SAP Fieldglass

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SAP Fieldglass and SAP Ariba Integration

Business Synopsis

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1 SAP Fieldglass and SAP Ariba Integration Business Synopsis

Tight workflow integration between SAP Fieldglass and SAP Ariba enables buyers to replicate their master data and also handle their workforce management and services procurement processes in SAP Fieldglass.

Introduction

Many customers who use SAP Fieldglass to manage their contingent labor and external services activity and spend can also use SAP Ariba to manage their services procurement. SAP Fieldglass and SAP Ariba are offerings within SAP's product suite, and as such, the need for seamless connectivity is imperative for customers to easily implement and configure integrations.

There are three integration scenarios:

1.1 SAP Fieldglass and SAP Ariba Master Data Integration

SAP Ariba Master Data Services (MDS) allow you to integrate and share master data between the SAP Fieldglass Vendor Management System (VMS) and Enterprise Resource Planning (ERP) systems.

For master data integration with SAP ERP, SAP Fieldglass uses SAP Ariba Master Data Services (MDS) for SAP ERP. MDS can also be used for and Oracle and PeopleSoft when those exports are configured to SAP Ariba MDS. SAP Fieldglass uses the SAP Ariba Open API Gateway to communicate this information. The integrations make it easy to seamlessly extract master data from the ERP system and import it to the SAP Fieldglass application.

SAP Ariba MDS functions as a central repository to collect master data from one or more ERP systems and expose it to affiliated downstream applications. SAP Fieldglass connects directly to the MDS system in order to synchronize the content.

1.1.1 Prerequisites

Learn the prerequisites to configuring and using SAP Fieldglass and SAP Ariba integration.

- The scope is inclusive of joint SAP Fieldglass and SAP Ariba customers.
- The SAP Ariba Buyer ANID must be captured in SAP Fieldglass.
- SAP Fieldglass must configure connectivity to the MDS system using the SAP Ariba API Gateway.
- A single activation point for master data within CIG or a File Channel shares content to all SAP Ariba downstream systems, inclusive of SAP Fieldglass.

1.1.2 Contextual Workflow

Describes the database table mappings for master data integration.

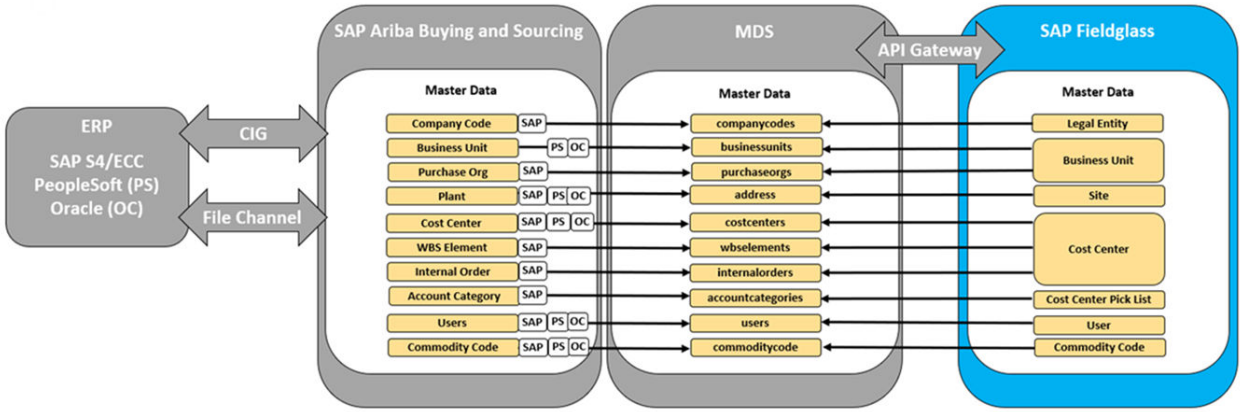
ERP systems store master data in unique proprietary formats and tables. Depending on the ERP system, master data is extracted from the different database tables and converted to JSON files that correspond to tables in the SAP Fieldglass application.

SAP Fieldglass receives the following master data sets:

- Legal Entity
- Business Unit
- Site
- Cost Center
- User
- Commodity Code

SAP Fieldglass Master Data Availability with SAP Ariba MDS

The following context diagram shows an overview of the database table mappings for master data and integration points between MDS, SAP Fieldglass, and each ERP system.



1.2 SAP Fieldglass and SAP Ariba Procurement Solutions Integration

Learn about the flow of information for orders between SAP Fieldglass and SAP Ariba solutions.

SAP Ariba requisition approvers can easily access associated SAP Fieldglass work orders and statements of work (SOWs) directly from the requisition. Relevant invoicing and payment information flows between the two solutions via the SAP Business Network.

This feature is available in:

- SAP Ariba Buying and Invoicing
- SAP Business Network

- SAP Fieldglass

When this feature is configured, SAP Fieldglass services procurement spend is tracked in the SAP Ariba solution and on the SAP Business Network:

- Work orders and SOWs are routed through the requisition approval process in the SAP Ariba solution before being sent to suppliers via the SAP Fieldglass network.
- Order and invoice information is routed to SAP Business Network for the purposes of tracking SAP Fieldglass spending. (Suppliers continue to conduct business through SAP Fieldglass, not through the SAP Business Network.)
- SAP Ariba Buying and Invoicing solutions can be configured to accept SAP Fieldglass invoice information from SAP Business Network as ERP invoice copies.
- For SAP Ariba solutions that route payment information to an external ERP system, SAP Fieldglass invoices can be included in the 'OK-to-pay' file for payment request exports.
- When SAP Fieldglass is integrated with an SAP Ariba solution with multi-ERP support, the documents SAP Fieldglass sends to SAP Business Network include a child site system ID for correct routing.
- Suppliers are not charged for invoices that are sent from SAP Fieldglass to SAP Business Network.

1.2.1 Prerequisites

Learn about the requirements for using SAP Fieldglass and SAP Ariba Procurement integration.

To use these features, the buying organization must meet the following requirements:

- The buyer must have a subscription to one of the SAP Ariba solutions listed at the beginning of this document and must be registered on SAP Business Network.
- The buyer must have a subscription to SAP Fieldglass.
- In the SAP Business Network buyer account, the following invoicing rules must be enabled:
  - *Allow suppliers to send invoices to this account*
  - *Allow suppliers to send invoice attachments*
  - *Your procurement application can download invoice attachments (MIME multipart messages)* (rule appears only when the rule *Allow suppliers to send invoice attachments* is enabled)
- The buyer must have an SAP Business Network trading relationship with suppliers referenced in SAP Fieldglass documents.
- For users to be able to access SAP Fieldglass work orders and SOWs directly from an SAP Ariba requisition, the SAP Ariba site and SAP Fieldglass must be configured for corporate authentication with single sign-on (SSO).
- These features are disabled by default. Enabling the features requires several configuration steps in SAP Fieldglass, in the SAP Ariba solution, and on SAP Business Network.
- On some sites, requisitions include custom fields that are configured as required fields. When the SAP Ariba solution creates an SAP Fieldglass requisition, any custom required fields must be populated automatically so that the requisition can proceed to the 'Submitted' state. SAP Ariba Customer Support handles this requirement during implementation.

1.2.2 Integration Workflows

Learn about the procurement scenarios available with SAP Ariba integration.

There are three procurement scenarios available when processing service ordering from SAP Fieldglass to SAP Ariba:

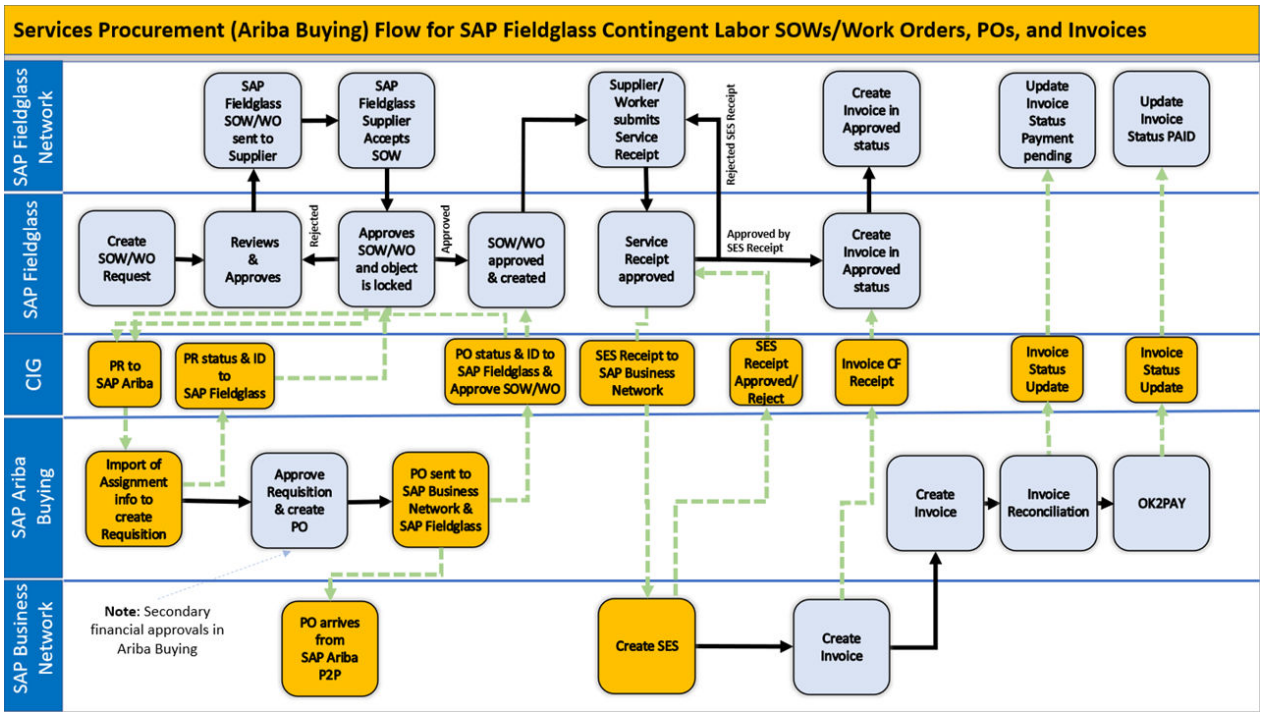
1.2.2.1 Services Procurement with SAP Ariba Services POs

Describes the end-to-end flow of information between SAP Fieldglass, SAP Ariba, SAP Business Network, and Ariba Cloud Integration Gateway (CIG) for SAP Ariba Services Purchase Order (PO) integration.

This integration supports Service Procurement Orders between SAP Fieldglass and SAP Ariba. As part of this feature, when a Statement of Work (SOW) or Work Order (WO) is created in SAP Fieldglass, a service requisition is created in SAP Ariba Buying. This in turn creates a service PO for invoicing through SAP Integration Suite, the managed gateway for spend management and SAP Business Network.

After the Service Entry Sheet (SES) is submitted in SAP Fieldglass, the service requisition is posted to SAP Business Network and SAP Ariba Buying and Invoicing. An invoice gets created in SAP Business Network from the SES record and reconciled in SAP Ariba Buying and Invoicing. The corresponding statuses are sent to SAP Fieldglass via SAP Integration Suite, the managed gateway for spend management and SAP Business Network.

The following graphic illustrates the integration workflow.



1. Create SOW/WO.
    1. Create an SOW/WO with buyer user.
    2. The buyer user/users approve the SOW/WO until it gets to the last level of approval.

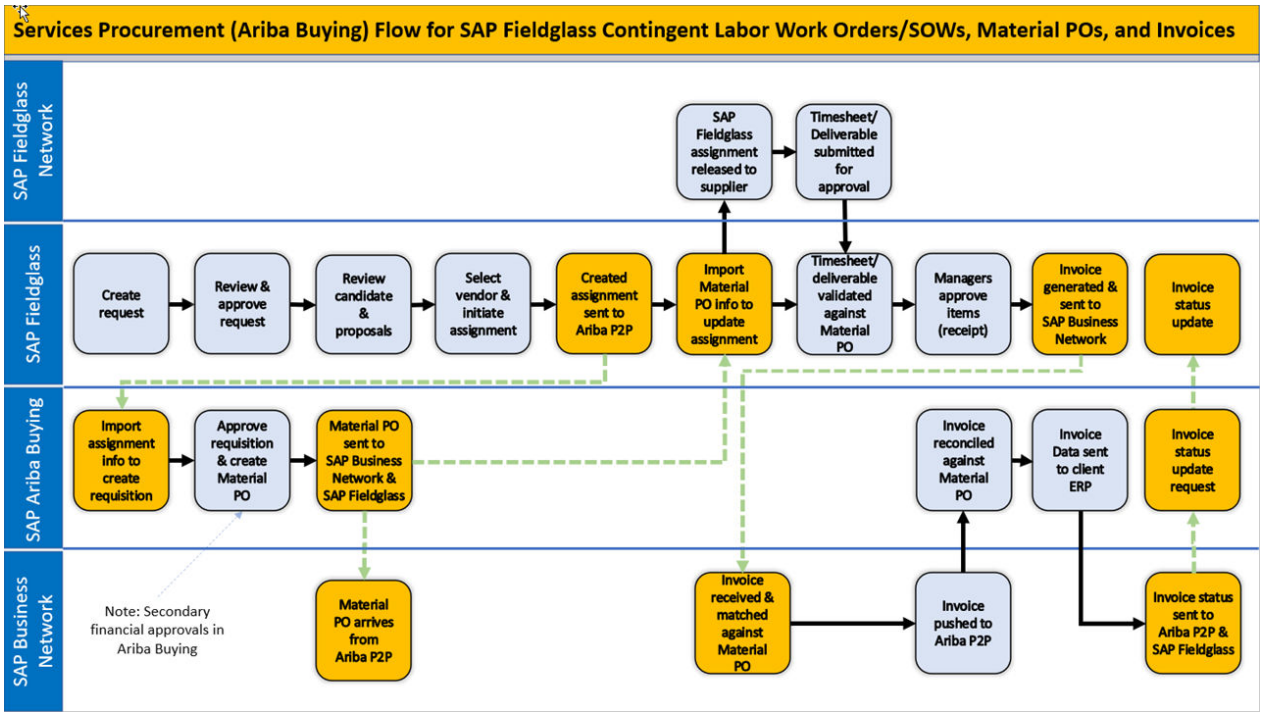
3. SOW/WO is locked because of the punchout account and it's pushed to CIG with the event driven config described below.

2. PR is created in SAP Ariba and SAP Ariba/CIG sends back the PR number and status information on the following upload:
    1. Ariba PR Response Upload connector.
    2. The SOW/WO is still locked in SAP Fieldglass until the PO information is received.
3. PO is created in SAP Ariba and the PO information is sent back to SAP Fieldglass via CIG.
    1. Ariba P2P Requisition XML Upload connector.
    2. The PO number in the SOW/WO is updated and approved. The SOW/WO is now in 'Approved' status in SAP Fieldglass.
4. Supplier Submits SES (Fee, Event, Schedule).
    1. SES is approved and sent to SAP Business Network on the last level of approval.
5. Once the SES is created and approved in SAP Ariba, SAP Fieldglass receives back from SAP Business Network confirmation the SES was approved through 'Service Entry Sheet Status Upload' connector.
    1. It also approves the SES and autogenerates an invoice in SAP Fieldglass in 'Approved' status.
6. Once the invoice is created and approved in SAP Business Network, SAP Fieldglass receives back a confirmation through the 'Ariba Network Invoice Upload' connector to update the custom fields.
7. SAP Ariba then sends invoice status updates (using the 'Ariba Status XML Upload' connector) through the entire process until it's paid. SAP Ariba sets the invoice status from 'Payment Pending', 'Paid', and 'Rejected'.

1.2.2.2 Services Procurement with SAP Ariba Material POs

Describes the end-to-end flow of information between SAP Fieldglass, SAP Ariba Buying solutions, and SAP Business Network.

The workflow begins with creating an assignment in SAP Fieldglass, and ends with passing the payment request data from the SAP Ariba solution to the ERP system.



The following steps explain the workflow in detail:

1. In SAP Fieldglass, the requester (for example, a hiring manager) creates and submits a work order or SOW in SAP Fieldglass.
2. The work order or SOW progresses through the approval flow, eventually being routed to the SAP Ariba solution. At this point, information from the submitted work order or SOW is passed from SAP Fieldglass to the SAP Ariba solution, via a web services integration task, for financial approval.
3. The SAP Ariba solution uses the work order or SOW information to create a high-level, noncatalog requisition, marks the requisition as a services requisition from SAP Fieldglass, and submits it for approval. The requisition requester is the user who created the work order or SOW in SAP Fieldglass.
4. The SAP Ariba solution sends a requisition ID back to SAP Fieldglass in the form of a URL. In SAP Fieldglass, users can choose *Actions > View External Approval* to view the requisition in the SAP Ariba solution.
5. The requisition is routed through the approval flow. SAP Ariba purchasing administrators can add an approval rule specifically for SAP Fieldglass requisitions, if desired.
6. In the SAP Ariba solution, approvers either approve or deny the requisition. The *Summary* tab of the requisition displays the SAP Fieldglass work order or SOW ID. If single sign-on is configured, the ID is a link that leads directly to the corresponding SAP Fieldglass work order or SOW.
    - If the requisition is fully approved, the SAP Ariba solution creates a material purchase order (PO) and sends it to the supplier's SAP Business Network account. SAP Business Network sends an acknowledgment back to the SAP Ariba solution, and the status of the requisition and Material PO change to `Ordered`.
    - If the requisition is denied, its status changes to `Denied`, and no PO is created.
7. When the status of the requisition is either `Ordered` or `Denied`, the SAP Ariba solution sends a status update (and the Material PO ID, if there's one) to SAP Fieldglass.
8. Depending on whether SAP Fieldglass receives a status of `Ordered` or `Denied` from the SAP Ariba solution, one of the following actions occurs:
    - When SAP Fieldglass receives a requisition status of `Ordered`, the Material PO ID is displayed in the *Posting Information* section of the work order or SOW *Details* tab, and a new comment states `Ordered`.

The work order or SOW continues through the SAP Fieldglass approval flow. When fully approved, the status of the work order or SOW changes to `Created`, and SAP Fieldglass sends it to the supplier.

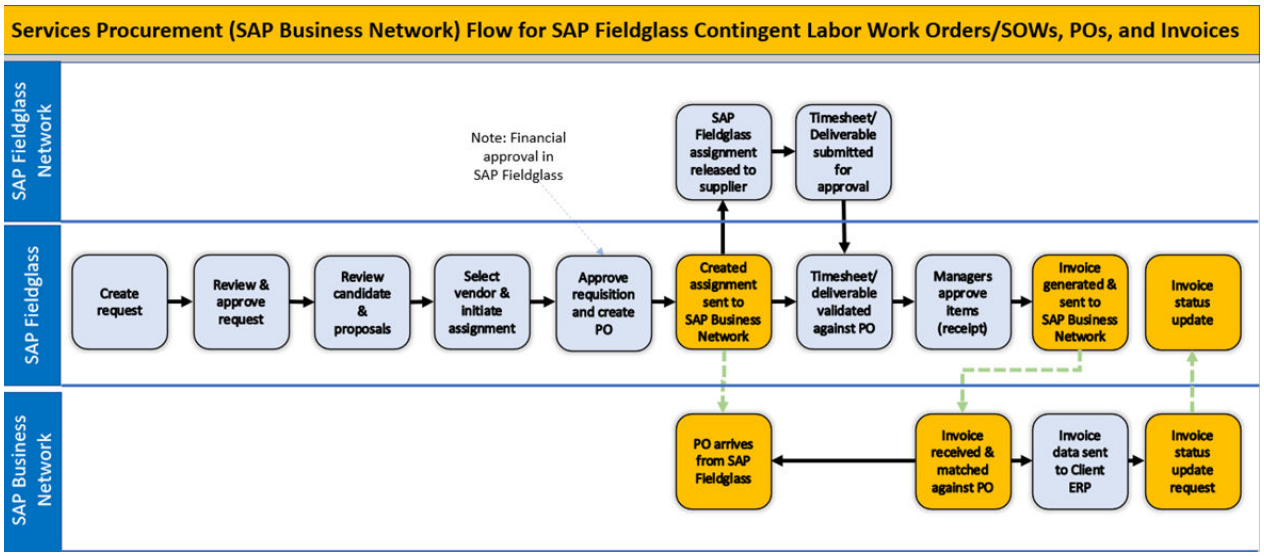
- When SAP Fieldglass receives a requisition status of `Denied`, the work order or SOW status changes to `Rejected`, and a new comment states `Denied`. The user can edit the work order or SOW and resubmit it, if desired.

9. The supplier accepts the work order or SOW.
10. The worker or contractor submits/ revises timesheets, expense receipts, fees, schedules, and any other documents to SAP Fieldglass, as applicable.
11. In SAP Fieldglass, the submitted documents are matched to the work order or SOW and submitted for approval.
12. When the timesheets and receipts are approved, SAP Fieldglass creates an invoice.
13. SAP Fieldglass sends the invoice to SAP Business Network as an ERP copy invoice, which isn't editable.
14. SAP Business Network matches the invoice to the Material PO using the Material PO ID and sends the invoice to the SAP Ariba solution.
15. The SAP Ariba solution receives the ERP invoice copy, which is automatically approved with no approval workflow and isn't editable. The status of the invoice is `Reconciled`.
16. The SAP Ariba solution creates an information-only invoice reconciliation and creates a payment request. The status of the invoice reconciliation document is `Paying`.
17. If the SAP Ariba solution is configured to send payment information to the ERP system, the ERP invoice copy is included in the payment request export in OK-to-pay invoice format.
18. When the ERP system notifies the SAP Ariba solution that the invoice is paid, the status of the invoice becomes `Paid`.

1.2.2.3 Services Procurement Direct with SAP Business Network

Describes the end-to-end flow of information between SAP Fieldglass, SAP Business Network, and the ERP system, once the feature is configured in SAP Fieldglass and on SAP Business Network.

This workflow is used when financial approvals can remain in SAP Fieldglass and SAP Ariba Buying isn't required for procurement.



The following steps explain the workflow in details:

1. In SAP Fieldglass, the requester (for example, a hiring manager) creates and submits the work order or SOW in SAP Fieldglass.
2. The work order or SOW progresses through the approval flow in SAP Fieldglass.
3. When the work order or SOW is approved in SAP Fieldglass:
    - If the buyer has configured this feature to process SAP Fieldglass invoices as PO invoices, SAP Fieldglass sends the order to the supplier account on SAP Business Network.
    - If the buyer has configured this feature to process SAP Fieldglass invoices as non-PO invoices, SAP Fieldglass doesn't send order information to the SAP Business Network.
4. SAP Fieldglass sends the work order or SOW to the supplier via the SAP Fieldglass network.
5. The supplier accepts the work order or SOW. The worker or contractor submits timesheets, expense receipts, schedules, and other documents to SAP Fieldglass.
6. In SAP Fieldglass, the documents submitted by the worker or contractor are matched to the work order or SOW and submitted for approval.
7. When the submitted documents are approved, SAP Fieldglass creates an invoice. Any invoice reconciliation activities occur in SAP Fieldglass.
8. SAP Fieldglass sends the reconciled invoice to SAP Business Network as an ERP copy invoice that includes the invoice as an attachment. The invoice on the SAP Business Network isn't editable.
9. If the invoice is a PO invoice, the SAP Business Network matches the invoice to the PO using the PO ID.
10. SAP Business Network sends the invoice information to the ERP system in the form of an invoice reconciliation.
11. The ERP system receives the invoice reconciliation and processes payment.

1.3 SAP Fieldglass and SAP Ariba Guided Buying (Request for Estimate)

Learn about the request for estimate integration between SAP Fieldglass and SAP Ariba.

This feature enables you to request estimates for a service from one or more suppliers before you select a supplier to purchase the service from. You send request for estimate (RFE) forms (based on statement of work (SOW) bid templates) to suppliers in SAP Fieldglass from SAP Ariba Guided Buying. You then review their responses, collaborate with them, and select a winner in SAP Fieldglass.

This feature is available in:

- SAP Ariba Buying and Invoicing
- SAP Ariba Guided Buying
- SAP Fieldglass

1.3.1 Prerequisites

Learn about the requirements for using SAP Fieldglass and SAP Ariba Guided Buying integration.

To use these features the following requirements must be met.

SAP Fieldglass Prerequisites

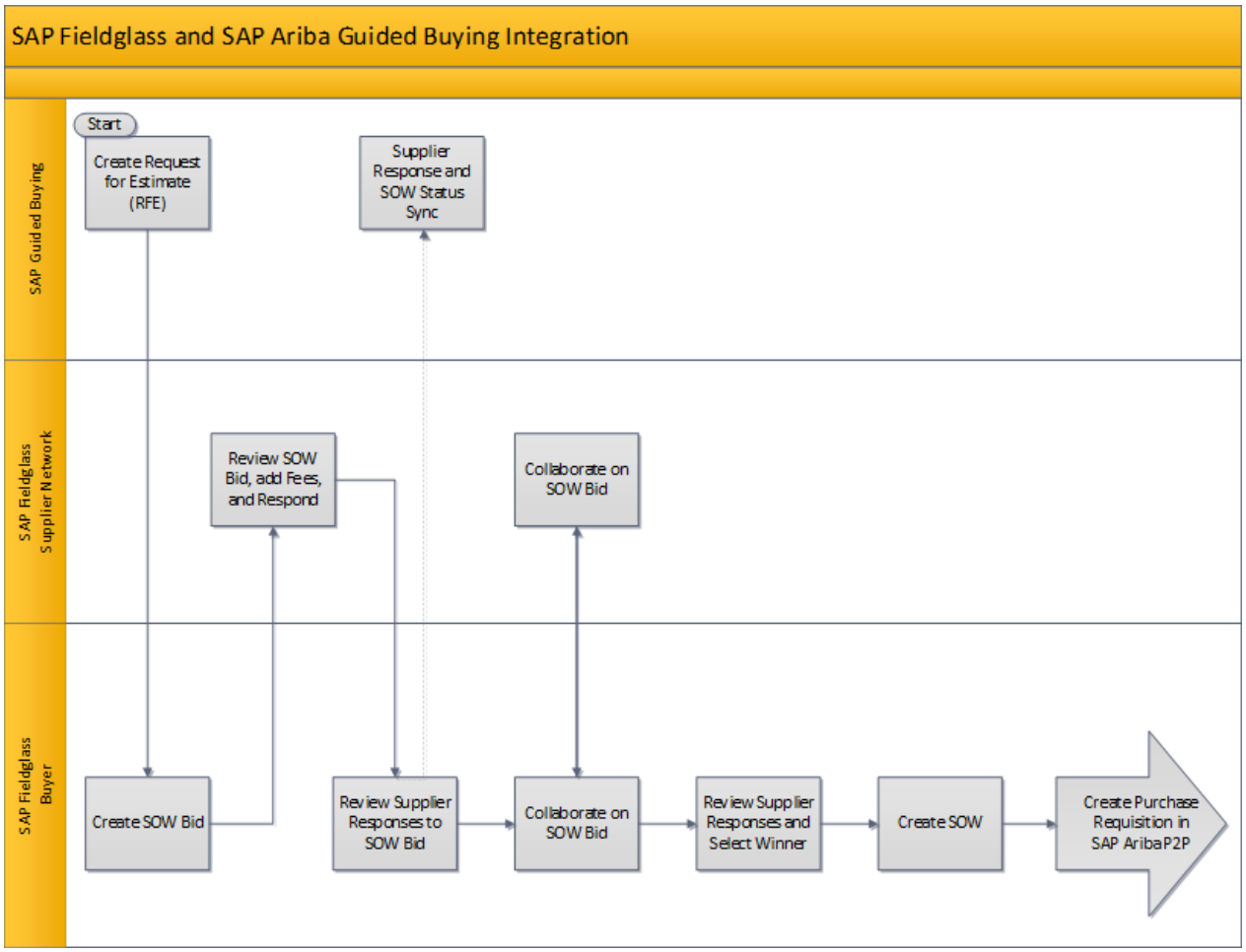
- Application
  - Create RFE SOW templates, SOW Types, and Classifications.
- Integration
  - Create Event Driven Configuration for SOW Bid status.
  - Configure End Point to SAP Ariba Guided Buying.
  - Enable Ariba Custom Pick List Upload connector.
  - Enable Commodity Code Import with Custom Lookup and Subscription.
- IAS configuration for SSO
- Ariba P2P Configuration
  - Order and invoice information routed to SAP Business Network for purpose of tracking SAP Fieldglass spending.
  - For more information, see Services Procurement with SAP Ariba Material POs [page 6].
- Commodity Code Master Data Integration
  - ERP systems store master data in unique proprietary formats and tables. Depending on the ERP system, master data is extracted from the different database tables and converted to JSON files that correspond to tables in the SAP Fieldglass application.
  - For more information, see Contextual Workflow [page 3].

SAP Ariba Prerequisites

See Sending RFEs to Suppliers in SAP Fieldglass in the Guided Buying Administration guide.

1.3.2 Integration Workflow

The following workflow illustrates the process of sending Request for Estimates (RFEs) to suppliers in SAP Fieldglass.



The following steps indicate the high-level workflow of sending RFEs to suppliers in SAP Fieldglass:

1. An administrator creates request for estimate (RFE) tiles on one or more landing pages that direct users to corresponding statement of work (SOW) bid templates in SAP Fieldglass based on the mapped commodity codes.
2. A requester, to request estimates for a service from one or more suppliers, clicks on the required RFE tile.
3. The user is directed to SAP Fieldglass where a corresponding SOW bid is created.
4. The user fills in the required details, selects one or more suppliers to send the request to, and submits the SOW bid for approval.
5. SAP Fieldglass sends the status of the submitted SOW bids to SAP Ariba Guided Buying.
6. Suppliers in SAP Fieldglass review and respond to the SOW bids.
7. The user tracks the status and progress of the RFE in SAP Ariba Guided Buying, and navigates to SAP Fieldglass to review the supplier responses.
8. The user selects a suitable response and changes it into a statement of work, which creates a corresponding purchase requisition in SAP Ariba Guided Buying.
9. The user then reviews the created purchase requisition and submits it for approval.

2 Where To Go Next

Information about additional resources.

- For information on configuring procurement integration between SAP Fieldglass and SAP Ariba, see SAP Fieldglass and SAP Ariba Service Procurement Implementation on SAP Help Portal.
- For additional information on Master Data integration and configuration between SAP Fieldglass, SAP Ariba, and ERP systems, contact your SAP Fieldglass representative.
- For SAP Ariba Solutions and SAP Business Network configuration, see the SAP Ariba Solutions and SAP Fieldglass Integration Guide on SAP Help Portal.
- For a step-by-step explanation of the information flow between SAP Fieldglass, SAP Ariba Buying and Invoicing, SAP Ariba Cloud Integration Gateway, and SAP Business Network, see Information Flow Between SAP Ariba Buying and Invoicing, SAP Fieldglass, and SAP Business Network Through SAP Integration Suite, managed gateway for spend management and SAP Business Network.
- For more information on prerequisites, user interface changes, and workflow descriptions for auto-generating invoices from SES over SAP Business Network, see Invoice Auto Generation from Service Sheets for Regular Service Orders.
- For more information on SAP Fieldglass Integration with SAP Ariba Buying and Invoicing through SAP Integration Suite, see Integration Between SAP Fieldglass and SAP Ariba Procurement solutions | SAP Help Portal.

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