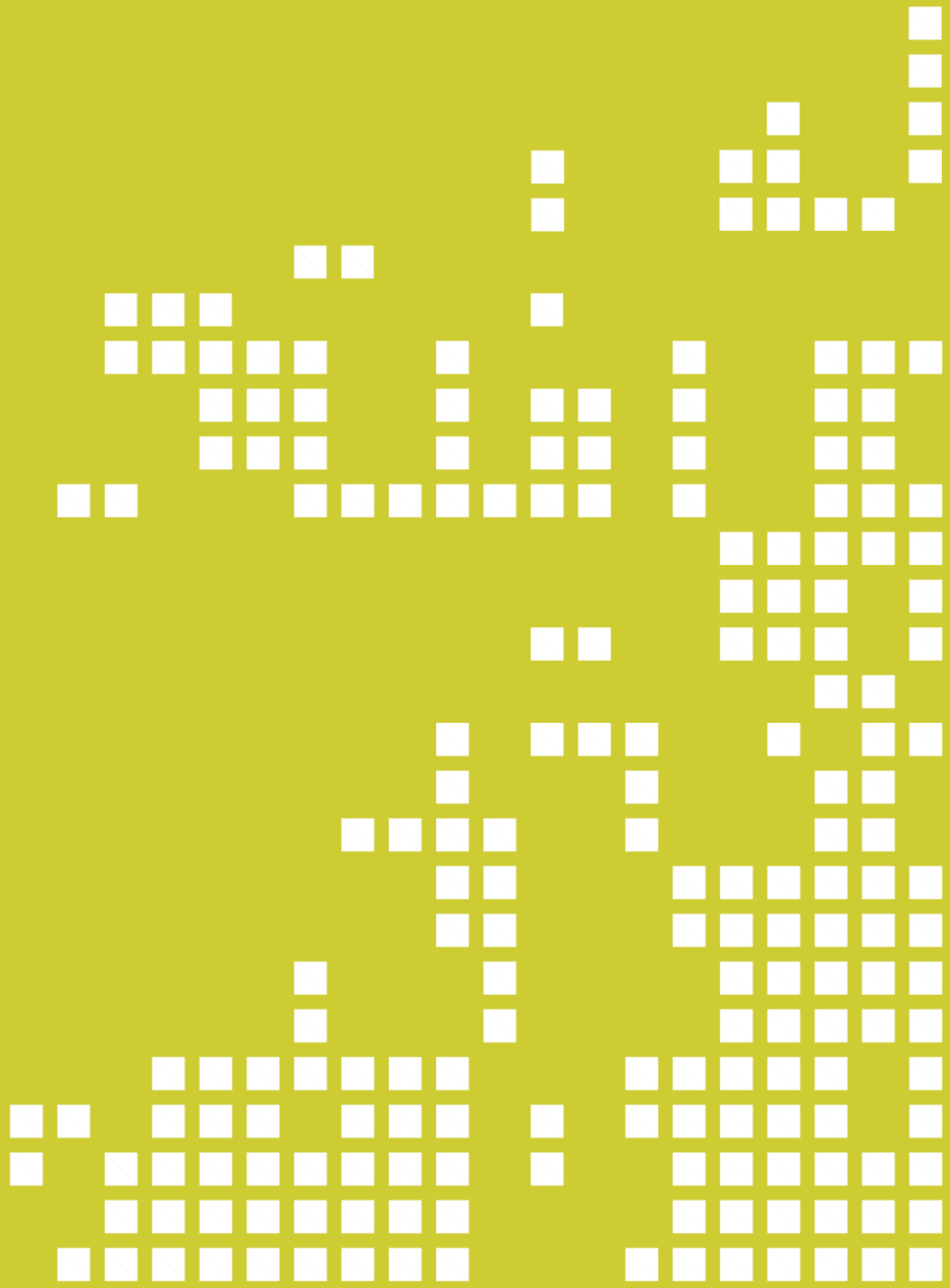




talent systems

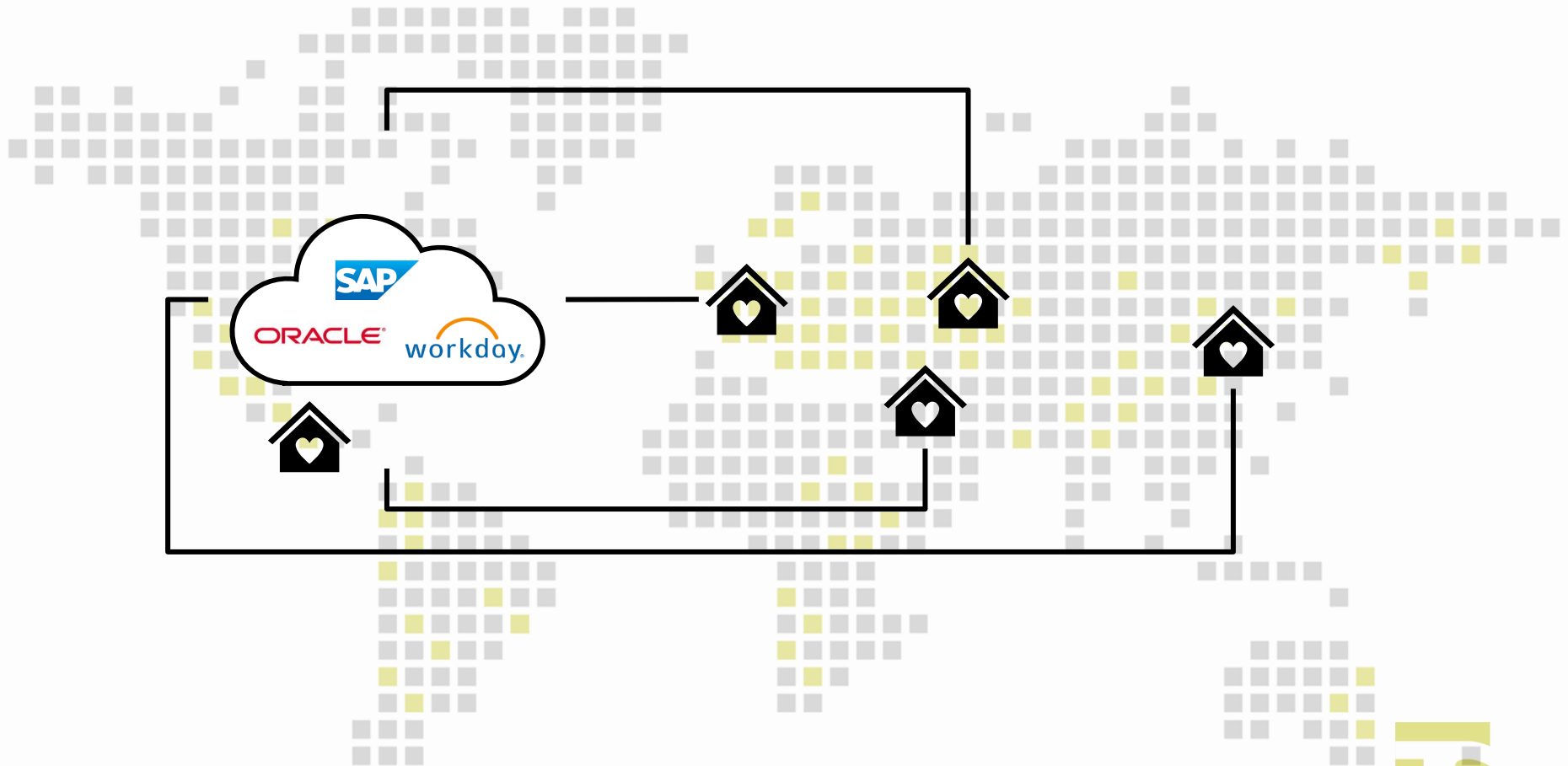
GLOBAL TALENTS LOCAL SYSTEMS

Localize your global HCM
system by Oracle, SAP, Workday



MISSION

We help multinational companies to make the most of global cloud HCM technologies while staying compliant with local regulatory and business requirements



COMPLIANCE

Global companies using cloud HCM suites face various personal data processing requirements

DATA RESIDENCY

- **Local database** – personal data must be processed and physically stored using local server infrastructure
- **Sensitive records** – tax and social documents, bank account records must be stored locally

CROSS-BORDER TRANSFER

- **Destination countries** – restricted list of jurisdictions with adequate personal data protection or special approve from local authority required for transfer
- **Explicit consent**– written or other documented form of consent is required

DATA RETENTION

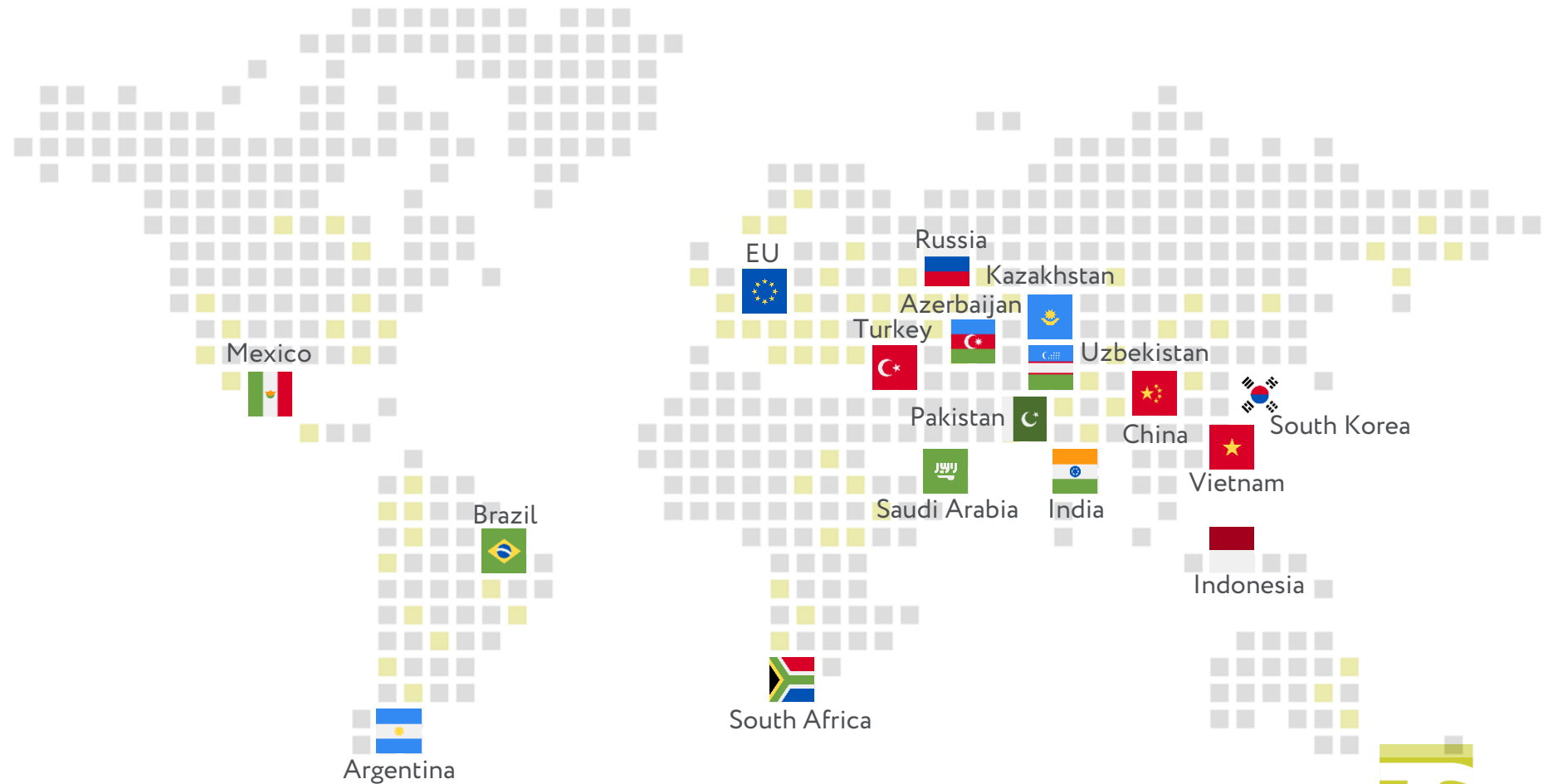
- **Retention period** – personal data to be kept for a certain amount of time or only for as long as data is required to achieve the purpose of collection
- **Subject's rights** – personal data subject can request full log, update or delete their data

DATA PROTECTION

- **Security** – technical measures such as encryption, access controls etc.
- **Organization** – internal policies such as appointing DPO, monitoring etc.
- **Notification** – notifications or approvals with regulators in case of database registrations, data breaches etc.

COUNTRIES

Increasing number of countries introduce personal data localization regulations



* For more details see [Personal Data Regulations by Country](#) section

OFFERING

Our end-to-end package of infrastructure, solutions, and services is designed to help global companies comply with local personal data legislation and business requirements

PLATFORM



Local infrastructure and software for personal data processing

SOLUTIONS



Automation and integration in compliance with local and global requirements

SERVICES



Custom development, implementation, user and technical support, maintenance

EXPERTISE

Cloud HCM Suites



- Oracle HCM Cloud
- Oracle Talent Acquisition Cloud (OTAC) previously Taleo Enterprise Edition (TEE)



- SAP Success Factors Human Capital Management (HCM)



- Workday Human Capital Management (HCM)

Integration



Processes



Systems



Documents



Web-services



User Experience



Employees



HR/People partners



Managers



Candidates



Compliance



Legal



Internal Policies



IT Security





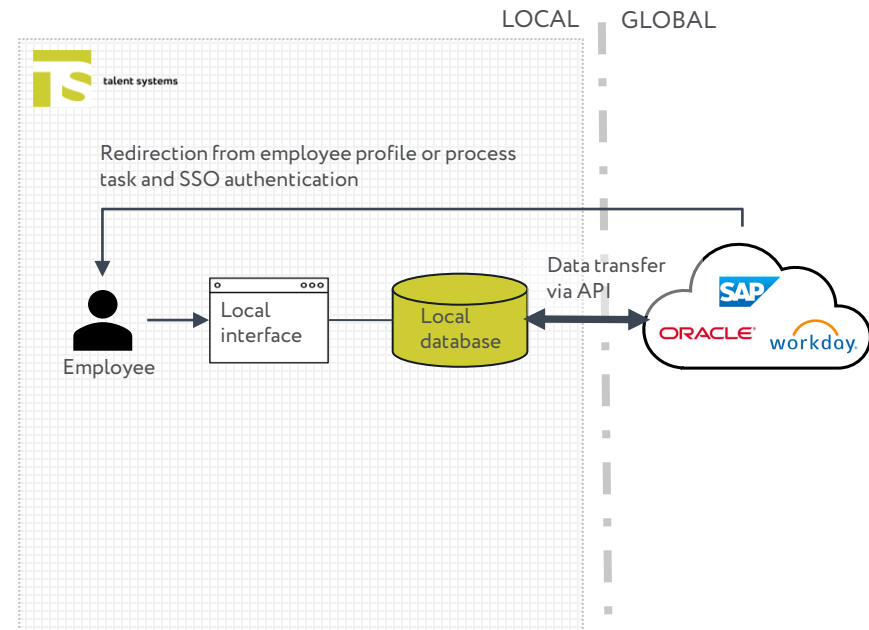
 SOLUTIONS

TALENT PROFILE

Localize employee personal data and integrate with talent management process

PROCESS INTEGRATION

- **Regular** e.g. Talent Review, Succession Planning
- **Ad-hoc** e.g. Onboarding, Relocation, Job Change
- **On-demand** e.g. Legal Name Change, Leave and Absence
- Seamless employee experience when navigating between global and local system using redirection links and SSO



PROFILE CATEGORIES

- **Personal:** Legal names, Personal information, Photo, Contact details, IDs and licenses, Bank account details, Disabilities and EEO
- **Career:** Skills and competencies, Work experience, Education, Languages, Certificates, Awards and activities, Career interests, Other

TALENT SOURCING

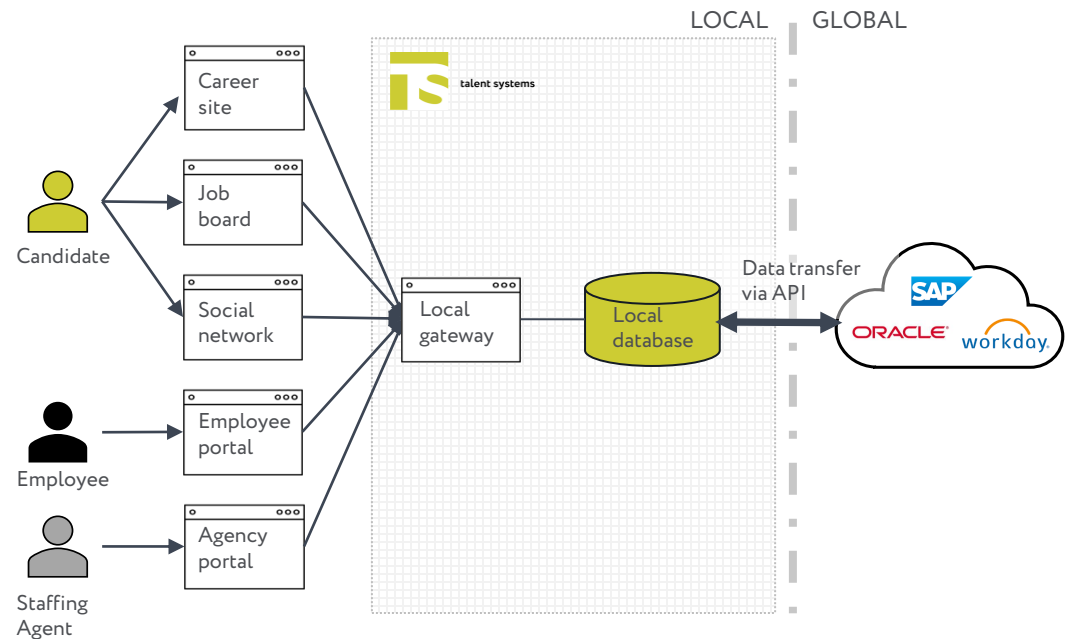
Source candidates from various local sources

CANDIDATE FLOWS

- **Career website:** candidate applies at local or global career site and is redirected to local gateway via script or widget
- **Job board:** recruiter posts job to local job boards or places backlink to local gateway
- **Social networks:** recruiter places backlinks to local gateway in job adverts on LinkedIn, Twitter, Facebook or any other global or local social network
- **Employee portal:** recruiter post job to local employee portal, employee applies or refers friends
- **Agency portal:** recruiter shares job with agent, agent submits referral at local agency portal

CUSTOMIZATIONS

- **Branding** of candidate, employee, agency portals
- **Application/referral forms and fields**
- **Notification templates** with variable tokens
- **Source list** and source tracking
- **Privacy consent** and data retention management



TALENT CHATBOT

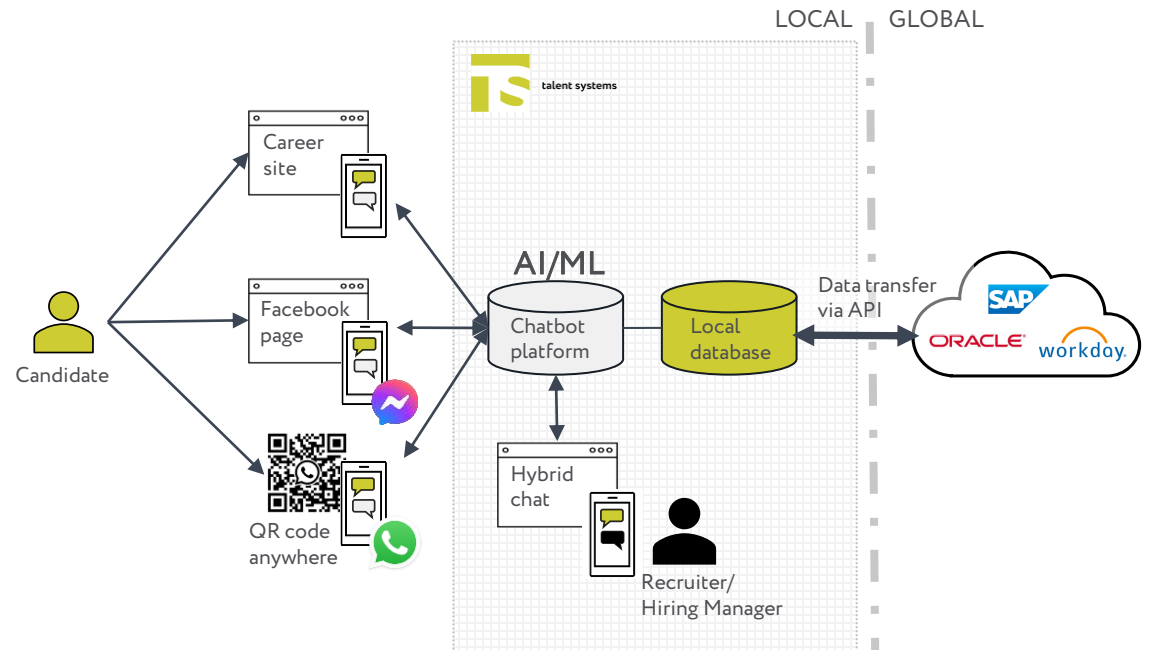
Reach candidates where they are and engage over human-like conversation

MACHINE LEARNING

- Understand natural language
- Recognize typos and misspellings
- Train chatbot by talking to it
- Multilingual
- Seamless handoff to a human for hybrid chat

CANDIDATE JOURNEY

- Job search & FAQ
- Job Application & Pre-screening
- Interview Scheduling & Feedback
- Offer & Employment Agreements
- Hiring & Onboarding



TALENT DOCUMENTS

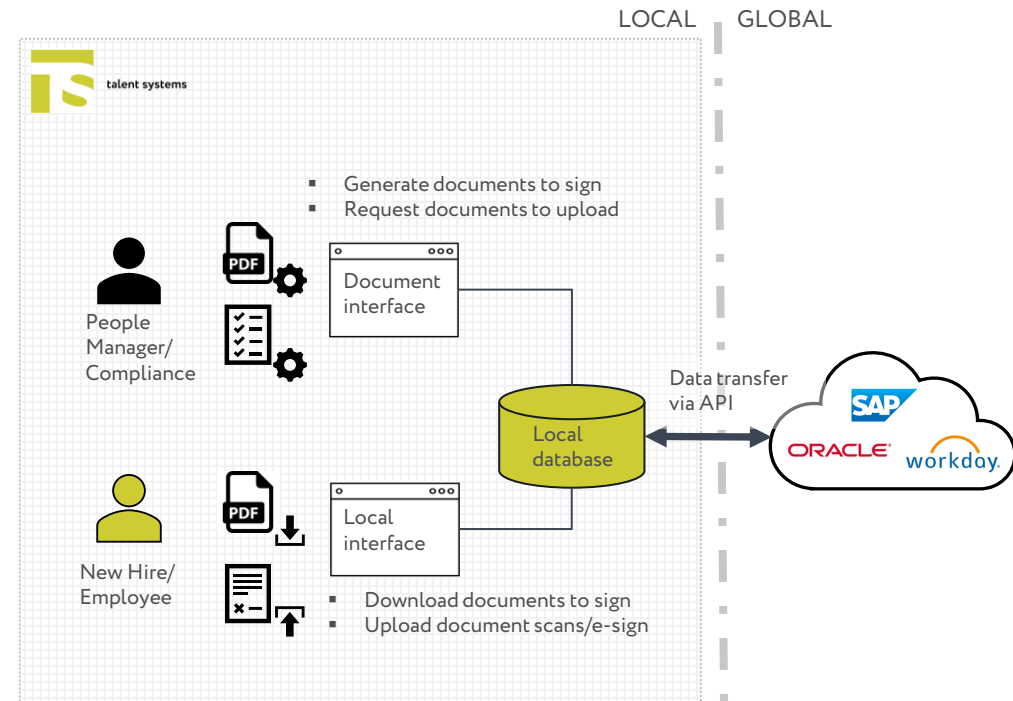
Capture personal documents and generate contracts, agreements, legal forms etc.

AUTOMATION AND COLLABORATION

- Dynamic generations of document to sign or fill in
- Custom document checklist based on position/grade
- Ad-hoc request of special personal documents
- Workflow with notifications to New Hire/ Employee and People Manager/Compliance specialist
- eSignature via *DocuSign* or upload scanned copy with handwritten signature

DYNAMIC DOCUMENT GENERATION

- Complex layouts including grids, tables etc.
- Data tokens populated from global HCM
- Local data, missing in global HCM e.g. local dictionaries, classifications, parameters
- Expression language for complex business rules e.g. if then, numbers to words, grammar cases
- Pixel-perfect printing in PDF format



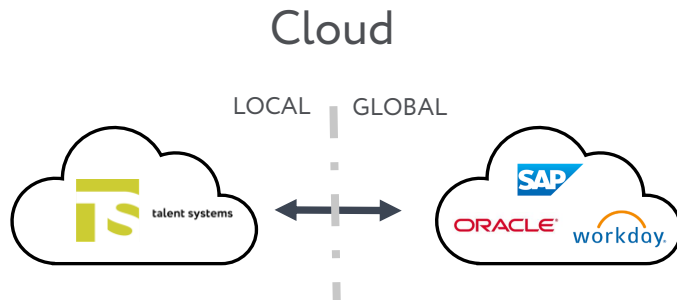
■ PLATFORM



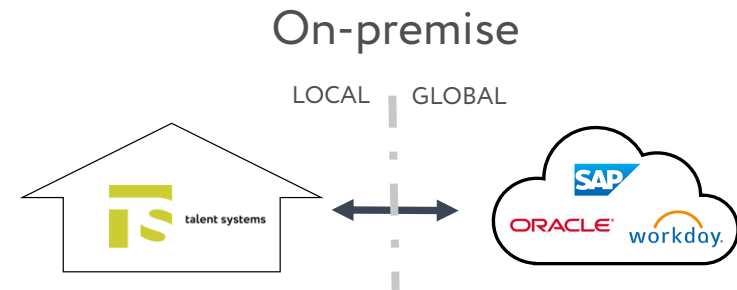
talent systems

DEPLOYMENT OPTIONS

Flexible cloud or on-premise deployment options



- Cloud server infrastructure in local data center managed by Talent Systems
- Talent Systems manage deployment and configuration for optimal performance and data protection
- Talent Systems maintain test instance for change requests and regression testing
- Talent Systems provide full technical support and maintenance including resolution of infrastructure related incidents
- Talent Systems provide full user support including requests from personal data subjects



- On-premise server infrastructure managed by Client
- Client manage deployment and configuration for preferred performance and data protection
- Client maintain test instance for change requests and regression testing
- Talent Systems provide optional technical support limited with remote access permissions
- Talent Systems provide optional user support including requests from personal data subjects

INFORMATION SECURITY

Highest information security standards at all levels of data protection



- Physical infrastructure protection and 24/7 monitoring. FTR (fault tolerant redundancy) configuration.



- Network firewall, segmentation and protection against DDoS attacks. Automatic threat detection and continuous monitoring.



- Data in transit is encrypted using TLS/SSL. Data at rest is encrypted with encryption keys managed in a FIPS 140-2 compliant key management system. BYOK (bring your own key) option.



- Internal vulnerability testing. The platform's application components are regularly scanned and updated to ensure a high level of security.



- Security and privacy by design principles integrated into SDLC. OWASP Top 10 vulnerability protection. Manual and automated code reviews.



- Access controls – role, attribute, policy based access controls. All user activity is logged and regularly reviewed

STANDARDS AND CERTIFICATION

Infrastructure partners comply with international standards and certification requirements



ISO/IEC 27001 is a risk-based set of information security requirements that require an organization to have a well-structured Information Security Management System (ISMS).



Tier 3 Uptime Institute Certified data centres are utilized by larger businesses and feature 99.982% uptime No more than 1.6 hours of downtime per year N+1 fault tolerant providing at least 72-hour power outage protection



Developed by the American Institute of CPAs (AICPA), SOC 2 defines criteria for managing customer data based on five “trust service principles”—security, availability, processing integrity, confidentiality and privacy.



ISO 9000 family is a set of five quality management systems (QMS) standards that help organizations ensure they meet customer and other stakeholder needs within statutory and regulatory requirements related to a product or service.



ISO/IEC 20000, like its BS 15000 predecessor, was originally developed to reflect best practice guidance contained within the ITIL framework, although it equally supports other IT service management frameworks and approaches including Microsoft Operations Framework and components of ISACA's COBIT framework.



ISO 22301, Security and resilience, is a management system standard published by International Organization for Standardization that specifies requirements to plan, establish, implement, operate, monitor, review, maintain and continually improve a documented management system to protect against, reduce the likelihood of occurrence, prepare for, respond to, and recover from disruptive incidents when they arise.



ISO 14000 is a family of standards related to environmental management that exists to help organizations (a) minimize how their operations (processes, etc.) negatively affect the environment (i.e. cause adverse changes to air, water, or land); (b) comply with applicable laws, regulations, and other environmentally oriented requirements; and (c) continually improve in the above.

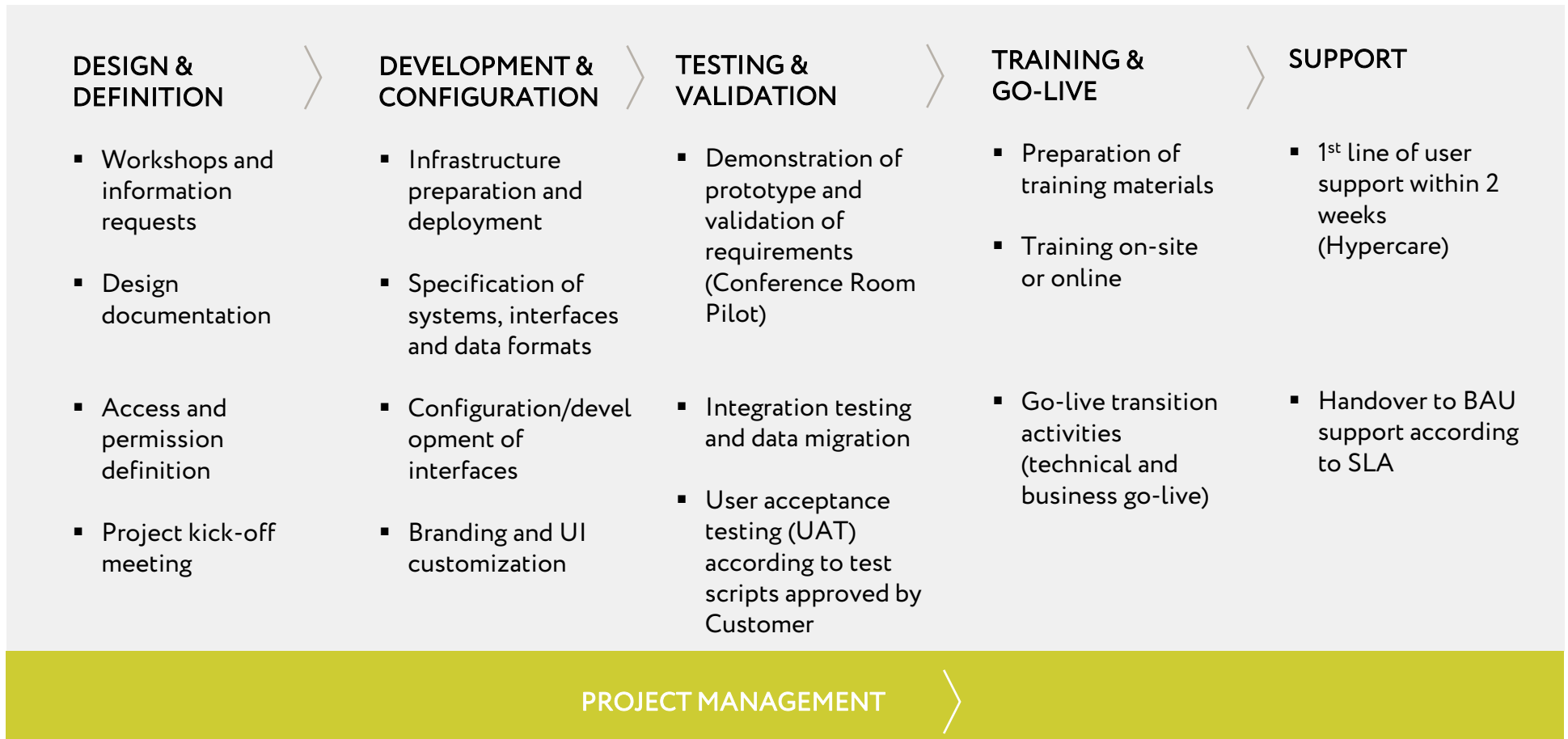


■ SERVICES



IMPLEMENTATION

Full-fledge implementation project based on rapid prototyping to ensure solution delivery in 8-12 weeks



SUPPORT AND MAINTENANCE

Full-fledge implementation project based on rapid prototyping to ensure solution delivery in 8-12 weeks

TECHNICAL SUPPORT

- 1-year warranty for bug-fixing and other issues except for change requests;
- 24x7 system availability with 99.5% guaranteed uptime SLA including regular maintenance;
- Cloud or on-premise deployment;
- Regular IT security routines and software updates;
- Information security incident notification within 24 hours;

USER SUPPORT

- User requests are processed through a ticketing system of Talent Systems or Customer's service desk;
- SLA on response and resolution time of requests/ incidents is defined in support agreement;
- Automated personal data consent renewal or deletion after a specified period;
- Manual data export or deletion upon Customer or personal data subject's request within 24 hours

LEGAL COUNSELING

On-demand counseling and legal support over the course of the contract

During the design phase of the implementation project, our company carefully analyzes the business processes related to the processing of personal data. We provide expert advice on compliance with legal requirements and offer optimization options to help ensure the privacy and security of personal data.

As part of our handover process, we provide our clients with comprehensive technical documentation. We also offer assistance with the preparation of any additional regulatory or administrative documentation that may be required to ensure full compliance with relevant regulations and guidelines.

Once the system is live, our company continues to act under the terms of Data Privacy Agreement. We take on a range of duties to ensure the ongoing security of personal data, including implementing technical and organizational measures to protect and restrict access to personal data. We also provide reports and other information to regulatory authorities as required, to help ensure ongoing compliance with applicable data protection laws and regulations.

CLIENTS



CONTACTS

We will be happy to tell you more about our offering, demonstrate our solutions and answer your questions.

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