



HR CONTINUOUS IMPROVEMENT NEWSLETTER

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Continuous improvement is about the **small wins** that drive **big change**. This newsletter celebrates those everyday achievements across our HR community—so we can **learn, grow, and move forward together**.

From You



Eva St. Cyr

NA - Cambridge
Manager, TM and L&D

Employee Lifecycle Letter Templates Launched in AskHR in US

In partnership with Briana Pontbriand, we have officially launched ten standardized employee-lifecycle letter templates in AskHR Document Manager for HRBPs in North America. These enhancements aim to **reduce administrative burden, maintain consistency and ensure accuracy** when generating these letters, resulting in a better experience for both HRBPs and employees.

Annual Medical Check-up in China

To drive **annual medical check-up** participation, China has launched a focused campaign that runs from May through June. Employees can now book online, choose from cost-effective public hospitals, and add family members at discounted rates. Participation has risen significantly, and the streamlined process **enhances the employee experience while saving HR teams valuable time**—an achievement that reflects our **commitment to continuous improvement and wellbeing**.



Ping Zhu

Shanghai
Head of HR, China



Sophie Landormy

Paris
French HR Shared
Services Manager

Automating Pension Plan Notices in France

In France, we automated the process of delivering updated coverage notices for our supplementary pension plan, which activates after seven months of seniority. Through AskHR, employees receive notices and sign acknowledgments of receipt, which are archived automatically to the employee file—**eliminating manual steps**. This solution, driven by Compensation & Benefits and delivered in collaboration with HRIS and IT, **ensures compliance and boosts efficiency**.



From Global

Support managers in planning their actions following the People Experience Survey

The Action Planning Resource Hub was launched on June 24 as a more dynamic digital space for identifying and implementing team-focused actions. Evolving from a static PowerPoint deck, the hub offers **regularly updated, trackable resources** while enabling **data-driven improvements** to our support offerings.

Improve Visibility & User Interface in iPeople

All HRs can now view employees' career interests, job interests, certifications and languages—helping recruiters and Talent managers identify internal candidates more easily.

Employees now have visibility to other employees' job profiles, job history and skills.

HR Admins will benefit from a streamlined "Change Job" interface with fewer fields and clicks, as well as from optimized compensation reports to display allowances in columns instead of multiple rows—**saving time and simplifying analysis**.

Help HRs in finding the right STI Collective Factor

In partnership with Global HRBP Leads, C&B has developed a new STI Collective Factor Matrix by division to **streamline the assignment process**. Refer to the **HR Insider announcement** from July 31 to view the comprehensive deck outlining best practices and roles & responsibilities.



To share your latest wins to be featured in the next issue of this newsletter, please reach out to Chantal Lozano and Claire Reilly