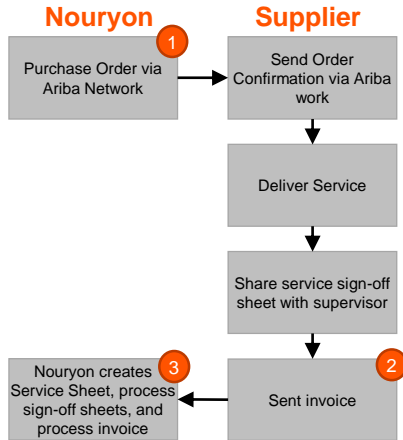


E-invoicing for Services: what does this mean for you?

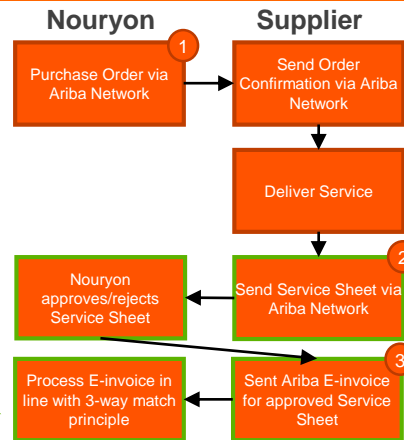
Old situation

1. Purchase Order – 2. Invoice – 3. Service Sheet



New situation

1. Purchase Order – 2. Service Sheet – 3. Invoice



Reduced processing time due to improved matching quality!

Additional information

Nouryon Supplier Enablement program

E-invoicing via the Ariba Network for NRP spend is being rolled out in 2020 as part of the Nouryon Supplier Enablement program. Our aim is to achieve 100% touchless and paperless transactions. Therefore, we invite and strongly request your company to participate in this key initiative. Below you can find Nouryon's easy-to-access information concerning E-invoicing. For more extended information, please visit the [Ariba Supplier Portal](#). The [ADAPT Training site](#) allows suppliers to learn how to configure and use their Ariba Network account. It includes plenty of details and screenshots to support suppliers even in more complex operations. The information is organized in easy digestible chunks and allows for easy navigation. This site will be common to all suppliers on Ariba Network, and even accessible on a few weeks from Ariba.com and from the Help Center. "Our goal is to move to 100% touchless and paperless transactions. By having our suppliers submitting Service Sheets electronically and send electronic invoices that will flow directly into Nouryon's systems for processing, we ensure better quality of control of our Purchase to Pay process." Pieter van der Stok, Director Accounting & Reporting Nouryon

E-invoicing

via the Ariba Network for Non-Product Related spend

Join Nouryon's E-invoicing program

Physical Notification Letter by Nouryon Management

PDF (2019.046)

E-invoicing Information

Including Quick Reference Cards

PDF (2019.046)

FAQ E-invoicing

PDF (2019.046)

Why change to E-invoicing?

- 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.
- Online visibility, notifications and tracking of all document types in your Ariba Network account → reduce your administrative workload and check the status of your invoice online – from successful delivery through 'failed' in case of errors
- Secure and guaranteed invoice processing – no more lost invoices
- Less human errors while typing over PDF invoices into Service Sheets
- Reduced processing time – Nouryon receives your invoices faster
- Instant invoice validation – less delays due to missing information (take corrective actions if errors occur) and an easy match to the correct Service Sheet and PO

Your activities

- Receive the Purchase Order before starting any services (Nouryon follows a 'no PO – no Pay' policy)
- After the agreed Services have been performed, submit the Service Sheet via the Ariba Network, containing all necessary sign-off forms and details on what has been delivered
- After internal review Nouryon will approve / deny your Service Sheet. The Service Sheet status can be viewed at any time on the Ariba Network
- After an approved Service Sheet, the Ariba E-invoice can be sent and includes a clear reference to the PO. In this matter the automatic 3-way match process can take place.

Who to contact?

- [Nouryon Ariba website](#) – our information webpage for suppliers, containing Nouryon specific guidelines, support model information, and frequently asked questions
- Do you have any additional questions after reviewing the Nouryon Ariba website? Do not hesitate to contact us: supplier.enablement@nouryon.com