

Dear Valued Astron Energy Supplier,

Astron Energy is pleased to announce a new initiative that will streamline our procurement and accounts payable processes. We are partnering with SAP Ariba® to move towards a more transparent and digitised way of engaging via the Ariba Network that many of you would already be familiar with through transacting with other leading companies. This is a progressive change within our company that will enhance the way we interact with you, our valued suppliers, and we are excited to provide you with this opportunity. To facilitate this change, we require you to join the Ariba Network and start transacting electronically with us. To continue providing products and services to Astron Energy, your participation in this new process is necessary. After 2 September 2019, all Astron Energy Orders must be submitted via the Ariba Network.

What does this mean for you?

Suppliers must use the Ariba Network to conduct business with Astron Energy, from Purchase Order Confirmation to Service Entry Sheet submission (for Service Orders). One of the reasons we selected SAP Ariba is that it brings our suppliers many benefits, such as real-time PO delivery and end-to-end process visibility.

When will this take effect?

We are targeting a cutover on 2 September 2019. After this date:

- All purchase orders will be routed electronically via the Ariba Network
- All invoices for Service Orders must be attached to the Service Entry Sheet and for Purchase Orders email your invoice to Astron Energy Accounts Payable department at vendorinvoices@astronenergy.co.za.
- A support process will be communicated to you for future contact and queries

What happens next?

- A Supplier Enablement support agent from SAP Ariba will soon be in contact to provide you with more information on the Ariba Network and the specific details of this initiative.
- The support agent will be in contact with a senior representative who can sign proxy for your company (the e-commerce/account manager) to assist you with registration, account configuration and training.
- If this email and notification needs to be directed to another person within your company, please let us know.

Contact us

- Should you have any questions or concerns regarding this initiative, or you are not the correct person to receive this communication, please contact us at procurementza@astronenergy.co.za
- If you want to find out more about SAP Ariba, go to www.ariba.com. For enablement related queries, please contact the Ariba Network Enablement Team at astronenergyrunsariba@ariba.com.

Thank you in advance for your support.

Kind regards,
Hlumelo Sobekwa
Procurement/SCM Manager-Southern Africa

Astron Energy (Pty) Ltd.
Registration No. 1911/001154/07
5 Century Boulevard, Century City,
7441, South Africa

