

Subject: Action Introduces SAP Ariba

February, 2022

Dear valued supplier,

We are pleased to announce a new initiative to streamline our procurement and accounts payable processes. We are partnering with **SAP Ariba**® to fulfill our vision of moving away from paper and manually transmitted documents, to enable a more sustainable process. We will concentrate our efforts and resources to accelerate profitable growth in partnership with you.

By using the SAP Ariba Network, Action will achieve:

- Customer satisfaction
- Operational efficiency and automated document processing
- Compliance to purchasing guidelines
- Increased control over spend in indirect goods and services

The solution will also bring key advantages to you, including:

- Fast and secure order reception
- On-line visibility
- Possibility of publishing online catalogs and significantly decreasing order errors
- Access to the SAP Ariba network so you can also transact electronically with your other customers.
- Option to fully integrate your SAP Ariba account with most common ERP systems

Starting March 2022, Action businesses will issue purchase orders to organizations via the SAP Ariba Network. If your organization doesn't have an SAP Ariba account yet we would like to request you to join the SAP Ariba Network and learn how to retrieve your orders online. Action and SAP Ariba have invested in a dedicated team of specialists who will soon contact you to get the registration and integration process started.

➤ **When will this take effect for you?**

In the coming weeks, Ariba will send you important communications and instruction for joining the Ariba Network. This includes establishing a trading relationship with Action on the Ariba Network and configuring your Ariba Network account. We appreciate your prompt action on all communications and requests regarding this initiative.

➤ **How can you learn more about this new SAP Ariba initiative in Action and what this means for you?**

You can learn more about SAP Ariba and the specific details on our supplier portal. If you have any questions, please do not hesitate to contact our Action Supplier Enablement Team at Supplier.Enablement@action.nl.

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

Yours faithfully,



Sjoerd Wolthoorn
Head of Procurement