

SAP BUSINESS TECHNOLOGY PLATFORM | EXTERNAL

E-Separation Approval Process

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1. Overview

Create brand ambassadors from employees who are leaving your company with an intuitive process flow automation built into SuccessFactors. The automated E-separation process automates the employee separation process starting from the initiation of resignation and ending with the exit interview and clearance process. Some of the salient features of the solution are

- Single Consolidated interface for all communication
- Record every step of the process
- Record reasons and view of all stake holders
- Ensure access to data , assets recovery & loan recoveries
- Track adherence to contract & Receive feedback
- Ensure pleasant and transparent parting so they can act as Ambassadors of the organization
- Remove ambiguity for both parties involved

2. Business scenarios and Challenges

- Lack of end-to-end view of E-Separation Approval process.
- Since the process today is not documented, it leaves a possibility of disputes
- It becomes nontransparent leading to distrust
- Complete recoveries may get missed out
- Not all stake holders know about the separation making it difficult to plan for the succession
- When employee is not happy with the treatment he cannot become a good alumni
- Assets recovery and access revocation is the most important activity that usually get partially done

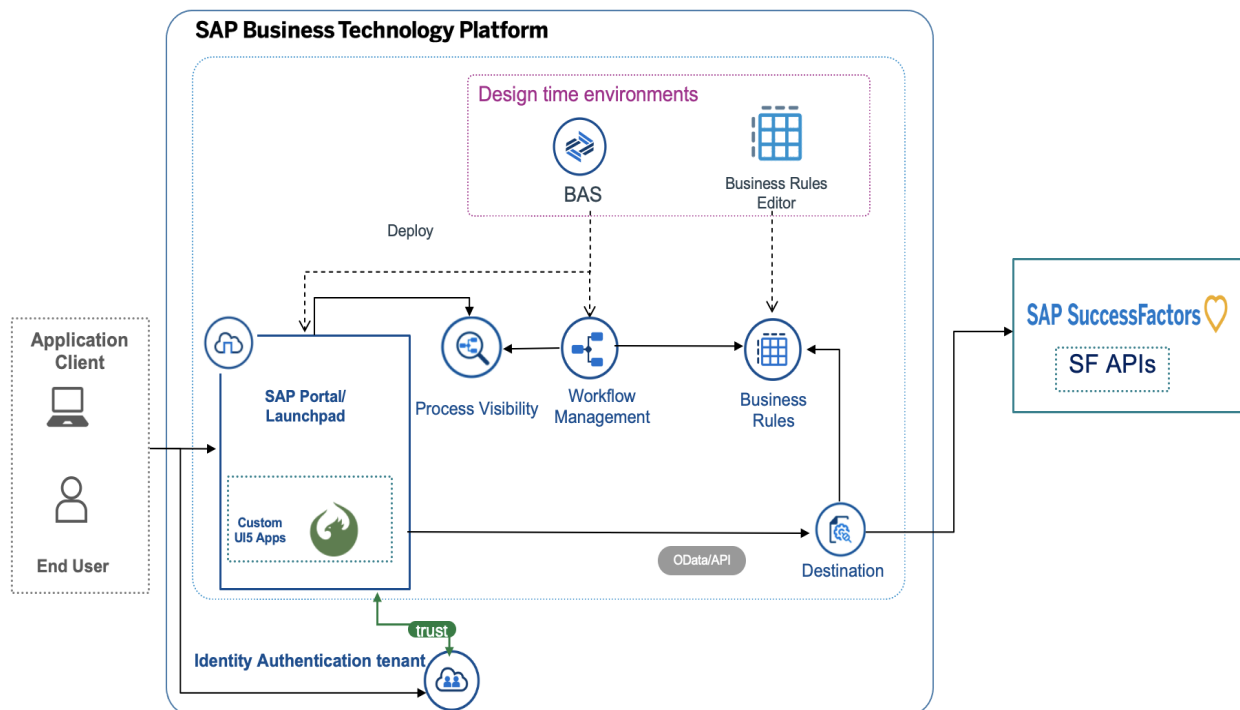
3. Business Need

- Custom content package for the customers who do not have SFSF Onboarding Licence
- Needs to identify the bottleneck of the Separation process for optimized process execution.
- Provide visibility to the Business Outcomes through live Key Performance metrics of the end-to-end processes.

4. Solution Architecture and Components

The workflow content package E-Separation is intended to be used in conjunction with SuccessFactors and requires the following services in SAP Business Technology Platform for seamless integration with SuccessFactors

- SAP BTP Cloud Foundry runtime
- SAP Workflow Management to orchestrate the process
- SAP Cloud Portal service or SAP Launchpad service to access the apps that are involved in the process.
- SAP Cloud Identity Services - Identity Authentication (optional).
- SAP Business Application Studio to modify/deploy the SAPUI5 applications.
- SAP SuccessFactors



5. Value Proposition

- Record every step of the process
- Ensure pleasant and transparent parting so they can act as Ambassadors of the organization
- Improved decision making and real-time visibility.
- Quick identification of the blockage of the process.
- Dashboard for KPIs like
 - i. Response time
 - ii. Reasons for leaving etc

6. Artifacts

E-Separation Process Workflow: It covers end to end process for E-separation initiation, getting necessary approval and clearance from required personas by leveraging the Workflow and Business Rules of SAP Workflow Management.

SAP UI5/Fiori: SAP UI5/Fiori Applications hosted on SAP Business Technology Platform have been developed to initiate the separation process (Resignation or Termination) and dynamic Task approval UI application.

Business KPIs Dashboard (Process Visibility): This Process Visibility Dashboard enables process excellence, process transparency, process transformation by providing KPIs like number of requests initiated, Approved, actions on Process failure etc.

7. References

If you are interested to use this process automation package for E-Separation in SAP SuccessFactors solution, please contact:

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