



Living the Network

A programme from MVV Energie Group

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Programme Goal

- ▶ Living the Network – this slogan describes the idea to go beyond legal and organisational requirements when talking about the MVV Energie Group and to support one crucial factor for our success: The interpersonal exchange between employees of different locations. MVV Group consists of different companies with different backgrounds, cultures and work attitudes . These individual factors are only partly known to the companies of the MVV Group. The best opportunity to understand another colleagues work from other locations is to get a picture on-site.
- ▶ Living the Network has the following goals:
 - Contacts: Decrease distance, enhance the network, reduce prejudices
 - Efficiency: Shorten communication channels, speed up information gathering
 - Knowledge exchange: Gather ideas and impulses and implement them
- ▶ Both participating employees and companies can benefit from the programme. Apart from the individual experience of the employee, the cooperation between locations is enhanced. Hurdles to effective communication are reduced, trust is built and mutual learning enabled.

Enhancement of communication

Structure of the Programme I

Content, duration and target group

- ▶ The exchange should be undertaken between teams/ department with comparable tasks. A stay of at least one week is recommend so that employees can at least get a rough overview. Stays of up to three months are possible. Employees should be deployed both in day-to-day business as well as in projects. The programme is designed for all hierarchy levels and is open to all employees.
- ▶ *Remarks:*
 - *The programme is neither a tourist programme nor designed to utilise the employee for a single project*
 - *A two-way exchange at the same time should be avoided due to capacity reasons*
 - *The exchange should not exceed 3 months*

Völlige Flexibilität in der Dauer des Besuchs

Structure of the Programme II

The concept involved and their roles

- ▶ Board / CEO of the participating companies:
 - initiator of the programme
 - bear the additional costs
- ▶ Central Coordinator:
 - is responsible for program management and coordination
 - is responsible for Programme controlling
 - agrees with the exchange from the site coordinators
- ▶ Site Coordinator:
 - is responsible for the "care" of all companies or parts of the site (incl. SSG)
 - is appointed by the Board or the directors of the participating company
 - asks requirements from the areas / departments and is responsible for management
 - is in close contact with all the other site coordinators and the central coordinator
 - regulates all organizational matters on the ground (housing, job ticket ...)

Structure of the Programme III

- ▶ Leadership:
 - identify employees who may participate in the exchange instigate this
 - offers the inclusion of employees of other companies
 - appoint a sponsor
 - Is the contact for the site coordinator
- ▶ Sponsor :
 - is responsible for the care of the recorded employee on-site
 - handle all the organizational issues in the department (at work, e-mail ...)
 - is the contact for the leadership
 - supports the employee during the exchange and during their free time
- ▶ Personnel Department :
 - governs all administrative issues (time management, travel expenses ...)
- ▶ Employees in Exchange :
 - possibly create upon return a short report for the site coordinator
 - reports to his colleagues and his manager after the return
- ▶ Union :
 - Has the generally approved of the programme

Structure of the Programme IV

Employee Selection

- ▶ The manager (group and head of department, foreman) identifies the areas of work in which an exchange makes sense then speaks to targeted employees. He explains the concept and offers the exchange. **A forced assignment is impossible.** At the same time, each employee can speak with his leadership and signal a desire or the willingness to exchange. Before the exchange can begin, a framework (place of exchange, duration, time) must be mutually agreed on.

Participation in the program is voluntary

Structure of the Programme V

Coordination and Operational

- ▶ Interested staff members speak first with their supervisor and then contact the respective site coordinator. There is still no contact with the department to be visited is the site coordinator to her. Otherwise, discuss staff and receiving department all organizational (time, duration, ...)
- ▶ The site coordinator informed the personnel department of the issuing company, which then regulates the letter and the administrative matters with the employee, such as terms of travel costs, if necessary, time management, etc.

The site coordinator will make contact