

April 22, 2020

Subject: **Nouryon' s continuous journey with SAP Ariba: E-invoicing**

ACTION REQUIRED

Dear valued supplier,

Following the successful adoption of the **SAP Ariba** cloud procurement solution last year, there have been significant improvements in the quality of purchase orders issued by Nouryon.

The Nouryon procurement teams are now launching the next stage in our Supplier Enablement initiative with the introduction of **electronic invoicing** for all non-product-related spend, using the same SAP Ariba platform.

Our aim is to eventually move to 100% touchless and paperless transactions and we therefore ask you as our business partner to work with us and support us in achieving this strategic goal

You can expect significant time and cost savings from the move to electronic invoicing:

- Ability to integrate your Sales Order processing and Invoice Management systems with Nouryon via the SAP Ariba Network to permit touchless processing, delivering significant time savings and cost reductions to you compared to the manual handling of these documents.
- Online visibility of all document types in your Ariba Network account (POs, Service Entry Sheets, Order Confirmation, Advanced Shipping Notice, Invoices) eliminating the need to contact Nouryon for status updates. This real-time view will significantly reduce your administrative overhead of doing business with Nouryon.
- Be in control of the payment process by submitting the Service Entry Sheet electronically and, after approval, flip into an electronic invoice that will flow directly into Nouryon' s systems for processing.
- Access to the world's largest business e-commerce network so you can transact electronically with your other customers that use the SAP Ariba Network.

There are two E-invoicing channels defined. E-invoicing via (machine-to-machine) integration, and E-invoicing via Service Sheet flip or PO flip via a Web portal. You are entirely free to decide which channel suits your business. To help you establish your E-invoicing channel, Nouryon and SAP Ariba have invested in a dedicated team of specialists.

NEXT STEPS

To get started with E-invoicing, please visit our [Nouryon Procurement Information Page](#) to learn how to submit the Service Entry Sheets (only applicable for services suppliers) and perform the PO flip or Service Sheet flip.

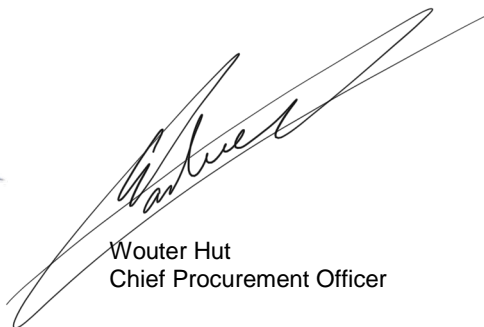
If you have any questions relating to this letter, please first consult the [Nouryon Procurement Information Page](#). If your question remains unanswered, please do not hesitate to contact us via our email address: supplier.enablement@nouryon.com.

We look forward to working with you to deliver this major improvement and strengthen our partnership.

Yours faithfully,



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Director Group Control



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Chief Procurement Officer

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Note for US based suppliers: *within Nouryon the preferred payment method is via Bank Transfer. In case payments currently run via cheque payment, please complete attached Vendor Information Form where you can provide bank account details and sent it to pbo.northamerica@nouryon.com. Nouryon will take further care of the payment method update.*