



UK NEWS



Welcome to UK News 22nd August 2024
your weekly update from around Cemex UK

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HEALTH & SAFETY

Latest Safety Alerts



The latest Safety Alert and Video Safety Alert relate to a high potential incident (HiPo) where a mixer truck rolled away on a concrete plant. The driver and a colleague put themselves in severe danger as they tried to get into the moving vehicle, but fortunately escaped injury. The truck ran away and struck another vehicle in the loading bay.

You can read the Safety Alert at the end of this document and on the UK News download page [HERE](#). You can watch the video [HERE](#).

Please review this incident with your teams, particularly employee and contract drivers, taking the time to reinforce vehicle isolation procedures and the wheel chock guidance which you can find at the end of this document and on UK News download page: www.cemexuknews.co.uk/downloads. During your discussions, you may want to take the opportunity to stress the importance of looking after each other, in this instance by stepping in if vehicle isolation procedures are not being followed...Remember to **STEP IN / Take 5 Together**.

Please also display the Alert on relevant notice boards.

Look after yourself and each other.

Health and Safety information and resources can be found at the following location
<https://cemex.sharepoint.com/sites/UKHealthandSafety/SitePages/Safety-Alerts.aspx?web=1>

Safety Essential #8 – Safe Systems



In the workplace it is essential to follow safe systems of work, adhere to site rules, and observe signage and traffic signals. The aim of this safety essential is to effectively communicate known hazards and enable tasks to be carried out in a safe manner.



Workplace safety is a shared responsibility. Managers must establish and clearly communicate rules and procedures and train their teams, ensuring the requirements are understood and followed. This not only helps prevent incidents but also ensures that everyone on site is informed and able to perform their tasks safely.

Employees, on their part, have a duty to adhere to the correct procedures and to always put the safety of themselves and others first. They must be vigilant for signage and follow the established rules. If they encounter a situation where they cannot follow the rules or procedures, they are empowered and have a responsibility to stop the activity. This proactive measure is crucial in supporting a safe working environment for everyone.



CUSTOMER CENTRICITY

Cemex Supply Major Project Featured on BBC

In October 2023 we shared a fantastic [supply story](#) where Cemex completed a major project for our customer, Active Tunnelling. We supplied 1,550m³ of Readymix Concrete for a major sewer project in Gloucestershire.

The project was a storm overflow tank – the largest of its kind in the UK and can hold 7,400m³ of water – the equivalent of three Olympic sized swimming pools. It has recently been featured on the BBC where Steph Cawley, Director of Operations at Severn Trent, explained why the project is so important to the local area.



You can read the interesting BBC article [HERE](#) and watch the BBC News report [HERE](#).

Five Readymix plants supplied the project, including plants further away than the ones normally supplying this site. The Concrete from further afield incorporated a set retarder (Cemex CR800) to cater for the longer travelling times. Across two days of continuous pouring, all parties involved worked together as 'One Cemex' to overcome some logistic challenges linked to road traffic accidents on the nearby motorway and in front of one of the Plants. The supply was promptly rescheduled in order to meet the customer's deadlines, and in the end the team successfully managed to complete the full supply three hours ahead of schedule.





Record Results for Recycled Materials in Readymix

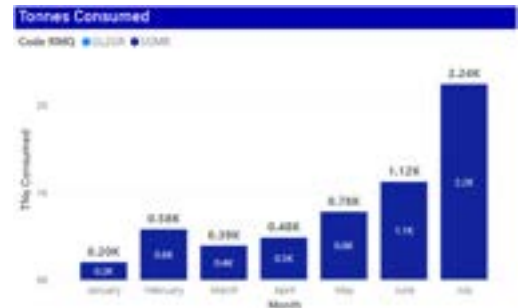
In line with our Future in Action strategy of increasing the use of recycled materials within our Vertua® range of more sustainable products, the Cemex UK Materials business recently held a webinar to understand more about our plans to increase the use of recycled Aggregates in our Readymix Concretes and also to learn more about some of the steps that are being taken to increase the consumption of recycled Aggregates.

In recent editions of UK News we have been delighted to share some great examples of where our businesses are working hard to increase their use of recycled materials.

This week congratulations go to our Readymix business which successfully made a significant step change in the increase of recycled Aggregate consumption since the start of 2024.

In the UK we currently have a total of nine plants (10% of the total number) consuming recycled Aggregates, with a number of other plants close to joining this total. In the graph you can see how July 2024 has been another record month, doubling the previous month's total.

A huge thank you goes to everyone involved at the following Readymix plants: Hereford, Newport, Cardiff, Built Wells, Kettering, Pershore, Derby, Chesterfield and Ellesmere. Your efforts and passion in actively promoting a circular economy, is helping to achieve our Future in Action climate action strategy, to become a net-zero carbon emissions company by 2050.



“Thank You from the Bottom of our Hearts”



Over the summer the teams at Dove Holes Quarry and Asphalt Plant have been busy supporting their local community in the village of Dove Holes.

Their hard work and dedication to their communities was greatly appreciated by the local people and Steve Leigh, Dove Holes Works Manager, was delighted to receive a letter from Dove Holes Community Association, thanking the team for their recent donation of Asphalt for their village hall car park, along with helping to local pavements clear of silt, tidying grassy areas and planting flowers in baskets.

Emma Whittle, Dove Holes Community Association Chairperson, wrote: “We at Dove Holes Community want to thank you and Cemex so much for donating the Asphalt for our car park which we rent to residents, which in turns helps us to fund the various charities we organise at the village hall, such as coffee, cake and



conversation, over 60s afternoon tea, free Christmas Dinners, our youth club, toddler club, WI, art club and dancing clubs... May we thank you from the bottom of our hearts for all the help you give us.”



EMPLOYEES

Wellbeing | Alcohol – What to Say, and What Not to Say to Support Someone

If you're worried about someone else's drinking you're not alone. Drinkaware research in 2022 found that almost three out of ten UK adults (29%) felt concerned about someone else's drinking in the last year.

If you have noticed a colleague, friend or relative has been drinking too much alcohol, it is likely you have felt the impact – you may have been having more arguments with them, perhaps you feel you have been able to rely on them less lately, or they have become more emotionally distant. It is also likely that you feel sad, angry, frustrated, and worried that their drinking has seemingly become more important than other things in their lives, like their family, friends and work. This is an entirely natural reaction. But before you talk to them about their drinking, it is important to remember that it often takes time for someone to be ready to make a change.



You may want to help them by talking to them. There's no doubt that it's a sensitive subject, but there are steps you can take to help a friend or family member. It is a good idea to create a plan and write down beforehand some of things you would like to say. This will help you to keep calm and retain some clarity in what may be a difficult, emotional conversation.

It is also a good idea to:

- Pick a time when they are sober and therefore more receptive to your worries.
- Choose a comfortable space for the conversation – neutral territory like a café or park might be a good idea, provided that you can guarantee privacy.
- Avoid an argument - if it's not the right time, try again later.

You need to be ready and willing to listen. The more you listen, the more someone will feel comfortable to open up. Listening reflectively and using open questions can help maintain rapport and empathy.

Be ready with as much information as possible so you can offer advice on how to get support if they ask you.

Choose a safe and comfortable place for the conversation, and use positive, supportive language. Avoid criticism, making judgements or using labels such as "alcoholic". Try to choose positive, supportive language. Here are some useful questions you might ask:



- “I’ve noticed you have not been feeling yourself lately. Do you want to talk to me about what’s going on for you?”
- “I am worried that things are getting on top of you. Would you like to have a chat to someone about what is worrying you?”
- “How do you feel about your drinking, because I’m concerned you have not been your usual self?”

Try to avoid accusing your loved one of “having a drink problem” or “being an alcoholic”, as this is rarely the right approach. Avoiding labels and instead focusing on the person and behaviour is likely to cause less upset. Also, expressing empathy with the difficulties they are experiencing will likely be more effective, acknowledging how things may have been tough for them recently at home or in work.

Try not to be too direct with your language too: questions like “do you think you could do with a little support to cut down your drinking?” and “have you considered chatting with your GP?” will likely be more helpful than statements like “you need help”.

Supporting a colleague or someone close to you to cut back or stop drinking can be a challenging and can take some time but it could provide them with the motivation they need to get their drinking under control. Support you could offer includes:

- Encouraging them to get a check-up from their GP and offering to accompany them.
- Sitting with them when they call an alcohol helpline for advice.
- Regularly praising any small changes they are able to make.
- Organising events and trips that don’t involve alcohol.
- Avoiding drinking alcohol around them.
- Avoiding withholding alcohol from them if they are drinking at high levels, as they could be physically dependent on alcohol. This means their body will react negatively if they stop drinking suddenly. These reactions are alcohol withdrawal symptoms and can be very dangerous, and even fatal. So, encouraging your loved one to seek advice from their GP to reduce their drinking safely is vital.

If you or someone you know is struggling with substance abuse, please reach out for help. Here are some resources:

- Our QR Codes poster to online support organisations:
<https://cemexuknews.co.uk/downloads/download-info/a4-drugs-alcohol-support/>
- Cemex Employee Assistance Line (Lifestyle Support) for confidential advice and support – call 0808 168 2143 or visit lifestyle-support.co.uk (Username: cemex Password: cemex).
- Drinkline is the national alcohol helpline. If you're worried about your own or someone else's drinking, you can call this free helpline in complete confidence: Call 0300 123 1110 (weekdays 9am to 8pm, weekends 11am to 4pm)
- <https://www.actiononaddiction.org.uk/>
- <https://www.nhs.uk/live-well/alcohol-advice/alcohol-support/>
- <https://www.mind.org.uk/information-support/types-of-mental-health-problems/recreational-drugs-alcohol-and-addiction/support-for-drug-and-alcohol-problems/>
- <https://www.changegrowlive.org/advice-info/alcohol-drugs>
- <https://www.wearewithyou.org.uk/>



- <https://www.turning-point.co.uk/support-we-offer/drugs-and-alcohol>

Please also refer to our poster with QR codes to the above organisations. Please share this on your Wellbeing and workplace notice boards. You can find the poster at the end of this document and on the UK News download page [HERE](#)

Our Employee Assistance Programme

Cemex offers all employees a free, confidential employee assistance programme (EAP) called Lifestyle Support. Available 24/7, it is run by a separate provider and not part of Cemex. The company does not receive any employee specific information. You can contact our EAP for confidential advice and support – by calling 0808 168 2143 or visit www.lifestyle-support.co.uk (Username: cemex Password: cemex).

Cemex Wellness Week – Mobilising your Team



Starting in four weeks time! Cemex UK is thrilled to launch our very first Cemex Wellness Week. This will be an opportunity for all employees to boost our health and wellbeing, explore new ways to stay active and raise money for Sense. Together, we can foster a positive team spirit and build healthy habits.

If you missed our introduction to the Wellness Week in last week’s news, please click [HERE](#) for the background to the Wellness Week.

During our Cemex Wellness Week, while our fantastic Cemex cycle team are cycling from Stockton to Southampton, we can all join the challenge by taking part as an individual or as part of a team, and you may even wish to run a fundraising event for Sense. During the week you’ll also be able to follow the progress of our cycling team on our website!

How to participate

Every day from Monday 16th to Sunday 22nd September, either alone or as a team, spend some time doing physical activities and keep a note of your time spent. Activities could include for example, running, cycling, walking, gym classes, swimming, racket sports, circuit training, spin classes, or dancing. Shopping, mowing the lawn or cleaning the car also count! You could set yourself a challenge (for example walk 10,000 steps per day), try something new or raise money for Sense as well. All we ask is that each day, you or your team Captain, logs your steps and then share your activity photos with us. We will be sharing more details of how to do all this in the coming weeks.

We’re hoping you’ll embrace a friendly competitive spirit and we’ll be sharing a leader board to track team’s progress throughout the week. We will be awarding a prize for the team with the highest number of steps at the end of the week!

Time to mobilise your teams!

If you would like to participate as a team and compete against your colleagues, now is the time to start gathering your teammates (maximum 10 Cemex colleagues per team), choose a team name and a Team Captain!



Then your Captain can register the details of your team name, Captain's name and the team members by clicking <https://forms.office.com/r/cOys62rN8F> (or use the QR code in the poster at the end of this document).

Deadline to register is 6th September. You can also participate as an individual, just register your name using the same link.

Please share the poster at the end of this on your workplace notice boards.

Changes to SAP Homepage

SAP Concur will be launching a refreshed home page (see image to the right), that features an intuitive design and user-friendly navigation. Starting in late August you will have the option to enable the new SAP Concur home page via a banner that will appear at the top of the home page.

You will be able to revert back to the legacy home page through the banner should you wish, however, the legacy homepage will be retired in January 2025 at which point all users will be required to use the new homepage and this will load automatically.

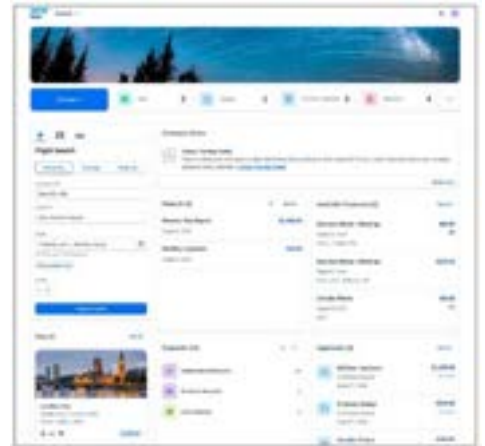
By enabling this option, you will benefit from the early adoption of the following features:

- A refreshed, modern design.
- Simplified navigation.
- Streamlined workflows to facilitate faster completion of tasks.
- Improved performance, and responsiveness.
- An aligned user experience across SAP products The SAP Concur home page redesign will not change any features or functionality of SAP Concur products; it is only a visual user interface (UI) update.

The timeline for when these changes will be available is as follows:

- Starting in late August 2024, you will have the option to enable the new home page through a banner at the top of the home page. Users can revert back to the legacy home page through the banner.
- Starting in late October 2024, the new home page will become the default home page that you see. You will still be able to revert back to the legacy home page through a banner at the top of the new home page.
- Beginning in January 2025, the legacy home page will be retired, and the new home page will become the only option.

At the end of this document and on the UK News download page: www.cemexuknews.co.uk/downloads you can find some frequently asked questions together with how the new screen layout will look.

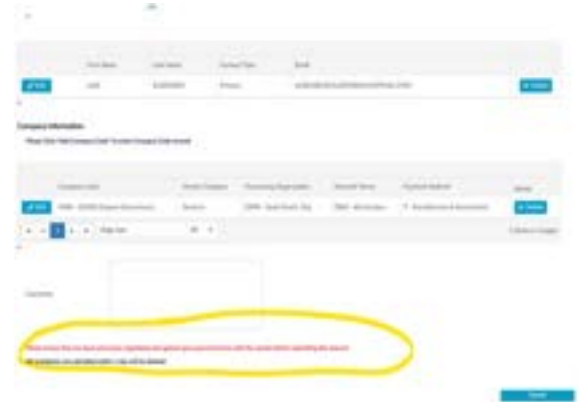


Please contact your Local Travel Expenses teams if you have any issues or questions on how to complete your expenses.

CAVI Changes

In order to improve the vendor onboarding process in CAVI and reduce the number of payment queries that are being received, a reminder has been added to CAVI (shown in image) to prompt anyone requesting a vendor that they **need to have negotiated and agreed payment terms before doing business**.

As a reminder, UK standard payment terms are 90day end of month and CAVI will default to that as a minimum. The requester can input a longer payment term, if that's been agreed with the supplier. For anything under 90days the requester must get approval from their Business area VP and submit separately to IBM VMD: gb-vendorhelpdesk@cemex.com.



You can find the payment terms policy, including exemptions on the UK News download page and by clicking [HERE](#).

Effective Meetings: Make your Meetings Organised



Do you know how many meetings you have attend this year? We did internal research and found out that here at Cemex, in less than six months, there are records of more than 2,000,000 meetings!

That's a big number even for a company as big as ours. With our Effective Meetings initiative we want to improve employees' work-life balance by learning how to be more efficient in our time and have better management of our agenda.

In [previous articles](#), we have talked about the recommendations BEFORE sending an invite. But today we would like to share with you some recommendations to follow DURING your meetings.

It's amazing the quantity of hours we spend just in attending to meetings, not to mention the time it takes us to prepare the materials and presentations.

Taking care of your and your coworkers' time is essential for fostering a positive work environment and building strong relationships. Here are our Top Three recommendations that will help you achieve this:



1. Prepare an agenda beforehand: You will be surprised at how such a simple action as listing the topics to be discussed, allocate time for each, and sharing it with participants in advance will have a big impact in your meeting.
2. Keep It Focused: During the meeting stick to the agenda. Avoid tangents and unrelated discussions that will consume time from the main topics.
3. Start and End on Time: Respect everyone’s time by starting and ending promptly. Avoid unnecessary delays.

By implementing these best practices you can transform your meetings into effective platforms for communication and progress, ultimately enhancing productivity and job satisfaction across your team.

Coming up next: Make your meetings active!

Our Employee Assistance Programme



Do you need support?

Cemex offers all employees a free, confidential employee assistance programme (EAP) called **Lifestyle Support**, operated by Care first.

Lifestyle Support is a free, confidential, available 24/7 and can provide help and support with a wide range of issues or concerns such as family matters, debt, relationships, bereavement, depression and anxiety.

It is run by a separate provider and not part of Cemex; we don't receive any employee specific information from them.



Call 0808 168 2143

Visit www.lifestyle-support.co.uk
Username: cemex
Password: cemex



Did you know that Cemex offers all employees a free, confidential employee assistance programme called Lifestyle Support?

You can find a guide all about How Care first can support you at the end of this document and in the UK News website: www.cemexuknews.co.uk/downloads

Lifestyle Support is easy to access, available 24/7 and can provide help and support with a wide range of issues or concerns such as family matters, debt, relationships, bereavement, depression and anxiety.

It is run by a separate provider and not part of Cemex; we don't receive any employee specific information from them.

Contact the Employee Assistance Line (Lifestyle Support) for confidential advice and support – call 0808 168 2143 or visit www.lifestyle-support.co.uk (Username: cemex Password: cemex).

Internal Vacancies

IVC Ref	Position	Company	Location	Closing date
135-08-2024	Maintenance Supervisor	Materials - Aggregates	Halkyn	22/08/2024



136-08-2024	Multi Skilled Operative	Materials - Aggregates	Dove Holes	22/08/2024
137-08-2024	Multi Skilled Operative	Urbanisation Solutions - Asphalt	Bletchley	23/08/2024
138-08-2024	Assistant Asphalt Plant Manager	Urbanisation Solutions - Asphalt	Lincoln	23/08/2024
139-08-2024	Class 1 Driver (Tanker) Nights x 2	Supply Chain - Cement	Tilbury Cement Plant	23/08/2024
140-08-2024	Class 1 Driver (Tanker) x 2	Supply Chain - Cement	Tilbury Cement Plant	23/08/2024
141-08-2024	Production Operative	Urbanisation Solutions - Admixtures	Rugby Admixtures	26/08/2024
143-08-2024	External Sales Representative	Urbanisation Solutions - Asphalt	Birmingham	02/09/2024
144-08-2024	Class 1 Driver (Tanker) Nights	Supply Chain - Cement	Rugby	02/09/2024
145-08-2024	Class 1 Driver (Tanker) Days	Supply Chain - Cement	Rugby	02/09/2024

We would love to hear from you for the next edition

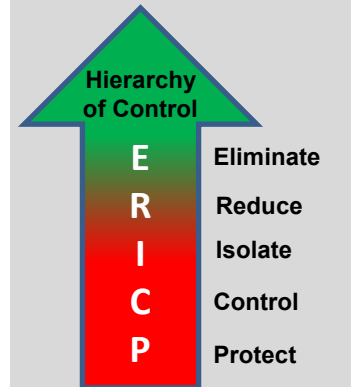
To send us a story: either click on 'submit a story' on the UK News website or email gb-communicationsandpublicaffairs@com

If you can, please include a photo too (taken in super fine landscape setting and saved as a jpeg.) Thank you.



SAFETY ALERT

HiPo – RUNAWAY TRUCKMIXER



DETAILS OF THE INCIDENT

A truckmixer driver returned to a concrete plant to park up at the end of the day. Space on site is limited, requiring trucks to double park. The driver got out of his cab to ask a second driver if he wanted to park at the front, so he could be loaded first the following morning. As the driver walked away from his vehicle, it started to roll away. The driver and a colleague tried to get into the moving truck, putting themselves in severe danger; the truck ran away and struck another vehicle in the loading bay.

KEY FINDINGS

Process	The driver failed to switch off the engine or chock the truck before leaving it unattended.
Safe systems of work	The driver had been inducted and included in ongoing training programmes, with the site manager rules being explained. He was aware of the need to chock the vehicle.
Process	The driver commented he did not hear an alarm when he opened the door to warn that the park brake was not properly engaged.
Housekeeping	The yard area was clear and well maintained

HOW COULD THIS HAVE BEEN AVOIDED

- By following safe systems of work, ensuring the park brake was applied before leaving the vehicle, stopping the engine and removing the keys.
- Applying wheel chocks if a vehicle is being left unattended.
- Avoiding any temptation to rush or cut corners.
- Ensuring vehicle checks include all safety critical devices.

KEY REVIEW POINTS

- Are all drivers aware of the Vehicle Isolation Procedures and is compliance with the procedures monitored?
- Are vehicle daily checks and maintenance inspection regimes robust?
- Are defects involving safety critical devices reported and rectified?
- Have we reviewed site traffic management plans to ensure vehicles are parked in the most appropriate areas, identifying any areas at particular risk from runaway vehicles? Has consideration been given to where bump stops or safety barriers may be beneficial?

Note: To minimise the potential for this type of incident, the UK business started to specify systems on new vehicles from 2018 that ensure the park brake is automatically activated should the driver inadvertently forget.



The drivers could have fallen beneath the runaway vehicle...
Never attempt to get on / off a moving vehicle

Look after yourself and each other

Don't let anyone act unsafely, always stop unsafe practices.

Tools and Equipment

Use the right, well maintained, tools/equipment for the job. Never make do.

Safe Systems

Follow safe systems of work, site rules, signage and traffic signals.



STOP THINK ACT

Wheel Chock Guide



Failure to apply the vehicle parking brake has been identified as the primary cause of vehicle runaways, which can have catastrophic results.

We are moving towards a standard where all company and contract haulage vehicles working for CEMEX are properly isolated and safe when the driver is out of the cab.

CEMEX workplaces and activities should be risk assessed to identify those operations where chocks can be used now; however, it is accepted that there may be some locations / activities where the placing of wheel chocks could introduce additional risks, in which case modifications, alternatives such as bump stops, or exemptions may be required; any alternatives or exemptions should be risk assessed and agreed with Senior Leaders and the Health and Safety Team. Existing exemptions include; on a weighbridge and when fuelling.



Chocks should also be used on customer sites, except where the driver considers there is no risk of runaway, and the proximity of other traffic or ground conditions make it unsuitable...Drivers should consider this as part of their MYSACE assessment.

VEHICLE ISOLATION

Safe Chocking Procedure:



- Always ensure tyres are inflated to the correct pressures.
- Use the correct type of wheel chocks, considering the vehicle, tyre, wheel type and application; Never use damaged chocks.
- Park on level ground where possible.
- Apply the park brake and remove the ignition key (unless Power Take Off, PTO, required)
- Lock the doors...Where the engine must be left running to drive the PTO e.g. powder tankers, then a second set of keys must be used.
- When applying the chocks, stand to the side of the vehicle... Avoid standing in front / behind the vehicle, putting yourself in the line of fire.
- Ensure chocks fit tightly against the tyres
- Always chock at the centre point of the wheel . Never chock the wheel off centre, or at an angle.
- Preferably chocks should be positioned on rear, or none steer axles ...when parked on an incline they should be positioned on opposite wheels, opposing the gradient.
- **NEVER ATTEMPT TO STOP A RUNAWAY VEHICLE**



Wheel Chock Policy

Good Practice Examples



Drugs & Alcohol

If you need support

**Useful weblinks if you
need support**



**NHS
Drug
Addiction
Support**



**NHS
Alcohol
Advice**



**Alcohol
Change**



**Change
Grow
Live**



**Turning
Point**



**Action
Addiction**



Mind



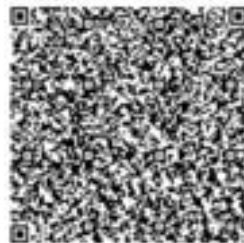
**We are
with you**



**Talk to
Frank**



**Cemex
EAP**

**Cemex
Drugs &
Alcohol
Abuse
Policy**




GEAR UP FOR THE CEMEX WELLNESS WEEK 2024

in support of  sense

Monday 16th to Sunday 22nd September
#CollaboratingForCommunities

MOBILISE YOUR TEAMS



Scan to
REGISTER

Participate as an **individual** or as a **team**.

Teams can have a **maximum of 10** Cemex employees

STEP 1

Identify your team **members**, team **Captain** and team **name**.

STEP 2

Register yourself as an individual or Captains register their teams.
<https://forms.office.com/r/c0ys62rN8F>

Deadline to register - 6th September





PUBLIC

Frequently asked questions

Concur Home Page Redesign

Date: June 2024

Table of Contents

FREQUENTLY ASKED QUESTIONS	3
What is the SAP Concur home page redesign?	3
How will my organization benefit from the SAP Concur home page redesign?	3
Which products will be affected?	3
How does this home page redesign impact my organization?	3
When will the new SAP Concur home page be available?	3
What does the new SAP Concur home page look like?	3
Is it mandatory to change to the new SAP Concur home page?	4
How can I provide feedback on the new SAP Concur home page?	4
As an administrator can I enable the new SAP Concur home page for my organization?	4
How is this different than the SAP Fiori with Horizon visual theme?	5
Will SAP Concur training content be updated with the new visual theme?	5

FREQUENTLY ASKED QUESTIONS

What is the SAP Concur home page redesign?

We are excited to introduce a refreshed SAP Concur home page on the web that features an intuitive design and user-friendly navigation. This redesign is part of our commitment to delivering personalized modern technology tailored to our customers' needs. There are no functionality changes with this redesign; it is only a visual UI update.

How will my organization benefit from the SAP Concur home page redesign?

The new SAP Concur home page provides:

- A refreshed, modern design
- Simplified navigation
- Streamlined user workflows to facilitate faster completion of tasks
- Improved scalability, performance, and responsiveness
- An aligned user experience across SAP products

Which products will be affected?

The home page for SAP Concur solutions on the web (concursolutions.com/home).

How does this home page redesign impact my organization?

The SAP Concur home page redesign will not change any features of SAP Concur products. It is a change in the look and feel of the home page.

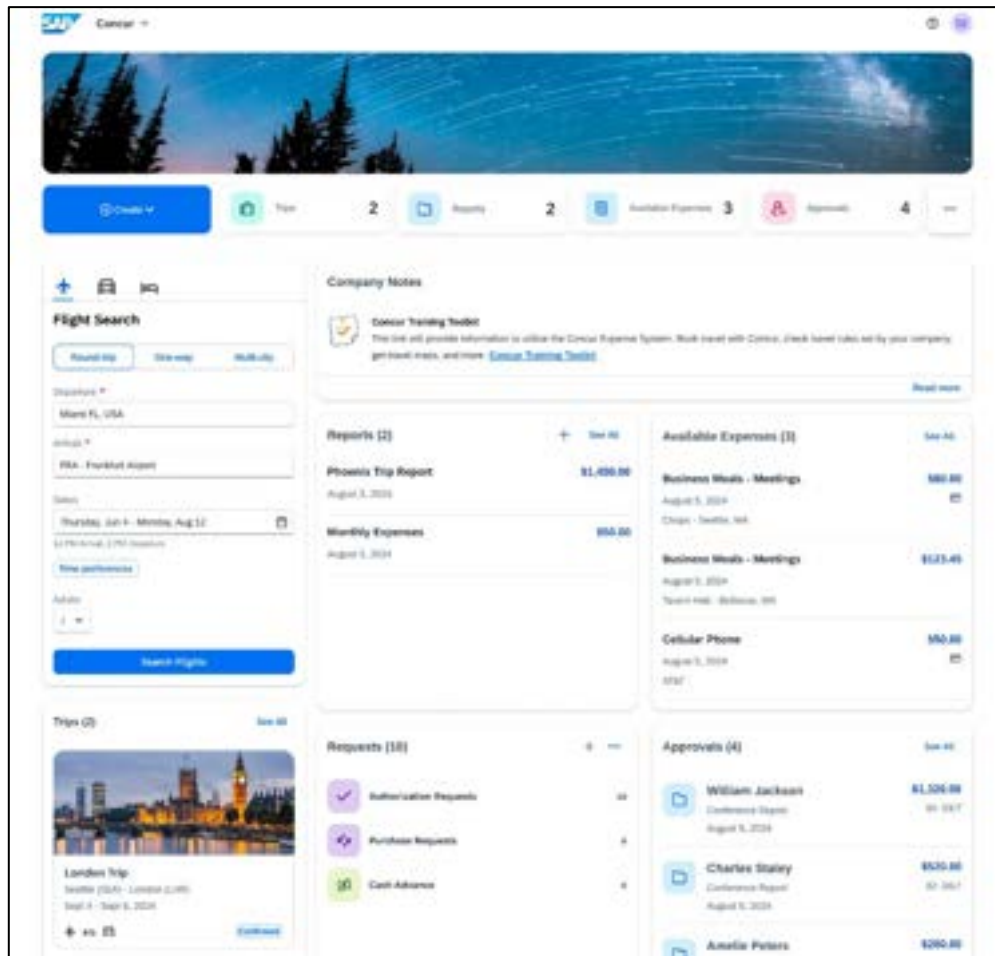
The changes should not be significant enough to require any retraining for you or your employees. However, if your organization has made custom training materials for your employees, you may want to update your materials with new home page screens to reflect the changes.

When will the new SAP Concur home page be available?

- **Starting in late August 2024**, users will have the option to enable the new home page through a banner at the top of the home page. Users will also be able to revert back to the legacy home page through the banner.
- **Starting in late October 2024**, the new home page will become the default home page users see. Users will still have the option to revert back to the legacy home page through the banner.
- **Starting in January 2025**, the legacy home page will be retired, and the new home page will be the only option.

What does the new SAP Concur home page look like?

Below is a screenshot of the new SAP Concur home page. Your home page may look different depending on which SAP Concur solutions you have. Please note that design elements are subject to change prior to release.



Is it mandatory to change to the new SAP Concur home page?

Yes. Users can choose to enable the new home page starting in late August. Beginning in January 2025, the legacy home page will be retired, and the new home page will be the only option.

How can I provide feedback on the new SAP Concur home page?

These are the methods to provide feedback:

- On the new home page, users will be prompted to provide feedback via a survey.
- If you have a change that would be considered an enhancement to the design, Authorized Support Contacts can submit an Improvement Request through the [Continuous Influence Sessions](#) process.
- If you believe you have found a bug, Authorized Support Contacts can submit a Support Case through the Customer Support Portal. In your case, please include the phrase “New Concur home page”.

If you have any other questions, reach out to your SAP Concur account team.

As an administrator can I enable the new SAP Concur home page for my organization?

No. Admins cannot turn the new home page on or off for their users. This change is at the user level. Users can enable the new home page via the banner at the top of the home page starting in late August 2024.

How is this different than the SAP Fiori with Horizon visual theme?

SAP Fiori with Horizon is a visual theme family from SAP that was adopted across SAP Concur solutions in 2023. The theme provided a modern look, improved consistency across solutions, and a more inclusive and accessible design. The new home page design continues to use the SAP Fiori with Horizon visual theme.

The SAP Concur home page redesign uses modern technology and best practices to provide an enhanced, user-centric experience, while also visually aligning with other SAP products.

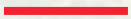
In both cases, there are no changes to the features or functionality of SAP Concur products. Like any visual change, we expect the home page to continue to evolve and improve over time to meet customer needs.

Will SAP Concur training content be updated with the new visual theme?

Yes. We are working to update our training materials and documentation with images of the new SAP Concur home page. We will be creating a new training asset to address the new home page and all ConcurTraining.com assets will be updated as we migrate them to learning.sap.com.



CAVI change



-
- *In order to improve the vendor onboarding process in CAVI and reduce the number of payment queries that are being received, a reminder has been added to CAVI (example below) to prompt anyone requesting a vendor that they need to have negotiated and agreed payment terms before doing business.*
 - *As a reminder, UK standard payment terms are 90d eom and CAVI will default to that as a minimum. The requester can input a longer payment term, if that's been agreed with the supplier. For anything under 90d eom, the requester must get approval from their Business area VP and submit separately to IBM VMD: gb-vendorhelpdeskscuk@cemex.com.*
 - *The payment terms policy, including exemptions is attached & here <https://spark.cemex.com/documents/sppreview/b310d916-d126-4144-9b8a-aed088dac645>*

	First Name	Last Name	Contact Type	Email	
Edit	LUIS	ELIZONDO	Primary	LUISCARLOS.ELIZONDO@HOTMAIL.COM	Delete

Company Information

Please Click "Add Company Code" to enter Company Code records

	Company Code	Vendor Category	Purchasing Organization	Payment Terms	Payment Method	Delete
Edit	4000 - CEMEX Espana Operaciones	Services	ESPO - Spain Purch. Org.	Z060 - 60 net days	T - Transferencia al Vencimiento	Delete

Page size: 10 1 items in 1 pages

Comments

Please ensure that you have previously negotiated and agreed upon payment terms with the vendor before submitting this request.

All invitations not submitted within 1 day will be deleted.

Submit

Submit & Add New

The logo features a stylized icon of two parallel slanted lines to the left of the word "CEMEX". The background is a solid blue field with a red curved shape on the left side.

CEMEX



Europe Payment Terms Policy for Suppliers

Version 1.3
01.02.2023

<p>Irina Chakirova Cheliastina Procurement Europe Analytics & Projects</p> <p><i>Irina Chakirova</i> <small>Irina Chakirova (Feb 22, 2023 15:26 GMT+1)</small></p> <p>Feb 22, 2023</p> <p>Elaborated</p>	<p>Antonio Desmay Procurement Europe Director</p> <p><i>AR</i> <small>ANTONIO DESMAY (Feb 23, 2023 09:20 GMT+1)</small></p> <p>Feb 23, 2023</p> <p>Reviewed</p>	<p>Matthew J. Wild VP Procurement & Supply Chain Europe</p> <p><i>MatthewJWild</i> <small>MatthewJWild (Mar 1, 2023 10:13 GMT)</small></p> <p>Mar 1, 2023</p> <p>Approved</p>
<p>Maria Lisset Espinosa Procurement Europe Analytics & Projects</p> <p><i>Maria Lisset Espinosa</i> <small>Maria Lisset Espinosa (Feb 22, 2023 15:26 GMT+1)</small></p> <p>Feb 22, 2023</p> <p>Elaborated</p>	<p>Javier Garcia Ruiz de Morales GES Europe Director</p> <p><i>Javier Garcia RdM</i> <small>Javier Garcia RdM (Mar 1, 2023 11:05 GMT+1)</small></p> <p>Mar 1, 2023</p> <p>Reviewed</p>	<p>Sergio Menendez Regional Europe President</p> <p><i>Sergio Menendez</i> <small>Sergio Menendez (Mar 1, 2023 13:05 GMT+1)</small></p> <p>Mar 1, 2023</p> <p>Approved</p>

Contents

1. SCOPE	3
2. OBJECTIVE	3
3. DEFINITIONS	3
4. GENERAL POLICY	4
4.1 Minimum Payment Terms	4
4.2 Set up Payment Terms Condition in SAP	4
5. EXCEPTIONS.....	4
5.1 Exception approvals.....	4
5.2 Exceptions not requiring additional approvals.....	5
5.2.1 List of concepts managed as exception and that can eventually be paid immediately	5
5.2.2 Composite Payment Terms	5
5.2.3 Settlement agreements via legal.....	5
Legal agreements settlement with vendors are to be paid immediately ..	5

1. SCOPE

This policy applies to all in CEMEX European companies using SAP.

This Payment Terms Policy will not be retroactive, meaning current payment terms with suppliers agreed prior to this Policy are not affected.

2. OBJECTIVE

Establishing guidelines and procedures to set up the payment period for a new or existing supplier in the SAP ERP system.

3. DEFINITIONS

Payment Terms: Days elapsed from the date of the supplier invoice and the schedule of payment considering the supplier payment term.

Types of Provider

Energy/Fuels: Suppliers that supply fuel (Gasoline, Diesel, IFO, BSF), Coal and Pet Coke.

Goods: Providers that supply spare parts and / or consumables (bag sacs, tonner bags, personal Protective Equipment, etc.)

Raw Materials: Suppliers that supply raw materials (Aggregates, Clay, Limestone, etc.) for the different businesses, including cement and concrete additives.

Services: Providers that provide a service such as Labor, Maintenance, etc.

Haulers: Suppliers that provide the service of transportation of materials and / or finished products

Vessels: Providers that rent ships and vessels to us or provide services of movement of raw materials, clinker and finished products using vessels.

Rail: Suppliers who provide rail services.

Projects (Goods): Suppliers that supply goods for investments or IFRS components.

IHC: Independent Haulage Contractor used in Ready mix, external vendor who works primarily for CEMEX. The IHC is paid a periodical minimum amount and they are made certain deductions from their pay (union fees, leases of vehicles that we arranged for their use, etc.).

4. GENERAL POLICY

4.1 Minimum Payment Terms

CEMEX defines minimum payment term conditions for suppliers that supply goods and / or services to the Company mentioned above. These conditions are defined based on the types of general suppliers:

Minimum Payment Terms Europe									
Type of Supplier	Germany	Spain	Poland	United Kingdom	France	Czech R.	Croatia		
Services	30 Days Net	60 Days Net	60 Days Net	90 Days End of Month of Invoice	60 days net or 45 days end of month of Invoice	60 Days Net	90 Days Net		
Goods							60 Days Net		
Raw Materials							60 Days Net		
Projects (goods)				60 Days Net	30 Days Net	45 Days Net (UK Only)	30 Days Net	60 Days Net	30 Days Net
Vessels									60 Days Net
Rail									60 Days Net
Haulers /IHC's				60 Days Net (UK Only)	60 Days Net	60 Days Net (UK Only)	30 Days Net	60 Days Net	60 Days Net
Haulers									60 Days Net
Energy / Fuels				30 Days Net					

Note: Local practices that comply with this policy will continue to apply.

4.2 Set up Payment Terms Condition in SAP

All requests for creation of new supplier and modification of the payment terms conditions in SAP, will be made by the applicant through GES. The applicant is a CEMEX employee in charge for buying goods or services from a Vendor. GES is the only authorized department to register and update the payment terms of the suppliers in the SAP system.

5. EXCEPTIONS

5.1 Exception approvals

In case the Payment Terms requested for a supplier is shorter than those established in this policy (4.1) and are not an exception (5.2), whoever requests the new supplier must have an authorization as follows:

- For Procurement Area it must be approved by the Procurement Regional Director (or equivalent level)
- Rest of the areas by their corresponding Vice President or equivalent level (which reports to the Regional President or Executive VP)
- Companies based in Europe but out of Europe Regional Scope by the Corresponding Corporate VP or Director.

This authorization must be provided via email and shared with GES in order to set up the payment terms in SAP and for audit requirements.

5.2 Exceptions not requiring additional approvals.

5.2.1 List of concepts where payment terms can be managed as exception and that can eventually be paid immediately

CONCEPT
Bank fees and interests
Courier Services
Donations
Governmental
Group (Inter-companies)
Insurance
Leases / Rental
Costs incurred in legal lawsuits (i.e. fines, courts/trials, etc.)
Meetings, Training and other Personnel Expenses
Membership and education fees
Free-lance individual expert (i.e. doctors, architects, lawyers, accountants, etc.)
Public Relations and Advertising
State Companies
Taxes and Fees
Travel Expenses
Utilities (Electricity, natural gas, water, etc.)
LCC purchases to China
Ferry tickets

5.2.2 Composite Payment Terms

The composite payment terms in SAP, e.g. 30 days full amount payable or 2% discount if paid within 10 days, are considered an exception if the original payment terms (without discount) is equal to or greater than the minimum payment term established in section 4.1.

5.2.3 Settlement agreements via legal

Legal agreements settlement with vendors are to be paid immediately











Europe Payment Terms Policy for Suppliers Update
















Final Audit Report

2023-03-01

Created:	2023-02-22
By:	Luisa Garay (luisa.garay@cemex.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAOzTSYkFBj4Ry9K0K-xjX-8GNEm2XPLJ

"Europe Payment Terms Policy for Suppliers Update" History

-  Document created by Luisa Garay (luisa.garay@cemex.com)
2023-02-22 - 8:57:55 AM GMT- IP address: 165.225.92.153
-  Document emailed to Irina Chakirova (irina.chakirova@cemex.com) for signature
2023-02-22 - 9:52:01 AM GMT
-  Email viewed by Irina Chakirova (irina.chakirova@cemex.com)
2023-02-22 - 10:16:15 AM GMT- IP address: 165.225.92.172
-  Document e-signed by Irina Chakirova (irina.chakirova@cemex.com)
Signature Date: 2023-02-22 - 2:26:57 PM GMT - Time Source: server- IP address: 165.225.92.163
-  Document emailed to marialisset.espinosa@cemex.com for signature
2023-02-22 - 2:27:00 PM GMT
-  Email viewed by marialisset.espinosa@cemex.com
2023-02-22 - 3:30:34 PM GMT- IP address: 165.225.92.165
-  Signer marialisset.espinosa@cemex.com entered name at signing as Maria Espinosa
2023-02-22 - 3:34:03 PM GMT- IP address: 165.225.92.165
-  Document e-signed by Maria Espinosa (marialisset.espinosa@cemex.com)
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-  Document emailed to antonio.desmay@cemex.com for signature
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-  Email viewed by antonio.desmay@cemex.com
2023-02-23 - 8:19:38 AM GMT- IP address: 165.225.92.167

-  Signer antonio.desmay@cemex.com entered name at signing as ANTONIO DESMAY
2023-02-23 - 8:20:03 AM GMT- IP address: 165.225.92.167
-  Document e-signed by ANTONIO DESMAY (antonio.desmay@cemex.com)
Signature Date: 2023-02-23 - 8:20:05 AM GMT - Time Source: server- IP address: 165.225.92.167
-  Document emailed to javier.garcia@cemex.com for signature
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-  Email viewed by javier.garcia@cemex.com
2023-02-23 - 4:50:59 PM GMT- IP address: 104.47.73.254
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2023-03-01 - 10:05:47 AM GMT- IP address: 165.225.92.146
-  Document e-signed by Javier Garcia RdM (javier.garcia@cemex.com)
Signature Date: 2023-03-01 - 10:05:49 AM GMT - Time Source: server- IP address: 165.225.92.146
-  Document emailed to matthewjames.wild@cemex.com for signature
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Signature Date: 2023-03-01 - 10:13:05 AM GMT - Time Source: server- IP address: 165.225.198.168
-  Document emailed to sergio.menendez@cemex.com for signature
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Signature Date: 2023-03-01 - 12:05:18 PM GMT - Time Source: server- IP address: 165.225.92.177
-  Agreement completed.
2023-03-01 - 12:05:18 PM GMT



✖ Employee Assistance Programme

How Care first can support you...

Counselling support

Our team of professionally trained, qualified and BACP accredited counsellors are available 24/7 to offer support for personal or workplace related issues. As well as the headline issues surrounding mental health, our Care first counsellors are also trained in dealing with both work and home grievances, bullying & harassment issues, domestic violence, relationships at both home and at work and much more. No matter how big or small the problem may be, our counsellors are here for you to provide you with unbiased support away from the situation. Everyone has very individual needs for support, Care first provides short term focused counselling, so the Care first counsellor will assess your circumstances when you call to establish what the most appropriate form of support will be for you. It might be that you just need a brief conversation with the counsellor that day, or you may benefit from a few more sessions.

Information Specialists

As control, or the lack of it, can be an influencing factor on the impact of stress. Many individuals identify stress as emotional. However, a lack of control around practical issues can be just as impactful. We have expert advisors that have been trained by Citizens Advice who can provide you with comprehensive answers and assistance on a wide range of practical issues which can affect our daily life, these include but are not limited to; redundancy, advice on funerals and probate, legal information, housing and tenancy issues, childcare, elder care, health, consumer issues, employment, travel and education.

Our Information Specialists are also money trained experts and can provide support with a variety of financial queries such as help with budgeting finances and advice with benefits. You can speak with one of our Information Specialists confidentially Monday-Friday between 8am-8pm.

Management Support

If you are a manager, have leadership responsibilities, or look after a team within your organisation, it is as important as ever that your colleagues are made aware of the range of support available from Care first. As well as supporting you to signpost your colleagues to the Care first service effectively to maintain your managerial boundaries, Care first can also provide you with support within your role as a manager. Care first counsellors are all management trained and can provide support with issues such as if the organisation is going through a period of redundancy, managing change and difficult conversations, workplace performance, remote working, absence management and disciplinary.

Care first Lifestyle

Through the Care first lifestyle site you can access a wide range of supportive information, read helpful articles published by our team, view Webinars covering a variety of well-being topics and even speak with a Care first counsellor in real-time via our online counselling facility.

You can log into your account by visiting www.carefirst-lifestyle.co.uk and logging in using your organisation's unique log in details. If you are unsure what these details are then please contact your line manager or HR department. The Care first Lifestyle website is great place to go to learn more about Care first and the different areas that we can support in.

Care first service
BACP counselling
Information specialists
Management support
Care first lifestyle

How it supports?
Mental wellbeing
Practical issues
Support for managers within their working role
Hub of resources and information

How all of these above services link together

As you can see from the above table, all the services that we offer complement each other to ultimately encompass an individual's overall mental and physical wellbeing, which enables individuals to access professional and clinically proven support.

Our counselling support is available 24/7 to help individuals with any emotional issues that they may have. Our Information Specialists can help individuals with practical information and advice. This practical support is so important because if an individual is concerned about a practical issue, then this can cause detrimental effects to their emotional wellbeing. By getting some support from an Information Specialist this will provide the individual with some clarity on that particular issue, which may help them to feel more in control of a situation and relieve some anxiety.

The Care first Lifestyle site can help individuals who are concerned about an issue. The individual may not know where to start and they can have a look at the resources on our Lifestyle website which may be enough to help them.

The Lifestyle website is a great starting place to learn about the types of issues that Care first can support with. The individual can also access our online counselling tool through the Lifestyle website which is an alternative way to access support from a counsellor. By an individual looking through all the resources on our Lifestyle website this can help them to get answers about an issue they may be having.

Again by getting some clarity on their issue this may have a positive effect on their mental wellbeing.

If you wish to contact the Care first telephone counselling and information line then please don't hesitate to call the Freephone number provided below and you can speak to a professional in confidence.

Visit: www.carefirst-lifestyle.co.uk to view our articles on health and well-being, or call **0808 168 2143** for in the moment support.