

## FEDERAL MINISTRY SUCCEEDS WITH PROCESS-ORIENTED SAP® R/3 IMPLEMENTATION

### Challenge

Having implemented a standardized staff and service posts administration system as well as a Personnel Administration System (PAS) across the entire German Federal Ministry of Transport, Building and Urban Development (BMVBS), a department-wide ERP software live operation in the federal administration has been realized for the first time. IDS Scheer Consulting successfully supported the ministry to manage the conception, realization and comprehensive implementation of SAP R/3 HR as personnel, service posts and workplace and job administration system using a process-oriented approach. Thus, the PAS project acts as a pioneer that will convince the still existing standard business software sceptics in the public administration.

### Solution

- Expenditure and feasibility study, including prototype realization, business process analysis, data conception and cost-efficiency analysis
- Realization and implementation of SAP R/3 as personnel administration system
- Legacy data transfer and realization of interfaces
- Rollout of the personnel processes of the entire federal transportation administration

### Benefits

- Optimization, harmonization and standardization of personnel, service posts, and workplace and job administration processes
- SAP R/3 HR supported personnel processes in 68 federal authorities



Bundesministerium  
für Verkehr, Bau  
und Stadtentwicklung

The German Federal Ministry of Transport, Building and Urban Development is – amongst others – responsible for traffic safety, mobility and infrastructure and also increasing housing quality. Several authorities belong to the department, such as the German Aviation Authority (LBA), the German Meteorological Service and the Federal Office for Freight Transport.

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**„Using advanced technology has allowed us to create opportunities to execute the classic personnel administration in a more efficient way and on a higher quality level.“**

Robert Scholl | Ministerial Director & Head of Department | German Federal Ministry of Transport, Building and Urban Development

### Standardization as a challenge

Some years ago, the ministry started an initiative to modernize administrative tasks by optimizing the business processes and using IT (called MaGIE). Part of this initiative was to implement a standardized staff and service posts administration as well as a workplace and job administration system across the department.

The PAS project had the objective to “improve, accelerate and optimize” the work of the personnel departments across all departmental authorities. This could be achieved by two measurements:

- Standardization/optimization of all human-resources-related business processes
- Implementation of an integrated ERP system (SAP R/3) applicable for as much as possible human-resources-related tasks

The ministry was supported by a consortium under the leadership of IDS Scheer Consulting consisting of IDS Scheer, SAP Germany and T-Systems.

### Process-oriented procedure

During the project, the professional, organizational and economic requirements along with prerequisites for implementing a business standard software in the human resources department were analyzed, and an implementation strategy was defined.

The conception is divided into four steps. During the as-is analysis, the essential core processes of the personnel administration were defined and subjected to a critical analysis. Optimization potentials were identified in cooperation with the business users to be implemented in the subsequent phase of the organizational to-be concept as new to-be processes. Based upon a SAP to-be concept, solutions on the implementation of the organizational to-be processes with the SAP R/3 standard business software were defined. Afterwards, the essential steps for implementing the SAP R/3 system were defined in terms of an implementation and migration planning.

As an implementation strategy, an ARIS-based, process-oriented approach was selected. The process-oriented implementation comprises all necessary activities to realize the business processes by means of the software so that objectives of any of the authorities can be met optimally.

### Results during go-live

The SAP implementation at the federal ministry was systematically prepared. The objectives and efficiency to be achieved with the SAP implementation were clearly defined from the beginning and consistently pursued during the course of the project.

“Using advanced technology has allowed us to create opportunities to execute the classic personnel administration in a more efficient way and on a higher quality level,” said Ministerial director Robert Scholle, head of department in the ministry. “The optimized working processes and unified standards during the daily personnel administration work have already led to numerous improvements. After all, authorities have been connected to the PAS especially a cross-departmental control is simplified, but also each of the authorities is significantly relieved concerning the present obligations to report. Cross-departmental statistics, for example, that up to now had to be asked for and collected with great effort are available “with a mouse click” in future.”

### Success factors

The process model and the respective documentation and specifications formed the essential basis for the creation of the so-called business blueprint – that is, the definition of all necessary functional and technical requirements for a SAP landscape. At the same time, the advantages are not limited only to the conception phase, but in particular to the phase of realization and the operation of the SAP system.

Based upon these success factors for a process-oriented SAP R/3 implementation, the potential benefits of an R/3 software highly valued in industrial companies can also be made accessible for the public administration.

### KEY COMPONENTS

**IDS Scheer Consulting offers specialized expertise for the public sector and is consulting partner for process-oriented implementation of SAP.**

Take the next step to get there - faster.

#### About SOFTWARE AG

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#### ABOUT IDS SCHEER CONSULTING

IDS Scheer Consulting, a Software AG brand, has been helping its customers to create more efficient business processes for over 25 years. As the market leader in Business Process Management (BPM), we cultivate a trustful partnership with our customers and support them on their way to sustainable business success. Our consultants support companies in their strategic decision-making – as the driver for cost effectiveness and efficiency and thus for business success. IDS Scheer Consulting is committed to delivering industry process excellence for its customers through a combination of industry expertise, process orientation and IT know-how.

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