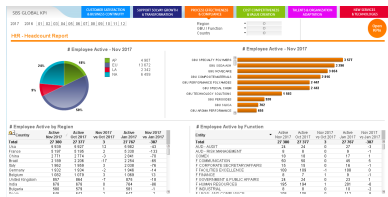


HtR Headcount Report



Process Owner

Fabienne Perolini

Process Manager HtR

D&PS Expert

Sophie Maillet

General Description

Total number of employee globally

It presents them by each zone (with percentage), each GBU or Function. The calculation takes into account the following workforces:

- Regular employees
- Expatriates
- Some apprentices
- Some trainee
- Semi-retiree

The figures can be analyzed by Region, by GBU and by Function

Target Users

- SBS Management
- Comitee
- CRM / BRM
- GBUs Directors

Authorization & Rights

All the accesses must be validated by the

[SBS General Manager](#)

[Access form](#)

Sources	Payrolls error
Core query	Business Intelligence (BI) - Figures populated from Solvay HR system
QV query	Business Intelligence (BI) - Figures populated from Solvay HR system
Filters	• Retiree • Temporary workforce • Student • External • Some Apprentices and trainees
Refresh frequency	Monthly (D+7)

Scope

- Current year
- Year-1