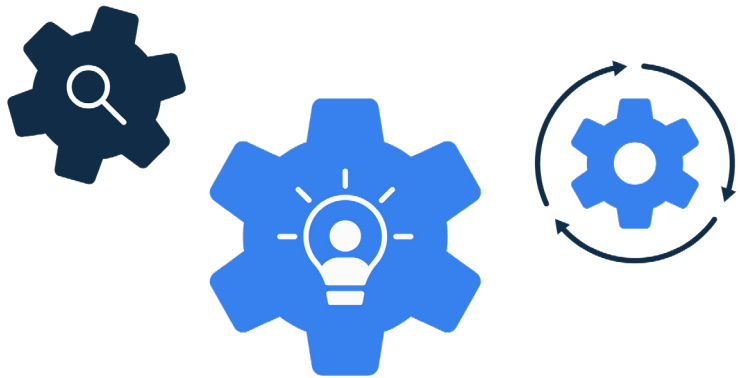


Processes in OS GIR



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1. Processes pertaining to Organizations

The processes that pertain to changes in the organization(s) can be performed in both the administrative UI and via the intranet (ServiceNow or other service interfaces), cf. 4 Advanced processes in the External UI.

They include:

CREATE UNIT	CHANGE UNIT	MOVE UNIT	REVIEW UNIT	DISABLE UNIT	DELETE UNIT
<p>Create a unit, give it a name, and place it in the organizational hierarchy.</p> <p>Add information about its:</p> <ul style="list-style-type: none"> • Unit level • Unit number • Unit type • Leader • Contact info • Phone number • Opening hours • Etc. 	<p>Change any of the information from the 'Create unit' process.</p> <p>In addition, you can change this information</p> <ul style="list-style-type: none"> • In the past or • In the future <p>so it takes effect when you want..</p> <p>You can also link the unit to other projects and other units.</p>	<p>Move the organizational unit to somewhere else in the organizational hierarchy.</p> <p>This process allows you to make organizational changes on the fly, or as part of a planning process.</p> <p>The process also allows you to make the changes in advance because you can schedule them to take effect in the future.</p>	<p>Extract a report that allows you to check all the organizations and organizational units in your different organizational hierarchies.</p> <p>Update units and clean up your agile organization.</p>	<p>Put end dates to organizational units - either retroactively, as of today, or some day in the future.</p>	<p>Make sure the unit is disabled automatically in all connected systems.</p>

2. Processes pertaining to Identities

The processes that pertain to changes in identities can be performed in both the administrative UI and via the intranet (ServiceNow or other service interfaces), cf. 4 Advanced processes in the External UI.

They include:

CREATE IDENTITY	CHANGE IDENTITY	MOVE IDENTITY	REVIEW IDENTITY	DISABLE IDENTITY	REHIRE IDENTITY	DELETE IDENTITY
<p>Create an identity, and place it in an organizational unit.</p> <p>Add information about the identity's:</p> <ul style="list-style-type: none"> • Employment(s) • Contact information • Projects • Roles • IT systems • Etc. 	<p>Change any of the information about the identity.</p> <p>In addition, you can change this information:</p> <ul style="list-style-type: none"> • In the past or • In the future <p>so it takes effect when you want.</p> <p>You can also link the identity to other projects, other units, other tasks.</p>	<p>Move the identity to somewhere else in the organization.</p> <p>Will the identity move department?</p> <p>Does the identity become leader of another unit?</p> <p>Do you need to move <i>many</i> identities at the same time because of an organizational restructuring?</p>	<p>Extract a report that allows you to check whether all the information about the identities is correct and compliant.</p> <p>Does this identity still have the rights that they used to have?</p> <p>Is the identity still in the company?</p> <p>Should the identity have had their rights revoked long ago?</p>	<p>Make sure the identity is disabled automatically in all connected systems at a specific date to make sure that:</p> <ul style="list-style-type: none"> • You do not pay licenses longer than necessary • You do not have system accesses you should not have anymore 	<p>Rehire an identity which has been disabled in the system by using the same unique personal identifier that the person had previously.</p> <p>This caters for information consistency and ease of re-enabling the identity.</p>	<p>The retention period has ended.</p> <p>Make sure the identity is deleted logically and physically in all connected systems.</p>

3. Advanced processes in the UI

The advanced processes cover the following capabilities:

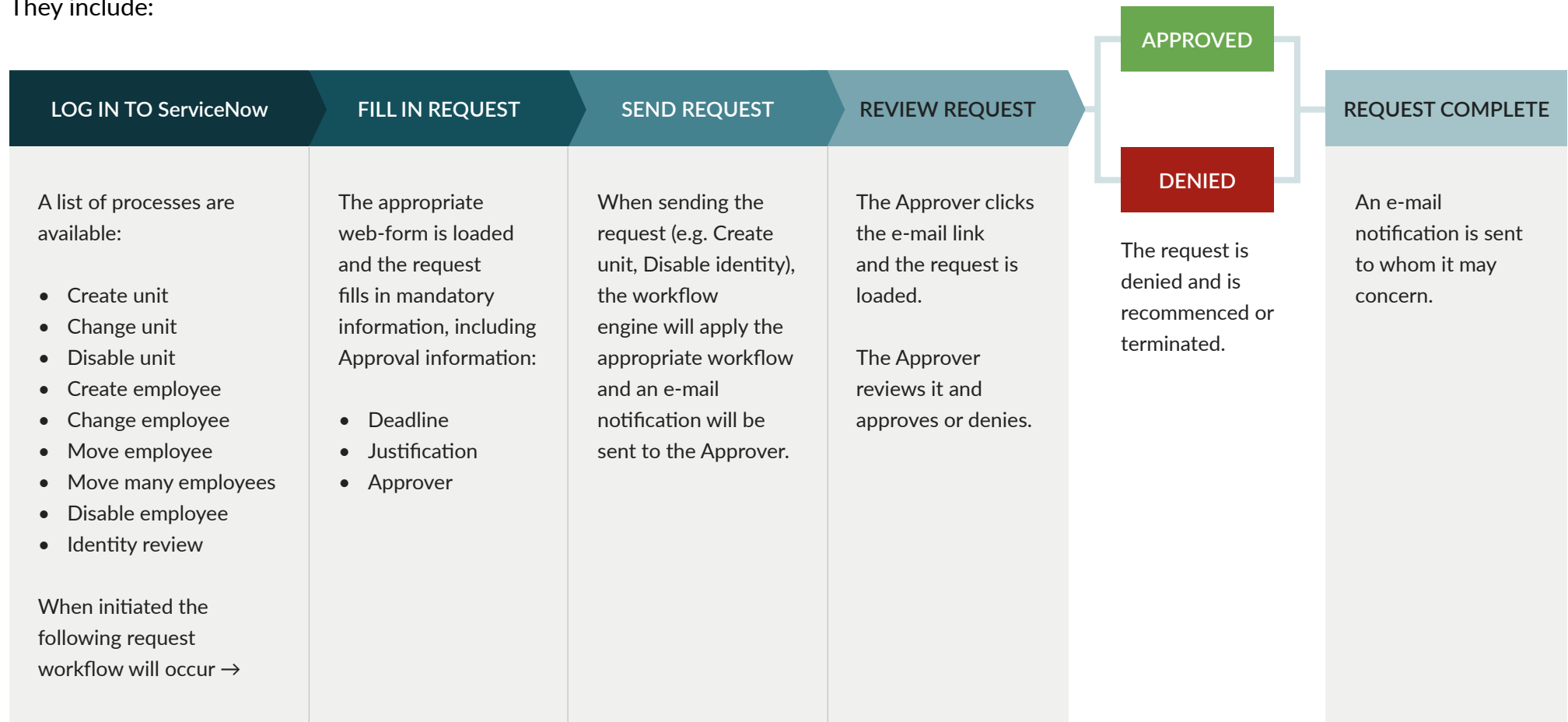
ENRICH YOUR DATA	TIME TRAVEL	LINK YOUR ORGANIZATIONS	CONNECT YOUR EMPLOYEES	INSIGHTS	SEARCH
<p>Once your organizations and identities are in place, you can enrich your data by adding detailed information with regards to for example:</p> <ul style="list-style-type: none">• Employee type• Leaders• Leave• Time registration• Union representatives• Unit type• Etc.	<p>You can see how your organization looked at a specific date in the past by using the rewind button in the user interface.</p> <p>Export this view for compliance purposes.</p> <p>Verify what your organization will look like in the future by hitting the "fast forward" button.</p> <p>Export this view to do QA on your planned organizational changes.</p>	<p>If you have a large matrix organization, you can create relations between your organizational units to enable cohesion and overview via exports, e.g. to an organizational diagram on the intranet.</p>	<p>Your employees may have different roles in different units. They may be union representatives, project members, part of an agile team in a SAFE organization.</p> <p>Connecting your employees to the different units, projects and organizations they are part of, brings the flexibility and correctness that large organizations need.</p>	<p>Lookup a specific employee, an organizational unit etc.</p>	<p>Make sure the unit is disabled automatically in all connected systems.</p>

4. Advanced processes in the External UI

The advanced processes in the External UI cover all processes from the administrative UI described in chapter 1 and 2 above.

In addition, the different workflows will apply to these processes in order for them to be approved by whomever has the mandate to do so (ie. the owner of a particular subset of the organization/identities).

They include:



5. Advanced processes regarding data imports and exports

The main processes that pertain to import and export data flows as well as BI operations are described succinctly below:

DATA CONSOLIDATIONS	SYSTEM INTEGRATIONS	EXPORT TO BI	MAKE REPORTS	ORGANIZATIONAL DIAGRAM
<p>If you have several sources of identity creation, you can ingest them all into OS GIR to clean them up, eradicate duplicates, and consolidate all your identities in OS GIR.</p> <p>Once this is done, you have a sane single source of truth, which reliably can be exported to other systems, platforms, reports, people as well as for business intelligence purposes.</p>	<p>Does your IGA platform require high quality data?</p> <p>Do you need to automatically update your Active Directory?</p> <p>Do you need to create users in your document mgmt system?</p> <p>Connecting OS GIR to other systems that use identity and organizational data vastly improves the quality of data in all the receiving systems.</p> <p>It also enables automatic updates such as enabling and disabling identities.</p> <p>Finally, it eradicates tiresome, manual tasks when creating users automatically.</p>	<p>Send bulk data loads to business intelligence systems, so your data scientist can work on data in an environment they are familiar with.</p>	<p>Extract reports for different purposes.</p> <p>Do you need to know who is manager for whom to schedule employee development interviews?</p> <p>Is your organization planning a well-being survey?</p> <p>Specify your needs and generate reports.</p>	<p>Make information about your employees and your organization available on the intranet for everyone: employees, management, externals, interns, etc.</p> <p>Make sure data are always correct by using the mechanisms of OS GIR that updates them on the fly as well as on a date specified by you.</p> <p>Make sure everyone can access the organizational diagram from their smartphone.</p> <p>The organizational diagram can be displayed on the intranet as well as on your homepage thanks to accessibility compliance.</p>