



SAP Users Communication (HR - IT)

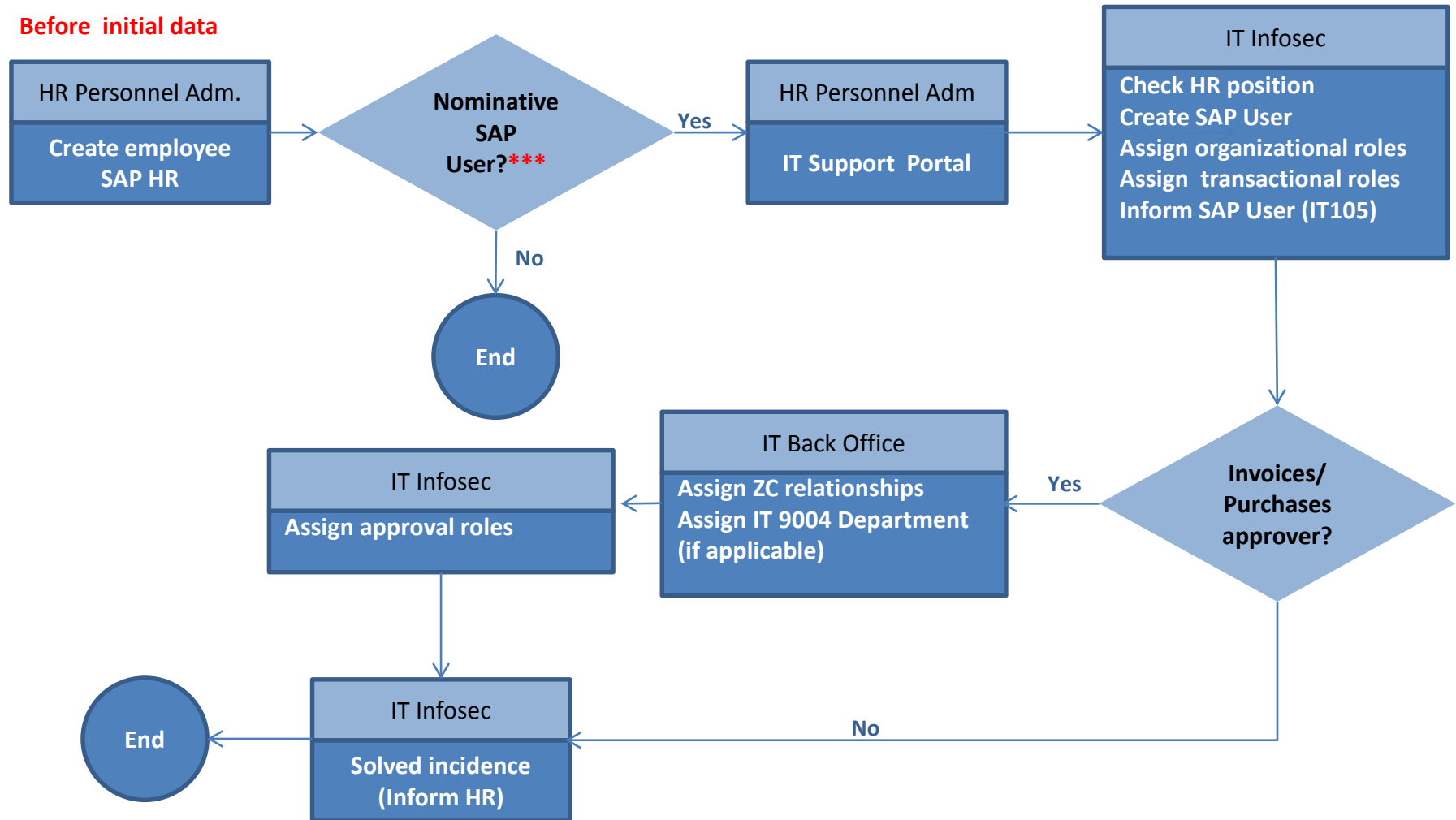
Hirings, Reentries, Organizational changes and Leavings

IT & Organization

February 2016

Information of C&H (Hotels) or Head of Department (CS employees)

Before initial data



***** See next slide for detail of HR sensitive positions**

**Sensitive positions in
Hotels
(Head of Departments)**

HOTEL DIRECTOR
DEPUTY HOTEL DIRECTOR
F&B MANAGER
BANQUET MANAGER
HOUSEKEEPING MANAGER
MAINTENANCE MANAGER
FRONT OFFICE MANAGER
RESERVATION MANAGER
STOREKEEPER
INHOUSE_SALES

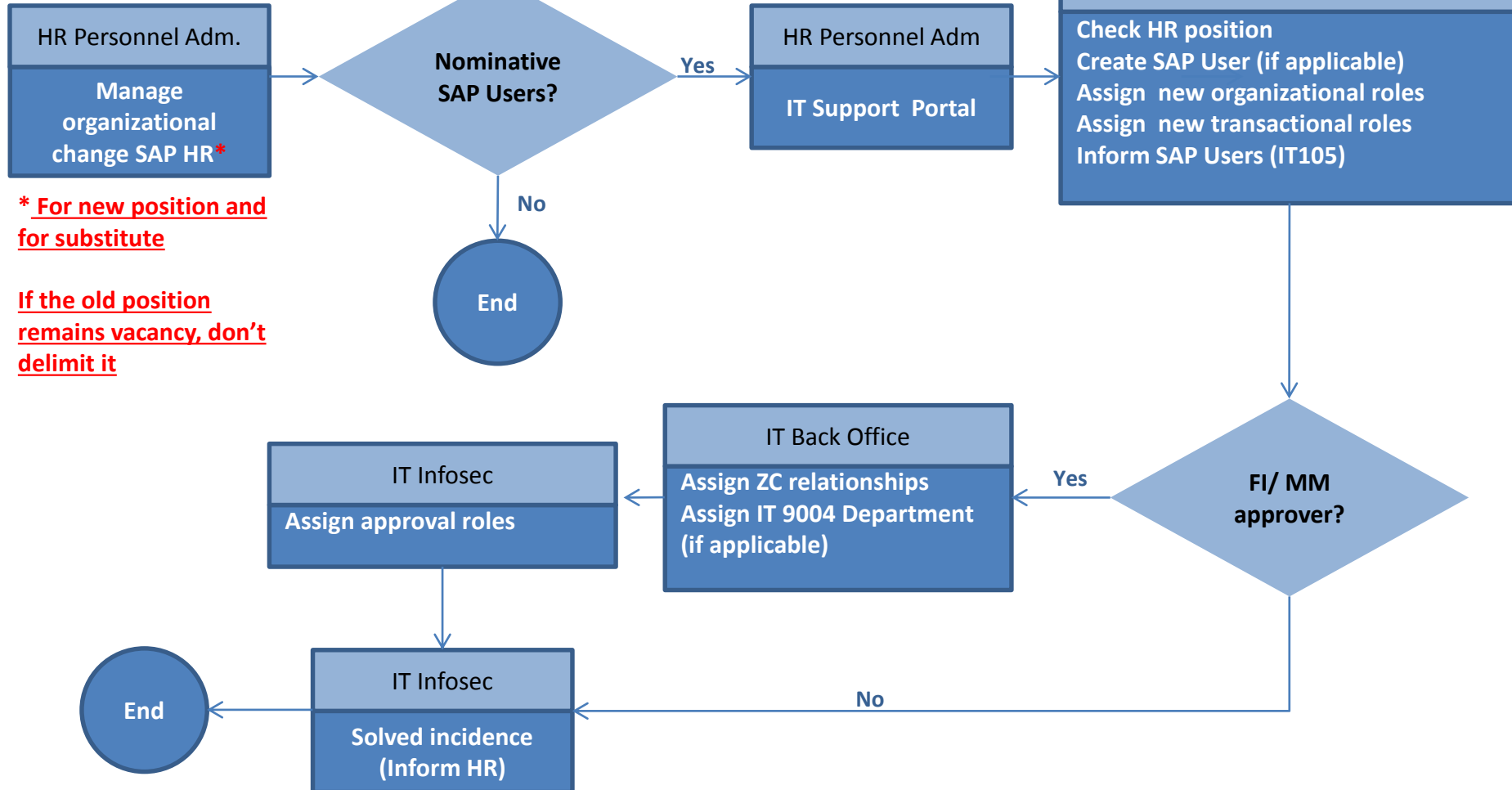
**Sensitive positions in CS and HQ
(Head of Departments, positions with ZC relationship)**

ZC OBJECT	NAME	DESCRIPTION
10200001	WF_ROM	REGIONAL OPERATIONS MANAGER
10200070	NWF_CAPEX1	FIRST APPROVER CAPEX
10200071	NWF_CAPEX2	SECOND APPROVER CAPEX
10200072	NWF_OD	OPERATIONS DIRECTOR
10200073	NWF BUMD	BU MANAGING DIRECTOR
10200074	NWF_BUDD	BU DIRECTOR DEPARTAMENT
10200075	NWF_VPHQ	VP DEPARTAMENT HQ
10200076	NWF_SVPHQ	SVP DEPARTAMENT HQ
10200077	NWF_HQCA	HQ CHIEF AREA
10200078	NWF_BUDD_MX	BU DIRECTOR DEPARTAMENT MEXICO
10200079	NWF_BUDD_MS	BU DIRECTOR DEPARTAMENT MERCOSUR
10200095	NWF_CAP_MX	FIRST APPROVER CAPEX MEXICO
10200096	NWF_CAP_MX	FIRST APPROVER CAPEX MERCOSUR
10200120	NWF BUMD_HO	BU MANAGING DIRECTOR TO HOTEL

For the rest of HQ/CS employees, SAP user has to be requested by the responsible of the employee

Information of C&H (Hotels) or Head of CS Department (CS employees)

Before changes data

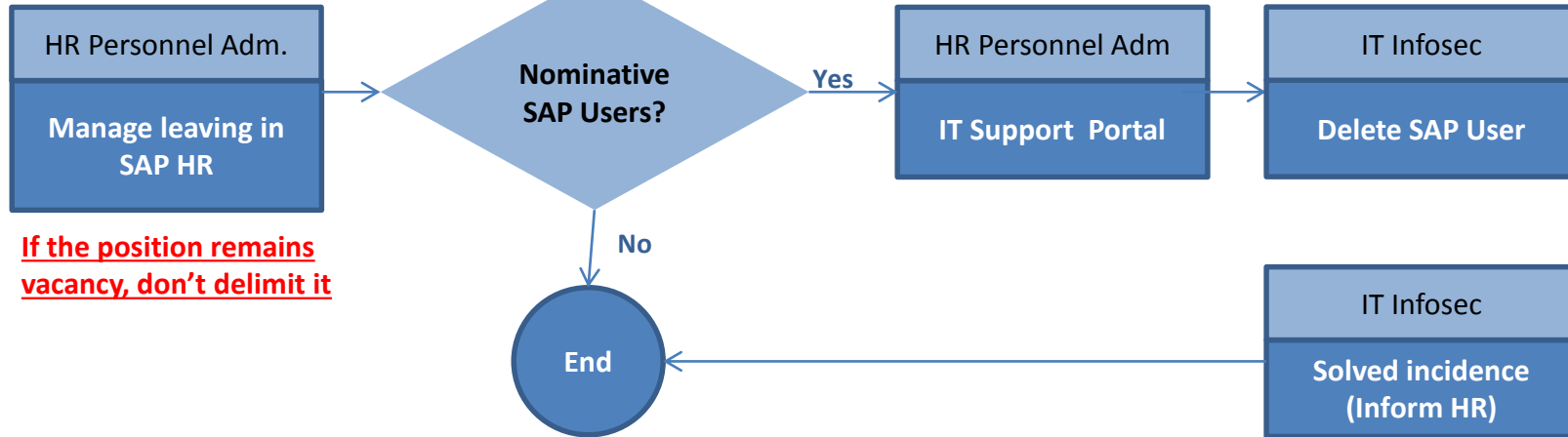


*** For new position and for substitute**

If the old position remains vacancy, don't delimit it

Information of C&H (Hotels) or Head of CS Department (CS employees)

Before leaving data



THANKS!

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HOTELS


NH COLLECTION

nh*ow*

Hesperia
RESORTS

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