

SAP Fieldglass Subcontractor Training

AgileOne Program Overview



SAP Fieldglass 

December 2020



Managed by Triad National Security, LLC for the U.S. Department of Energy's NNSA

Agenda – Los Alamos National Laboratory (LANL)

- Welcome
 - Introductions
- Partnership with AgileOne & SAP Fieldglass
- Processes & Procedures
- Success Factors
- SAP Fieldglass System Demonstration
- Wrap Up
 - Q&A

LANL Training Ground Rules



**There are no
stupid questions**



**Avoid the temptation
to do email**



**Listen during
instructive sessions**

Welcome, Introductions

LANL Training Welcome and Introductions

Welcome to SAP Fieldglass course training session for Contingent Worker Management.

Introductions

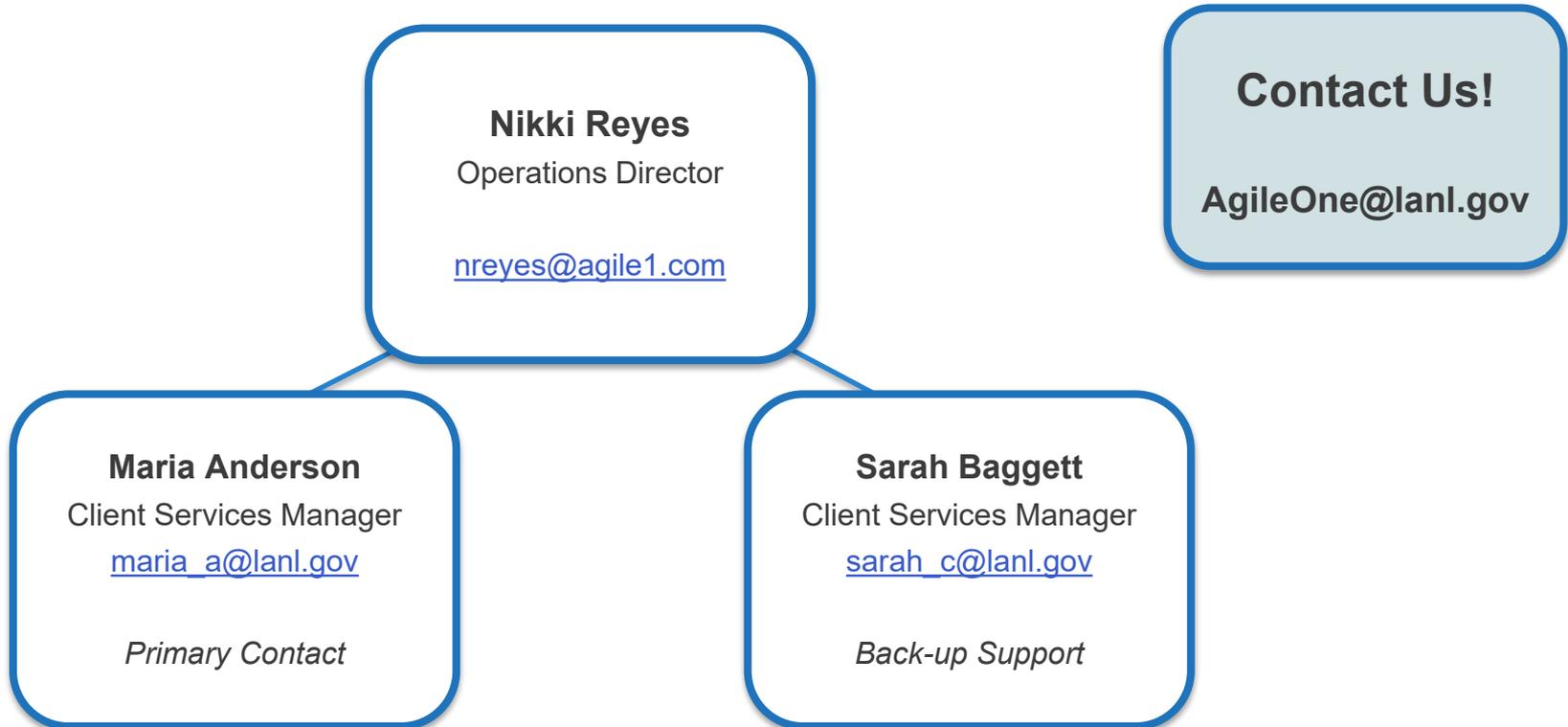
- Instructor
- Class participants – please email AgileOne@lanl.gov your name, company name, and your company's primary contact. This contact is who AgileOne will reach out to with any questions.

Partnership with AgileOne & SAP Fieldglass

AgileOne & SAP Fieldglass Defined

- **AgileOne** offers an end-to-end partnership solution that automates the contract worker process, matching hiring needs with the best candidates from qualified subcontractors.
- **AgileOne Managed Service Provider (MSP) Program** provides a single-point-of-contact for Hiring Managers and Subcontractors, providing flexibility to facilitate the complete requisition, contingent worker management, and invoicing. AgileOne is absorbing the MSP Responsibilities currently provided by Compa.
- **SAP Fieldglass** is a vendor management system that automates the contingent worker hiring process, from the creation of the job requisition, interview and screening process, applicant selection, expense and time keeping, invoicing, and reporting. Fieldglass is a web-based tool that can be accessed from any computer.

Meet the LANL AgileOne Team



LANL Program Management Office

Ed Ybarra

Trish Alley

Liz Auchampaugh

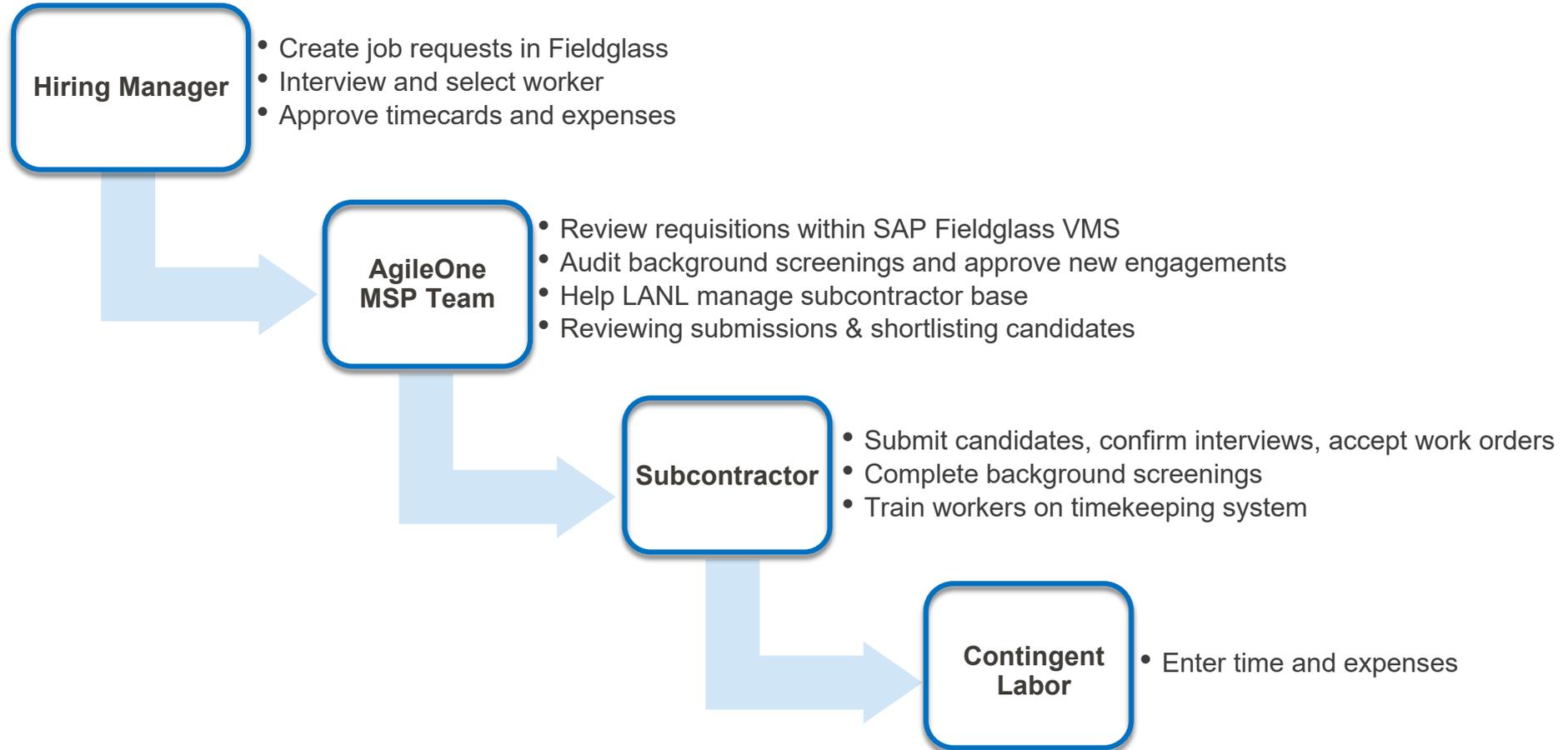
Tina Martinez

Andrew Mascarenas

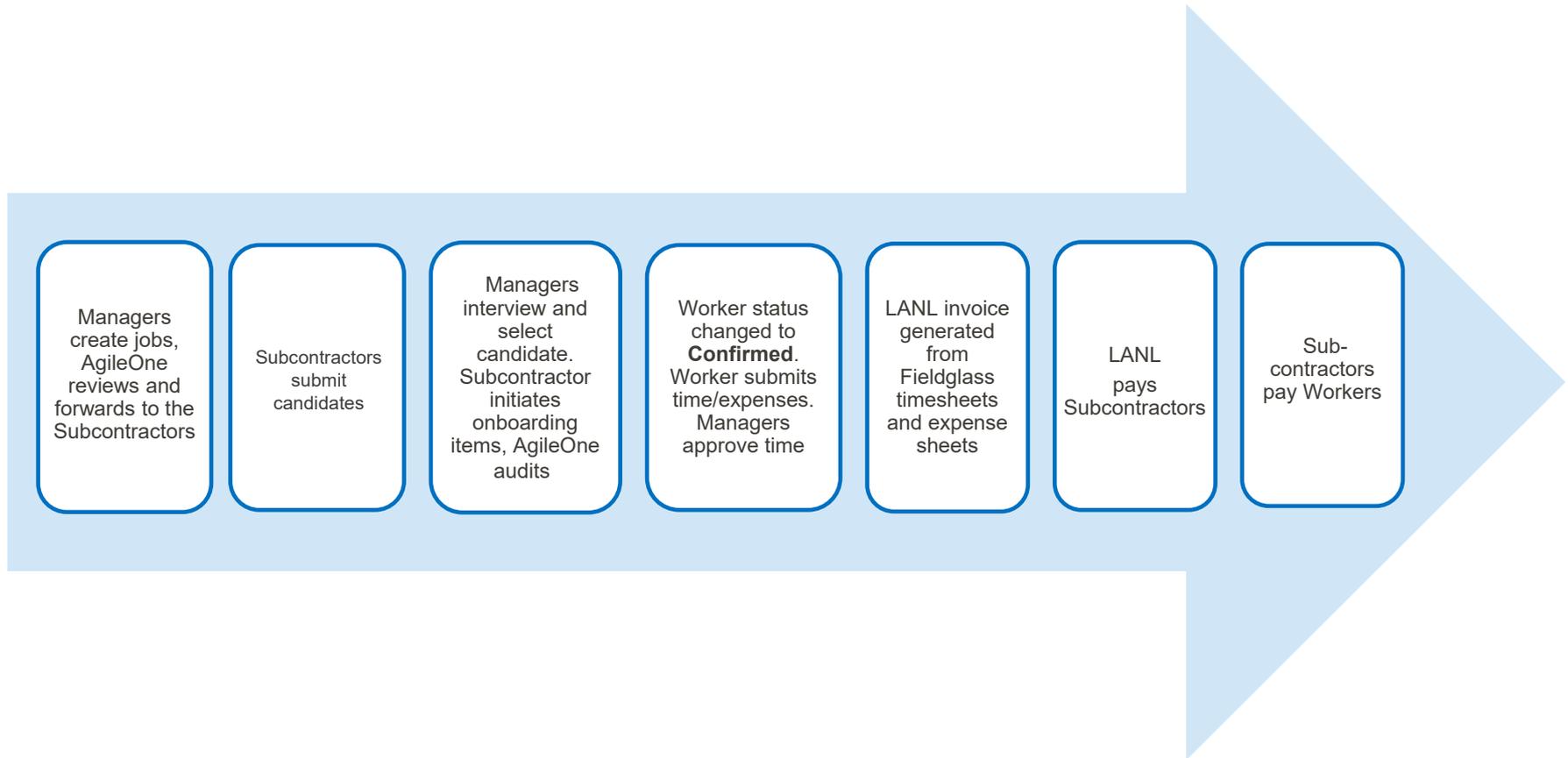
Ashley Lopez

Processes & Procedures

Roles & Responsibilities



Contingent Labor Process Flow



Success Factors

Success Factors

- The new AgileOne Program is [Live](#) Monday, December 7th!
- You may access the SAP Fieldglass site at www.fieldglass.net
- AgileOne is absorbing the MSP Responsibilities currently provided by Compa.
- All existing workers will be loaded into the new TRIAD/LANL Fieldglass system and managed by AgileOne.
- The last date for workers to submit timesheets in the Compa Fieldglass system is December 6th.
- LANL Managers are to approve all remaining Compa Fieldglass timesheets by December 7th.
- Workers should begin to submit timesheets in the TRIAD/LANL Fieldglass system on December 11th for the week of December 7 - 11, 2020. Workers are not to submit prior to December 11th to ensure all assignment data is accurate.
- AgileOne will provide a Subcontractor Rules of Engagement document post training sessions, outlining program specifics.
- For any contingent worker needs or changes, contact your AgileOne Team at AgileOne@lanl.gov.

SAP Fieldglass System Demonstration

LANL Training Demo and Exercise

Demo

- Logging in
- Home Page Tour
- Respond to Job Postings
- Submit Job Candidates
- Respond to Interview Requests
- Work Order/Offer Acceptance
- Complete Onboarding Items
- Activation and Worker Registration
- Submit Timesheet & Expense as Supplier
- Worker Actions: Submit Time and Expense



Wrap Up

LANL Training Questions



End