ELANCO'S TRANSITION TO SAP ARIBA

FREQUENTLY ASKED QUESTIONS

What is Ariba?
The Ariba Network is a scalable network infrastructure that organizations use to efficiently transact business with trading partners.

The Ariba Network offers suppliers a broad range of solutions and services to manage business transactions and content through a web browser, or electronically through EDI/cXML. The Ariba Network positions suppliers to attract further business from existing and new customers.

To access your Ariba Network account and other information about the Ariba Network, visit:
- Ariba Network Supplier Account: https://supplier.ariba.com
- Ariba Network Information: https://www.ariba.com/supplier/suppliernetwork
- Ariba Network Supplier Membership: https://www.ariba.com/suppliermembership

Why is Elanco asking suppliers to use the Ariba Network?
Implementing an independent ECC is a part of Elanco's separation from Eli Lilly and Company into a fully independent company. Elanco determined Ariba to be the best choice for use with suppliers as the platform brings benefits for both suppliers and Elanco. Transacting purchase orders and invoices through the Ariba Network will improve speed with real-time purchase order delivery, use of online catalogs and invoice automation which improves compliance.

What do I need to use the Ariba Network?
To access and use the Ariba Network, suppliers will need a regular Internet connection and a web browser.

Why did Elanco choose the Ariba Network?
The Ariba Network is the world's largest trading partner community, home to more than 730,000 companies, including more than half of the Fortune 500. Ariba provides fast transmission, tracking and processing of orders and invoices.

What do I need to know when submitting invoices to Elanco through the Ariba Network?
Review the information, training materials and reference documents provided on Elanco's Supplier Information Portal prior to submitting invoices to Elanco through the Ariba Network. First, visit https://supplier.ariba.com and log on to your Production Ariba Network Account. Access the Administrator Navigation drop-down menu, then select Customer Relationships. Select Elanco and choose the Supplier Information Portal link next to Elanco.

What if I don't want to participate?
Elanco is committed to the success of this initiative and making the transition to this new process as seamless as possible for suppliers. Joining Elanco on the Ariba Network is a critical step for suppliers to ensure that our businesses can continue to transact seamlessly.

How do I register for the Ariba Network?
Ariba and Elanco are in the process of contacting suppliers. This communication will take place in phases and suppliers will be contacted when they are expected to transition to the Ariba Network.

Suppliers will receive an email with the Trading Relationship Request explaining how to register on the Ariba Network. This email outlines the process and necessary steps to take for creating an Ariba Network account. Ariba will also contact and assist suppliers individually throughout this process to ensure a smooth transition.

Note: If you already have an existing Ariba Network account, you can leverage your existing Ariba Network account to transact with Elanco.

What if I forget my Ariba Network password?
If you forget your Ariba Network Password, visit https://supplier.ariba.com and click Forgot Password. Then, you will be prompted to reset your Ariba Network password.

Is there a cost for transacting business on the Ariba Network?
For details regarding potential charges, visit https://www.ariba.com/ariba-network/ariba-network-for-suppliers/accounts-and-pricing.

What is the process for invoices against purchase orders that I received prior to cutover?
If you receive purchase orders from Elanco and submit paper invoices, you will be required to submit your invoices via the Ariba Network. Please continue to follow the existing process until you have been notified to begin sending live invoices through your Ariba Network Production account.

Any purchase order that you received prior to the go-live date will need to be handled in the same manner that they are today until that purchase order is fully invoiced. Only new purchase orders will be sent through the Ariba Network starting on the day you go-live with Elanco on the Ariba Network.

What this means for you if you are also a supplier of heritage-Bayer Animal Health?
If you are a supplier of both heritage-Elanco and heritage-Bayer Animal Health, which Elanco acquired in August 2020, you will be able to join Elanco on SAP Ariba, as follows:
- If you currently use SAP Ariba for heritage-Bayer Animal Health orders, please continue to use this account for those orders. For heritage-Elanco orders, you will need to establish a trading relationship with Elanco. While you may use your existing login, you will need to maintain two separate accounts for heritage-Bayer Animal Health and heritage-Elanco orders until supplier data can be fully integrated and the way we work with you can be streamlined.
- If you do not currently use SAP Ariba for heritage-Bayer Animal Health orders, you should continue using the current AP and procurement processes used for those orders today. For heritage-Elanco orders, you will need to create an account with SAP Ariba and establish a trading relationship with Elanco.