## WELCOME TO THE INTRANET



### **NEW VENA INTRANET SITE IS NOW LIVE!**

We are pleased to announce the launch of the first phase of the Veolia North America intranet site. For the first time, we can all access common company tools and documents. The second phase of the site will be rolled out in 2014 and include more comprehensive information.

#### **REGISTRATION**

If you already have a VE intranets portal account, log in with your existing information and you'll see the new VENA tab automatically. If you're a new user, you'll need to register on the site with your new @veolia.com email address. Instructions are available on the next page. If you're a SourceOne employee, you can register with your current email. Please click on the link below to start your registration process: <a href="https://intranetsportal.veolia.net/">https://intranetsportal.veolia.net/</a>

#### THE OLD SYSTEMS AND TOOLS

After the launch of the new VENA intranet site, the current divisional intranets will remain operational until we are ready to phase-out these old tools.

#### **NEW FEATURES**

Some of the features of the new intranet include:

- **Business and functional pages** with contacts learn more about initiatives, the business, teammates, etc.
- Global employee directory find Veolia employees
- An ongoing blog from Terry Mah (and video updates from Terry and others in the company, including Bill DiCroce and Steve Hopper).
- **Updates and tools about new initiatives** such as Gmail, Benefits, Vantage program, etc.
- **Communications tools** including Better Together, a VENA Capabilities Presentation, etc.
- At-home access for employees. Development of the site will come in two phases ultimately, we'll add all the content you need to effectively do your job. Look for more announcements in 2014.

Detailed instructions on how to register are on the following page or you can view a short <u>registration</u> <u>video</u>.

(Continued next page)



# FOR NEW USERS ONLY

#### INTRANET REGISTRATION

Click <u>here</u> to go to the VENA Intranets Portal or go to: <a href="https://">https://</a>
<a href="https://">https://</a>
<a href="https://">intranetsportal.veolia.net/</a>.

Click on the blue button at the bottom of the screen that says "Create My Account."

Enter your new @veolia.com email address or your SourceOne email address and the security code displayed. Click "Submit."

Check your email. Click on the link in the message from VE Intranets Portal.

Enter your information for all the questions marked with an asterisk, then click "Submit." US employees should select "United States" for Country, "Veolia Environnement" for Division and "VENAO" for Company. Canadian employees should select "Canada" for Country, "Veolia Environnement" for Division and "VENAC" for Company.

You are now ready to use the new VENA Intranet!

Need Help? Please contact:
Ira.McCray@Veolia.com or
Victoria.Granter@Veolia.com
Communications Department



