



## Workday VNDLY

### Optimize and streamline external workforce management.

The workforce composition is changing fast, with the use of external workers set to increase year-over-year. Businesses are increasingly augmenting their workforce with extended workers to fill critical skills gaps, reduce costs, and increase agility in hiring in order to scale quickly. The ability to adapt the workforce to change is now a strategic differentiator and organizations are looking for better ways to manage this important part of their worker population.

Workday VNDLY can support you in effectively managing your extended workforce and statement of work (SOW) needs through the use of leading technology—regardless of industry or worker location. Workday VNDLY offers the latest innovations across extended workforce, SOW, and worker profile management solutions. Additionally, you can benefit from core capabilities available across the platform—including robust invoicing and rate management, self-serve configuration, comprehensive reporting and dashboards, and more.

### Optimize the end-to-end lifecycle management of contingent labor.

Streamline and optimize critical processes and empower your teams to efficiently work together to support end-to-end contingent labor recruiting, SOW negotiation, external worker onboarding, local compliance requirements, and billing and invoicing, through to eventual offboarding. Having all external workforce management in one place allows you to better plan, manage, and analyze contingent labor needs and spend.

### Take control of statement of work deliverables.

Find everything you need to mitigate project risk, meet deadlines, uncover cost savings, and eliminate rogue spending in one place. You gain access to detailed information about ongoing projects (including pending and past requirement modifications) and acquire the ability to build controls around processes and facilitate negotiations—all within the security of Workday VNDLY.

## Workday VNDLY Solutions

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- Workday VNDLY Extended Workforce Management
- Workday VNDLY Statement of Work
- Workday VNDLY Worker Profile Management

## Key Benefits

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- Reduce time to hire and access required skills, at the right price
- Gain complete program visibility
- Control program spend and remain in line with budget allowances
- Streamline change management processes
- Flex the workforce to meet business needs
- Drive global user adoption with local language packs
- Oversee vendor effectiveness
- Reduce manual effort and create efficiencies with business process automation
- Achieve local invoice compliance and reduce manual invoice reconciliation with preapproval requirements
- Set parameters to support adherence to local employment laws and time rules
- Improve data quality and security measures with seamless systems integration

## Increase program transparency and visibility.

Gain increased visibility across end-to-end processes related to your extended worker hiring and management activities, as well as full SOW oversight. Workday VNDLY equips you with the insights needed to answer those top-of-mind questions about topics such as headcount, roles, spend, and location.

## Reduce time to hire.

Quickly fill skills gaps with the right workers, as needed. Workday VNDLY enables you to optimize vendor alignment by providing vendors with insight into both current and future open roles. Expedite the hiring process for time-sensitive roles with the ability to bypass steps in the hiring process.

## Strengthen financial controls.

Enforce rate thresholds to ensure candidates submitted against job requisitions are at or below your maximum rate allowance. Remain on track with project spend and adhere to set budgets with complete visibility into overall available budget, committed spend, and invoiced amount. Reduce manual invoice reconciliation with system controls that allow only approved spend to be invoiced.

## Improve invoicing efficiency.

Stay on top of invoicing with batch processing or individual off-cycle invoicing. As queries related to single-line items arise, you'll be able to put them on hold while still moving other items through the process. This ensures invoicing queues don't become backed up and vendor relations related to payment remain positive.

## Quickly flex to meet business needs.

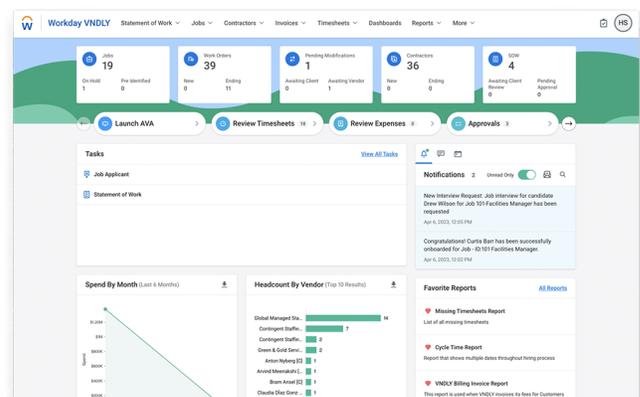
Avoid the lengthy wait times associated with support ticketing systems through user-friendly, self-serve configuration that empowers you to work in a way that makes sense for your business. You'll be able to modify approval workflows, rate cards, invoice settings, vendor distribution rules, and more.

## Create an internal and external connected experience.

Drive user adoption with a cloud-based solution designed to connect all internal and external stakeholders involved in the management of your extended workers—including hiring managers, human resources, procurement, program leads and managed service providers, and vendors.

## Key Features

- Essential multilingual capability
- Intuitive manager and vendor self-serve functionality
- Automated job requisition creation
- Streamlined SOW contract management and negotiation
- Convenient SOW change order requests, reviews, and approvals
- Compliant onboarding and offboarding checklists
- Simple time and expense tracking
- Succinct vendor performance management
- Robust rate card management
- Easy-to-use configuration capabilities
- Innovative invoice template builder
- Efficient batch and individual off-cycle invoicing
- Global digital invoicing
- Dynamic program dashboards



Access complete program visibility from the Workday VNDLY home screen.

## Achieve global capabilities.

Access targeted functionality to support your global program needs. This includes achieving local invoice compliance with access to Workday VNDLY's invoice template builder, tax rate management, tenure policy management, extensive currency coverage, language packs, and more.

## Drive better business decisions.

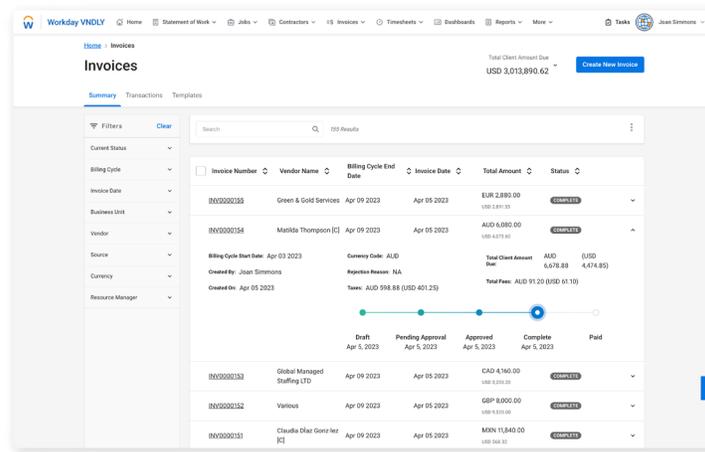
Acquire the insights you need to inform business decisions and maintain high program performance and control. With more than 100 base reports and its custom reporting functionality, Workday VNDLY enables you to get the data you need as quickly as possible. Dashboards offer data visualization to effectively evaluate your program, with the ability to apply filters to take a more focused view.

## Align the technology ecosystem.

Improve information accuracy, remove manual effort, and increase data security with seamless systems integration. Workday VNDLY connects key technologies required for contingent labor management, including Workday Human Capital Management and other human capital management systems and procurement software, as well as identity and access management tools.

## Focus on data security and compliance.

Be confident that your data is safe and secure. Data security and compliance is central to Workday VNDLY. Our certifications for ISO 27001, ISO 27018, SOC1 Type II, SOC2 Type II, and Cyber Essentials ensure we have best-in-class practices in place across our people, processes, and technology to protect your data.



The screenshot displays the 'Invoices' page in the Workday VNDLY system. The interface includes a navigation bar at the top with options like Home, Statement of Work, Jobs, Contractors, Invoices, Thresholds, Dashboards, Reports, and More. A search bar and a '155 Results' indicator are present. A sidebar on the left contains filter options for Current Status, Billing Cycle, Invoice Date, Business Unit, Vendor, Source, Currency, and Resource Manager. The main content area features a table of invoices with columns for Invoice Number, Vendor Name, Billing Cycle End Date, Invoice Date, Total Amount, and Status. Below the table, there is a detailed view of an invoice showing its lifecycle: Draft (Apr 5, 2023), Pending Approval (Apr 5, 2023), Approved (Apr 5, 2023), Complete (Apr 5, 2023), and Paid. The table lists several invoices with their respective vendors and amounts.

Invoice Number	Vendor Name	Billing Cycle End Date	Invoice Date	Total Amount	Status
INV0000335	Green & Gold Services	Apr 09 2023	Apr 05 2023	EUR 2,880.00 USD 2,891.20	COMPLETED
INV0000334	Marilida Thompson [C]	Apr 09 2023	Apr 05 2023	AUD 6,080.00 USD 4,019.00	COMPLETED
INV0000333	Global Managed Staffing LTD	Apr 09 2023	Apr 05 2023	CAD 4,160.00 USD 3,233.20	COMPLETED
INV0000332	Various	Apr 09 2023	Apr 05 2023	GBP 8,000.00 USD 9,800.00	COMPLETED
INV0000331	Claudia Elbar Gomez [C]	Apr 09 2023	Apr 05 2023	MXN 11,840.00 USD 164.32	COMPLETED

Track all submitted invoices and progress through to payment with Workday VNDLY invoicing.



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