buy.SMART – *Transforming our way of working with suppliers*

Dear valued supplier,

DSM is launching the **buy.SMART** program to optimize our source-to-pay processes, which will make doing business with DSM more efficient and effective.

As part of **buy.SMART**, DSM is working with SAP Ariba, a cloud source-to-pay solution, to offer the Ariba Network (AN) as a transaction platform to facilitate the exchange of electronic business documents (i.e., purchase orders, order confirmations, invoices). Furthermore, we will expand the use of Ariba Catalogs to streamline online ordering for our users.

With this notification letter, we inform you of the upcoming changes and request your collaboration to make this program a success for DSM and our valued suppliers.

How will this affect you?
The deployment of SAP Ariba occurs in waves. You are being informed because you do business with at least one site in wave 1: **Village Neuf, France,** and all sites in **Brazil**.

You must be prepared to start transacting with DSM via the Ariba Network at the **end of June 2020**. Adoption of the Ariba Network is **mandatory** for suppliers doing business with DSM locations included in wave 1. Invoices for these sites not submitted over the Ariba Network will be returned.

Certain suppliers may conduct business with multiple DSM locations internationally. The expectation of suppliers outlined in this notification letter ONLY applies to business conducted with Village Neuf, France, and Brazil. For all other DSM sites, please conduct business as usual until you are advised of further Ariba deployments.

What is in it for you?
- DSM is easier to do business with because POs and invoice will be managed in a streamlined electronic manner.
- More timely and accurate payments to suppliers.
- Decrease in operational cost for suppliers, including reduced time spent on issue resolution and reduced paper use.
- The Ariba Network allows suppliers to get immediate acknowledgment when invoices are submitted and delivered into DSM's payment systems.
- Suppliers can view invoice payment status directly from the Ariba Network or can choose to receive email notification of invoice status.

How will we support you?
DSM has set up a dedicated project team to help you throughout this transition as we strongly value the relationship with your company. As a first step, we invite you to attend one of our **Supplier Summits** (please register through the links below.) During these webinars, we will provide you with more information on our **buy.SMART** program and how you can benefit from the Ariba Network solution.

Please see FAQs from Ariba at https://www.ariba.com/ariba-network/ariba-network-for-suppliers/accounts-and-pricing/ariba-network-faq

What actions do you need to take?

To ensure a smooth transition to our new processes, please **complete the next steps:**

1. **Confirm appropriate contact information.** Within 5 days of receipt of this email, please provide the appropriate contact person(s) name, phone, and e-mail address via the form in the link below to receive Ariba-related communication. https://app.smartsheet.com/b/form/57be449465b44acc9e6b06e7386cbf63
2. **Provide Ariba Network ID.** If your company already does business through the Ariba Network, please email us the appropriate Ariba Network account ID (ANID) for your legal entity that is doing business with the mentioned sites.
3. **Register for Supplier Summit.** Register for one of our supplier information sessions using the links below:
   o **Session 1 (French): February 18, 2020 at 10:00 CET**
     Register: https://event.on24.com/wcc/r/2184008/DA47496655FEAEC888556EA692281C72
   o **Session 2 (English): February 20, 2020 at 10:00 CET**
     Register: https://event.on24.com/wcc/r/2184007/0964418A16095BF409EC27F11A5B69C0
4. **Accept the Trading Relationship Request (TRR).** Accept the Trading Relationship Request within 3 business days, sent by Ariba after the Supplier Summit.
5. **Configure your Ariba Network account.** Once you accept the TRR, you will be contacted by an Ariba Supplier Onboarding Specialist who will help set up your account.

DSM will also expand its use of Catalogs as part of the Ariba deployment to improve our internal procurement process and define the best transaction channels with our suppliers. If DSM identifies your company as a (potential) catalog vendor, this will be communicated separately.

Who to contact in case of questions?

If you have any questions or concerns about our **buy.SMART** program or if you feel this email has reached you in error, please contact your DSM contact person.

Please take notice of the actions and dates mentioned in this letter and make sure you will meet the deadlines set. Your first actions are to make sure we get the correct contact details of your company contact person and that you are registered for the supplier summit

Thank you for your cooperation to improve the way we do business together.

Sincerely,

Martha Buffington

CPO DSM