



AFFILIATE WORKFORCE TRACKING SYSTEM

A Human Resources Management Suite tool to capture, manage, and track contract and non-contract/volunteer staff assignments, training, and system access.

WHAT WE OFFER

AWTS is role-based and primarily used by Contracting Officers and Contracting Officer's Representatives.

The system includes tracking and reporting data like Personal Identity Verification card information, history of assignment to contracts, history of work recorded by organization, assignment and status of training, and access to systems.

KEY FEATURES

Tracking & Notifications

- Modification information tracked for Vendor, Contract and Affiliate records.
- Generate ad hoc emails.

WHY AWTS?

- It addresses workforce planning, security, and auditor requirements.
- It is acquisition-focused and not HR-focused.
- It supports federal managers and employees with contract-related duties.
- It can store vendor, contract, and affiliate data.
- It is readily searchable.
- It supports reporting requirements.
- It can serve as a system of record.

Login & User Roles

- Single Sign-on Login
- Administrative Maintenance
- COR
- Contracting Officer
- Invitation Management
- Program Manager
- Reports
- Security Administration
- Template Library

Reports

- Affiliate Accession
- Affiliate Assignment
- Affiliate Assignment Terminations
- Affiliate Contacts
- Affiliate Systems
- Affiliate Terminations
- Affiliate Without Contacts
- COR Report
- Duty Location

User Experience

- Create and store templates
- Upload related documents to Vendor, Contract & Affiliate records
- Reassign multiple affiliates to a different COR
- Terminate multiple assignments

IBC is an OPM-certified payroll provider and federal shared service center for human resources. Our comprehensive and integrated HR support services meet or exceed all government requirements and federal payroll guidelines.

