

Same vacation. Different view.



Request time off anytime, anywhere.

View vacation hours and request time off for leader approval via web browser or mobile app. Workday's intuitive interface makes it easy to use, just like your banking app.



See earned vacation hours instead of full balance.

You've always earned vacation hours as you work. In Workday, it's displayed this way. It's a standard view that accurately reflects any applicable carryover balance, plus vacation hours earned, less those taken to date. You can see your full vacation entitlement by changing your calendar view in Workday.



Yes! You can book vacation in advance.

Don't worry, you can still book your full year's vacation in advance, just like before. It will show as a negative balance early in the year but each month, the negative balance gets smaller as you earn more vacation. You won't be able to book vacation in excess of your full year's entitlement.



The view is different. The policy is the same.

Your vacation hours may look different, but our vacation policy is the same. Request time off and coordinate with your leader and team, just like today. Leaders approve time off via timesheets or in Workday.

Learn more.

Search **Workday** on Viva Connections.



Not on the network? No problem.
Visit suncor.com/workday

