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Login data for using the SAP SuccessFactors employee portal

We are pleased to announce that we will be introducing the new SAP SuccessFactors digital employee portal at bardusch on March 17, 2025. Among other things, this system will give you the opportunity to view your own personnel data and to change certain data yourself.

To enable you to access the employee portal, you will receive your **personal access data** with this letter. These consist of a **user name** and a **password**. Please **change your password** after logging in for the first time.

1. user name:
2. Passwort:

The user name is not an active email address, but only for logging into the employee portal.

To log in for the first time, please proceed as described in the attached document.

You will find instructions on how to use the employee portal in the branches. They describe how you can use the employee portal.

For further information, please refer to the attached document.
If you have any questions, please do not hesitate to contact your managers, works councils or the local clerks in your branch.

Yours sincerely

Your HR team

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The new employee portal | SAP SuccessFactors

It all starts on March 17, 2025!

What is it all about?

We want to make your work processes at bardusch as simple as possible. That's why we are introducing an online platform that gives you **access to all important HR processes.** The program is called SAP SuccessFactors and enables digital collaboration.

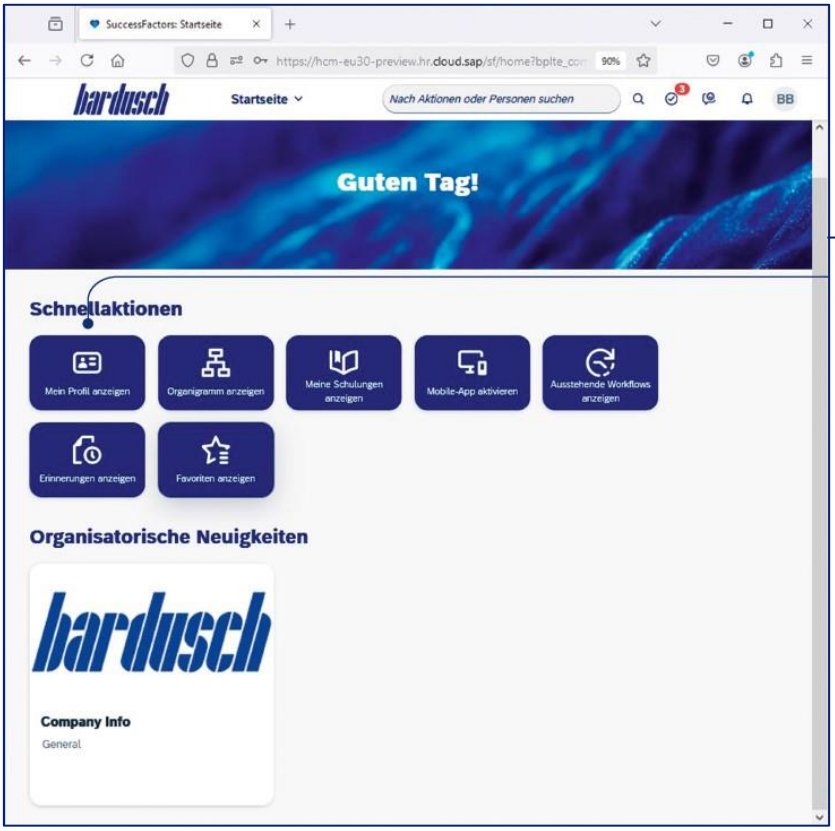
What do I need this for?

With the new online platform, you always have an **overview of your personal data**. You can make changes quickly and easily yourself - with just a few clicks. This keeps everything up to date and accessible at all times. Your data is secure and always up to date.

How does it work?

You will receive a **letter with your personal access data and instructions** on how to log in to the new employee portal. You can log in at any time from **any device**, whether smartphone, laptop or tablet.

This is what the new employee portal looks like:

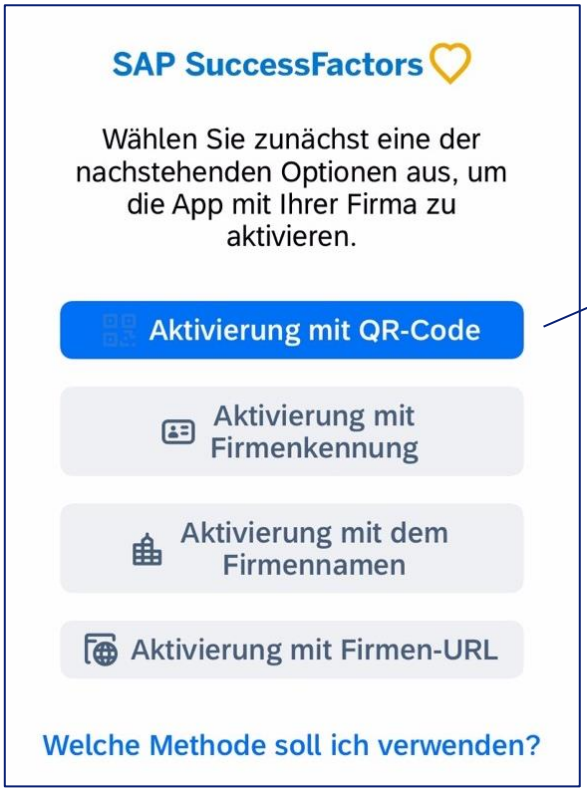


Customize your personal data yourself!

Under "**Mein Profil anzeigen**" you can update your address, bank details or marital status with just a few clicks
Don't forget to save!

Registration - Option 1: via APP

Download the **SAP SuccessFactors Mobile** app from the App Store or Play Store. Open the app.



Select "Aktivierung mit QR-Code"

Scan the QR code on your login letter now.

You will receive the letter at your workplace in a few days.

Enter your login details and change your password. You now have access to the System.

Registration - Option 2: via BROWSER

To access the SAP SuccessFactors login page, enter the following URL in the browser window:

https://url.bardusch.com/successfactors

Enter the user name and the one-time password from the letter.

You must then set a new password of your choice.

Optionally, you can enter a private e-mail address to receive notifications.