



Global
Business
Services

Welcome to the Nestlé Global Business Services – Manila!

Let's get you started.

[OUR ROOTS](#)

[HELPFUL FACTS](#)

[MY FIRST DAY](#)





OUR ROOTS:

History



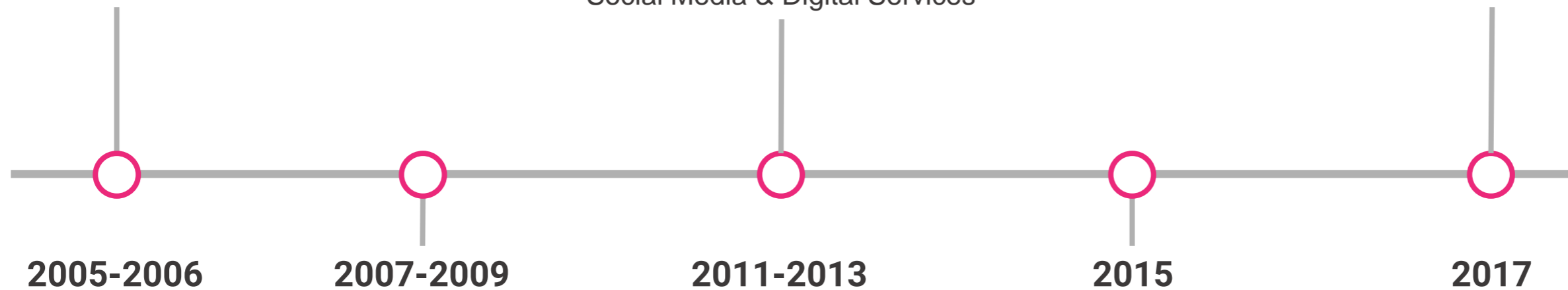
- Creation of Global Nestlé Business Services to leverage GLOBE with outsourced partner HP
- **NBS Ribeirao Preto (Brazil)**
- Financial and Employee Services



- **NBS Lviv (Ukraine)**
- **NBS Accra (Ghana)**
- NCE Foundations in place
- Services to Procurement
- Social Media & Digital Services



- **NBS China, delivered by Accenture**
- **NBS Lisbon (Portugal)**



- **NBS Manila (Philippines)**
- **NBS Cairo (Egypt)**



- Global E2E flow optimization starts
- Mandatory E2E service scope
- Total Service Quality launched

OUR ROOTS

HELPFUL FACTS

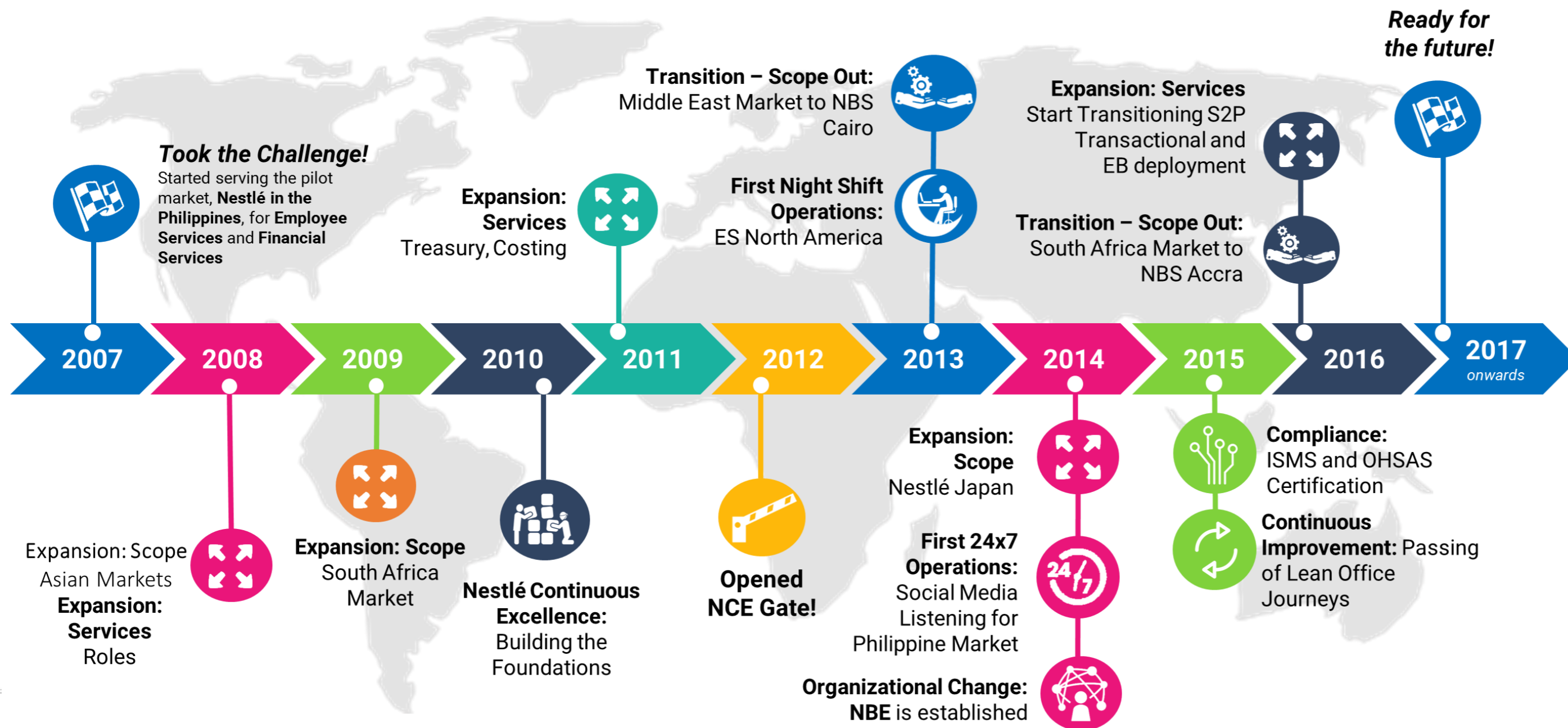
MY FIRST DAY





OUR ROOTS:

10 Years at a Glance



OUR ROOTS

HELPFUL FACTS

MY FIRST DAY





HELPFUL FACTS:

Our Commitment to service delivery excellence

Deliver World Class Business Services to leverage Nestlé's size and capabilities for competitive advantage to win in the Market place.

Excelling at the basics through compliant, scalable and cost-competitive business services which consistently meet quality requirements.

Acting as an extension of business and functional teams continuously improving End-to-End Flow performance.



Delivering with PRIDE

Improving through Partnership



OUR ROOTS

HELPFUL FACTS

MY FIRST DAY





HELPFUL FACTS:

PRIDE & TSQ

Delivering with **PRIDE** in NGBS



Passion

In inspiring and motivating each other



Reliability

In delivering quality services to build partner trust



Improvement

Through innovation, proactivity and an NCE mindset



Discipline

In simplification, standardization and compliance



Excellence

In delivering business value to Nestlé through our services



Total Service Quality

Partnering for Improvement with businesses and functions



Deliver the services we promise to our partners



Maximize contribution and value to the business together



Provide a world-class partner and user experience

OUR ROOTS

HELPFUL FACTS

MY FIRST DAY



HELPFUL FACTS:

Our Core



Global
Business
Services



**Record to
Report**



**Workplace
Solutions**



**Digital and
Social Media**



**Source to
Pay**



**Order to
Cash**



Hire to Retire

OUR ROOTS

HELPFUL FACTS

MY FIRST DAY

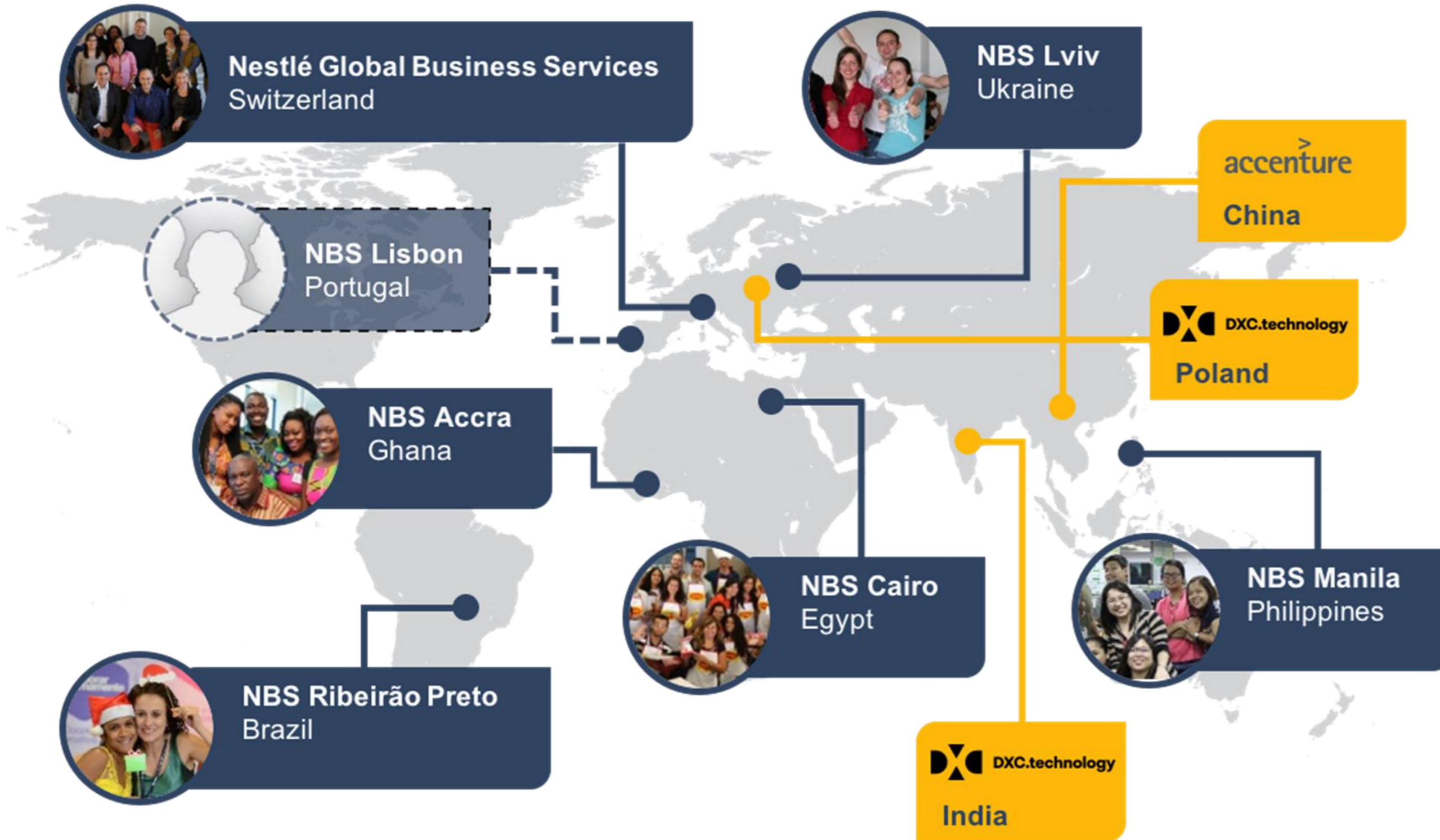


HELPFUL FACTS:

NBS in a Glimpse



Global
Business
Services



OUR ROOTS

HELPFUL FACTS

MY FIRST DAY





HELPFUL FACTS:

NBS in a Glimpse



6 Nestlé Business Service centers globally



Having 3500 Nestlé Global Business Services Employees



Over 800 employees in the Philippines



Servicing Asia (including Japan), Oceania, South Africa, Europe, and North America



6% speaks 2 languages on top of English and Filipino

OUR ROOTS

HELPFUL FACTS

MY FIRST DAY



HELPFUL FACTS:

How to Find Us



Global
Business
Services



Nestlé Business Services Manila

- **Waze**
<https://www.waze.com/location?h=wdw5bu2xw>
- **Google Maps**
<https://goo.gl/maps/weg3xbFEzQQ2>
- **Grab: Nestle Business Services AOA, Inc. (NBS Manila)**

OUR ROOTS

HELPFUL FACTS

MY FIRST DAY



MY FIRST DAY:

Male Dress Code



TOPS

- Collared polo shirt w/ sleeves
- Shirt Jacks/Polo



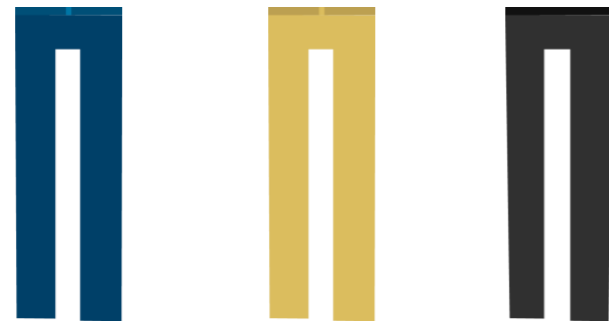
TOPS

- Sando/Sleeveless tops
- Round-neck/V-neck Shirts
- Sports Jersey



PANTS

- Well-fitted Jeans
- Chinos
- Khakis
- Slacks



PANTS

- Jeans (rugged – baggy pants, tight-fitted)
- Shorts (all types)
- Training/Sweatpants



FOOTWEAR

- Rubber/Leather non-sports shoes
- Sneakers



FOOTWEAR

- Slippers/sandals
- Running/hiking sports shoes



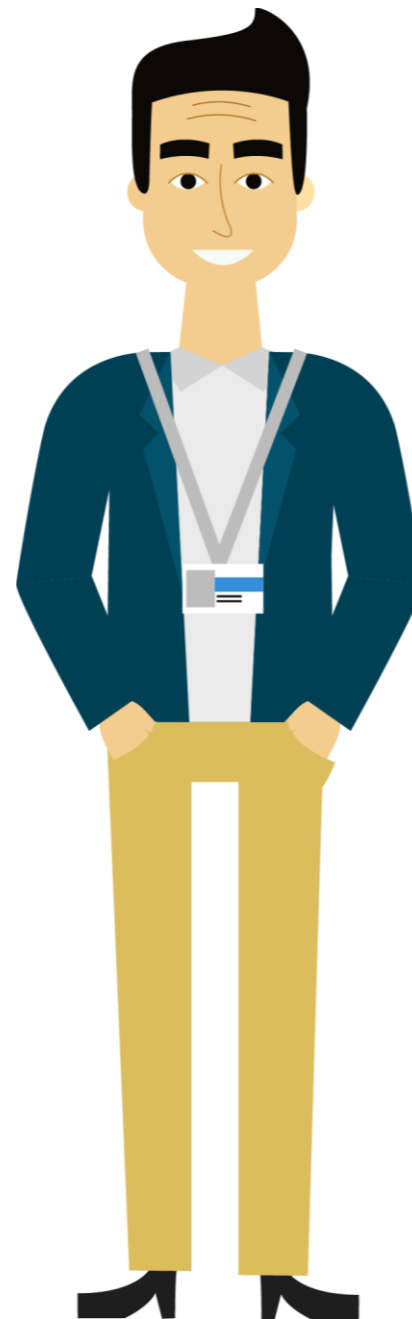
ACCESSORIES

- Jacket/Vest



ACCESSORIES

- Earrings/inappropriate jewelry/face accessories
- Accessories with offensive messages
- Sports caps/other unprofessional headwear



OUR ROOTS

HELPFUL FACTS

MY FIRST DAY



MY FIRST DAY:

Female Dress Code



TOPS

- Blouse and collared shirts with sleeves
- Jacks/Polo



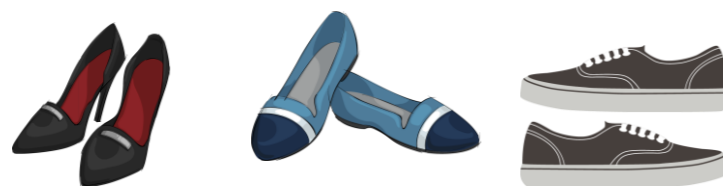
PANTS

- Skirts/Dresses (max 2in above the knee)
- Well fitted jeans/slacks
- Leggings (blouse should be long)



FOOTWEAR

- Closed flat shoes; Simple open toed shoes with at least 1in heels
- Rubber/Leather non-sports shoes



ACCESSORIES

- Jacket/Vest
- Optional Jewelry



TOPS

- Sleeveless tops, figure fitting tops, shirts with offensive messages
- Revealing outfits
- Tops with bare shoulders unless worn with blazers



PANTS

- Short, tight skirts
- Mini-skirts, skorts, sun dresses, beach dresses, spaghetti-strap dresses, balloon skirts, party dresses
- Jeans (rugged/baggy/hiphop pants, tightfitted, low-hanging)



FOOTWEAR

- Slippers, clogs, thong sandals, espadrilles, loafers, strapless flat sandals,
- Running/hiking sports shoes



ACCESSORIES

- Accessories with offensive messages, Sports caps/Other unprofessional headwear
- Other inappropriate jewelry, Excessive jewelry/face accessories



OUR ROOTS

HELPFUL FACTS

MY FIRST DAY

