



## Supplement: Digitalisation of supplier management at Emmi Switzerland AG

The strategic purchasing department of Emmi Switzerland AG will be introducing the Supplier Lifecycle and Performance Management (SLP) software from the SAP ARIBA portfolio as of January 2022. This is an established standard solution on the market and already being used by a majority of our supplier. With SLP, we are digitalizing the process in supplier- and risk management with the aim of making the processes simpler and more efficient for both sides.

### What changes in the process?

The exchange of business information and master data now takes place in the respective ARIBA views (SLP on Emmi side or ARIBA Network Account on the supplier side). There is no longer any need to send e-mails or fill out Excel documents.

### Steps included in the process:

- **Supplier request**  
Every supplier can apply directly to Emmi as a future supplier via a link. This information is stored in SLP from this point onwards at Emmi.
- **Supplier registration**  
Potential suppliers will receive an email inviting them to register via a link. The deadline for submitting the questionnaire is 30 days. The time available can be seen in your ARIBA account
- **Supplier qualification**  
The last step in the process is the qualification. Here, the supplier is asked to answer specific questions on topics such as sustainability, risk or quality. In addition to these questions, the supplier-specific certificates must be uploaded to ARIBA. The deadline for this step is 20 days. Again, you can see the time available in your account
- **Supplier master data**  
Adjustments in the business relationship between you as a supplier and Emmi as a customer can be maintained simply and directly via SLP in your ARIBA account. With the "send update" button, we receive the information directly in SLP. In this way, we jointly ensure that the supplier master is always up to date.
- **Certificates**  
When the validity of certificates expires, you automatically receive a request to upload your current documents to ARIBA. In this way, we jointly ensure that the current supplier certificates are always available in the event of an audit



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**Your contacts for questions on supplier management via SLP or ARIBA:**

- *Content issues:*  
Your contact person in strategic purchasing at Emmi Switzerland AG
  
- *Technical questions about your ARIBA Account:*  
ARIBA Helpcenter

Lucerne, January 2022

Strategic Purchasing  
Emmi Schweiz AG