



SAP Ariba 

Feature at a Glance

Ability to submit an engagement request with no supplier

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CONFIDENTIAL

Feature at a Glance

Ease of implementation  Low touch / simple
Geographic relevance  Global

Introducing: Ability to submit an engagement request with no supplier

Customer challenge

Certain situations exist in which a requester may need to submit an engagement request with no supplier selected.

For example, when in the supplier selection step of the engagement request, there are no recommended or fast-tracked suppliers; or if the request includes several suppliers with similar recommendation criteria, and the requester wants to start the engagement risk assessment process anyway. Some organizations only use internal assessments, in which case selecting a supplier for the engagement might not be necessary or even desirable.

Solution area

SAP Ariba Supplier Risk

Meet that challenge with SAP Ariba

A requester is now able to submit an engagement request for a control-based engagement risk assessment without selecting a supplier.

A user with the correct permissions can choose to add a supplier before the assessments are sent out. However, if a supplier is not available or not required, the engagement request project can still be used to determine inherent risk and any associated control assessments can be completed by internal users.

Implementation information

This feature is ready for immediate use for all customers with the applicable solutions but requires **customer enablement** steps.

A customer administrator needs to enable the parameter **'Application.SR.AllowOptionalSupplier'** to **Yes**.

Experience key benefits

This feature will allow users to submit an engagement request without a supplier. A supplier can be added to the engagement at a later point after sourcing activities have been completed.

The inherent risk of a transaction can still be calculated and risk controls completed by internal users even if a supplier is not required on the transaction.

Prerequisites and Limitations

Entitlement to SAP Ariba Supplier Risk.

Control-based supplier engagement risk assessment projects must be enabled.

Once the send assessments To Do task is complete, there is no way to edit the request to add a supplier for the engagement.

If an engagement has an external questionnaire, a supplier should be selected. If not, there will be no way to complete the control-based engagement risk assessment project.

Internal assessments sent without a supplier must be configured with assessment "SR Engagement Questionnaire Type" in the modular 2 questionnaire template.

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Step 1: A requester creates an engagement request and submits it without a supplier. Supplier section displays a message to indicate that a supplier has not been added to this project.

Engagement Summary

Commodity Data base reporting software	Region All	Requester Customer Support Admin
Requested on Dec 18, 2018	Owner Customer Support Admin	Status Submitted

Supplier

No supplier was selected.

Approval Flow

```
graph LR; A((Request received)) --- B((Approval for Inherent Risk Screening Questions)); B -.- C((Send Assessments To Do Task)); C -.- D((Approval for Supplier Risk Engagement Project Template)); D -.- E((Completed));
```

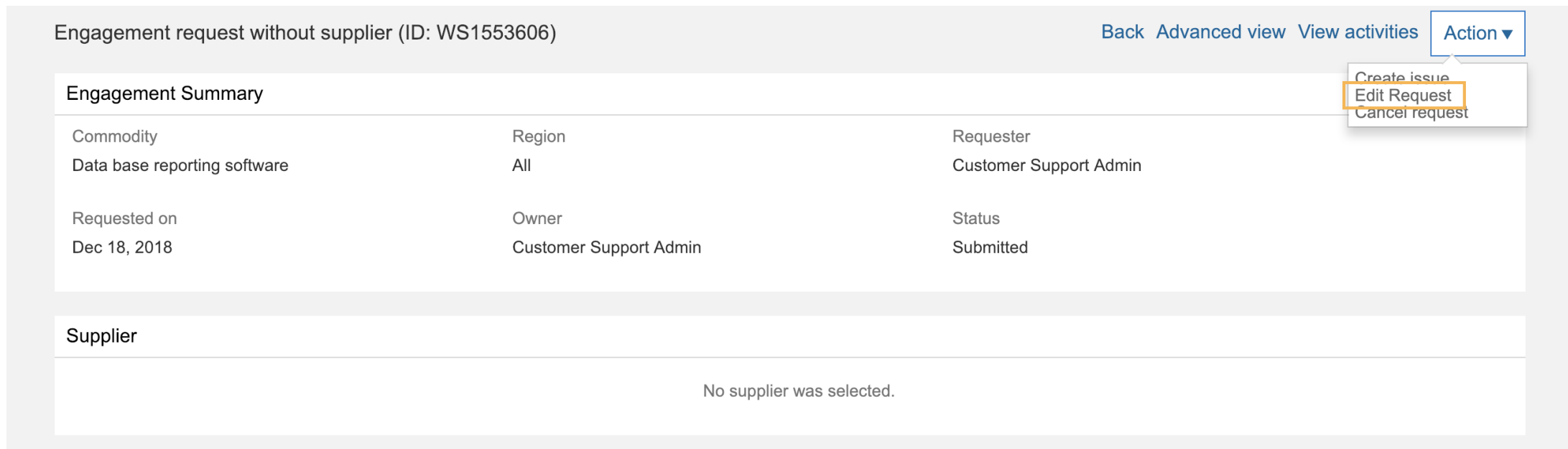
Request received Approval for Inherent Risk Screening Questions Send Assessments To Do Task Approval for Supplier Risk Engagement Project Template Completed

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Step 2a: User can choose to edit the engagement project and add a supplier once it is known. This can only be done before the control assessments are sent out to internal or external recipients.

Once the supplier is added, the engagement process goes through the usual workflow configured on your site.



Engagement request without supplier (ID: WS1553606) Back Advanced view View activities Action ▾

Engagement Summary

Commodity	Region	Requester
Data base reporting software	All	Customer Support Admin
Requested on	Owner	Status
Dec 18, 2018	Customer Support Admin	Submitted

Supplier

No supplier was selected.

Actions: Create issue, Edit Request, Cancel request

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Step 2b: The user can decide to continue the engagement process without a supplier. In this case, only internal assessments and corresponding controls can be completed by internal risk experts.

The engagement process goes through the usual workflow configured on your site, only internal assessments can be completed on engagements without a supplier.

NOTE: Internal assessments sent without a supplier must be configured with assessment “SR Engagement Questionnaire Type” in the modular questionnaire template.

Engagement request without supplier (ID: WS1553606) [Back](#) [Advanced view](#) [View activities](#) [Action ▾](#)

Engagement Summary

Commodity	Region	Requester
Data base reporting software	All	Customer Support Admin
Requested on	Owner	Status
Dec 18, 2018	Customer Support Admin	Evidence Collection Phase - In Progress

Supplier

No supplier was selected.

> Approval Flow

^ Tasks (3)

Pending tasks (1) **Completed Tasks (2)**

Name	Completed by	Start date	Completed date	
Approval for Inherent Risk Screening Questions	sharadaA	Dec 18, 2018	Dec 18, 2018	View
Send Assessments To Do Task	Customer Support Admin	Dec 18, 2018	Dec 18, 2018	View