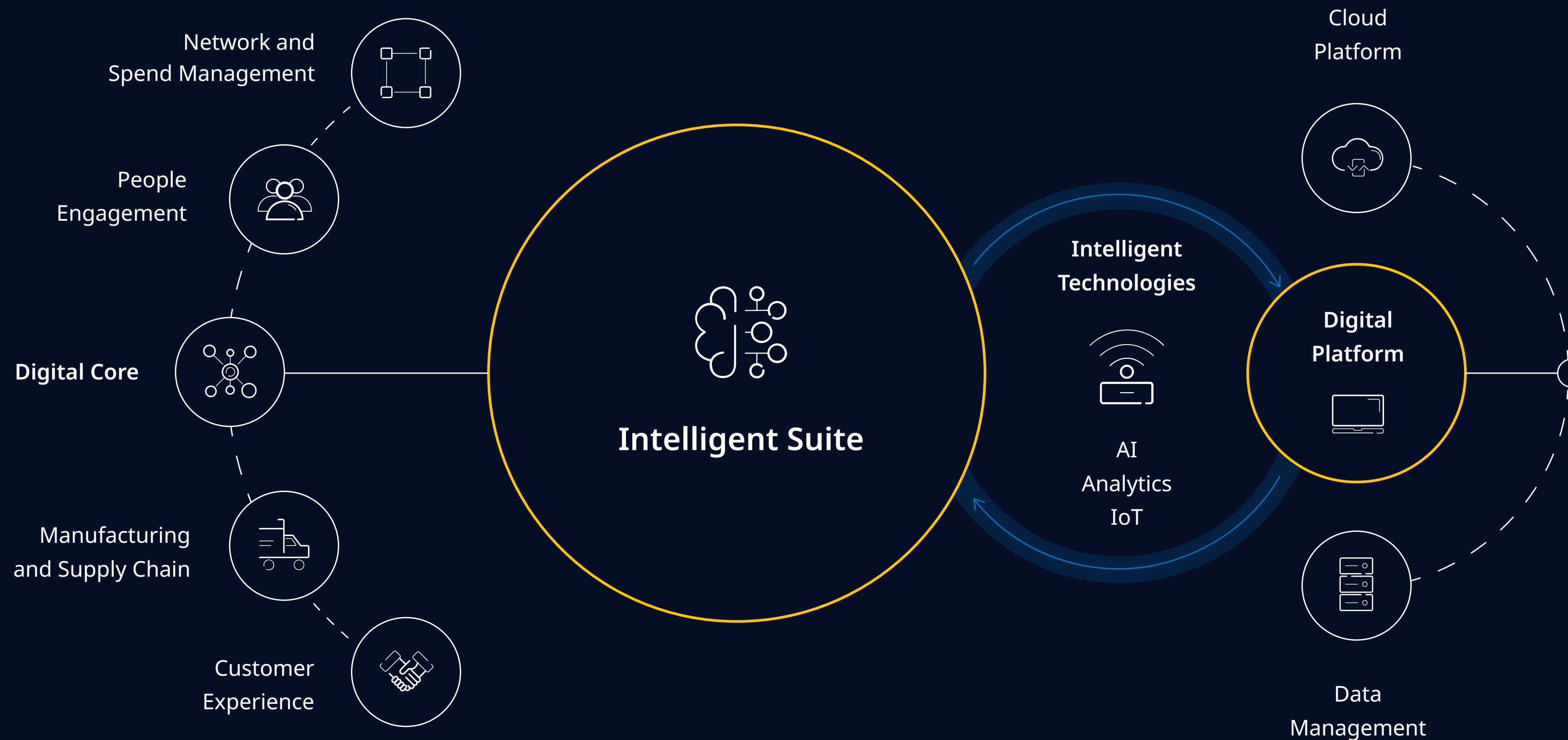
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HR Operation

Innovation
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SAP Products & Enterprise Integration Architecture



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SAP SuccessFactors: Simplifies HR Operation

Core HR

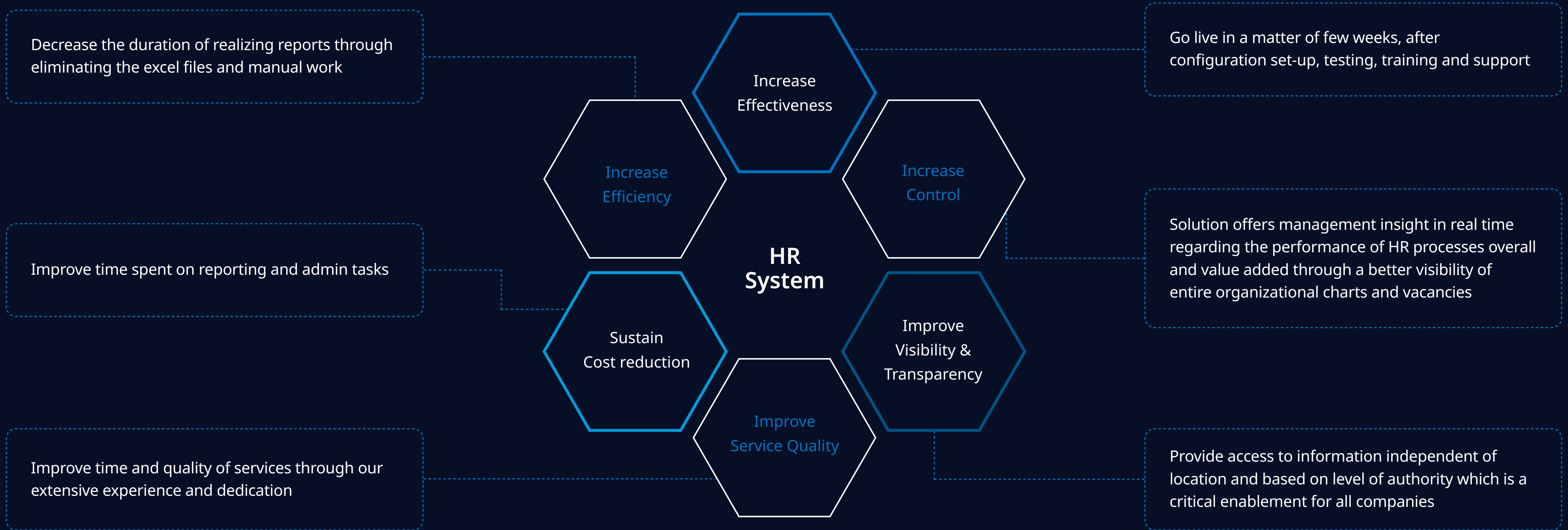


Talent Management



Reporting and People Analytics

Projects Objectives

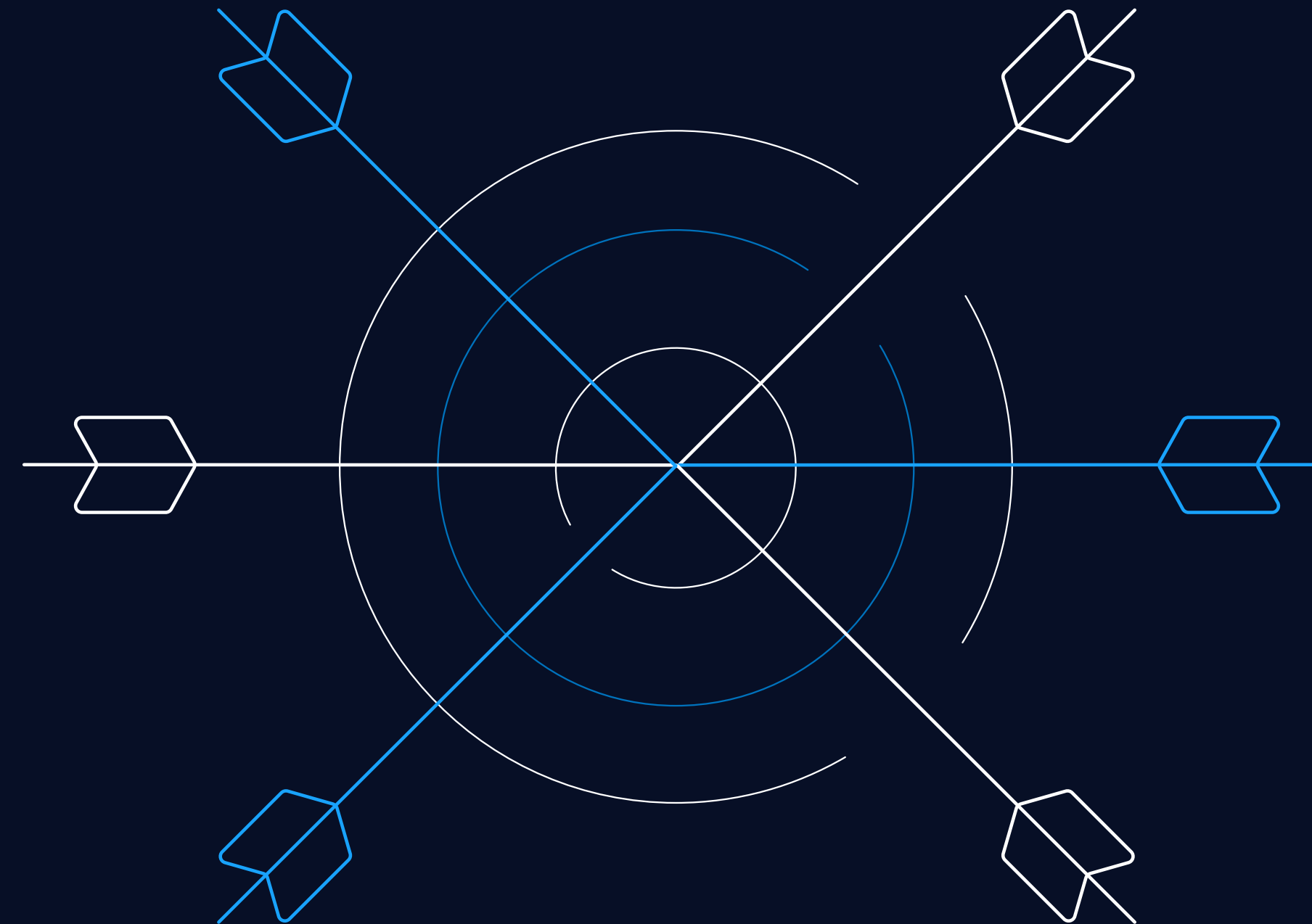


Key Factors in implementing SuccessFactors

Modify and simplify processes, getting rid of existing inefficiencies

SAP Fiori design is used, which significantly improves the user experience

Leverage out-of-the-box functionality to provide business value



Partner Implementation team & Customer Implementation team work collaboratively, both teams sharing roles, accountability and responsibility

Opportunity to revisit business processes and reinvigorate HR business with modern & effective software

After implementation, Customers can maintain themselves the entire system



Key Factors in implementing SuccessFactors

PROCESSES

BUSINESS OBJECTIVES

SUCCESSFACTORS MODULES

TIME & ATTENDANCE MANAGEMENT

- Manage employees' time
- Simplify HR processes
- Help employees quickly record their working time and absences

- Time Tracking

CORE HR & PAYROLL

- Create consistent and standardized HR processes
- Enable process harmonization across the business
- Increase productivity and simplify everyday transactions

- SAP SuccessFactors Employee Central
- SAP SuccessFactors Time Tracking
- SAP SuccessFactors Employee Central Payroll

REPORTING & PEOPLE ANALYTICS

- Identify risks and opportunities related to your workforce
- Increase understanding of key people metrics
- Make faster, more informed decisions based on data-driven insights

- Reporting



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PROCESSES

BUSINESS OBJECTIVES

SUCCESSFACTORS MODULES

RECRUITMENT AND RETENTION

- Attract & hire best candidates
- Faster time to new hire value

- Recruiting
- Onboarding
- Employee Central

EVOLUTION & COMPENSATION

- Ensure strategy & goal alignment
- Continuously improve performance
- Pay for performance of top talent

- Performance & Goal Management
- Compensation & Variable Pay
- Employee Central, including Benefits

TALENT MANAGEMENT

- Accurately & consistently identify top talent
- Provide opportunities for employee growth & development

- Performance/Goal Mgt/360 Review
- Succession & Career Development Planning

CAREER DEVELOPMENT PLANNING

- Enhance employees' skills according to the career plan

- Learning
- Career Dev Planning
- Employee Central



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Employee Central

Employee Central enables organizations to manage the company's organization chart, human resource processes and employee data, providing access to this data for both the employee and the human resource managers. The maintenance of data structures within Employee Central ensures that data changes can be viewed, tracked and audited. **How can EC help me?**

AS HR ADMIN:

- Dashboards with key figures for the company and Reports that could be shared with managers.
- All data for each employee at a glance and Big picture of the organization (org chart).
- Alerts and Notification that offer the possibility to define criteria that tell the system to send message to specific people for specific moments of employee life cycle. In addition, those messages can appear in the Employees 'To Do' List on the Homepage or/and via email.
- Certainty that all internal processes and procedures are followed and audit tracks for changes.

AS DIRECTOR:

- Dashboards with key figures for the company.
- Reports that could be shared with managers (only for their direct reports or for all employees).
- Big picture of the organization (org chart).
- Certainty that all internal processes and procedures are fully respected.

AS MANAGER:

- Position Org Chart – create and update a position, create a job requisition for that position after it has been approved.
- Update employee job and compensation information, for example, promotion, demotion, change in hours, location, spot bonus.
- Enter leave requests on behalf of an employee in team, view leave requests, leave balances and team calendar.
- Alert and Notification – e.g: Managers are notified 20 days before the contract end date of one of their direct reports.

AS EMPLOYEE:

- Big picture of organisation (org chart).
- Update their own personal information, home address information, e-mail and phone information, emergency contact information, dependents information, payment information (bank details), work permit information, including uploading of related documents.
- Enter and view leave requests, leave balances.
- Print of certificates (e.g: employee certificate).

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Time Tracking

The SAP SuccessFactors Time Tracking solution enables organizations to manage the time and attendance needs of all types of employees, while controlling labor costs and improving workforce productivity. **How can Time Tracking help me?**

AS TIME TRACKING ADMIN:

- Improve the accuracy and speed of time-to-pay processes while supporting all types of employees across various scenarios.
- Receive alerts based on thresholds, such as overtime hours or the number of late arrivals, to prompt managers and administrators to take timely remedial action and control labor costs.
- Dashboards with key figures for the company.
- Reports that could be shared with managers (only for their direct reports or for all employees).

AS MANAGER:

- Enable managers to track and approve working times through quick-action cards and use team dashboards and alerts to make timely, informed decisions.
- Amend erroneous entries quickly.
- Receive a warning when employees clock in late to work more than x times this week or have recorded overtime in excess of x hours, which allows them to review and correct employee behaviors impacting costs.
- Get alerted when employees clock in before their mandatory rest period between shifts, allowing them to support compliance and employee well-being.

AS EMPLOYEE:

- Enter their working time on an intuitive solution that already knows who they are as well as their terms of employment.
- Personalized role-based access to the information they need, across multiple devices.
- Digital punch clock and clock terminal integration for employees to clock in and out at the point of work.



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Employee Central Payroll

The **SAP SuccessFactors Employee Central Payroll** solution enables organizations to make payments for their workforce in a timely and efficient way. It does this by automating and accelerating payment processing, reducing the risk of errors, and simplifying payroll management. **How can EC Payroll help me?**

AS HR ADMIN:

- Off-cycle support, retroactive payments, and payroll processing for employees.
- Innovative continuous payroll functionality, which helps improve quality, reduce processing time, and lower payday stress, freeing up the payroll team to focus on strategic work.
- Continual enhancements through innovative technologies, which support the payroll control center helping payroll professionals to be more responsive to the needs of the business.

AS MANAGER:

- Localization requirements, including tax calculations that keep you compliant in whatever country or region you are serving.
- Global requirements that display calendars with local holidays, time zones, currencies, and language.
- Government simplification strategies that target a move away from paper-based statutory reports to real-time electronic communication.

AS EMPLOYEE:

- Built-in mobile and self-service functionality to provide a top-notch employee experience and reduce manual administrative work.
- Ability to display current and past pay slips.

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Recruiting

The **SAP SuccessFactors Recruiting** solution executes the entire recruitment strategy through a single cloud-based solution. From creating a job requisition to application, interview, offer and hiring process, all steps are included in Recruiting module, with permissions and features specific to each role involved. **How can Recruiting help me?**

AS RECRUITER:

- Access to job requisition, automatically populated with position details and a job profile triggered based on job code.
- Many options to post a job (internally, externally, on agency portals, multiple job platforms and school platforms).
- Review candidate data and use a pipeline for the progress of a job requisition.
- Use interview scheduling functionality, online offer, rating the candidates and different options for integrations (with Outlook, e-signature, online testing etc.).

AS HIRING MANAGER:

- Quickly creates a job requisition from an empty position.
- Reviews candidates on specific statuses (like Shortlist), rate their competences and give feedback.
- Approves offer details while being informed on the progress of candidates.
- Receives reports and dashboards as an overview of recruiting processes.

AS CANDIDATE:

- Access to internal/external career site to identify suitable job openings.
- Quick application format available in a single screen, even from mobile and track their application status and receive notifications along the process.
- Save applications, receive job alerts, email campaigns, withdrawn applications, delete profile functionalities, all compliant with the GDPR.
- Use the referral program, online offers, history of interviews, applications, offer etc.



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Onboarding

SAP SuccessFactors Onboarding is a cloud-based solution that offers the ability to manage a variety of programs, including Onboarding, Crossboarding, Offboarding, and Rehire, through a single solution. **How can Onboarding help me?**

AS ONBOARDING ADMIN:

- Can quickly see what is required for whom, by whom, when, and current status. They can initiate and complete tasks directly from the onboarding dashboard.
- A checklist of tasks guides them through all required and optional inputs, including personalized content and connections for each new hire.
- Take over future employee's steps if necessary, in order to keep the process moving.
- Cancel/restart onboarding processes.

AS MANAGER:

- Notifications and a dashboard view of their new hires help drive engagement and prioritization.
- A checklist of tasks guides them through all required and optional inputs, including personalized content and connections for each new hire.
- Reports and dashboards with an overview to the Onboarding processes.

AS FUTURE EMPLOYEES:

- Before day 1, new hires are invited to access a personalized home page with an introduction to the company and the initial gathering of information, including a new hire data review and details for equipment or uniform needs.
- The Onboarding portal includes people connections, like an assigned buddy or people to meet, and any remaining administrative tasks.
- New hires can easily identify and navigate resources and required tasks.

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Learning Management System

SuccessFactors offers a **Learning Management System (LMS)** as part of its extensive suite of talent management solutions. LMS enables organizations to manage and deliver a wide range of learning content, including e-learning courses, virtual classes, videos, documents, and assessments/ surveys. It helps organizations ensure compliance with regulatory requirements and meet different industry standards. **How can Learning help me?**

AS LEARNING ADMIN:

- Keep the training content up to date and personalize the learning experience of users.
- Ensure that compliance trainings are followed.
- Leverage alerts and notification to inform users about important events or actions related to their learning objectives.

AS MANAGER:

- Ability to assign trainings based on employee training needs.
- Ability to monitor the learning progress of their team members on courses and curricula.
- E-mail notifications when manager approval is required.

AS EMPLOYEE:

- A user-friendly interface and personalized learning experience.
- Various learning modalities, such as self-paced learning, instructor-led training and virtual classrooms on different devices (laptops, smartphones or tablets).
- Ability to track progress on courses and to print certificates.
- Alerts and notifications about changes in the user's learning plan.



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Performance & Goal Management

Performance and Goals Management is one of the systems of the SAP SuccessFactors HXM Suite which includes goal setting, performance reviews, and continuous feedback. Goal Management functionality allows organizations to define and track individual and team goals, aligning them with the strategic objectives of the company. **How can Performance and Goal Management help me?**

AS PERFORMANCE ADMIN:

- Ensure consistent and easy use of competencies and behaviors across the company.
- Dashboards with key figures for all employees.
- Leverage Alerts and Notification to inform users about important events or actions related to performance and goals.
- Audit tracks for changes.

AS MANAGER:

- Cascade company goals down the hierarchy.
- Assess employees' work performance, comparing ratings in order to ensure fairness and consistency in evaluations.
- Ability to request meaningful feedback during the review process.
- E-mail notifications for both goal and performance management.

AS EMPLOYEE:

- Clarity on what is expected from them.
- Awareness on current goals progress.
- Stay focused and engaged on tasks that matter.
- Alerts and Notification - can appear in the Employees "To Do" List on the Homepage or on email or both.

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Compensation

Build and manage compensation planning, compensation design, and rewards and recognition that align with the needs of employees, business, and budget. Improve individual and business performance with personalized, timely rewards and recognition programs.

How can Compensation help me?

AS COMPENSATION ADMIN:

- Improve individual and business performance with personalized, timely rewards and recognition programs.
- Views employee details, including compensation history, performance rating history, and bonus history in Compensation worksheets and Executive Review. Based on this information they can make informed decisions about employee pay.

AS MANAGER:

- Build bonus programs based on business, team, and individual performance goals & make more objective compensation decisions.
- Motivates employees throughout the year by using reward & recognition tools that provide real-time acknowledgment of milestone achievements and outstanding contributions.
- Set up multiple employee recognition programs, including cash-based, points-based, and “thank you” design options.
- Review the historical compensation data of direct subordinates, throughout years, comparatio & other member from the team-added.

AS EMPLOYEE:

- Deliver rewards that drives and motivates the employee workforce.
- View the generated Compensation statements & all their Compensation information in their People Profile.
- Many employees change jobs throughout the year or have multiple assignments which impact their bonus eligibility. Keeping track of all these changes across the workforce, leads to accurately bonus payouts calculation, which is critical in establishing employee trust and improving employee motivation.



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Succession & Career Development Planning

Succession planning targets on identifying and preparing employees to assume key roles and responsibilities within the organization in order to meet future business needs. **Career development planning** aims to provide support for employees in their professional growth within the organization. **How can Succession and Career Development help me?**

AS SUCCESSION/DEVELOPMENT ADMIN:

- Create career paths and keep them up to date.
- Keep track of your key positions, the risk of losing employees on key positions and always be prepared with a backup.
- Keep track of employee evolution with Performance vs. Potential dashboards.
- Leverage alerts and notification to inform users about changes related to their development goals.

AS MANAGER:

- Motivate and retain top talents.
- Address skill gaps.
- Create a positive work environment where employees feel valued and engaged.
- Recommend learning resources.

AS EMPLOYEE:

- Transparency into the efforts that an employee must make in order to reach a future position within organization.
- Ability to set new professional challenges and develop new competencies.
- Alerts and notifications about changes in the user's development plan.

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People Analytics

WORKFORCE ANALYTICS

- Spot workforce trends and identify issues.
- Dig deep into topics, such as diversity, engagement, and turnover, with interactive data exploration.
- Maintain a reliable view of your workforce and see how your investments in people impact business results.

REPORTING

- Create dynamic and interactive visualizations to tell stories with your data.
- Increased capability to create complex calculations.
- Provides a single data model for all the modules across the SuccessFactors suite.

FTE AND HEADCOUNT SUMMARY



62.12
FTE



65.00
Headcount



22.00
Male Headcount

33.85%
Percentage Male



43.00
Female Headcount

66.15%
Percentage Female



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