



Sandia National Laboratories International Travel

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How We Used to do Things

- Had internal clone of DOE's FTMS
- Travelers entered trips into internal System – Foreign Travel System (FTS)
- Travel Specialists checked data input to FTS
- Travel Specialists uploaded data from FTS to FTMS
- If changes occurred, both systems had to be updated

We Made Changes

- Value Stream Mapping Event held in WDC 3/2007 identified many wasted steps.
- Having 3 systems to keep in sync (FTS, FTMS, TIS) created an environment for errors
- Less time required to process Travel Requests
- Internal FTS was expensive to keep maintained

How We Do Things Now

- Retired Internal FTS
- Travelers fill out form with travel information
- Travel Specialists enter Trip Request Information directly into FTMS
- Web Services - download of HR, B&R codes and training data directly into FTMS

Pros

- Pros
 - Quicker processing of Travel Requests
 - Data is more reliable
 - Approvers can approve Trips Requests via the Web
 - Freed up programmers and money to work on other systems

Cons

- Approval process awkward for infrequent approvers – transition has been difficult
- Travel Specialists must enter trip data
- Web Services have been difficult to set up due to SNL and DOE cyber constraints