

Respond to questionnaire Submitted by Corteva

1. Introduction

The [Corteva Supplier Registration process](#) and the [Corteva Legacy Supplier Registration process](#) are followed in support of our Crop Protection business in North America, EMEA and Latin America. As of July 2025, these processes will also be used in support of our Crop Protection business in APAC.

As a result of these processes Corteva and Suppliers establish a connection through the SAP Business Network, that enables:

- Exchange of purchase orders, order confirmations, advanced ship notices and other tactical documents electronically through the network (what is known as an SAP Business Network Trading Relationship)
- Exchange of questionnaires, collect certificates, allow you to access / rectify your supplier data in our system or participate in sourcing events (what is known as an SAP Business Network Strategic Relationship).

This document provides an overview of how suppliers that have completed the Registration or the Legacy Registration process with Corteva will receive additional questionnaires from Corteva through the SAP Business Network and how to reply to those.

For more information on how Corteva leverages the SAP Business Network, you can consult our Ariba Supplier Information Portal: <https://support.ariba.com/Corteva>

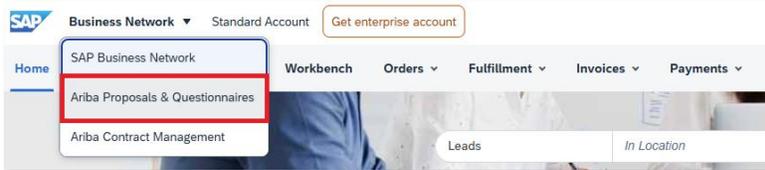
2. Email Notification

When a new questionnaire is sent to you by Corteva, you will be notified through an email notification coming from the SAP Business Network (SAPBN):

- Sender email domain will be: XXXXXXXXXX@ansmtp.ariba.com
- The subject and the layout of that email will vary depending on what type of questionnaire you are being asked to complete (e.g. Qualification questionnaire, Code of conduct affirmation questionnaire, , etc.)
- The body of the email will include:
 - o The time the questionnaire will be open or available for the supplier to complete.
 - o A link that the supplier should use to log in to the SAP Business Network using their existing credentials to access the questionnaire.

3. Locate the questionnaires

When accessing the SAP Business Network from the email notification, you should be automatically directed to the questionnaire. If this is not the case, please navigate to the [Ariba Proposals and Questionnaires](#) tab:



If you collaborate with other customers through the SAP Business Network, please ensure that you are on the Ariba Proposals & Questionnaires page for Corteva:



On the Ariba Proposals and Questionnaires tab for Corteva you will see all the Corteva Questionnaires that either you have completed, or you have pending to complete:

Registration Questionnaires			
Title	ID	End	
▼ Status: Open (1)			
Supplier Registration Questionnaire	Doc1485158365	3/...	
Qualification Questionnaires			
Title	ID	End Time ↓	Commodity
▼ Status: Open (1)			
Supplier qualification questionnaire	Doc1562820884	5/23/2025 3:26 PM	Chemicals including Bio C... View m
Questionnaires			
Title	ID	End Time ↓	
▼ Status: Open (1)			
Code Of Conduct Affirmation Questionnaire Questionnaire	Doc1562963923	06/07/2025 03:28 PM	

In the example above we see three different sections with questionnaires:

- **Registration Questionnaires:**
This section will include the Registration or Legacy Registration questionnaires. For guidance on how to complete those, please refer to the documents below:
 - o [Supplier Registration Questionnaire](#)
 - o [Legacy Supplier Registration Questionnaire](#)
- **Qualification Questionnaires:**
In case Corteva needs you to complete a Qualification Questionnaire, you will find the link to that questionnaire here.
- **Questionnaires:**
Here you will find any other questionnaire that Corteva requires you to complete. Examples of that could be the Code of Conduct affirmation Questionnaire, the Legacy Supplier Registration Modular Questionnaire or the Certificate questionnaire.

4. Completion of Questionnaires

To start working with a questionnaire, click on the questionnaire name:

Qualification Questionnaires		
Title	ID	End Time ↓
▼ Status: Open (1)		
Supplier qualification questionnaire	Doc1562820884	5/23/2025 3:26 PM

The questionnaire will open:

Event Messages

Event Details

Response History

Response Team

▼ Event Contents

All Content

1 Code of Conduct Affi...

All Content

Name ↑

▼ 1 Code of Conduct Affirmation

1.1 Do you affirm/re-affirm compliance with Corteva's Supplier Code of Conduct * Unspecified ▾

1.2 Refer to Corteva Supplier Code of Conduct - [Please review here](#)

(*) indicates a required field

All questionnaires have a layout like the one above:

- On the left-hand side, you will see the list of sections present in the questionnaire. This list will be different by questionnaire – the questionnaire on this example only has one section.
- In the middle you will see the actual questions you need to review / complete. You will need to update this section with your answers.

Once you have completed all the sections of questionnaire, please use the function 'Submit Entire Response' to submit the full questionnaire to Corteva. If there is any mandatory field pending to be filled-in, you will be receiving an error message for correction.

You can also use the 'Save as draft' functionality at any point in time to save the questionnaire without submitting it.

Please note that these questionnaires could be available in different languages.

Here you can find guidance on how to [configure your SAP Business Network language preferences](#).

5. Document Control

Document version	1.0
Last revision date	May 19 th , 2025
Point of contact	For any question about the content of this document please contact Corteva Procurement through the Support section of the Corteva SAP Ariba Supplier information portal
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