



meta4
SaaS

Global HR

Build your
end-to-end
HR strategy

Are you a global company with presence in several countries?

Do you have multiple systems for HR functions that don't talk to each other?

Don't you wish you had a global real-time system for personnel administration and organization management locally?

Wouldn't it be great to identify your key employees and take advantage of their talent worldwide?

If your answer is yes... Open a window of opportunities with Meta4

Benefits

- Platform for managing the end-to-end HR life cycle from core HR to talent management
- Real-time information for better decision making
- Global workforce headcounting and talent pool management
- Consistent organizational information and processes around the world
- Single common replacement for multiple isolated employee information systems.

Responding to market demands

"Strategic HRM depends on a Strategic System-of-Record."
Naomi Bloom - Managing Partner Bloom & Wallace

Meta4 provides "A single, global solution for core HR and sophisticated talent management; innovative and highly intuitive user experience providing quick and easy access to information for decision making and planning, as well as deep global support and experience."
Bersin & Associates

"Meta4 has very versatile solutions, which are also easy to use and integrate, and its technological platform requires a significantly lower investment than others, which enables a short-term ROI."
Gartner Group

The Meta4 SaaS Approach

The three pillars of this Meta4 offer allow organizations to define how to deploy Meta4 PeopleNet to fit their HR strategy and business needs:

- ▲ **Software** for offering the different core and talent management functionalities required within your organization.
- ▲ **Services** which are the standard and additional ones required for rolling out the customer's selected HR functionality on the software platform.
- ▲ **Set up** based on one of several different deployment roadmaps and timelines available together with the defined roles and responsibilities shared between the customer and Meta4.

What do you get?

- Centralized HR system to access and consolidate local country information in real time globally
- Single distributed system to support your organization and provide solutions and best practices to local HR needs
- Integrated HR system where Meta4 HR functions are deployed and merged transparently with other existing HR functions.

Provide your corporate users with...

- Real-time global headcount instantly at your fingertips
- Global reporting to C-level management
- Global monthly salary budget control
- Core competencies across the organization
- Changes reflected in the organization globally
- Group policies to support line managers
- Corporate-wide intuitive HR tools and processes for local HR departments, reducing their technology investments.

Provide your local users with...

- Monthly reporting to local and corporate managers with just a few clicks
- Monthly reporting to corporate office on all new hires
- A means to avoid hiring someone already contracted in another country
- Registered local legal information on your employees
- Global and local views of the organization
- Controlled access to sensitive HR data
- On-demand global headcounting capabilities
- Manager and employee self-service capabilities to lower HR dependency and facilitate the life cycle of HR processes and approvals.

About Meta4

Meta4 is a leading provider of global best-of-breed HCM solutions. We have over 1,300 clients across more than 100 countries and manage over 18 million employees around the world.

Software Services Set Up

What HR functions do you need?

Ad Hoc

Custom Add-ons

For clients who need to go beyond configurable functionalities, with additional custom processes or features based on global and multiple local requirements unique to their business activities.

The SaaS platform and tools go further than configurability with fast and easy customization. We can rapidly create and deploy new modules for you as needed.



Talent Management

Workforce Acquisition / Skills & Competencies / Performance / Career & Succession Planning / Learning & Development / Compensation / Benefits

Workforce Planning Talent Planning Talent Acquisition Development Plans Career Paths Mobility

For clients who want to extend their core HR with optional talent management modules from Meta4 PeopleNet:

- Across-the-board performance appraisals and management
- Global compensation policies also adapted locally
- Mixed flexible and variable benefits adjusted to "glocal" needs
- Common and local HR training catalogues and curriculums
- Common HR policies for career and succession planning
- Global talent pool for career and succession planning
- Identify vacancies anywhere, hire local or global staff.



Meta4 Talent Management is built around a central core of person-centric HR functionality in the organizational environment that incorporates all key modules which are all closely interrelated.

Foundation

Global / Local / Common Framework / Configuration

For clients who want to build the functional and technical foundation for global HR with Meta4 PeopleNet and leverage it together with their existing systems, and even extend it later as desired:

Proven Global Core HR

- **Common Framework:** a single system of record for propagating common person, organization & competency management functionalities across all "glocalized" HR tasks and functions, providing the foundation to support strategic HRM requirements
- **Processes:** best practices, assisted HR processes and life cycles which interact with one another
- **Reporting:** rich graphics and analytics for fast and well-informed decisions on headcount, budgeting, etc.
- **ESS / MSS:** web-based employee and manager self-service portals for smoother decentralized online administration processes and communication.

Reliable & Configuration-friendly Platform

Effortless and flexible configuration is at the heart of the platform; customers can quickly configure their own reports, workflows, alerts or data input and output with ease to suit their needs.

- User-guided workflow automation
- Easy to configure and schedule actions, notifications, alerts, approvals and rejections in HR processes
- Simple to set up role-based security to control access
- Straightforward integration management for live syncs between Meta4 and back-end ERP
- Assisted data input/export and data migration from other systems.



Services Set Up Software

What services can we provide to fit your specific HR requirements?

Ad Hoc

Integration Interfaces

For clients who have very specialized and specific needs beyond the flexibility of the available standard configurable services, Meta4 SaaS can deliver a wide range of customizations.

Given the diversity of business activities, companies have varying HR needs and choose different software solutions to support them. In recognition, Meta4 can add value using its platform and tools to connect to other external systems and deliver:

- Connectivity and integration with critical business applications part of specific 3rd party systems outside the standard service
- Tailored one-of-a-kind input and output interfaces to meet evolving customer-specific needs globally and locally.



Extended

Security Alerts Workflows Reports

For clients who want Meta4 to create and configure more complex functionality, processes, and notifications, beyond the standard ones available in Meta4 PeopleNet like:

- Extra workflows for new HR processes or policies
- Additional alerts for existing and custom workflows
- Extra complex custom specific user profiles and local fields
- Additional and more complex reports and queries for web publication
- Optional sandbox environments for on demand set up of a secondary copy production environment with client company's own data and functionality



Standard

All clients are provided with the right level of platform and software service support. Meta4 ensures each client and their offices receive high quality servicing wherever they are.

Platform

- **Hosting & administration:** provided in a world-class ISO 27001 certified data centre with redundancy, fail safe communications and energy provisions, 24x7 hardware/software monitoring to ensure maximum data security and platform accessibility
- **Functional and technical evolutions:** all upgrades automatic and transparent to the client
- **Corrective maintenance:** incidences and enhancements included as part of the Meta4 platform and software maintenance
- **Data and application backup:** client information and specific configurations backed up regularly to ensure a mirrored snapshot of the client application is always available for recovery
- **Security framework:** internet firewalls/IPS, anti-virus, dedicated FTP server for content uploading and downloading using the SSH protocol, secured data transactions, 24x7 physical security surveillance at data centres, company data protection and confidentiality, authentication and secure identity management.

Support

- **24 x 7 hot line:** our clients located in over 100 countries currently supported worldwide around the clock via fax, phone, email or internet
- **Case management (CSS):** customer self-service tool for reporting and monitoring incidences with technical assistance.



Set Up Software Services

Which implementation model to choose?

Ad Hoc



For clients, who want ad hoc joint project implementation and collaboration, where Meta4's participation in the project is tailored to the client's needs, capabilities and priorities.

- Flexible collaboration with customized roles and responsibilities shared between the client and Meta4 subject to prior agreement
- Each phase may have varying levels of involvement by both parties.



Assisted



For clients with limited internal resources, seeking minimum deployment time with a technology-agnostic approach for leveraging HCM aligned to the corporate business strategy.

- Meta4 uses a flexible configuration-based approach to building a global HR system for a client's functional needs
- All a client does is state what functionalities they want and how these should be configured and customized to achieve their HR and business goals
- Meta4 does rest and rolls out the project with the client's approval.



Autonomous

For autonomous clients, who prefer to implement and deploy to their own timeline, heavily involving their own resources and making the most of the available Meta4 best practices, technology and guidance.



- **Plan:** define the project objectives, plan the roadmap and resources, and define the data migration strategy
- **Set up:** detailed analysis of the functional processes based on best practices, define the global template, configure the client domain on the Meta4 SaaS platform, and start data migration
- **Validation:** test & validate platform processes and client data with custom functionality, start training key user and prepare deployment kit
- **Roll out:** deploy tested functionality to the production environment on the platform in a secure way so it is readily available, start training end users and set up support procedures.



Meta4 SaaS Integration

How can Meta4 fit into your HR strategy?

Integration strategy

Complete end-to-end HR connectivity

The Meta4 SaaS offer is an integrated global end-to-end solution delivering complete HCM functionality from personal administration, organization management, global data reporting, through to talent management.

Aware that each company's IT environment is complex Meta4 integrates with any existing infrastructure connecting and complementing any payroll, niche player, local or global existing systems as well as legacy software.

Our integration framework

At the core of the Meta4 SaaS platform is a sophisticated integration framework which allows full interoperability with all kinds of in-house and outsourced HR and back-end systems. This accommodates both technical connectivity and functional data exchange for HR features.

Capabilities for flexible functional data exchange

Whether it's the global corporate HR office or the different local ones who hold the master data, it doesn't matter.

Meta4 offers a flexible means for seamlessly integrating master data either at the global or country level; clients can choose what suits them best for their Global HR SaaS project.

Out-of-the-box user configurable interfaces come with our integration framework for smooth input and output to other HR systems and easier data exchange and interoperability.



Capabilities for technical connectivity

- Rich Internet Application (RIA) architecture facilitates integration using a broad set of technologies like LDAP, SOAP, XML, etc.
- Seamless technical single sign on and federated security, supporting SAML protocol, active directories and portal integration
- Security model based on data and role-based access, where security is defined once for information and processes and applied to all interfaces.

How does this live together with your current HR and ERP processes and back-end systems?

Meta4 offers a complete HR system built around a single technology to cover all aspects of core HR through to strategic Talent Management. But our system is designed not to be intrusive; we can live side-by-side with any of your systems through our capabilities for tight integration. All we want to do is help complete your HR strategy.

“Meta4’s SaaS model offers streamlined business processes and best practices at global and local levels with the added value of deploying additional HR functionality as required,” said Shona Barnard, Technical Director.”

(World Vision International)

Some of our Global Customers

- Bimbo
- Bridgestone Europe
- Boehringer Ingelheim
- Carvajal Group
- Gemalto
- Hotetur
- Inditex
- Wilh Wilhelmsen
- World Vision
- Zed Group...

www.meta4.com/saas

