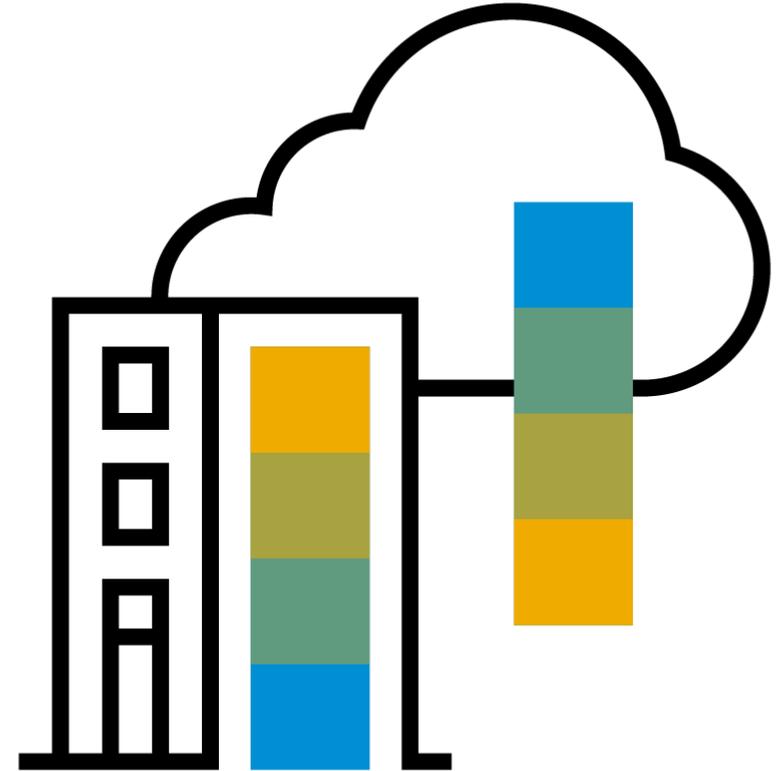


SM-28350: Ariba Network Account (ANID) Unlinking

June 22, 2021

PUBLIC



Technical Details

Feature name:	Supplier registration cancellation and Ariba Network account unlinking
ID:	SM-28350
Products:	<ul style="list-style-type: none">• SAP Ariba Supplier Lifecycle and Performance• SAP Ariba Supplier Information and Performance Management• SAP Ariba Sourcing• SAP Ariba Contracts• SAP Ariba Strategic Sourcing Suite
Audience:	Buyers
Type:	Change
Enablement:	Automatically on

Note: Ariba Network account unlinking functionality is available as of 2106 release and Supplier registration cancellation will be available by default as of 2108 release. During Limited Availability, Supplier registration cancellation can be turned ON with SM feature toggle SM-28350 in Test site.

Feature Description

Suppliers created in your site are initially private, meaning that they are not linked to a supplier account on Ariba Network. When a supplier user responds to your invitation to a sourcing event or external supplier management questionnaire for the first time, that response automatically establishes a link between the supplier record in your site and the responding supplier Ariba Network account. At that point, the supplier becomes public and the ANID of the linked Ariba Network account is visible in their profile. From that point forward, the supplier can only participate in sourcing and supplier management activities with you from that linked Ariba Network account.

In some cases, it's necessary to update that link so that the supplier can use a different Ariba Network account. Typical situations that require unlinking a supplier from their current Ariba Network account include:

- An invited supplier user has mistakenly created a new, duplicate Ariba Network account to complete a supplier registration or participate in a sourcing event, and it's necessary to link the supplier record in your site to their true Ariba Network account.
- The supplier has multiple Ariba Network accounts that they use for different purposes, and the invited contact responded using the incorrect account.
- Your site has duplicate vendor records for the same supplier and the registration or event invitation was issued for the incorrect record, linking it to the supplier's ANID and preventing you from linking the correct record to that ANID.
- The supplier's registration or event participation linked them with a sourcing ANID that is different from the transaction ANID they use for procurement activities with you and they want to align those IDs.

Pre-requisites and Restrictions

- To unlink a the Ariba Network account of a public supplier, you must be a member of the **Customer Administrator** group.
- Unlinking supplier and supplier user Ariba Network accounts is also applicable in sites that include SAP Ariba Sourcing, SAP Ariba Contracts, SAP Ariba Strategic Sourcing Suite, and SAP Ariba Supplier Information and Performance Management (classic architecture).
- The user interface for the new **Network Account Link Manager** administrative workspace, and its **Unlink Supplier Organization** and **Unlink Supplier User** tasks, is not translated and is only available in English.
- Unlinking Supplier Organization and User or Supplier Registration cancellation cannot be done in bulk.

Ariba Network account unlinking

Before you can unlink the supplier, you must unlink all of their public users. Unlinking the supplier user's currently linked Ariba Network account is a permanent operation and can't be undone. The unlinking removes the supplier user's access to all of your sourcing and supplier management content in the supplier's Ariba Network account, and can prevent them from completing activities that are in progress.

Procedure:

Obtain the unique username for the supplier user by performing the following steps:

1. On the dashboard, choose **Manage Administration**.
2. Choose **Supplier and Customer Manager Users**.
3. Search for the supplier user you want to unlink.
4. Copy their unique username from the **User ID** field in supplier user search results or from the **User Name** field on the user details page.

User ID	Name	Status	Approval Status	Organization
vishwesh.hegde@sap.com [Successfully Registered] ⓘ	ANID 11	Public	Approved	ANID Unlink

Tip: If you are unlinking supplier users as the first step to unlinking the supplier, you can search for all users associated with the supplier's **Organization Name**, then group or sort results by **Status** and export the resulting list from the search results table to Microsoft Excel.

Ariba Network account unlinking

1. Login as **Customer Administrator**.
2. On the dashboard, choose **Manage > Administration**.
3. Choose **Network Account Link Manager > Unlink Supplier User**.
4. Enter the username of supplier user you want to unlink and choose **Search**.
5. Choose **Unlink**.
6. Choose **OK** to confirm that you want to unlink the supplier user from their currently linked Ariba Network account.
7. A confirmation message will be shown upon successful unlinking.

Results

The link to the supplier user's Ariba Network account is removed from the supplier, with the following results:

- The supplier user's Ariba Network status reverts from **Public** to **Private**.
- The supplier itself remains public.
- All of your content, including sourcing events and supplier management questionnaires, is removed from the unlinked supplier user Ariba Network account.
- All supplier user unlinking activity is logged under the **Event Type of User Management in Site Manager Audit Log**.

Unlink Supplier User

To remove the link between your site and the Ariba Network account of a supplier user, enter their unique name:

Unique name: [Search](#)

Supplier user details

[Unlink](#)

ANUserID: unlinking1_vishwesh.hegde@sap.com
AODUserID: unlinking1_vishwesh.hegde@sap.com ⓘ
AODUserPK: 25,869,515
Status: Public
AODDataSyncScn: 0
AODDataPushScn:
Invitation Last Sent:
Type: External Supplier or Customer User
User ID: vishwesh.hegde@sap.com
Ariba Network User ID: unlinking1_vishwesh.hegde@sap.com
Name: ANID 11
Organization: [ANID Unlink](#)

Ariba Network account unlinking

Unlinking the Ariba Network account of a public supplier allows you to update the linkage and associated ANID. If a supplier record in your site is currently linked to the incorrect Ariba Network account for a supplier, you can unlink that account to enable the supplier to establish a link with the correct account.

Procedure:

1. Open the profile of the supplier you want to unlink and copy their ANID, including the initial letters AN.
2. On the dashboard, choose **Manage > Administration**.
3. Choose **Network Account Link Manager > Unlink Supplier Organization**.
4. Enter the ANID of the supplier you want to unlink and choose **Search**.
5. Choose **Unlink**.
6. Choose **OK** to confirm that you want to unlink the supplier from their currently linked Ariba Network account. A confirmation message will be shown upon successful unlinking.

Results

The link to the Ariba Network account is removed from the supplier, with the following results:

- The supplier's Ariba Network status reverts from **Public** to **Private**.
- The previously linked ANID and public supplier name is removed from the supplier's profile.
- In sites that include SAP Ariba Supplier Lifecycle and Performance or SAP Ariba Supplier Information and Performance Management (new architecture), if the supplier has a registration project, that project is retained in their 360° profile, including questionnaire data. If it is a new registration that is in progress, the options to cancel the registration or to reinvite the supplier are now available. If the supplier already has a registration status of **Registered**, the option to reinvite the supplier is now available.

Unlink Supplier Organization

To remove the link between your site and the Ariba Network

Network id:

Supplier details

[Unlink](#)

Ariba Network ID: an01717771007

Status: Public

AODDataSyncScn: 0

AODDataPushScn:

Organization Name: ANID Unlink

Ariba Network account unlinking

Before

AN
ANID Unlink

SM Vendor ID: S10162600
Ariba Network ID: AN01717771007

- Summary
- Contacts
- ERP data
- Public profile
- Certificates
- Activity log

Registration

Contacts

Supplier Manager

NAME	EMAIL
No supplier manager is currently assigned to this supplier. Assign supplier manager	

Contacts of ANID Unlink (1)

NAME	TYPE	AN STATUS	REGION	CATEGORY
★ ANID 11 vishwesh.hegde@sap.com	N/A	Public	N/A	N/A

After

AN
ANID Unlink

SM Vendor ID: S10162600

- Summary
- Contacts
- ERP data
- Certificates
- Activity log

Registration

Questionnaires

Contacts

Supplier Manager

NAME	EMAIL
No supplier manager is currently assigned to this supplier. Assign supplier manager	

Contacts of ANID Unlink (1)

NAME	TYPE	AN STATUS	REGION	CATEGORY
★ ANID 11 vishwesh.hegde@sap.com	N/A	Private	N/A	N/A

Ariba Network account unlinking

Audit Logging:

1. **Manage > Administration > Site Manager > Audit Log.**
2. Select **Event Type** as **User Management**. (Apply additional filters to narrow down results)
3. Click **Search**.

Search Filters: Add/Remove Search Filter

Id: From: To:

Date: From: Sun, 18 Jul, 2021 To: Sun, 18 Jul, 2021

Event Type:

Effective User:

IP Address:

Id	Date ↓	Event Type	Real User	Effective User	Description
54729961796	07/18/2021 12:41:27 PM	aribaAudit.userManagement	Hegde, Vishwesh Manjunath	Customer Support Admin	Org ACM_220549 unlinking; Migration State changed from [AODMigrationStatus=1;AODDataSyncScn=0;AODDataPushScn=null;networkid=an01717771007,duns=] to [AODMigrationStatus=0;AODDataSyncScn=0;AODDataPushScn=null;networkid=,duns=].
54729961766	07/18/2021 12:38:49 PM	aribaAudit.userManagement	Hegde, Vishwesh Manjunath	Customer Support Admin	User vishwesh.hegde@sap.com unlinking; Migration State changed from [AODMigrationStatus=1;AODUserPK=25869515.0000000000;AODUserID=unlinking1_vishwesh.hegde@sap.com;AODD to [AODMigrationStatus=0;AODUserPK=null;AODUserID=null;AODDataSyncScn=0;AODDataPushScn=null].

AODMigrationStatus=1 (Public) and AODMigrationStatus=0 (Private)

Thank you.

Contact information:

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Component Manager | Supplier Management
Customer Solution Support and Innovation