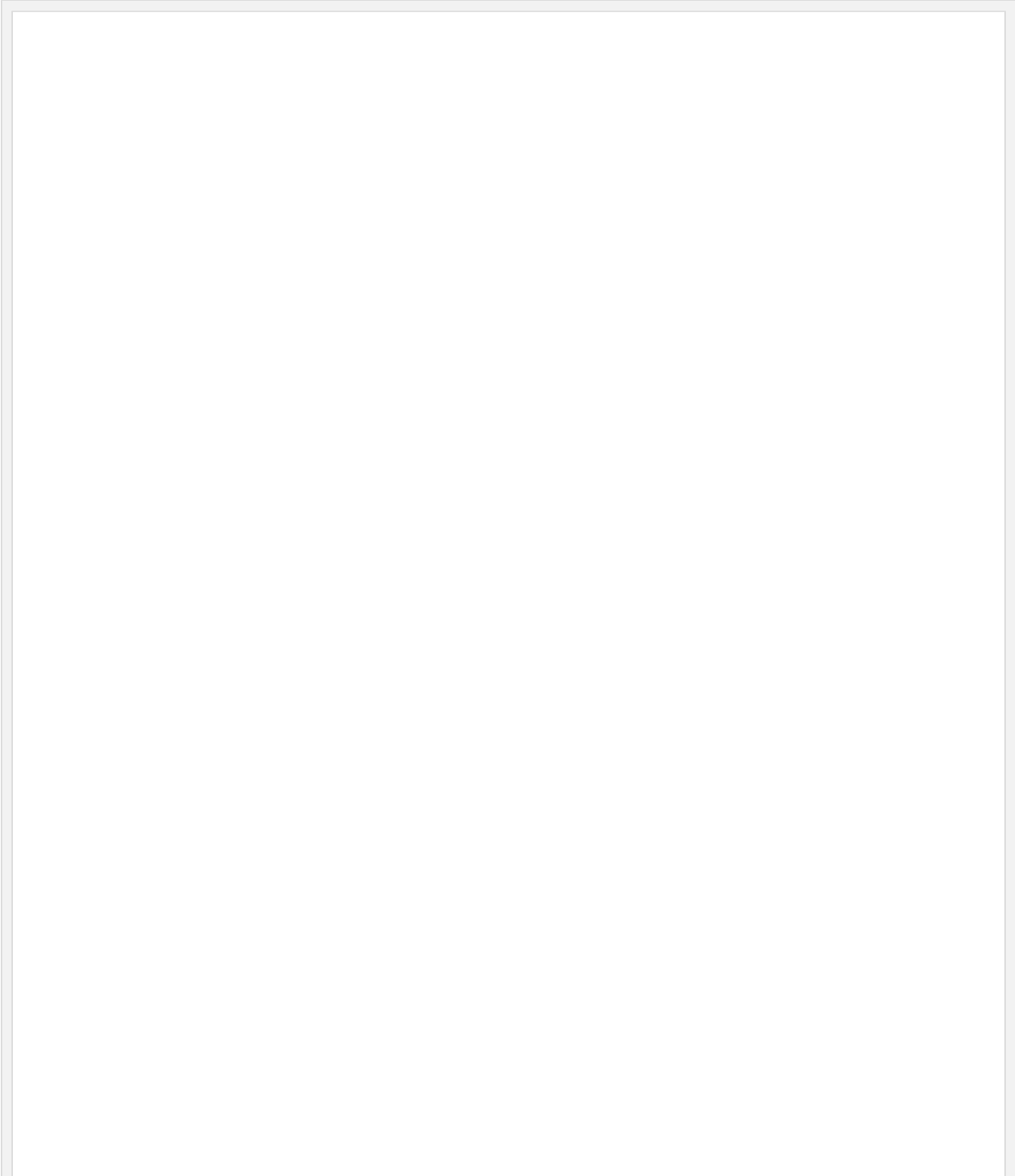


# PO2 Spin-off : INTRANET GOLIVE & Hypercare

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## COMMON / SHARED

### IMPORTANT NOTES

- To prepare for spin-off activities (email address changes), both Intranets will be shutdown to avoid any disturbances and unforeseen behavior.
  - The downtime will be from **8th Dec 2023 18h00 CET** until **11th Dec 2023 9h00 CET**
- At Spin-off (8th Dec), as of first working day on the **11TH DEC 2023**, the ECO and SCO Intranets will have some changes.
- Changes are as follow:
  - URL changes for new Intranets
  - Intranet access
    - ECO employees will only have access to ECO Intranet
    - SCO employees will only have access to SCO Intranet
    - This applies also for **TSA employees / GBS / DT Shared services**
  - New branding for both Intranets
- Contents are adapted to ECO & SCO accordingly. If contents are incorrect, this is **NOT** a bug/technical issue, hence no tickets are needed.
- Contents in both intranets will keep being updated after Day-1 and before Spin-off according to business needs and the Po2 project updates.
  - For **ECO**: Send an email to [Annick Gysemberg](#) to report the inappropriate contents (managed by Communications BSA and the contributor community/space owners)
  - For **SCO**: Send an email to [Felipe Claus](#) to report the inappropriate contents (managed by Communications BSA and the contributor community/space owners)

### ACTION REQUIRED

It is **recommended** to remove old links from your Favorites browser bar and save the new URL/link once you have reached to ECO or SCO Intranet according to your People Allocation.

**Clone and delete.** This means:

- One front end Intranet website for ECO
- One front end Intranet website for SCO
- One back end for ECO (for contents contribution)
- One back end for SCO (for contents contribution)

**Before logging an INCIDENT:**

- ECO employees will only have access to ECO Intranet
- SCO employees will only have access to SCO Intranet
- This applies also for **TSA employees / GBS / DT Shared services**
- If you still encounter this issue, proceed in logging an incident

**Logging an INCIDENT:** follow the [procedure](#) for faster resolution.



- Check in the MFT file to see if user / employee's PO2 Flag is "E" or "S".
- If user/employee is having the incorrect PO2 Flag as per claimed, it is not an issue on the application level but on the HR data layer.
  - In this case, route the ticket following this [Knowledge Article](#)
- If user/employee is having the correct PO2 Flag but still has an application access issue, route the ticket to Helix Assignment Group = **IT Stellar Web**

**Before logging an INCIDENT:**

- YOU have been identified as a content owner to one of the Intranet's spaces (GBU or Functions)
  - If you are a **CONTENT CONTRIBUTOR** and has an access issue into the back end content management system, please raise a Service ONE INCIDENT ticket (see below).
  - If you are **NOT a CONTENT CONTRIBUTOR** and has the duty and responsibility for your GBU or Function, please contact (For **ECO**: Send an email to [Annick Gysemberg](#); For **SCO**: Send an email to [Felipe Claus](#)). In this case, there is no need to raise a ticket in Service ONE.

**Logging an INCIDENT:** follow the [procedure](#) for faster resolution.

**Before logging an INCIDENT:**

- YOU have been identified as a content owner to BOTH of the Intranet's spaces (GBU or Functions)

**Logging an INCIDENT:** follow the [procedure](#) for faster resolution.

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**RELATED TO ECO INTRANET**

Current: <https://one-eco.solvay.com>

Target at first working day after spin off: <https://one.solvay.com>

**RELATED TO SCO INTRANET**

Current: <https://one-sco.solvay.com>

Target at first working day after spin off: <https://thehub.syensqo.com>