

# GE Power

## APSS Registration - External

- ✓ Existing/new SSO ID of GE to be available
- ✓ If GE SSO ID unavailable you will need to register with GE
- For existing GE SSO ID
- APSS Application Log-in URL: <https://shared.gepower.com/apss/faces/legalapss.faces>
  - Enter SSO Credentials
  - Click “Agree” to enter into APSS Application
    - Click on “Click here to proceed with registration.”

### GE Single Sign On

Log In & Remember Me

Log In To A Shared Computer



GE Energy

AP Self Service

### LEGAL NOTICE

This application is hosted on a U.S.-based server and may not be used in connection with any transaction involving a “sanctioned” country. Use of a U.S.-based application for transactions involving sanctioned countries could be considered “facilitation” of trade with the sanctioned country, which is prohibited by U.S. law. Click on the following link for the most current listing of countries sanctioned (embargoed) by the U.S. Government (<http://www.treas.gov/offices/enforcement/ofac/>).

“U.S. person” is defined to include:

- a) U.S. nationals, wherever located;
- b) foreign nationals employed by any U.S. incorporated company (such as GE and GEII) wherever located;
- c) other foreign nationals while present in the U.S. and holding a valid U.S. Green Card; and
- d) [for the Cuba sanctions only] foreign nationals employed by any controlled subsidiary of a U.S. incorporated company (such as GE and GEII) wherever located.

For businesses located in Canada, Mexico, or any European Union nation, anti-blocking statutes apply with respect to the U.S. embargoes. Advice on complying with any relevant anti-blocking statutes should be obtained from legal counsel. Accessing technical data or engineering tools hosted on a U.S.-based application or server from outside the U.S. is considered an export of that technical data or engineering tool. It is your obligation to comply with all relevant U.S. export laws. For guidance on compliance with U.S. export laws, contact your assigned legal counsel or ITC compliance leader.

If you have issues or concerns related to APSS functionality, or need assistance submitting a Registration Request for the tool, please contact the eSourcing Helpdesk at [asesourps@ps.ge.com](mailto:asesourps@ps.ge.com) or 866-770-5248, and for non-English speaking GE businesses, please log a ServiceNow ticket with the AP Team. <https://ge.service-now.com/OneGE/>

Agree | Disagree



GE Energy

AP Self Service

Welcome to the AP Self Service Inquiry!

This application will allow users to:

- View Invoice/PO/Receiving Information
- Supplier Inquiry
- Payment Inquiry
- Terms Inquiry
- Submit Customer Service Inquiry to AP Center

Online tutorials are provided on SupportCentral. If you have any questions, you can also use the SupportCentral Expert.

[Click here to proceed with registration.](#)

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  - Enter SSO Credentials
  - Click “Agree” to enter into APSS Application
  - Click on “Click here to proceed with registration.”
    - Choose Company by using Magnifier
      - Use GLS/Supplier Name to find company information
    - Check radio button and hit submit


GE Energy AP Self Service

Add Personal Profile

First Name:

Last Name:

E-Mail Address:

\* Company:  

\* Phone No:

Extension:

\* Address Line 1:

\* City:

\* Country:

Fax No:

Address Line 2:

\* State/Province:

Zip/Postal Code:


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Find Supplier Company

GSL # :

Supplier Name :

Search Results

GSL #	Supplier Name
	<input type="text"/>

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    - Choose Company by using Magnifier
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    - Check radio button and hit submit
    - Update Mandatory Information and Hit Save

GE Energy AP Self Service

Add Personal Profile

First Name:

Last Name:

E-Mail Address:

\* Company:

\* Phone No:

Extension:

\* Address Line 1:

City:

\* Country:

Fax No:

Address Line 2:

\* State/Province:

Zip/Postal Code:

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    - Choose Company by using Magnifier
      - Use GLS/Supplier Name to find company information
    - Check radio button and hit submit
    - Update Mandatory Information and Hit Save
    - Update information “Register Supplier Responsibility”
      - GE Contact Information
      - Enter either of the information
        - Enter GE Supplier #’s To Add To Your Profile and Push to List
        - Enter PO #’s Issued To Your Company and Push to List
        - Enter Invoice #’s Submitted By Your Company (If Any) and Push to List
- Click on Next

**Register Supplier Responsibility**

GE Contact Information:

First Name:  Last Name:  E-Mail Address:  Phone No:

Enter GE Supplier # 's To Add To Your Profile

GSL #:

List of GSLs #

1  01

Enter PO # 's Issued To Your Company

PO #s:

List of POs#

1  2

Enter Invoice # 's Submitted By Your Company

Invoice #:

List of Invoices #

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        - Enter Invoice #’s Submitted By Your Company (If Any) and Push to List
  - Click on Next
  - Register Payment Notification
    - Check GSL Site
    - Update Send information
      - Comment if required
  - Preview Request
    - Hit Save

### Register Payment Notification

GSL's    Receive Notification

Send it to profile e-mail.

Send it to this e-mail list.

E-Mails:  
Please write emails separated by :

# Support Contact(s)

## Escalation/Expedite request

- If you still face any issues; Please contact L1 eSourcing Helpdesk
  - T: (866)-770-5248 Option 1
  - Email: [pssourps@ps.ge.com](mailto:pssourps@ps.ge.com)
  - Visit us @ [http://sc.ge.com/\\*eSourcingHelpDesk](http://sc.ge.com/*eSourcingHelpDesk)
  
- Escalation Point of Contact
  - Raj, Nirmal - [Anirmal.Raj@ge.com](mailto:Anirmal.Raj@ge.com) - 866 770 5248
  - G, Karthikeyan - [Karthikeyan2.G@ge.com](mailto:Karthikeyan2.G@ge.com) - 678 844 5111
  
- Required (Mandatory) Information for us to assist you further while sharing information
  - Invoice Number
  - Purchase Order Number
  - Contact Phone Number#
    - Available time of Contact
  - Screen Shot of Error (if any)