



INFRASTRUCTURE

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iSupplier Portal: Multi-Factor Authentication and One-Time Passcodes

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1 Multi-Factor Authentication and One-Time Passcodes

1.1 Second Factor Authentication

1. You will need to obtain a **One-Time Pass-Code (OTP)** at **each** login. This is an added security feature and cannot be bypassed.
2. If you provided a mobile number while completing registration, you will have the choice of receiving your **OTP** via **SMS** (text message). If you did not provide a mobile number, you can receive your **OTP** via **email**. You can also download the Microsoft Authenticator app on your cell phone to use the Soft Token. Once you have chosen the One-Time-Password Option and clicked “click here to get the One-Time-Pass-Code, how to, a confirmation will appear.

The screenshot shows the Bechtel Partner Access login interface. At the top, there is a red header with the Bechtel logo and the text "Bechtel Partner Access" and "Help". Below the header, the page title is "Sign In (multi-factor)". A yellow warning box contains a disclaimer: "By Logging on to the system, you agree to the following disclaimer. This system is for authorized Bechtel business purposes. Access is restricted to authorized users. User consents to monitoring and recording of use and agrees to comply with Bechtel policies and procedures. Violation thereof or improper use may result in discipline ranging from withdrawal of access privileges up to and including immediate dismissal. If monitoring reveals evidence of possible criminal activity, the results of such monitoring may be provided to law enforcement officials." Below the disclaimer, there is a form with the following fields and options: "E-Mail Address:" with a text input field containing a redacted email address followed by "@GMAIL.COM"; "One-Time Password Options:" with two radio button options: "SMS/Text: (XXXXXXX-6624)" (selected) and "Email: (XXXXXXXXXX@GMAIL.COM)"; a green button with a right-pointing arrow and the text "Click here to get the SMS/Text One-Time Pass-Code"; "One-Time Pass-Code:" with a text input field; a link "I forgot my password ?"; and a green button "Click here for Help".

Note: Please be patient as OTP's may take a few minutes to send. If you send the OTP more than once, be sure to use the most recent passcode.

3. After a few minutes, you should receive your **OTP**. Enter the 6-digit number and push the **Sign In** button.

Bechtel Partner Access Help

Sign In (multi-factor)

⚠ By Logging on to the system, you agree to the following disclaimer. X

This system is for authorized Bechtel business purposes. Access is restricted to authorized users. User consents to monitoring and recording of use and agrees to comply with Bechtel policies and procedures. Violation thereof or improper use may result in discipline ranging from withdrawal of access privileges up to and including immediate dismissal. If monitoring reveals evidence of possible criminal activity, the results of such monitoring may be provided to law enforcement officials.

E-Mail Address:
[REDACTED]@GMAIL.COM

One-Time Password Options:

SMS/Text: (XXXXXX-6624)

Email: ([REDACTED])@GMAIL.COM

+ Click here to get the SMS/Text One-Time Pass-Code

One-Time Pass-Code:
255532

[I forgot my password ?](#)

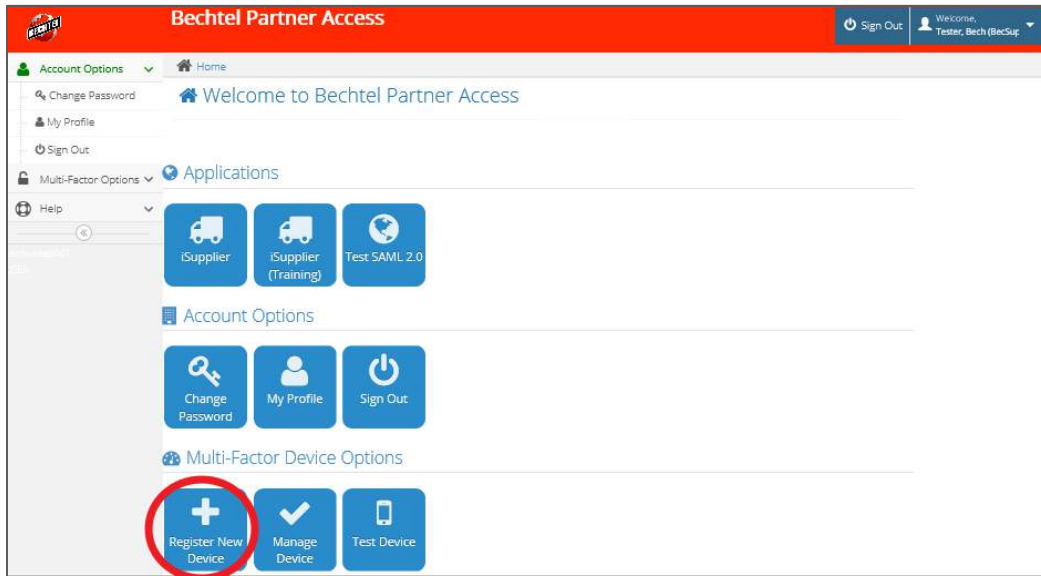
Click here for Help

Note: If you enter the wrong OTP, you will need to re-request a new passcode. You cannot re-key the same one-time passcode.

1.2 Add Google Authenticator for Multi-Factor Authentication

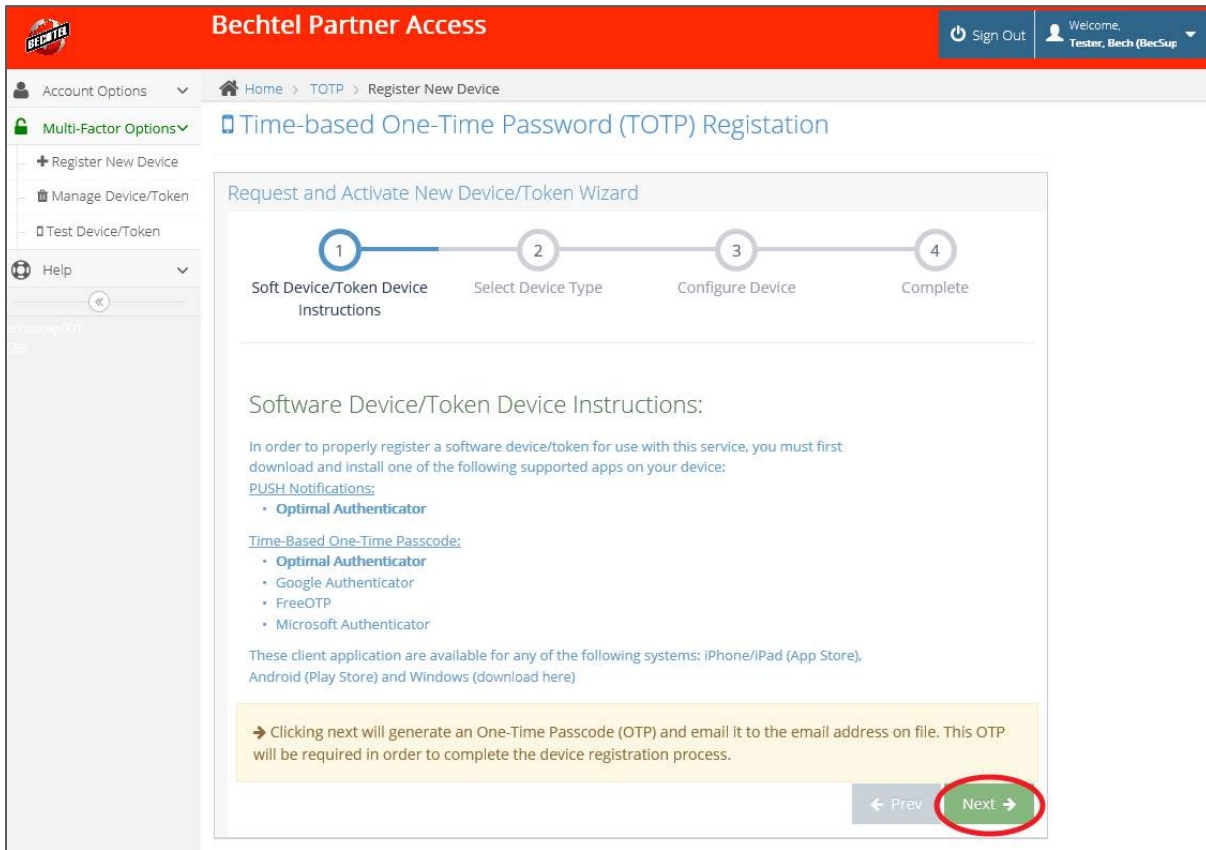
Google Authenticator is another way to get a second factor authentication. If you have a smart phone, we **highly recommend** this authentication method since it has less chance of error and delay than the previous methods. If you experience a problem getting a token code via one means (SMS or email), you should try Google Authenticator. We encourage you to setup Google Authenticator on your mobile device to avoid reliance on SMS or email delivered token codes. You must wait until **after** you have registered and logged in once to set up Google Authenticator.

1. Logon to the **iSupplier Portal** using the link: <https://supplier.becpsn.com/>
2. To use your mobile phone for one-time password, select **Register New Device** under the **Multifactor Device Options**.

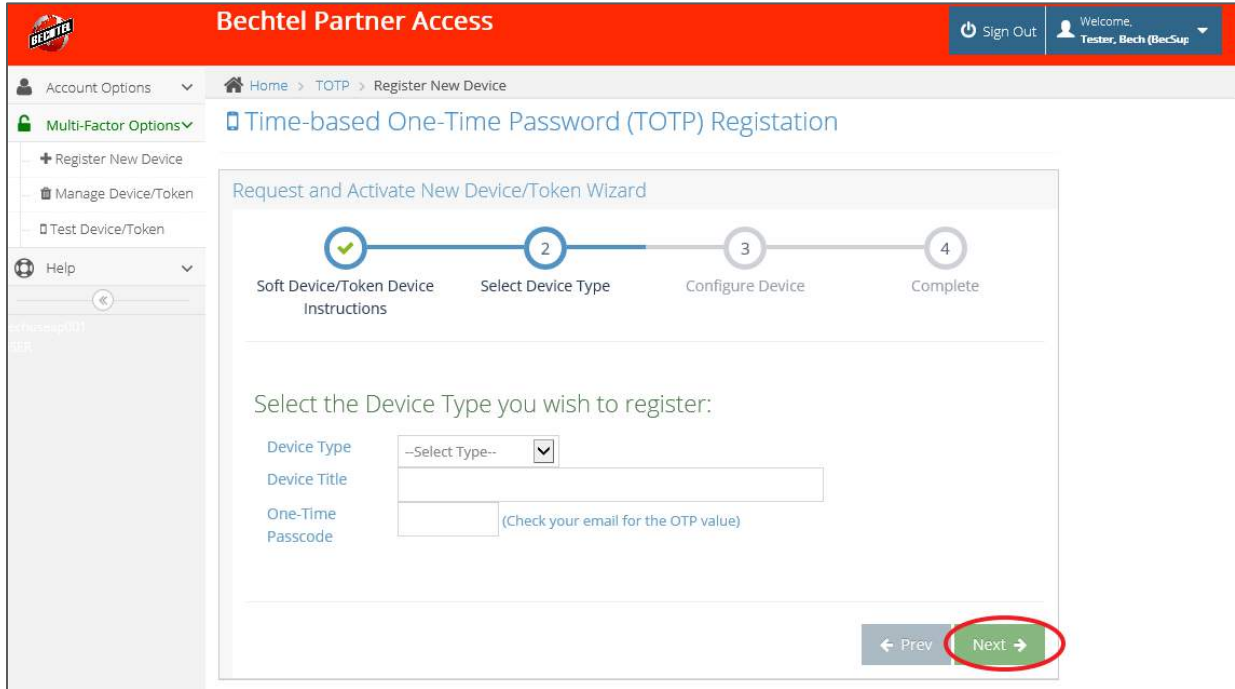


Note: If you do not land on this page after logging in, please log out and log back in. If you continue to have troubles, contact the IS&T Service Center at istsc@Bechtel.com.

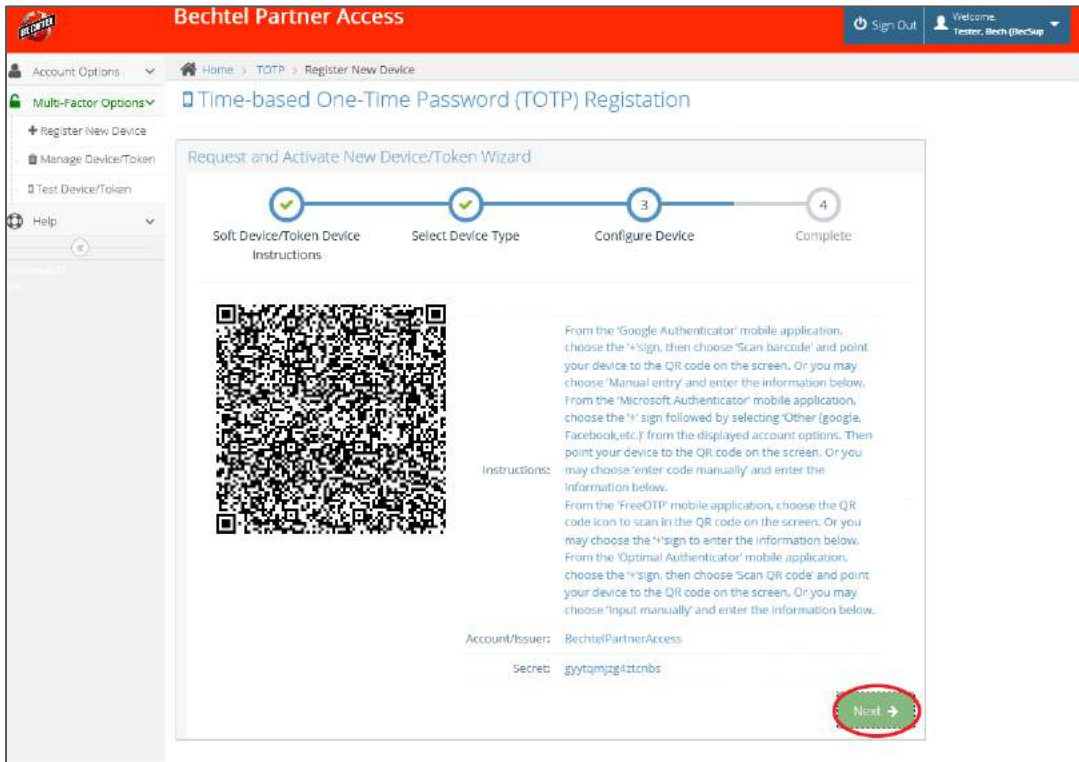
3. Read the instructions and click the **Next** button to continue.



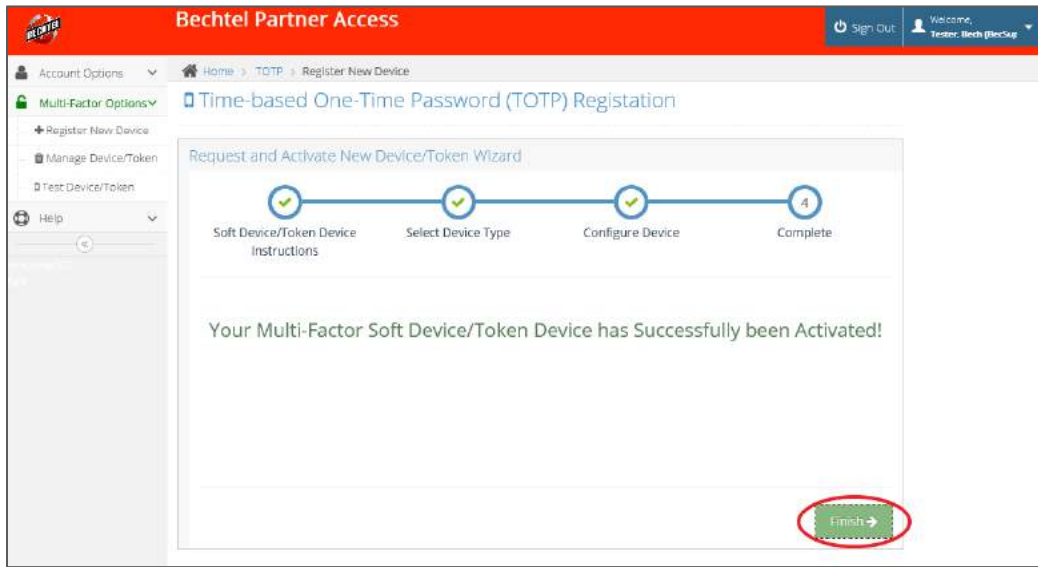
4. Select type of device, title the device, and enter the OTP (received via email) then click **Next** to continue



5. Download the “Google Authenticator” application on your mobile device and follow the instructions provided to configure Google Authenticator on your device. Click the **Next** button to continue.



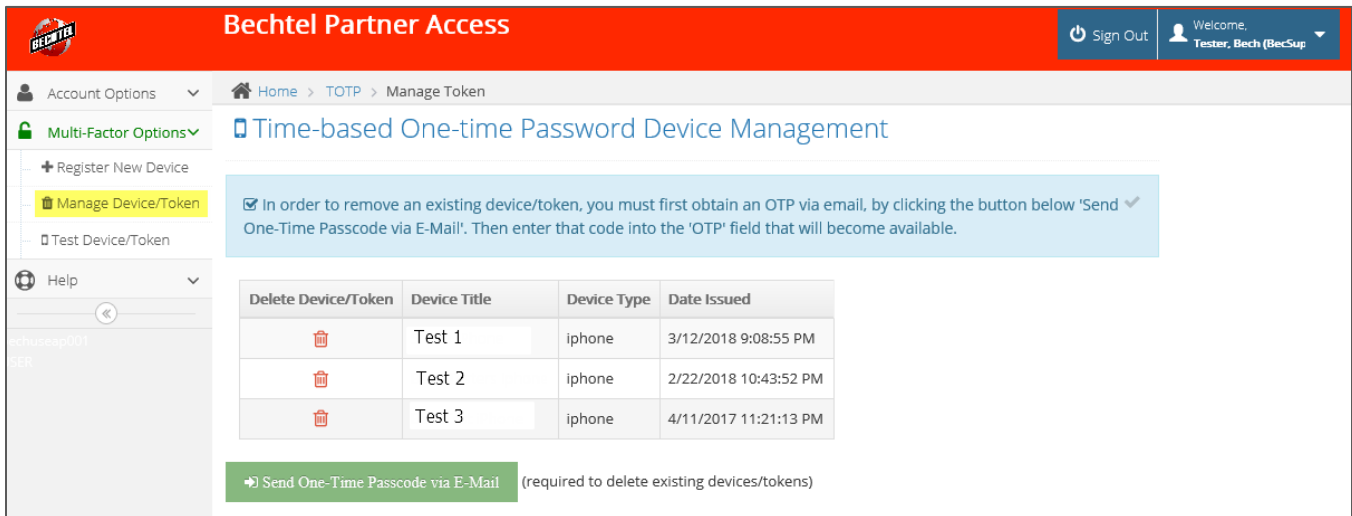
- A screen will appear confirming your **Multi-Factor Soft Device/Token Device** has been successfully activated. Click the **Finish** button to complete the process.



1.3 One-Time-Passcode Device Management

You can manage your devices used for OTP retrieval once you are logged in. In order to remove an existing device, you will first need to obtain a new OTP.

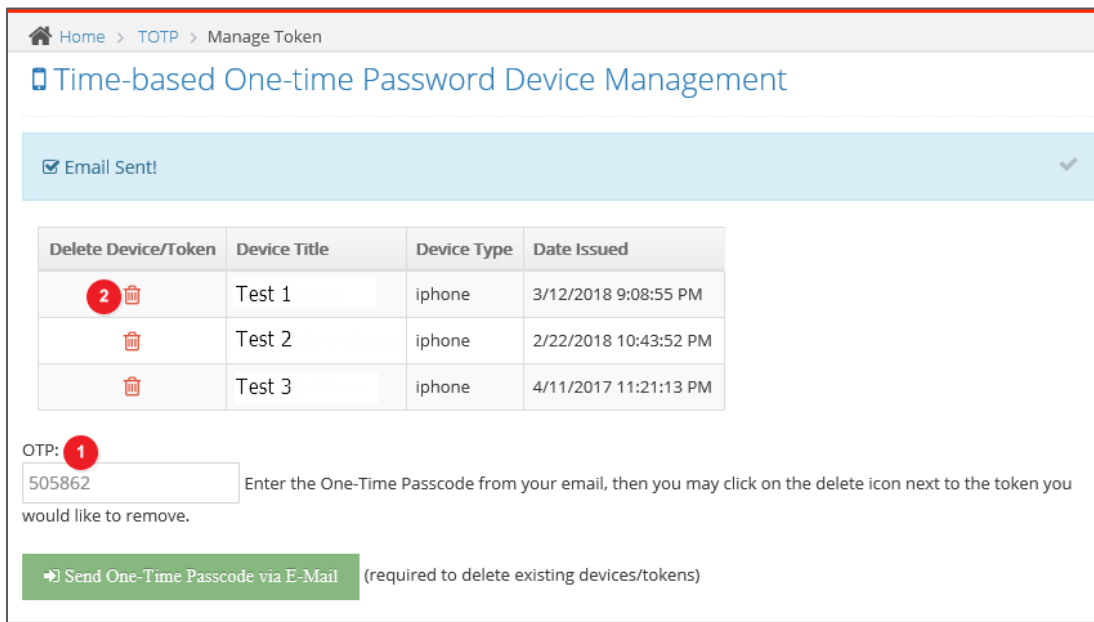
- To delete an existing device, click **Manage Device/Token** on the left side of the page



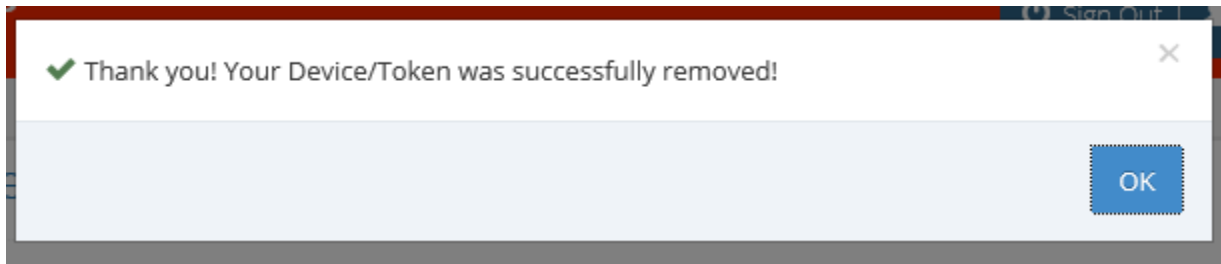
2. Send the OTP via email



3. Enter the OTP and click the trash can icon next to the device you wish to delete



4. You will receive a confirmation message when the device is successfully deleted



2 Support

2.1 Contact Information

For all login and One-Time-Password issues, please contact the IS&T Service Center at istsc@Bechtel.com.

You can find additional IS&T Service Center contact information by clicking the green “**Click here for Help**” button seen on the login page.



Clicking this button will open a new window with the support contact information

