

Subject: Important - CATRION SAP Business Network Project Notification Letter

Dear Valued CATRION Supplier,

CATRION is pleased to announce that we are partnering with **SAP Business Network®** to streamline our procurement and accounts payable processes. This initiative will enable us to digitize and automate our sourcing and procurement transactions, fostering greater efficiency, transparency, and collaboration with our valued suppliers. We are targeting your organization to connect with us on SAP Business Network with a **free** Standard Account.

➤ **What does this mean for you?**

On **8 September 2024**, we will go live and begin sending purchase orders to our suppliers via this platform. We expect all suppliers to use SAP Business Network to:

- [Receive Purchase Orders](#)
- [Create Order Confirmations](#)
- [Create Ship Notices](#)
- [Create PO-Flip Invoices](#)
- [Create Credit Memos](#)

➤ **When will this take effect?**

In the coming weeks, SAP will send you important communications and instructions for joining SAP Business Network. This includes establishing a trading relationship with CATRION on the network and properly configuring your SAP Business Network account. We appreciate your prompt action on all communications and requests regarding this initiative (not to exceed five business days). We are targeting a cutover date from your existing AP processes on **8 September 2024**.

- **How do I learn more about the CATRION and SAP partnership?**
- Watch this short video to [Get Ready to Transact](#) (3:44 duration)
 - Visit our [Supplier Information Portal \(SIP\)](#) to view the [standard account welcome page](#).
 - Register to view an On-Demand [Catrion Standard Account Summit](#) (36:51 duration) to prepare for this process change today.
- **What are the next steps?**
- You will receive a Trading Relationship Request email to action from ordersender-prod@ansmtp.ariba.com to connect with CATRION.” You will have the option to register a **free** Standard Account, or you may use an existing account (Standard or Enterprise) to connect with CATRION. Please note that if you choose to use an existing **Enterprise** Account, you may incur **fees** from SAP Business Network use. Any fees generated from an Enterprise Account will be the responsibility of the supplier. To learn more about Enterprise Account benefits and fees, please click [here](#).

This shift will strengthen our business relationship and allow for more robust collaboration and purchasing capabilities. If you are not the correct recipient or have questions, please contact our Supplier Enablement Team at sapariba.indirectsuppliers@catrion.com.

Kind Regards,
CATRION – VP, Procurement and Supply Chain

OBAIDAH AL SAGGAR

24/06/24

OBAIDAH AL SAGGAR