

What is Succession Planning?

People are the most important factor in any company's success. You need the right people in the right positions -- and you need your best performers to grow with the organization.

Succession planning is a process that enables you to recruit and develop employees and prepare them for advancement. It can give you a better understanding of the skills and resources that exist within your organization, and allow you to effectively identify and groom the best candidates to lead your business into the future.

OrgPlus helps you simplify and streamline the succession planning process by providing the visibility needed to retain and nurture your internal talent -- rather than incurring the risks and expense of recruiting from outside the company. With OrgPlus, you can gain insight into your talent pool, build up your bench strength, identify the very best candidates for every position, and eliminate potential leadership gaps in your organizational structure.

Why is Succession Planning Important?

Effectively managing your succession planning program has never been more important. Why? Because the U.S. Bureau of Labor Statistics projects a shortage of 10 million qualified workers by 2010 as baby boomers enter retirement and employee mobility become even more prevalent.

It takes years of grooming to develop effective senior managers. Yet, most organizations are unprepared for the critical shortfall of middle- and executive management leaders over the next five years. For most organizations, this period of employee upheaval can actually represent a time of great opportunity. But it can also represent great risk.

If the succession planning process is handled effectively, organizations can reach the next level by successfully transitioning to a new set of leaders with fresh ideas and vision. But if the process is undertaken without a clear understanding of your strengths and resources, it could severely hamper the organization's ability to remain competitive. Lost opportunities, high replacement costs and debilitating leadership gaps are just some of the results of ineffective succession planning.

OrgPlus helps your organization proactively prepare for workforce changes. If a key executive suddenly leaves your company, you won't be caught by surprise. By giving you new insight into your workforce potential, OrgPlus offers an accurate understanding of your retention risks and helps you identify and develop the right successors for critical positions.

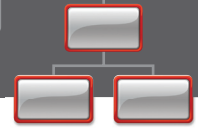
The screenshot displays the OrgPlus Enterprise Succession Planning module. On the left is a profile panel for Jennifer Chen, showing her department (North America), reports (128), salary (\$118,000), location (San Francisco), email (jennifer.chen@sds.com), bench strength (2), and key employee status (Yes). Below the profile is a 'Candidates' table for her succession plan:

Name	Rank	Ready
John Smith	1	Yes
Lisa Young	2	No

The main area shows a succession plan diagram for Jennifer Chen, with her name highlighted. The diagram shows a hierarchy starting with Jim Stein (President & CEO) at the top, with three direct reports: Christine Campion (CFO), Jennifer Chen (VP, Sales), and Blain Gordon (VP, Marketing). Jennifer Chen has two successors listed: John Smith (Ready: Yes, Rating: 4) and Lisa Young (Ready: No, Rating: 5). Other successors are listed for Christine Campion (Gautam Gupta, Roberto Garcis, Ivan Putnam) and Blain Gordon (Ian Godwin, Linda Colenbrander, Jason Wilkhoff).

Within the OrgPlus Enterprise Succession Planning module, the profile panel includes an editor to allow you to add, remove and reorder candidates.

OrgPlus Simplifies the Succession Planning Process



▶ A Practical Approach to Succession Planning

With OrgPlus, you can be up and running with your succession plans in a matter of days -- not months or years. Better yet, you don't need years of intense staff work to reap the benefits of our effective workforce management solution.

The Succession Planning module within OrgPlus Enterprise provides a practical intuitive approach that can be rolled out rapidly within any enterprise, without the cost and complexity of competing solutions.

OrgPlus eliminates the false steps, intense staff work and redundant subjective appraisal processes that hamper other succession planning efforts. With our streamlined solution, creating a complete succession plan that maximizes your workforce and places the right candidates in the right positions has never been easier or more affordable.

▶ Succeeding Where Others Have Failed

One of the most challenging aspects of a succession planning program is the intense staff work required to design and implement a process to identify the proper successors for key positions. Gaining consensus regarding the competencies required for key positions takes some serious effort.

The process quickly breaks down when organizations attempt to determine the knowledge, skills and abilities of every employee in the organization based on subjective criteria. As a result, succession planning programs have traditionally been time-consuming, difficult to implement, and unreliable.

What's needed is an accurate, easy-to-use tool that can greatly simplify the succession planning process.

▶ Key Features of OrgPlus

The OrgPlus succession planning module provides visual, drag-and-drop functionality that allows you to easily view succession plans within organizational charts and create "what-if" analysis scenarios by moving candidates into and out of succession plans.

OrgPlus highlights employees who are close to retirement and displays appropriate, pre-defined successors. Other relevant data, such as successor readiness, tenure and education level, as well as previous roles in the organization, can also be displayed.

In addition, an advanced search function allows you to find and rank successors for key positions based on competency level, readiness factors and educational background. OrgPlus also allows you to add employee information, create ad-hoc calculations, correct and update successor information and model different succession scenarios using the intuitive drag-and-drop interface and powerful conditional formatting functionality.

OrgPlus makes it simple to share information with relevant stakeholders through robust publishing to PowerPoint, Excel, PDF or your corporate Intranet.

Other key features include:

- ▶ Web 2.0 technology allows you to collaborate with other users while creating and modifying succession plans.
- ▶ Sophisticated security model allows control over who can create, edit or view any given succession plan.
- ▶ Built in staging area provides a convenient way of managing a list of potential candidates.
- ▶ Bench strength calculations and conditional formats can be used to identify out of bound conditions within org charts.
- ▶ Built in "9 box" performance/potential grid speeds evaluation of successors.
- ▶ Profile panel and hotspots provide a mechanism to display additional employee and performance data.
- ▶ View careers plans ("Next Moves") for any employee.
- ▶ Print org charts containing succession plans or print individual succession plans.