

Introducing Workday Supervisory Organizations

Supervisory Organization in Workday: Supervisory Organizations (Sup Orgs) are the foundation for the HCM data in Workday. Sup Orgs drive approval workflows, streamlined business processes, and enhanced visibility into employee records.

What is a Supervisory Organization?

- Sup Orgs are similar to units on an organizational chart, showing who reports to whom. You can think about Sup Orgs like departments in PeopleSoft, but with more refinement reflecting reporting relationships.
- All employees will be assigned to a supervisory organization (a Sup Org).
- A supervisory organization is a team of people sharing a Manager.
- Each supervisory organization at the University, when taken together, will make up the University's enterprise-wide organizational chart.
- Supervisory organizations drive visibility into the employee record, assigned security roles, access to processes and tasks, business process routing and approvals, and reporting relationships.

What's Changing?

Workday Enhancement: In Workday, supervisory organization will serve as a structural backbone, ensuring appropriate security access through role-based security, facilitating the routing of approvals and actions to the appropriate reviewers, and reports available to run. Each supervisory organization will be led by a manager, and variations in managers will result in distinct supervisory organizations.

Impact: Every employee and contingent worker will have a supervisor, providing easy visibility into organization charts and reporting structures. Workgroups for timesheet approval processes will be eliminated, with timesheets directly approved by managers and routed seamlessly to the management level.



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