

Baker Hughes GE - Ariba Network Functional Training

We will begin momentarily.

Please place your audio line on mute.

Conference Dial: Details in Webex

Code 4585309558#

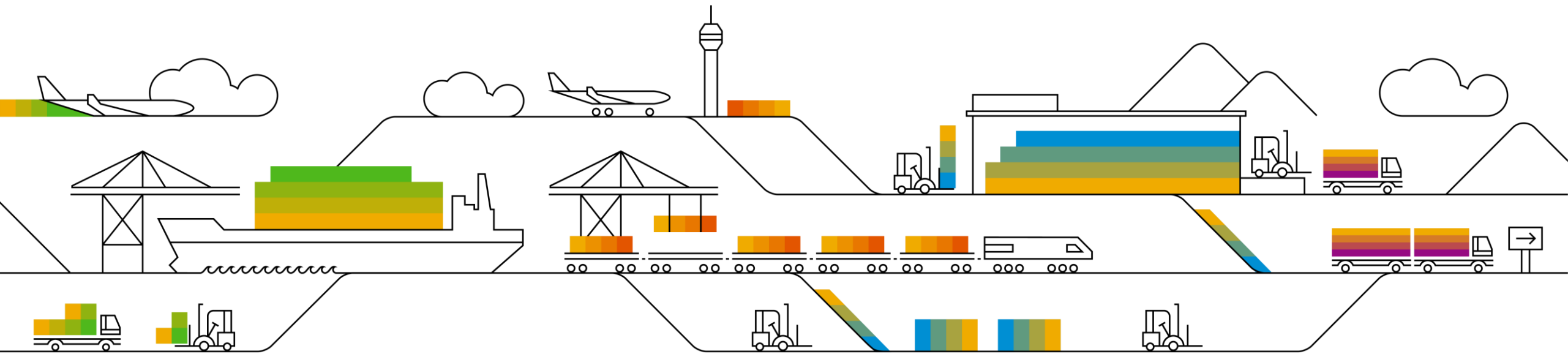
CUSTOMER



Agenda

- **Supported/Non-Supported Document Types**
- **Ariba Network Account Supplier Demo**
- **Ariba Network/BHGE Support**
- **Q & A Session**

Supported and Non-Supported Document Types



Invoice Practices

Supported

Baker Hughes, a GE Company project specifics:

- **Tax data** is accepted at the header/summary level or at the line item level of the invoice.
- **Shipping data** is accepted at the header/summary level or at the line item level. If Collaborative Supply Chain is enabled, Shipping details are added at the header/summary level of the invoice.

Supported

- | | |
|--|--|
| <ul style="list-style-type: none">• Purchase Order Confirmations
Apply against a whole PO or line items• Advance Shipment Notices
Apply against PO when items are shipped• Detail Invoices
Apply against a single purchase order referencing a line item• Partial Invoices
Apply against specific line items from a single purchase order | <ul style="list-style-type: none">• Non-PO Invoices• Service Invoices
Invoices that require service line item details• Credit Invoices
Item level credits; price/quantity adjustments |
|--|--|

Invoice Practices

Not Supported

NOT Supported:

- **Summary or Consolidated Invoices**

Apply against multiple purchase orders; not accepted by Baker Hughes, a GE Company

- **Invoicing for Purchasing Cards (P-Cards)**

An invoice for an order placed using a purchasing card; not accepted by Baker Hughes, a GE Company

- **Duplicate Invoices**

A new and unique invoice number must be provided for each invoice; Baker Hughes, a GE Company will reject duplicate invoice numbers unless resubmitting a corrected invoice that previously had a failed status on the Ariba Network

- **Paper Invoices**

Baker Hughes, a GE Company requires invoices to be submitted electronically through the Ariba Network; Baker Hughes, a GE Company will no longer accept paper invoices

- **Header Level Credit Memos**

The Header Level Credit Memo feature is not supported by Baker Hughes, a GE Company

Trading Relationship Request



To Valued Supplier,

We at Baker Hughes, a GE Company are pleased to announce an e-commerce expansion to SupplyChain and ASN Collaboration to improve the method for transacting business with our strategic suppliers. Our vision is to move away from hard copy and manually transmitted documents and use automation to make our commerce with you as fast and efficient as possible.

Subsequent to the suppliers summit at which you participated, we are now sending you the E-Commerce Trading Relationship Request that explains to you how to set up your Ariba® Network account.

As you may recall from the E-Commerce Project Notification Letter which you recently received, the project will be in production by January, 2018.

Please promptly follow the steps outlined below in
ACTION REQUIRED.

Live Help:

Should you require assistance, please use the following contact information:

- To create your Ariba account, contact Ariba's Enablement team at GEOGEnablement@ariba.com or calling (1-800-974-4899)
- To log in with existing account information (usernames/passwords), contact Ariba's Help Desk at +1 866 218 2155 . For a list of international numbers, please visit supplier.ariba.com , choose Help, Contact Support, Call Ariba Customer Support.

A note about fees: This is a buyer funded project. There will be no fees charged for any documents transacted through the Ariba Network with BHGE.

Exchanging transaction documents through the Ariba Network will be a standard part of doing business. We at BHGE will closely monitor this activity to ensure that this step is completed within five (5) business days.

If you have questions regarding this change, please contact our BHGE Enablement Team at JAX_Ariba_supplier@ge.com.

Thank you for your support,

WHAT DO I DO IF I HAVE QUESTIONS

For general and frequently asked questions about the Ariba Network, [click here](#).

View additional information about Baker Hughes, a GE Company in the [Supplier Information Portal](#). After you have established the trading relationship, you can continue to access Baker Hughes, a GE Company's supplier information portal from your Ariba Network account.

For specific questions related to your Ariba Network trading relationship with Baker Hughes, a GE Company, [click here](#) to submit your questions directly to them.

ACTION REQUIRED

If you are the account administrator or if you want to register a new account on the Ariba Network, proceed to click the following link. Registering and/or setting up the trading relationship with Baker Hughes, a GE Company takes only a few minutes. There is no charge to register, and basic membership is free. Potential fees may apply based on transaction volumes.

→ [Click here to proceed](#)

(This will inform us that you have started the activation process)

NOTES:

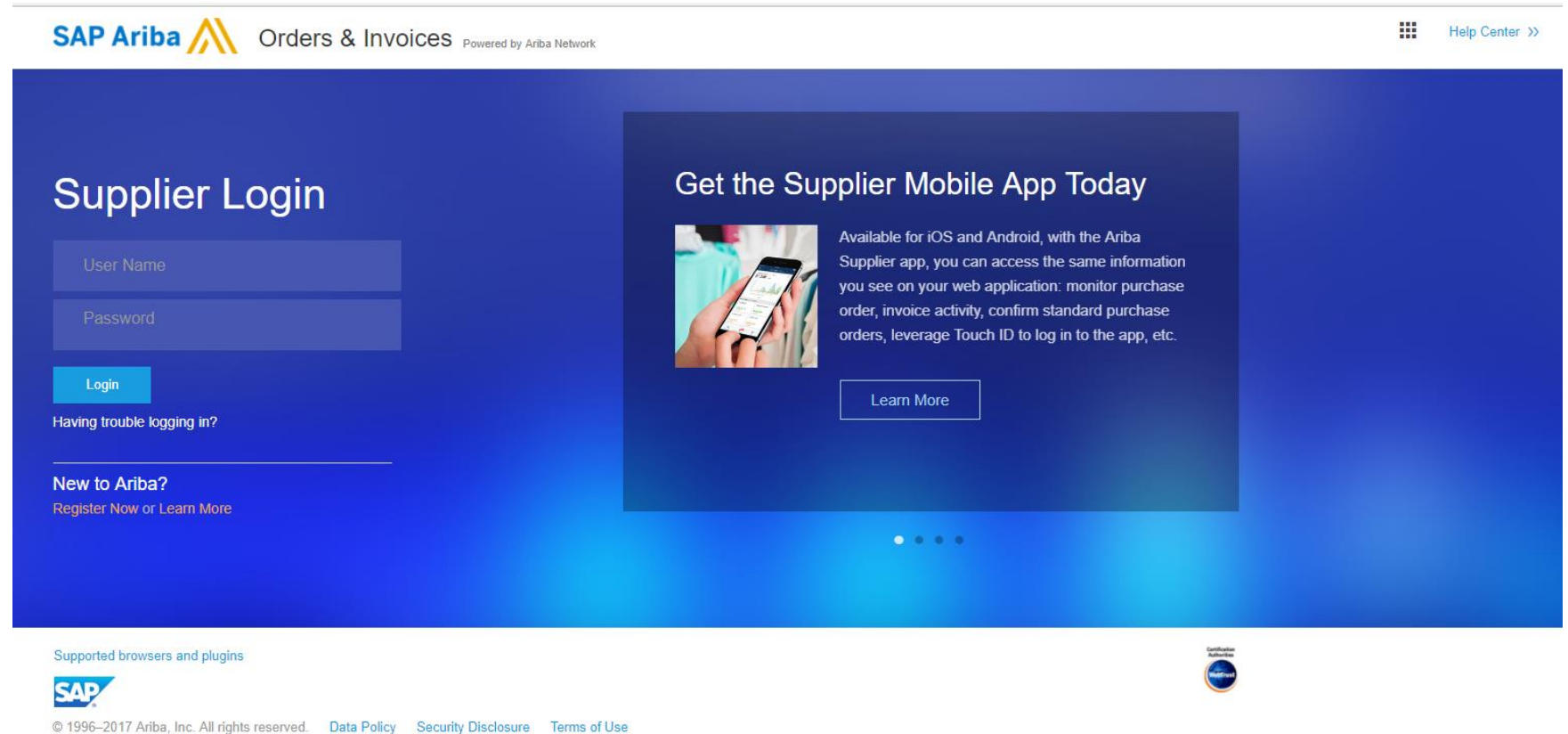
- This invitation link allows you to create a new Ariba Network account or use an existing account. Only an Ariba Network account administrator can use an existing account to set up additional trading relationships.
- Only basic company information is needed to set up an account.
- Take advantage of the On-Demand training and knowledge content on <https://support.ariba.com/help> to help you get started.

For any additional questions or further assistance, please contact [Ariba Customer Support](#).

Sincerely,
The Ariba Network Team
<http://www.ariba.com>

To Login

1. Login at supplier.ariba.com
2. Enter the username and password
3. Click Login



The screenshot shows the SAP Ariba Supplier Login page. The header includes the SAP Ariba logo, 'Orders & Invoices', and 'Powered by Ariba Network'. A 'Help Center' link is in the top right. The main content area has a 'Supplier Login' section with input fields for 'User Name' and 'Password', a 'Login' button, and links for 'Having trouble logging in?', 'New to Ariba?', 'Register Now', and 'Learn More'. To the right is a 'Get the Supplier Mobile App Today' section with an image of a smartphone and text describing the app's features. The footer contains 'Supported browsers and plugins', the SAP logo, copyright information, and links for 'Data Policy', 'Security Disclosure', and 'Terms of Use'.

SAP Ariba Orders & Invoices Powered by Ariba Network Help Center >>

Supplier Login

User Name

Password

Login

Having trouble logging in?

New to Ariba?
Register Now or Learn More

Get the Supplier Mobile App Today

Available for iOS and Android, with the Ariba Supplier app, you can access the same information you see on your web application: monitor purchase order, invoice activity, confirm standard purchase orders, leverage Touch ID to log in to the app, etc.

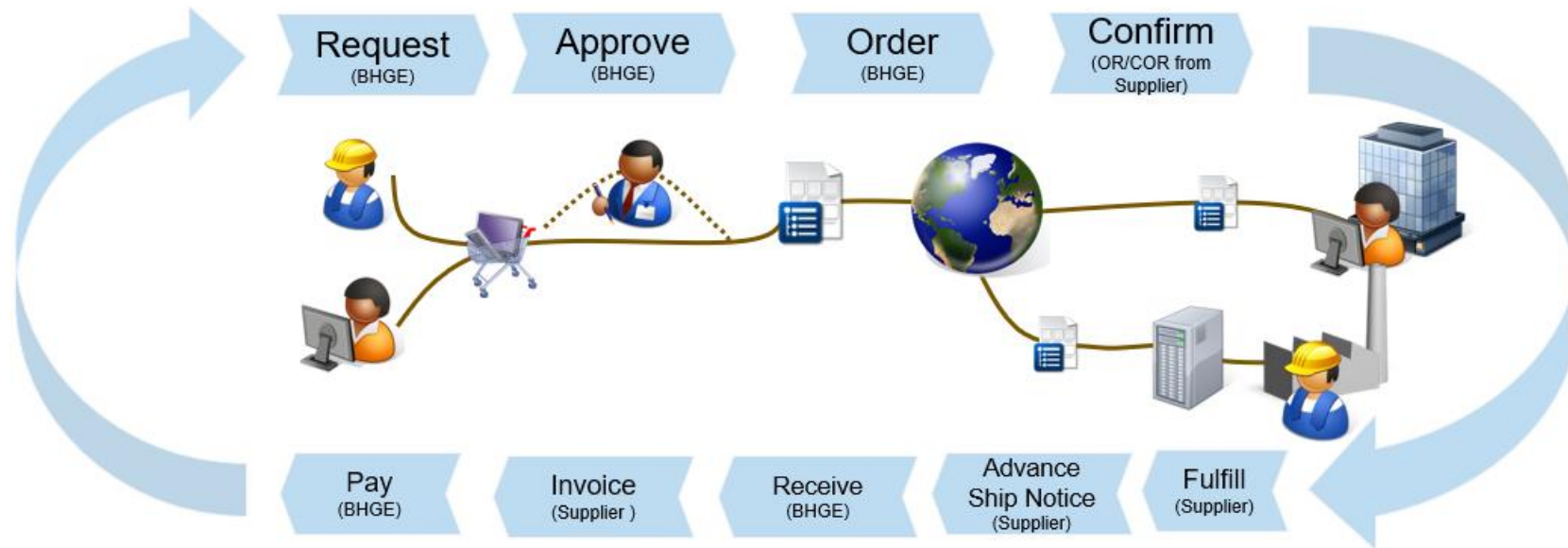
Learn More

Supported browsers and plugins

SAP

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BHGE Document Flow Model – End to End Procurement Process



Demo

Account Setup
Order Confirmations
ASNs
Invoices

Important Dates and Details

- On and after the go-live date, BHGE will be sending orders to suppliers on the Ariba Network. You will need to use Ariba to receive orders and send invoices.
- Communication within the supplier team is a determining factor in the success of the implementation of this new tool.
- After the production date, orders will be sent using Ariba. Please decide now who will receive notifications for orders.
- Check and update user access: Receive, Confirm, and Create invoices for BHGE

Who should you contact?

Business-related questions

For any questions specific to BHGE business process

JAX_Ariba_supplier@ge.com

Ariba Network Registration or Configuration Support

For any questions regarding registration, and configuration

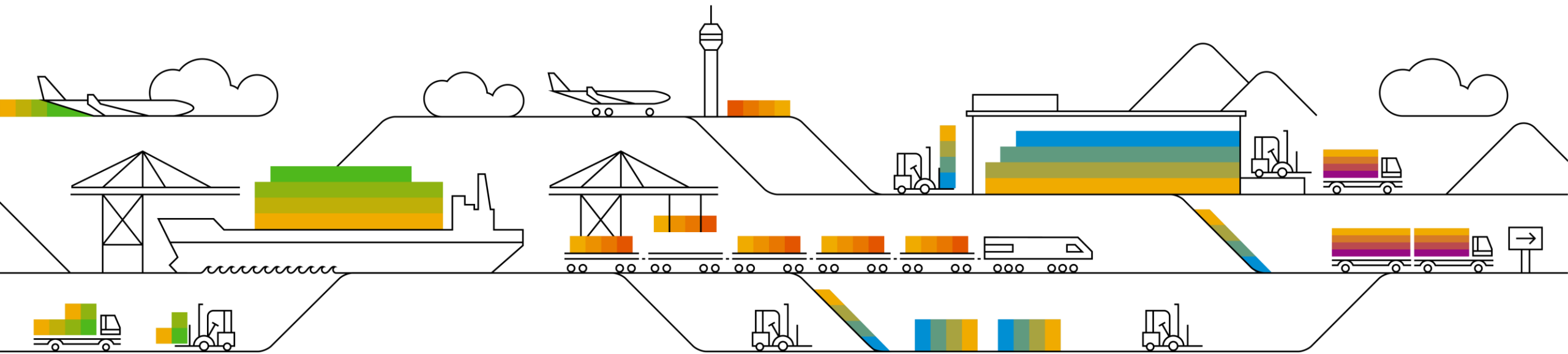
GEOGEnablement@ariba.com

Supplier Support Post Go-Live

For any technical questions, password resets, user role/Admin changes, network errors, and Ariba navigation

Ariba Network Help Center Accessible through your Ariba Network account (top/right corner).

Questions?



Thank you!