

Booking Holidays

Colleagues,

With the introduction of the Human Resources Self Service website and HRSS holiday portal on Wal-Mart One, colleagues now have the option to book their holidays online.

GMB highlighted that many of our colleagues don't have personal computers or devices that can access the HRSS system, or that they lack the skill or knowledge to be able to operate these systems. Due to these concerns, we agreed with Asda, before the rollout of HRSS, that the option to book holidays using the paper form option would always remain.



Asda agreed that this option would remain available to all colleagues.

Recently, some of our members are reporting to GMB that they have been informed the paper option is being removed. We took this feedback to Asda House and have had further clarification that holiday forms **MUST** remain in stores for the foreseeable future.

If the option to use the holiday form has been removed or is no longer available in your store, please speak to your GMB Steward or visit the GMB Member's Support Centre at www.gmb-asda.com/support

Regards

Nathan Clarke

Nathan Clarke – GMB National Shop Steward
GMB London Region

For Assistance visit The GMB Members Support Centre
www.gmb-asda.com/support