



S A PUPGRADE

Final stretch for SAPpHiRe upgrade

The SAPpHiRe Upgrade Project, which started in July 2000, and undertaken to upgrade the SAP System that the HR and the Payroll group in the Finance Department are using, is nearing completion.

The upgrade involves making the system compatible with Mustaqbal project, improving functionality and improving the user interface making it more user friendly by introducing such features as screen customisation functionality.

Training courses on the new system using a Simulation Training Tool are being made available for current and new

users via the Citrix Client. Each user of the current SAP system (HR & Payroll) will receive one day of training prior to use of the new 4.6D system. It is estimated that 180 users of the HR and Payroll will attend training. In addition, there are about 460 time keepers who will also receive some training to use the new system. End users will also attend training workshops where they will receive training on the changes and the new functionality.

User acceptance tests have already taken place and the upgrade was due to go live on 4 November.

To access the training material or the training schedule, please visit the following web site:

<http://sww.pdo.shell.com/hr/dept/hd/infolink/newsline.htm>

To access SAP 4.6D, please use the following path from Citrix thin client: Start \ Programs \ SAP Connections \ Test SAP \ SAP-GUI-46D Test.ICA

To take STT course, please use the following path from Citrix thin client: Start \ Programs \ PDO Applications \ General \ SAP \ SAP Simulation Training Tool

For further information, you



FIRST LOOK: SAP users get the chance to get to grips with the new system

can contact Thureya Mahrouky (TCD24) at ext. 2120 or Nadia Bahry (HRD62) at ext. 5451.

Also visit the web site for

latest information about the project:<http://sww.pdo.shell.com/hr/dept/hd/infolink/Upgrade/index.html>

The Health Safety and Environment department is offering a cash prize to the team of players who can identify the most safety related hazards and activities in the picture below.

Entrants are asked to form a team of between two and five people, study the picture and identify:

- hazardous situations i.e. water on the kitchen floor

- hazardous activities i.e. boiling the kettle
- safety critical activities i.e. periodically checking the first aid kit.

To enter send an email or written note to CSM/1 listing

the team members, the lists of hazardous situations, activities and safety critical activities. The team who list the most will win. The deadline for entries is 12 November, and the winning team and answers will be

included in the next issue.

Gordon Muirhead, CSM/1, says, the various elements of the HSE Management System will be introduced via fun quizzes over the next few months.

“As well as entering the

quiz, as part of the exercise, participants might also like to determine what steps should be taken to prevent the hazards identified becoming an incident.

“If people want to find out more about hazard assessment, they should contact their HSE advisor, have a look at PDO procedure 1055 or give the CSM department a visit.

Hunt the Hazard

CASH PRIZE!

