GE VERNOVA

GEV STEAM POWER PORTAL (SSP) TRAINING

Activation for existing supplier registration

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SUPPLIER ACTIVATION

Learning Goals

- Learn how to log in to Steam Power's New Steam Supplier Portal or SSP
- See forms that need to be checked and/or filled in
- Invite others from your company to join as a User
- How to maintain your data
- How to get help
- FAQs

Why / benefits

- This is our new single source of truth with information about you so we can do business together
- You see/control information, including some new fields, so we can continue to place orders and pay you

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SUPPLIER ACTIVATION

Scenario 1

You have already received in invitation from your buyer

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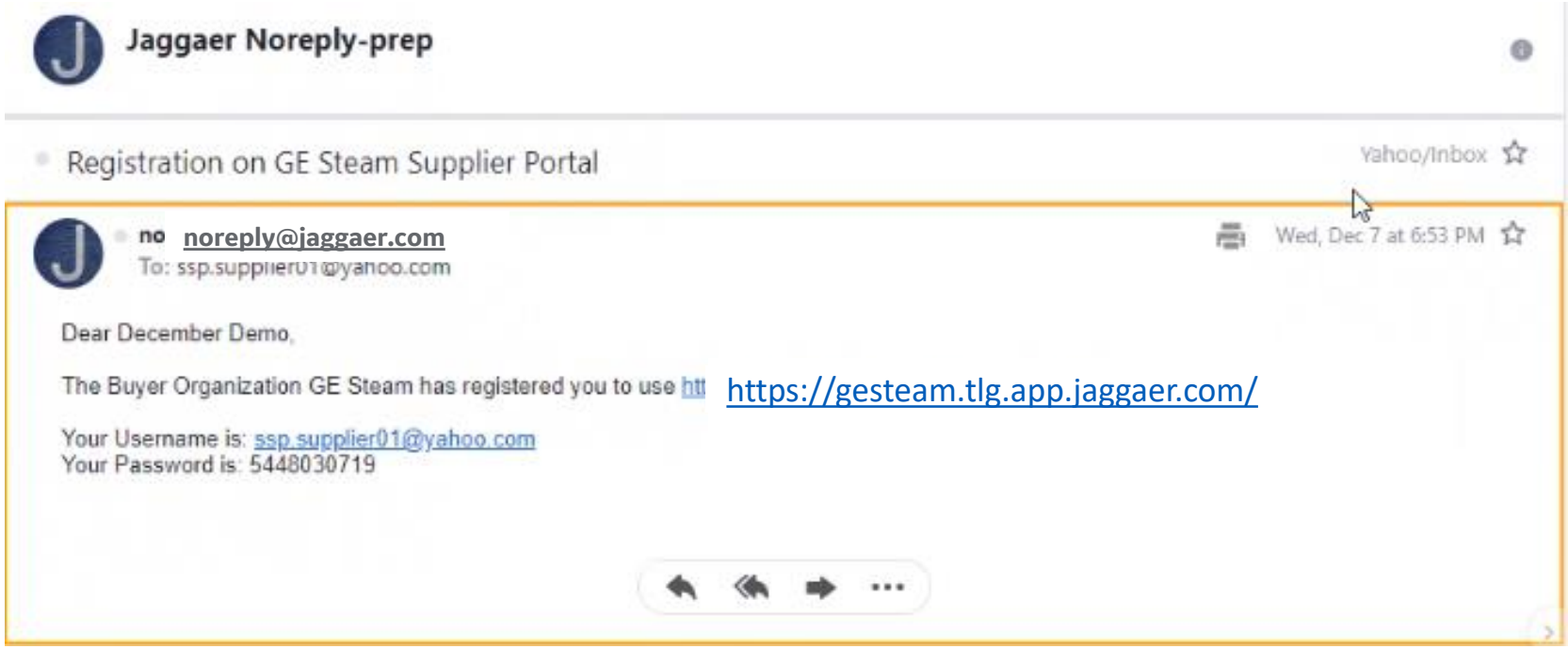
SUPPLIER ACTIVATION

If you may have received a noreply@jaggaer.com email from your Buyer, it'll look like the one below.

It has a URL Link to the Jaggaer platform and a temporary password. Note: Your Username = Your Email Address.

Click the URL Link to the Jaggaer platform to Log Into the Steam Supplier Portal (SSP) using username & password provided



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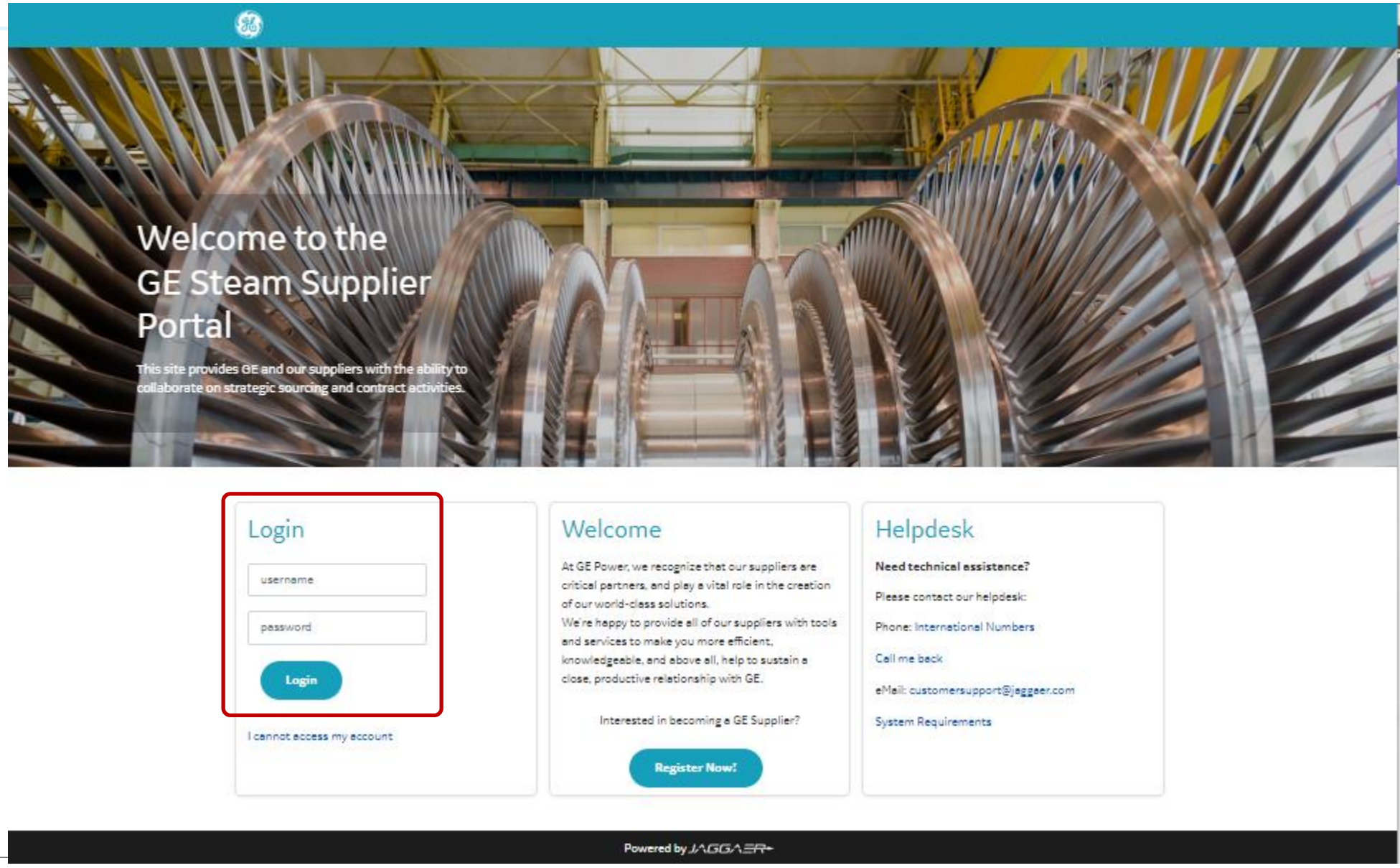
SUPPLIER ACTIVATION

Enter your email and temporary password

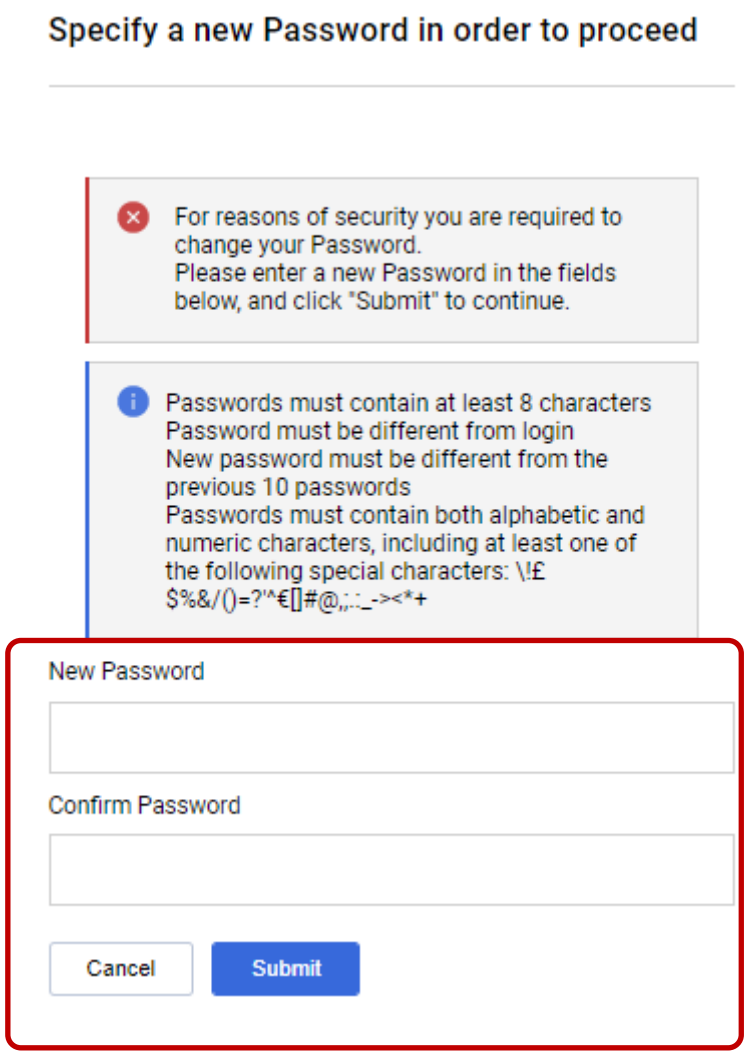


SUPPLIER ACTIVATION

You will be prompted to Enter a NEW Password of your choice

Confirm, and

Submit.



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SUPPLIER ACTIVATION

Scenario 2

No Email Invitation Yet

1st Step – Let’s figure out which EMAIL you should use

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SUPPLIER ACTIVATION

For security, your Email must match what is in Steam Supplier Portal (SSP)

1st Step: If you think you know what Email to use, follow the steps on the next 4 slides.

If you do NOT get an email from noreply@jaggaer.com, you are not using the one that matches what we have in SSP.

To find out what email we have for you:

Contact your buyer – or – Email Supplier.Portal@GEVernova.com with your full company name & email you are trying to log in with.

Note: If you have multiple locations, each must have a unique email associated with it.

So, in addition to your company name, please include other unique identifiers like the SAP#, DUNS# or address if you have more than one location globally.

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SUPPLIER ACTIVATION

1st Log In after you verify your email your GEV buyer

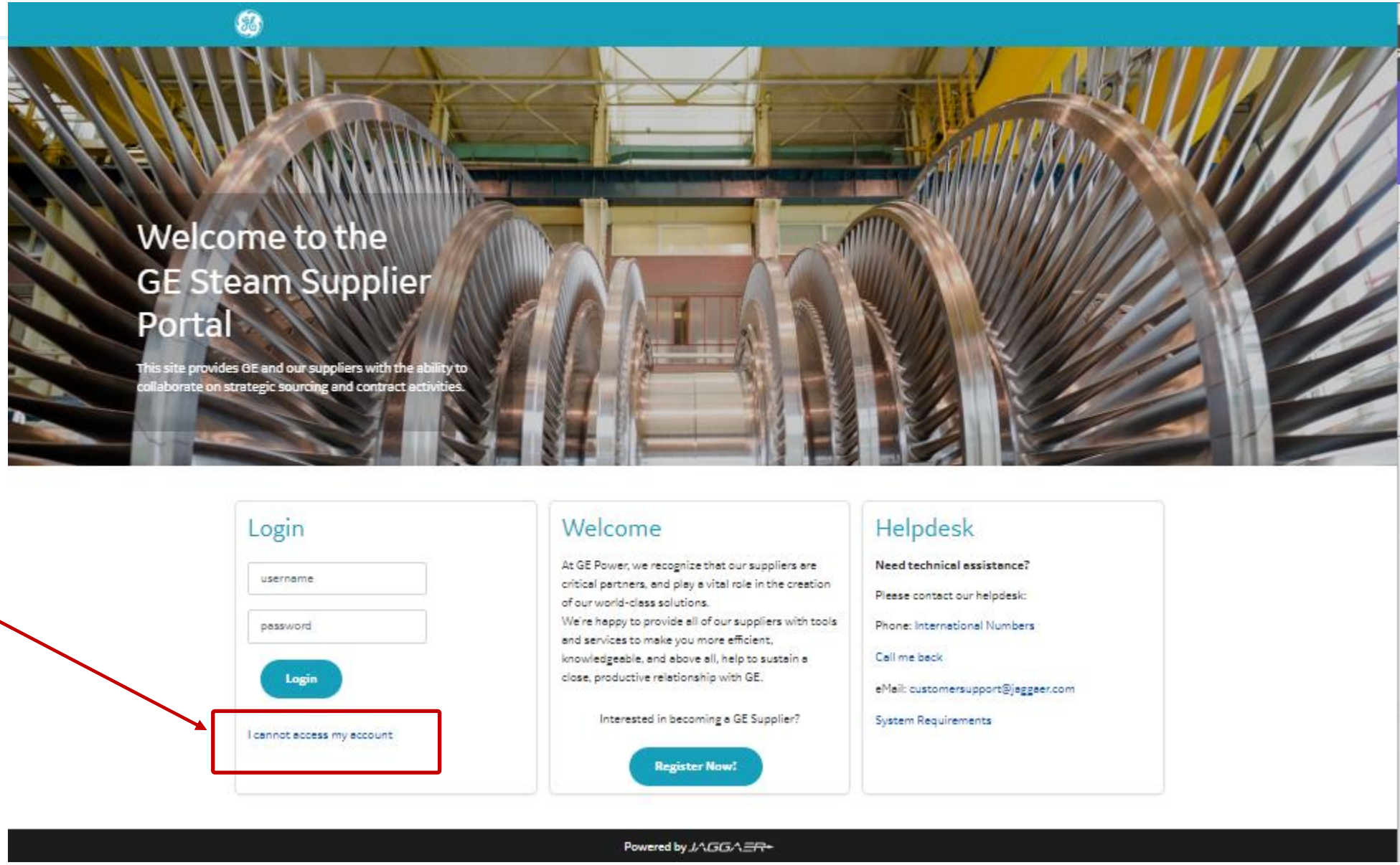
Let's verify you have the right email & get you a password.

Go to: https://gesteam.tlg.app.jaggaer.com/

Click:

I cannot access my account

That will give you Pop-up Box to setup a password



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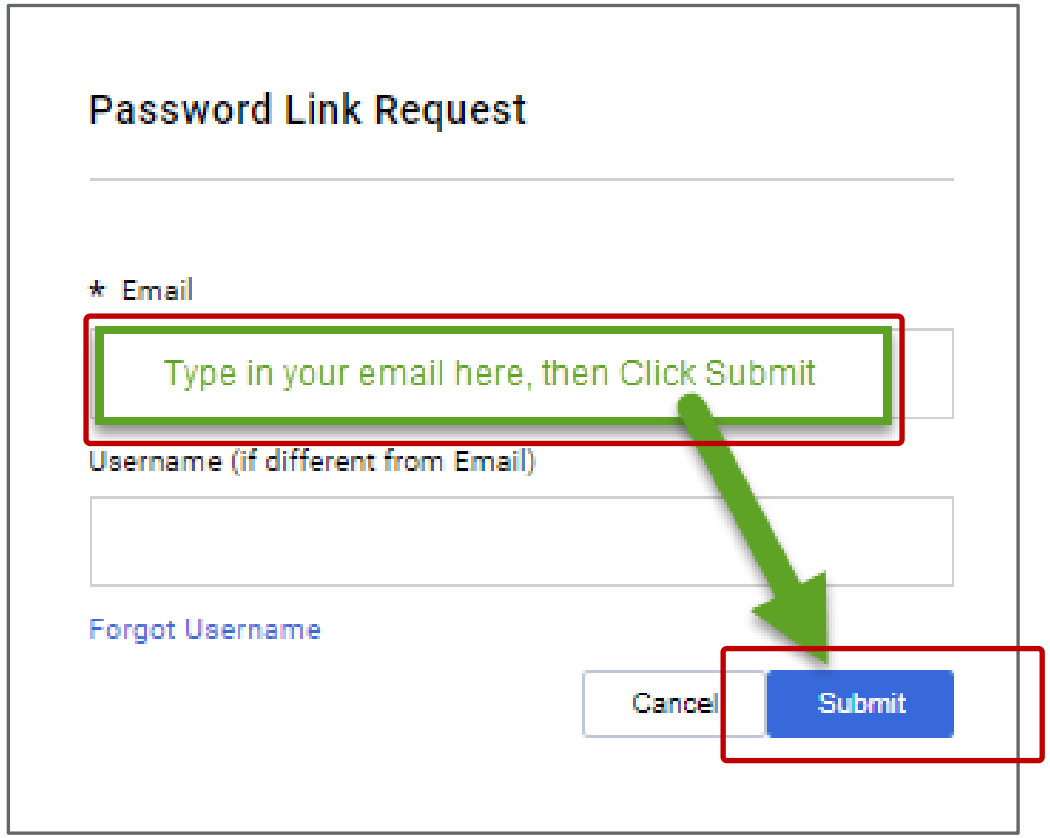
SUPPLIER ACTIVATION

Pop up box

You will be prompted to ENTER YOUR EMAIL ADDRESS.

Click Submit.



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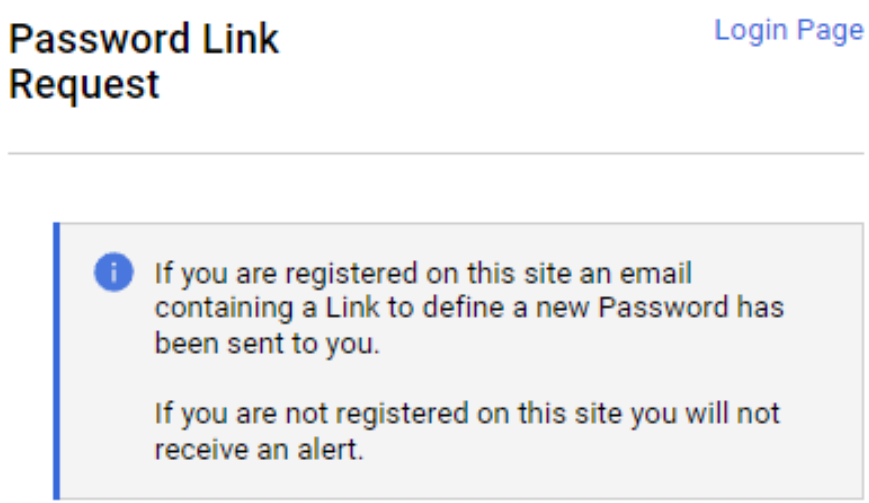
SUPPLIER ACTIVATION

You will get this dialog box telling you, IF the email you entered is registered in SSP, you will get an email, IF the email you entered is *not* match with what we have for you in the Steam Supplier Portal for you, you will *not* get an email from us



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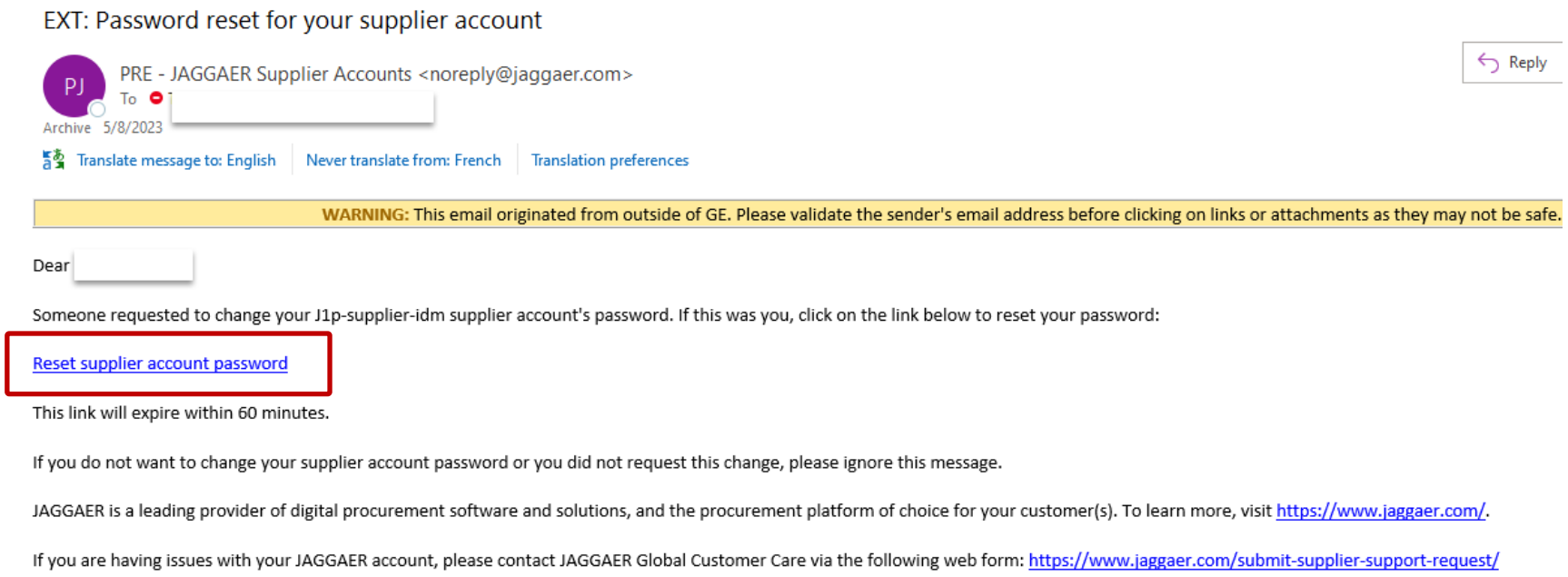
SUPPLIER ACTIVATION

If you get an email in your inbox, You have the right log in email

You will get an email from Jaggaer to reset your password. Click the blue hyperlink to Reset supplier account password link (as shown in red box below). Follow the prompts & create your password.



EXT: Password reset for your supplier account

PJ

PRE - JAGGAER Supplier Accounts <noreply@jaggaer.com>

To

Archive 5/8/2023

Reply

Translate message to: English | Never translate from: French | Translation preferences

WARNING: This email originated from outside of GE. Please validate the sender's email address before clicking on links or attachments as they may not be safe.

Dear

Someone requested to change your J1p-supplier-idm supplier account's password. If this was you, click on the link below to reset your password:

Reset supplier account password

This link will expire within 60 minutes.

If you do not want to change your supplier account password or you did not request this change, please ignore this message.

JAGGAER is a leading provider of digital procurement software and solutions, and the procurement platform of choice for your customer(s). To learn more, visit https://www.jaggaer.com/.

If you are having issues with your JAGGAER account, please contact JAGGAER Global Customer Care via the following web form: https://www.jaggaer.com/submit-supplier-support-request/

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SUPPLIER ACTIVATION

Success

You are now ready to Log In to SSP

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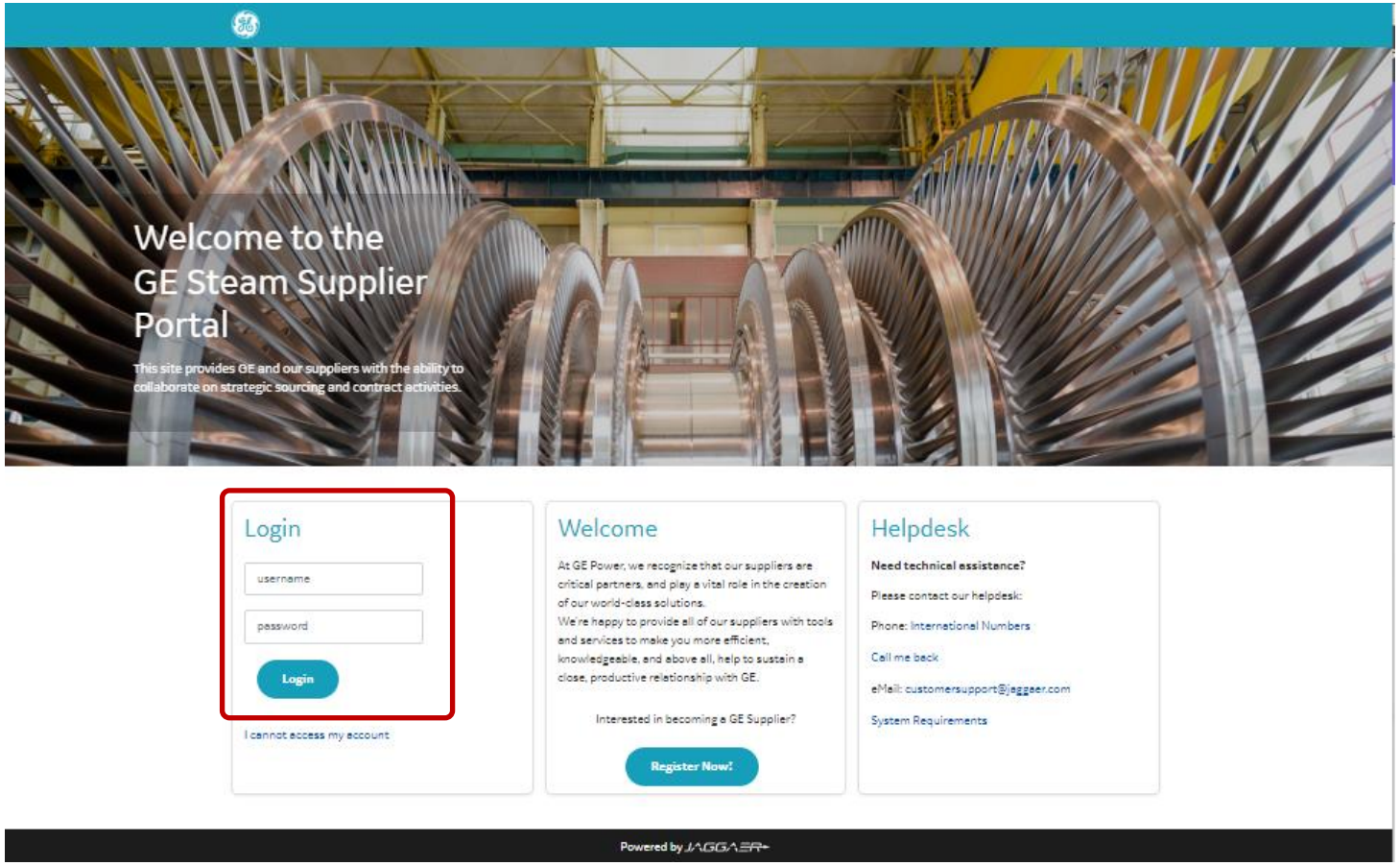
SUPPLIER ACTIVATION

SSP Log In Page

You now have access and can Log In using your new username and password credentials! Go to the Steam Supplier Portal: https://gesteam.tlg.app.jaggaer.com/

Log In



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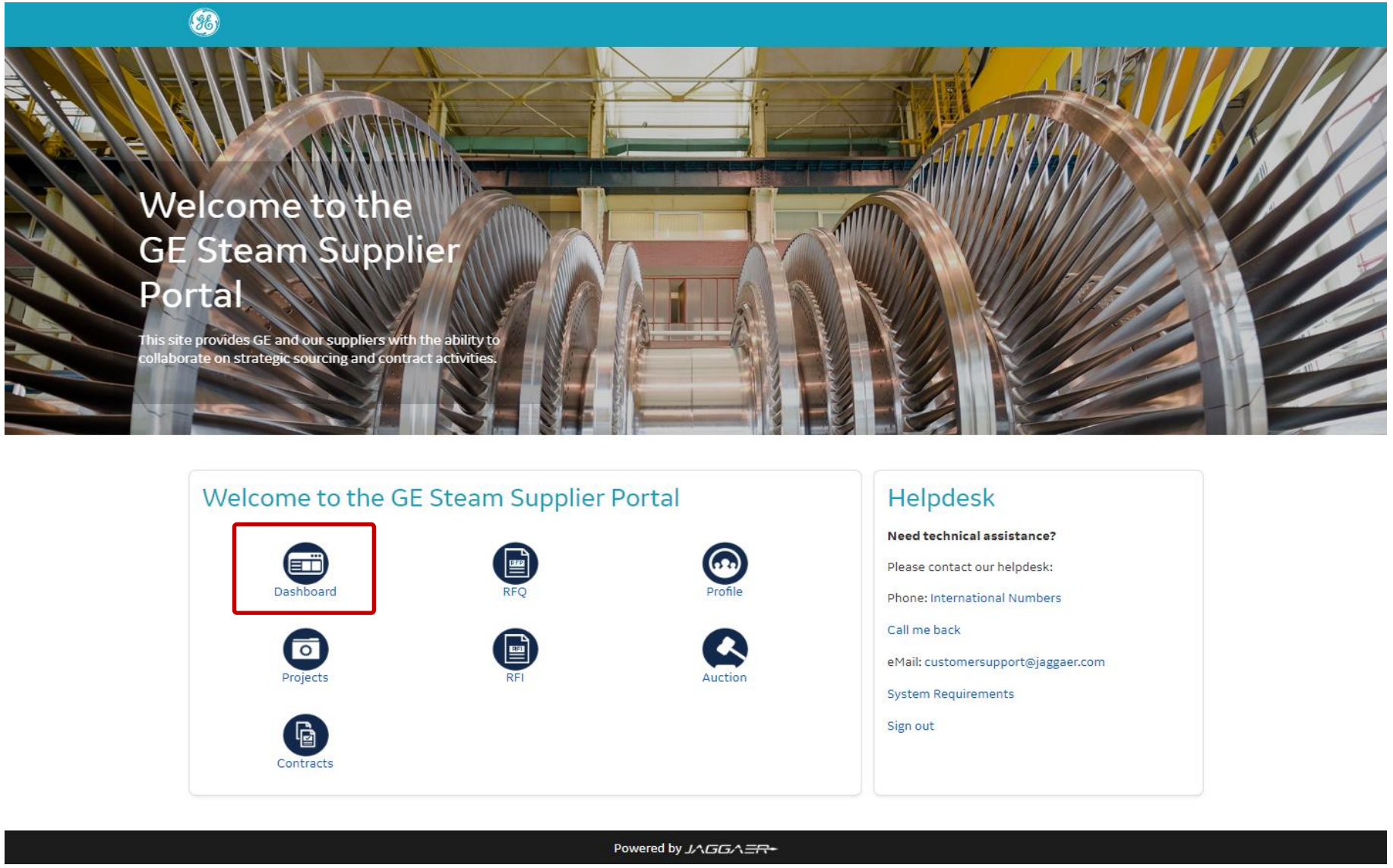
SUPPLIER ACTIVATION

Supplier Landing Page after log in

Start with the Dashboard to see actions needed. Profile for data maintenance. Depending on your region, other modules may not be active yet.

Click on Dashboard



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SUPPLIER ACTIVATION

If you buyer has not activated you yet, Your View will Only include:

(1) Registration Data Tab

(2) a Tab to pick a Category (what GEV can buy from you)

(3) Save

If so, complete all mandatory data fields & save as shown on the next 6 slides.

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SUPPLIER ACTIVATION

Supplier Registration Data Page

You May See This If your buyer has not yet filled in all his mandatory fields and created an assessment to start the approval workflow, then you will ONLY have these 3 basic tabs to complete.

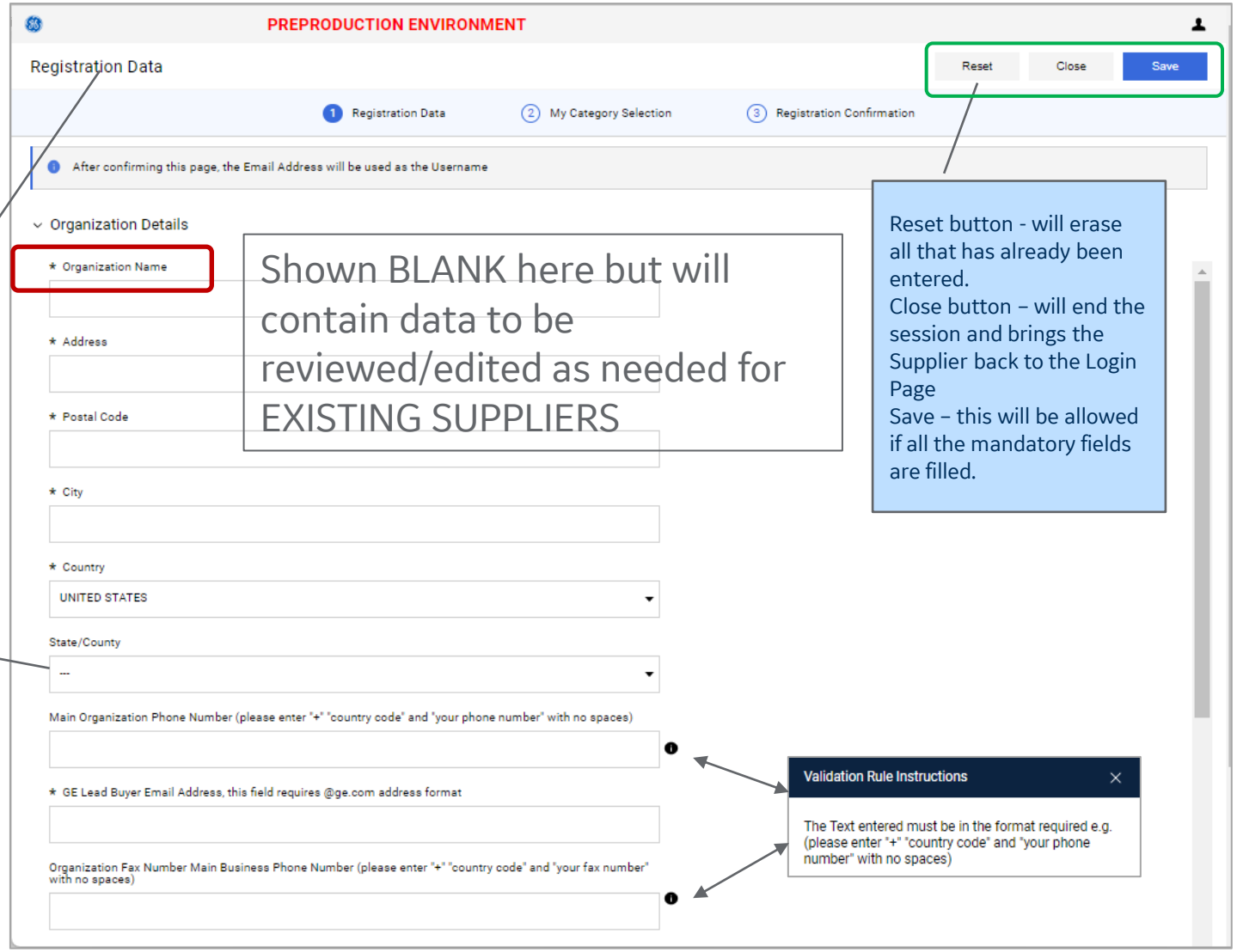
Fill in required fields.

The indicator for a Mandatory Field is the asterisk before the Field name.

Do not use special Characters in the Organization Name field, for example: î = I, æ = ae, ü = ue

State/County is Mandatory for US, Canada, and Brazil so a tax jurisdiction can be assigned.

Clicking close (top right) will end the session and will bring you back to the Login Page.



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SUPPLIER ACTIVATION

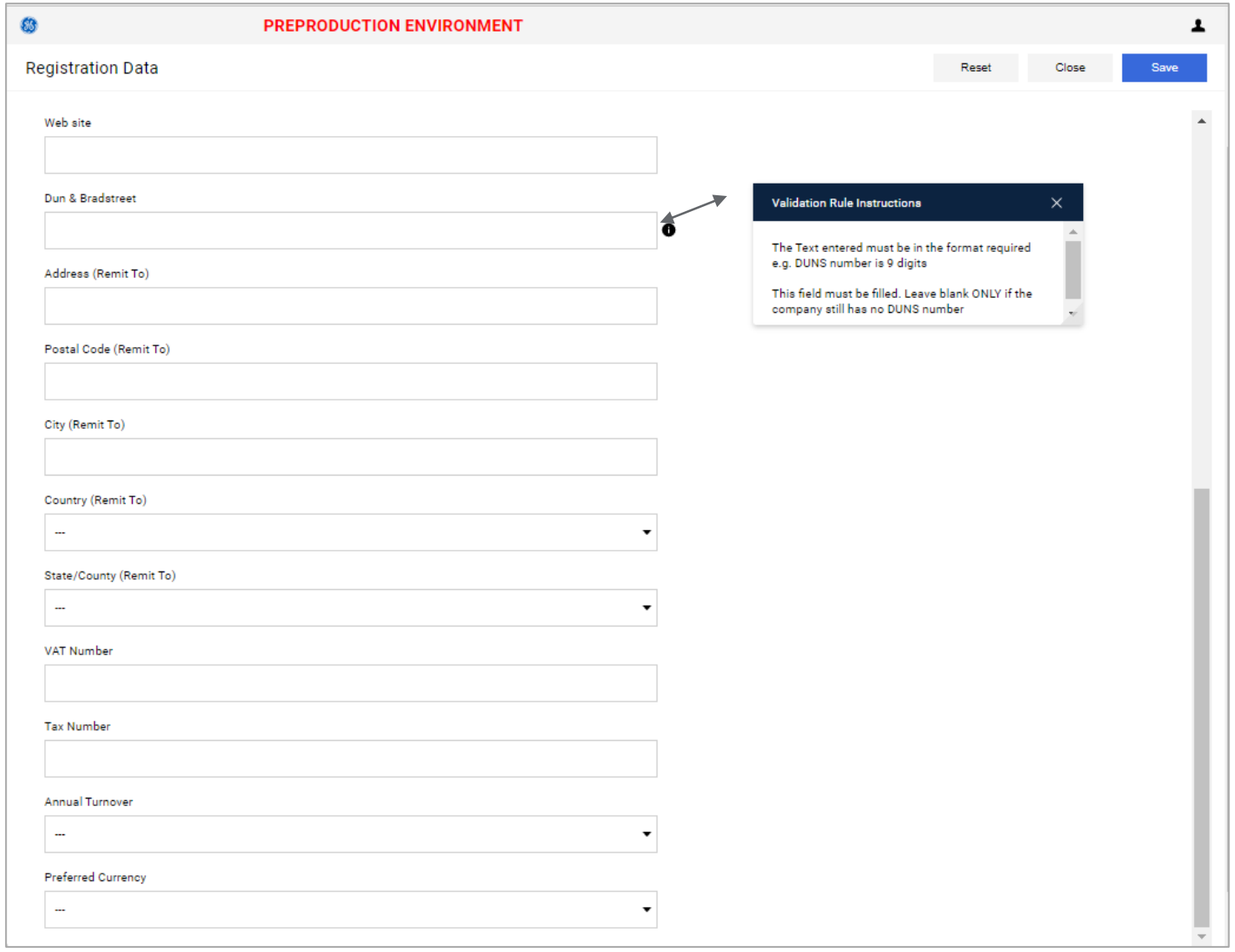
Supplier Portal - Registration Data Page

Notes:

The ℹ symbol after a field indicates a Validation Rule Instruction. So that means you need to enter the information in the format required.

Example: Duns number must be 9 digits. Dialog box also says you can leave blank if you have no Duns number assigned yet.

Depending on what level approval desired, you may not get approved without a DUNS. So Please enter it if you have it.



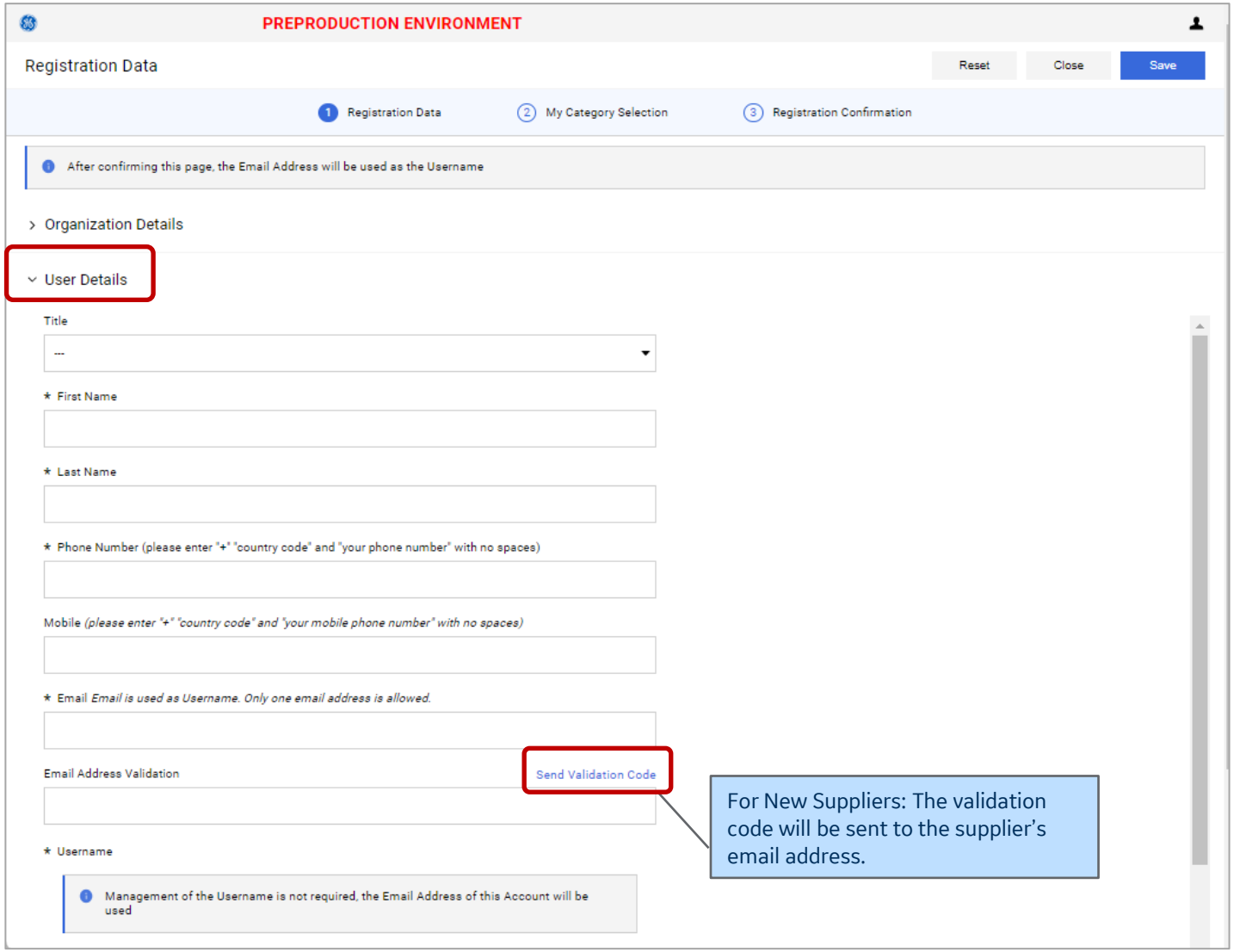
SUPPLIER ACTIVATION

Supplier Portal - Registration Data Page

Fill the User Details section.

You Do Not need to Send Validation Code

ONLY New Suppliers need to click the “Send Validation Code” button.



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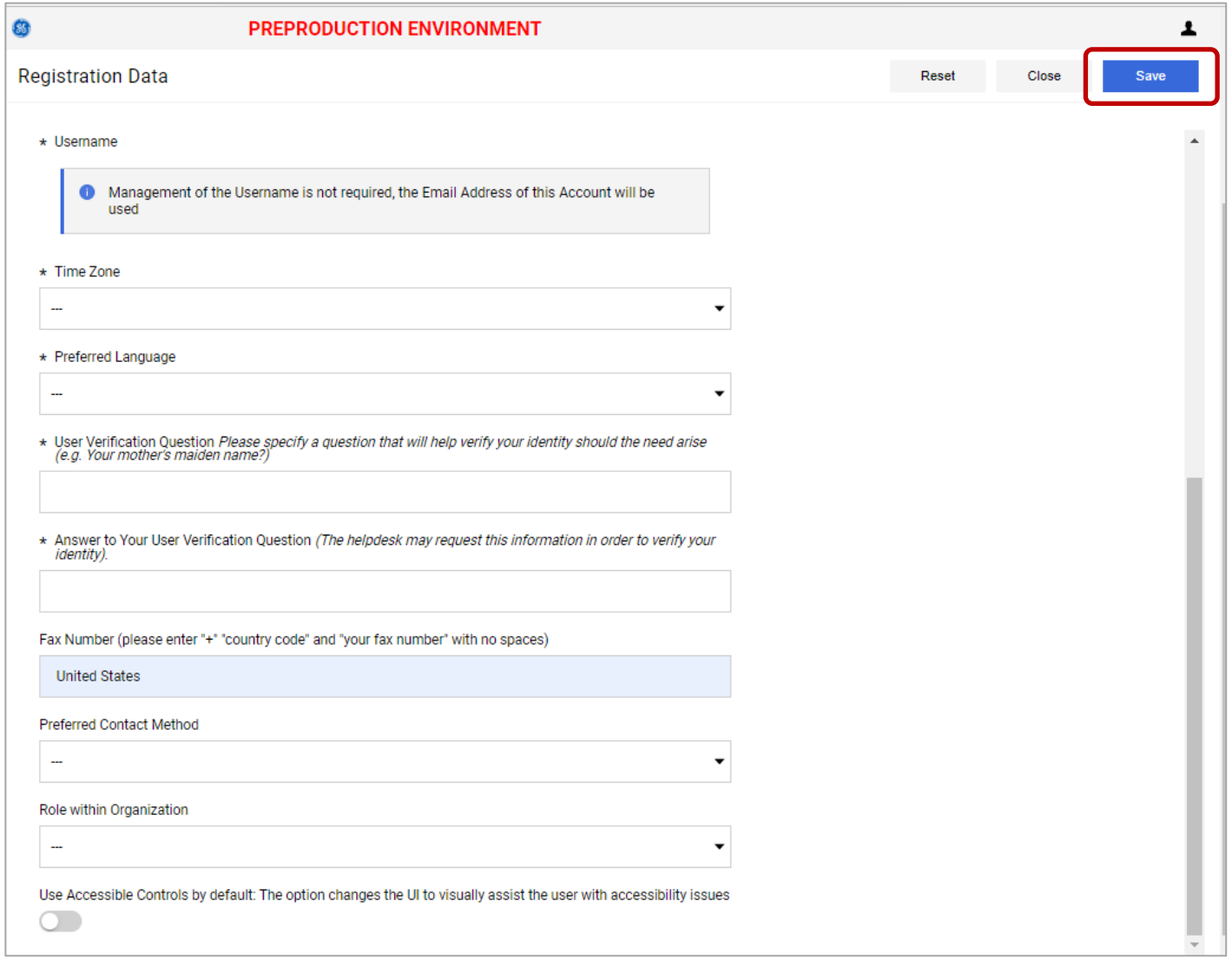
SUPPLIER ACTIVATION

Supplier Portal - Registration Data Page

Once all the fields are filled up, click Save.

Fill up all the Mandatory Fields (they have a star *).

After completing Registration Data Form & Saving, you will automatically move to the next step, and the My Category Selection page will be displayed.



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SUPPLIER ACTIVATION

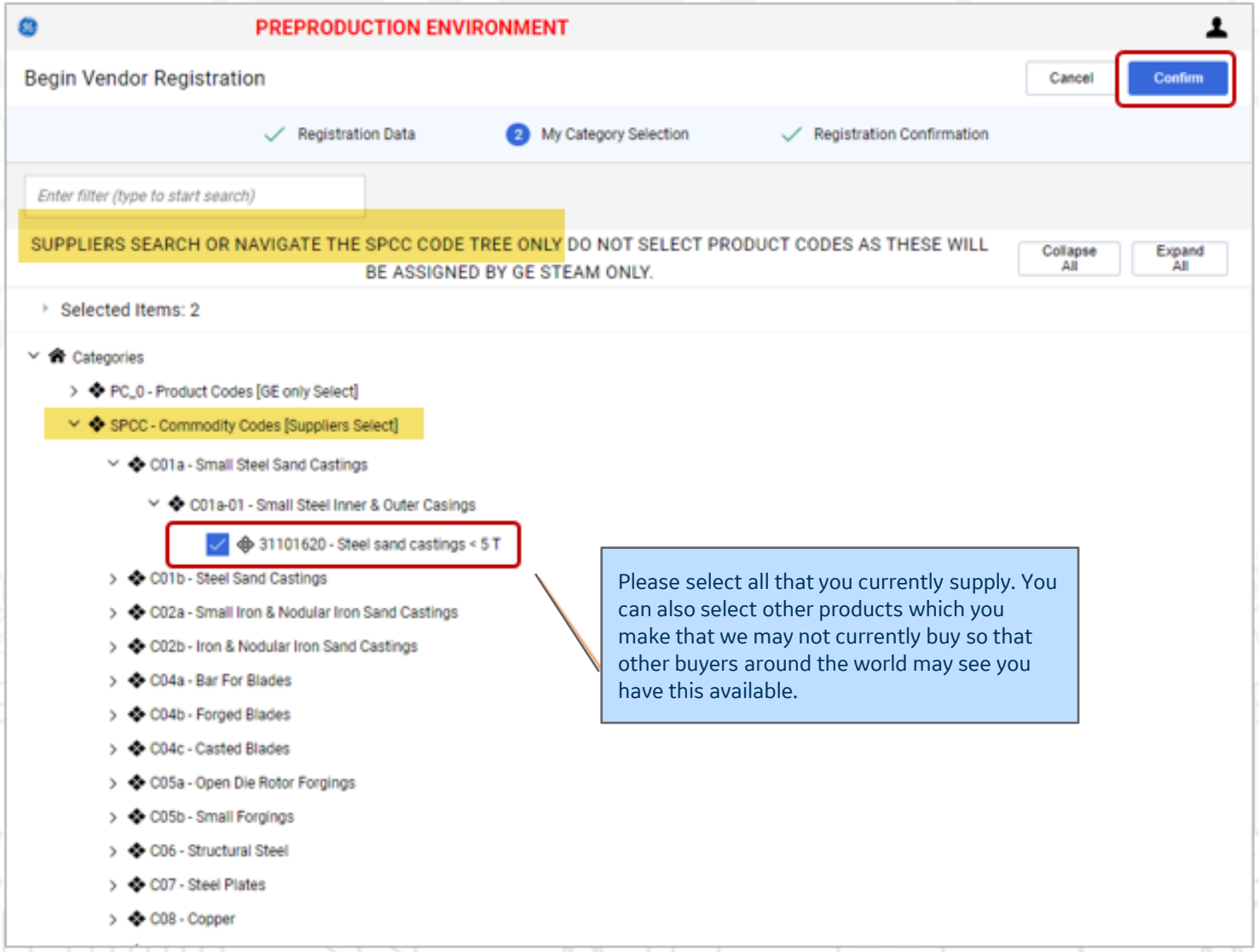
Supplier Portal - My Category Section Page

Select category from the Category Tree. You need to select at least 1 product that we can buy from you.

Note that you need to select from the SPCC (Steam Power Commodity Code tree only).

Click Confirm.

If you choose to Cancel and Exit Registration, the selected category will not be saved.



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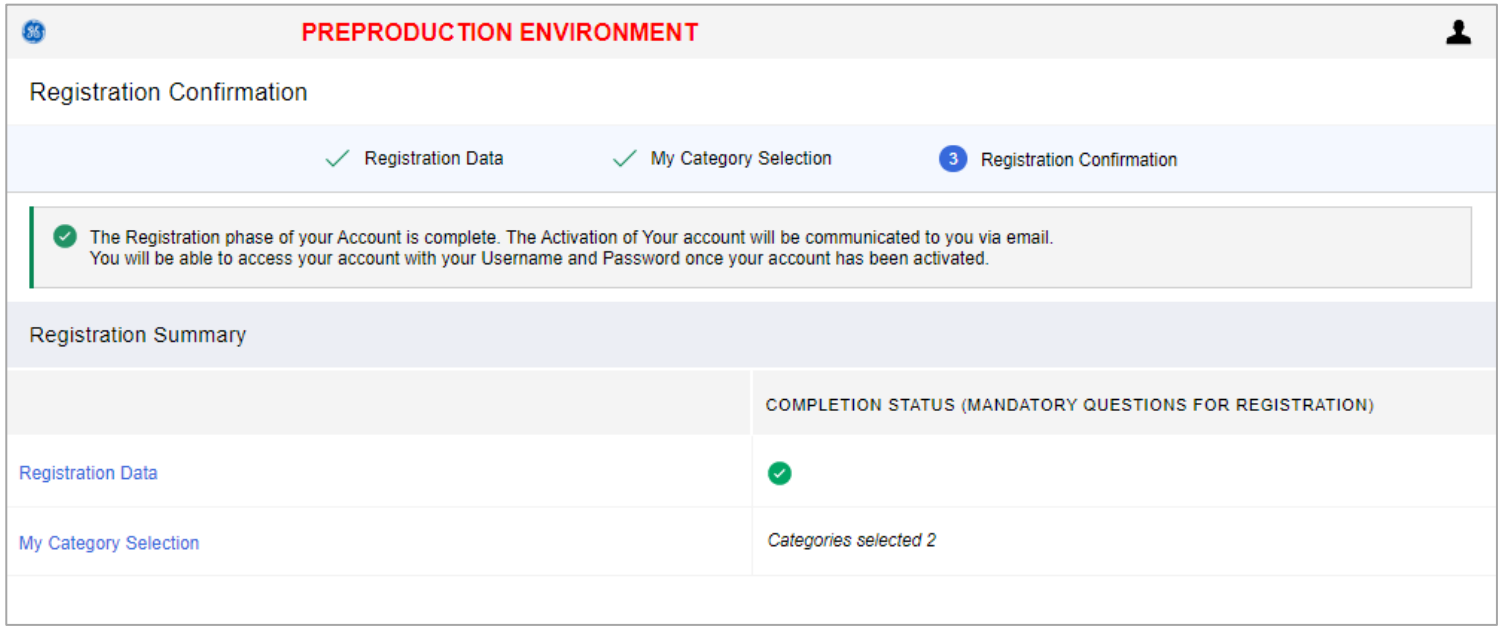
SUPPLIER ONBOARDING & PROFILING

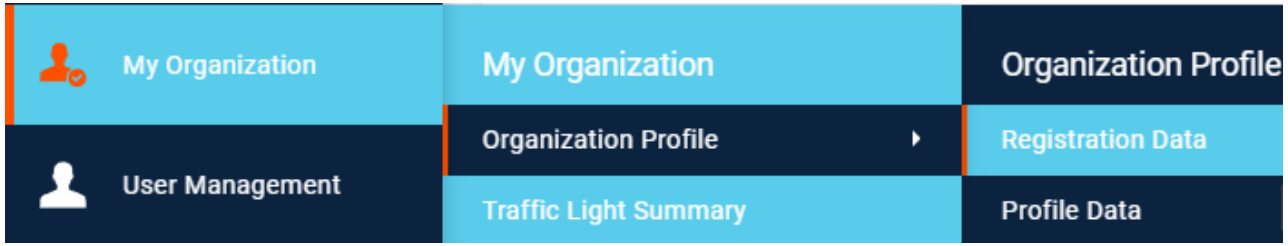
Supplier Portal - Registration Confirmation Page

You will see this, and you are now done registering for the Steam Supplier Portal.



It is appreciated if you could Please notify the buyer they need to review and activate your account.

To edit your registration data when you log in next, you can navigate menu bar: My Organization, Organization Profile, Registration Data



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After you Save, Your Buyer will Review and change your status to 'Active' on the SSP Platform. Then you can see more *screens (which are shown on the next slides)*

If not, Contact your buyer or Supplier.Portal@GE.com to request activation so you can complete entering bank data and other required fields so we can do business together.

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SUPPLIER ACTIVATION

The goal is to get to 100% complete for the *Mandatory* data fields.

As an existing supplier, you may already have an ‘approved’ status. However, we need all mandatory bank data entered *correctly* so we can pay you.

Depending on complexity and other factors, we may need to confirm additional statuses, like ensuring the products (categories) GEV wishes to buy are approved for purchase.

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SUPPLIER ACTIVATION

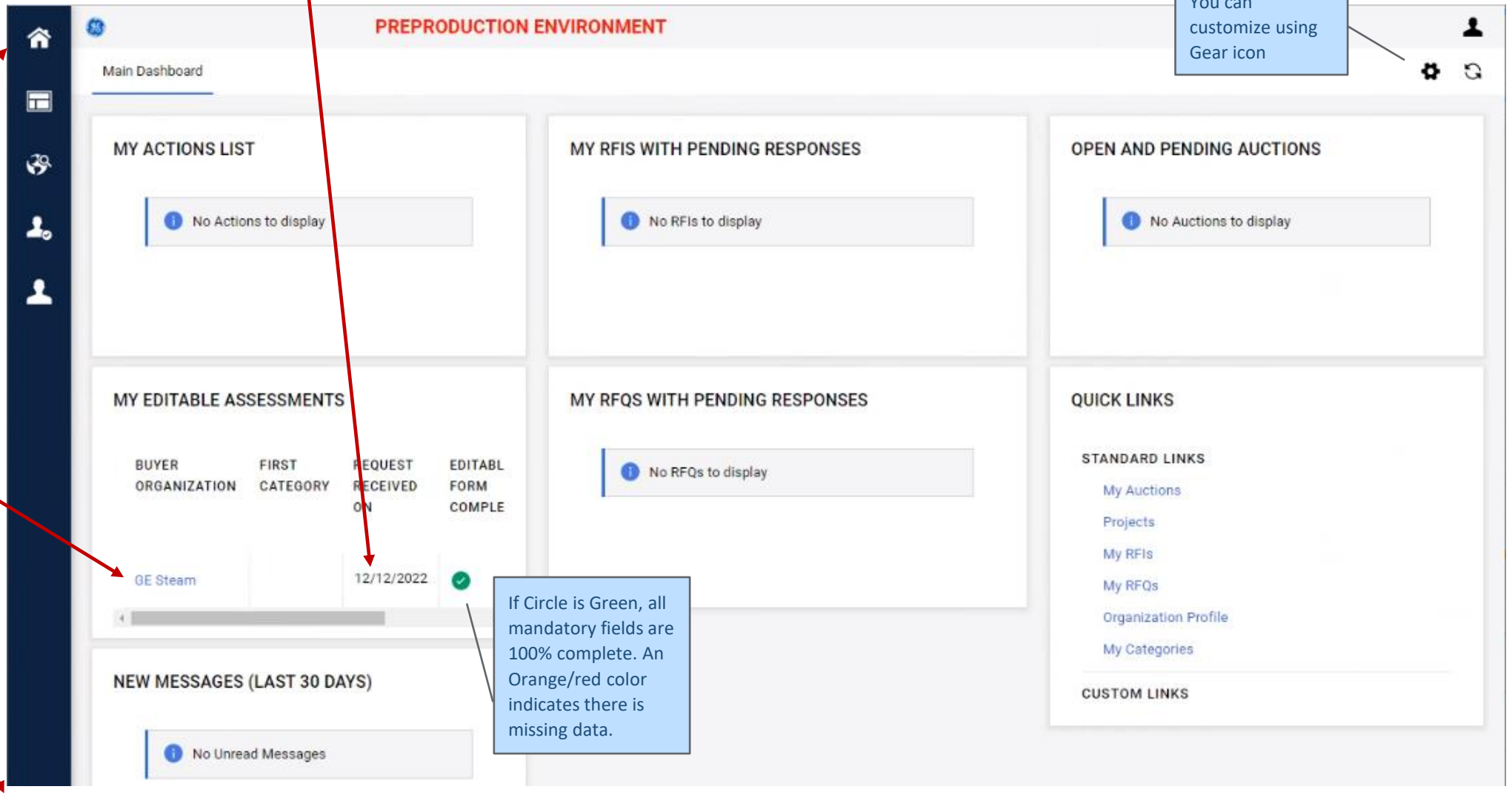
This is your MAIN DASHBOARD

Here you see if the buyer as created a qualification assessment for you to review.

You can get back here by hitting the image of the house (top left).

Words in Blue are Links that bring you directly to a location, without needing to use the navigate menu.

You can change the icons to Words on the navigation menu, click the arrow in bottom left corner.



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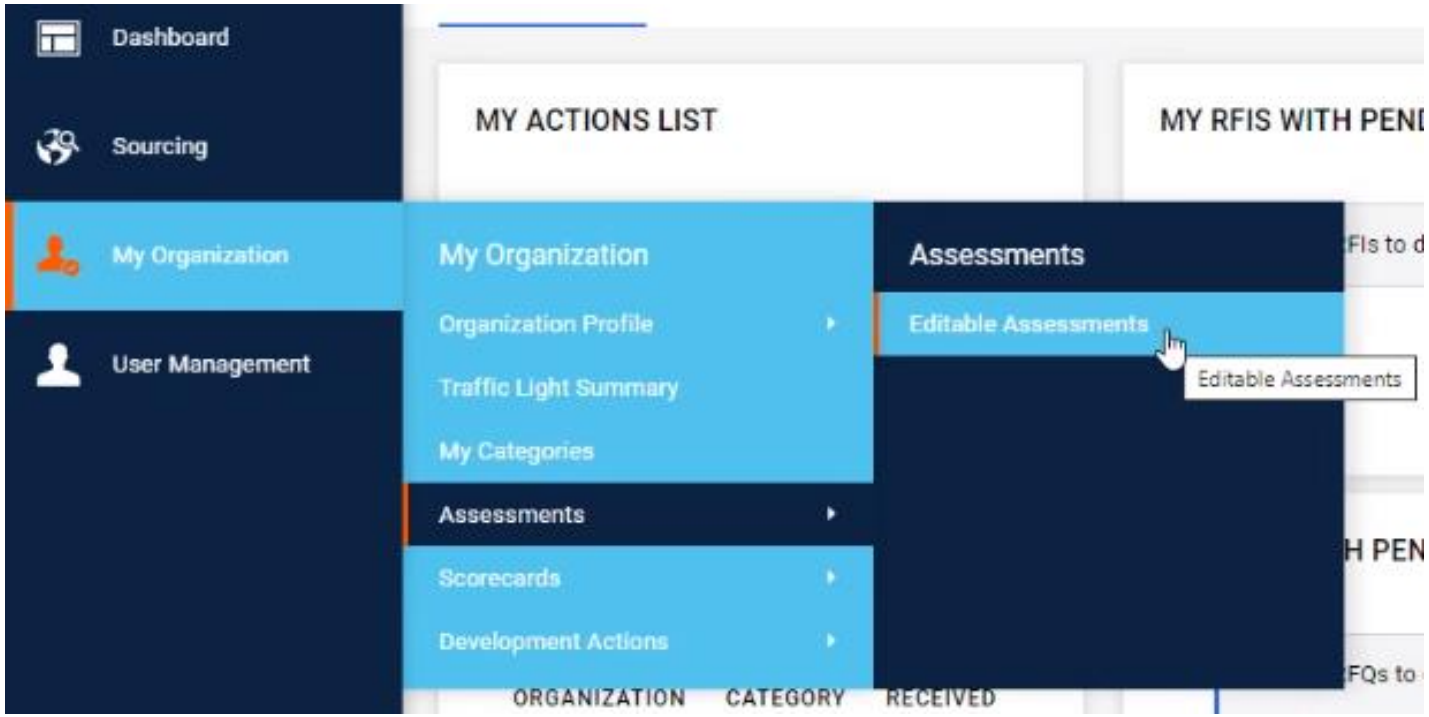
SUPPLIER ACTIVATION

If you had wanted to navigate to the assessment using the menu bar on the left, do as follows:



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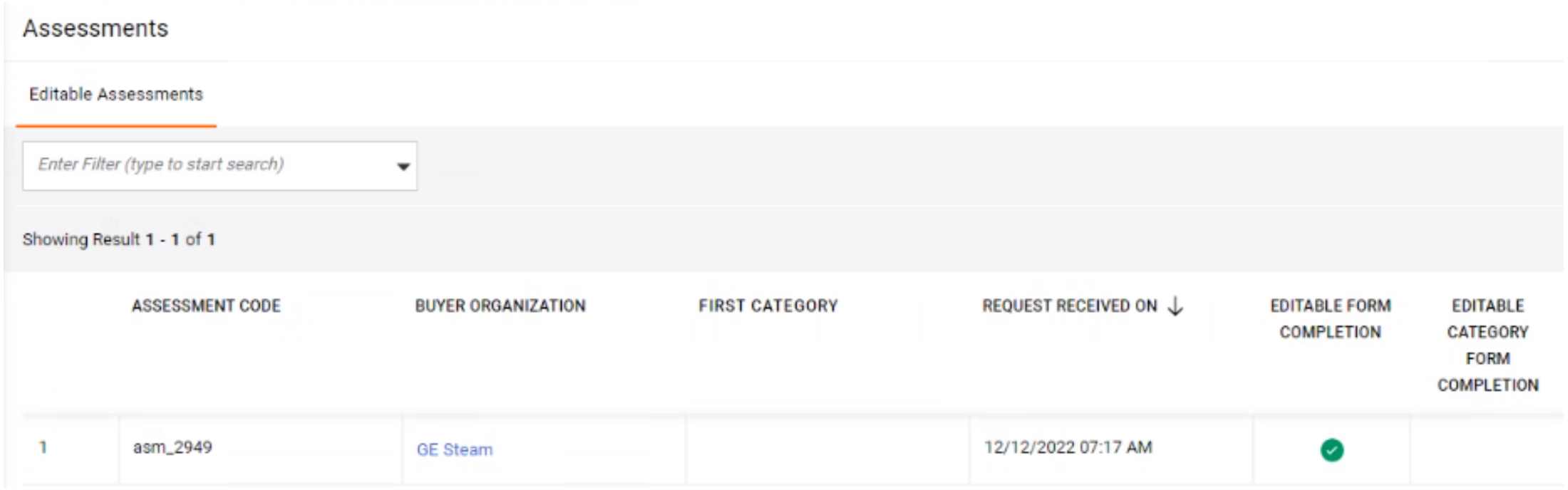
SUPPLIER ACTIVATION

Click on GEV Steam for the assessment you wish to complete



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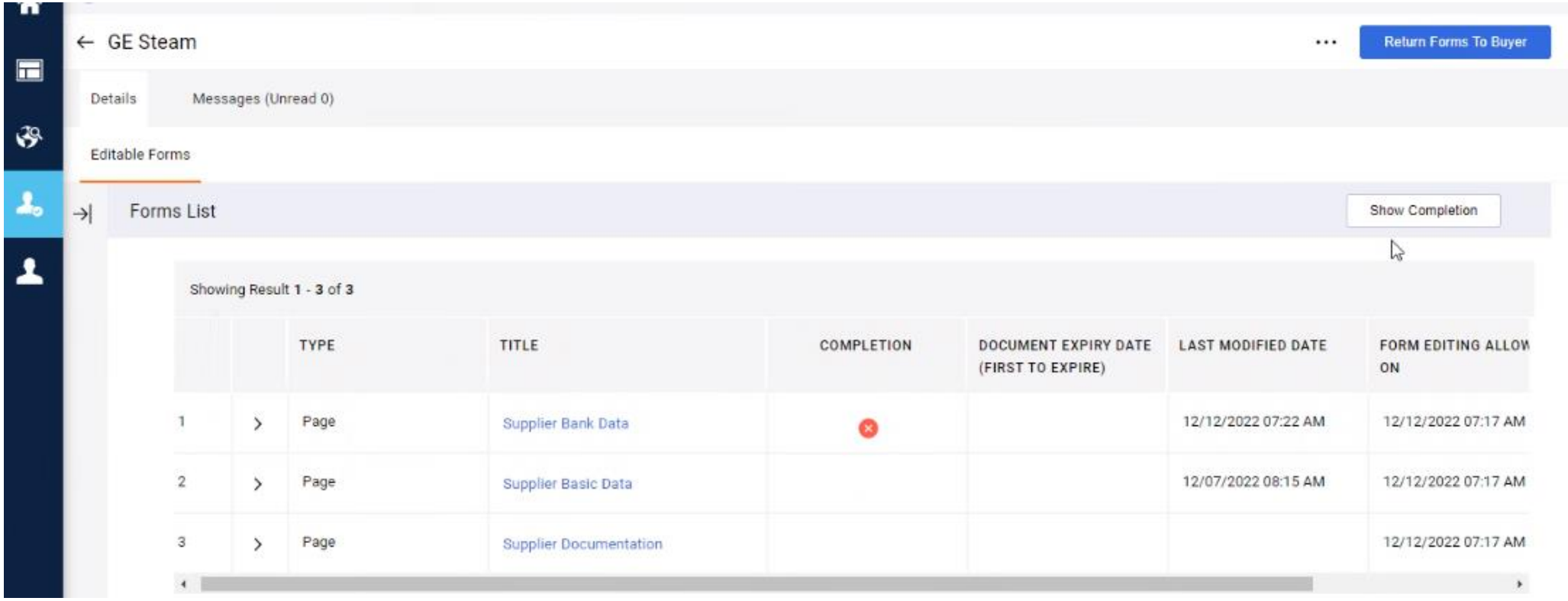
SUPPLIER ACTIVATION

Click ‘Show Completion’ tosee a detailed view of what is done vs missing.

You can also just click on blue words in 1st row to jump directly into that form to enter/update that data.



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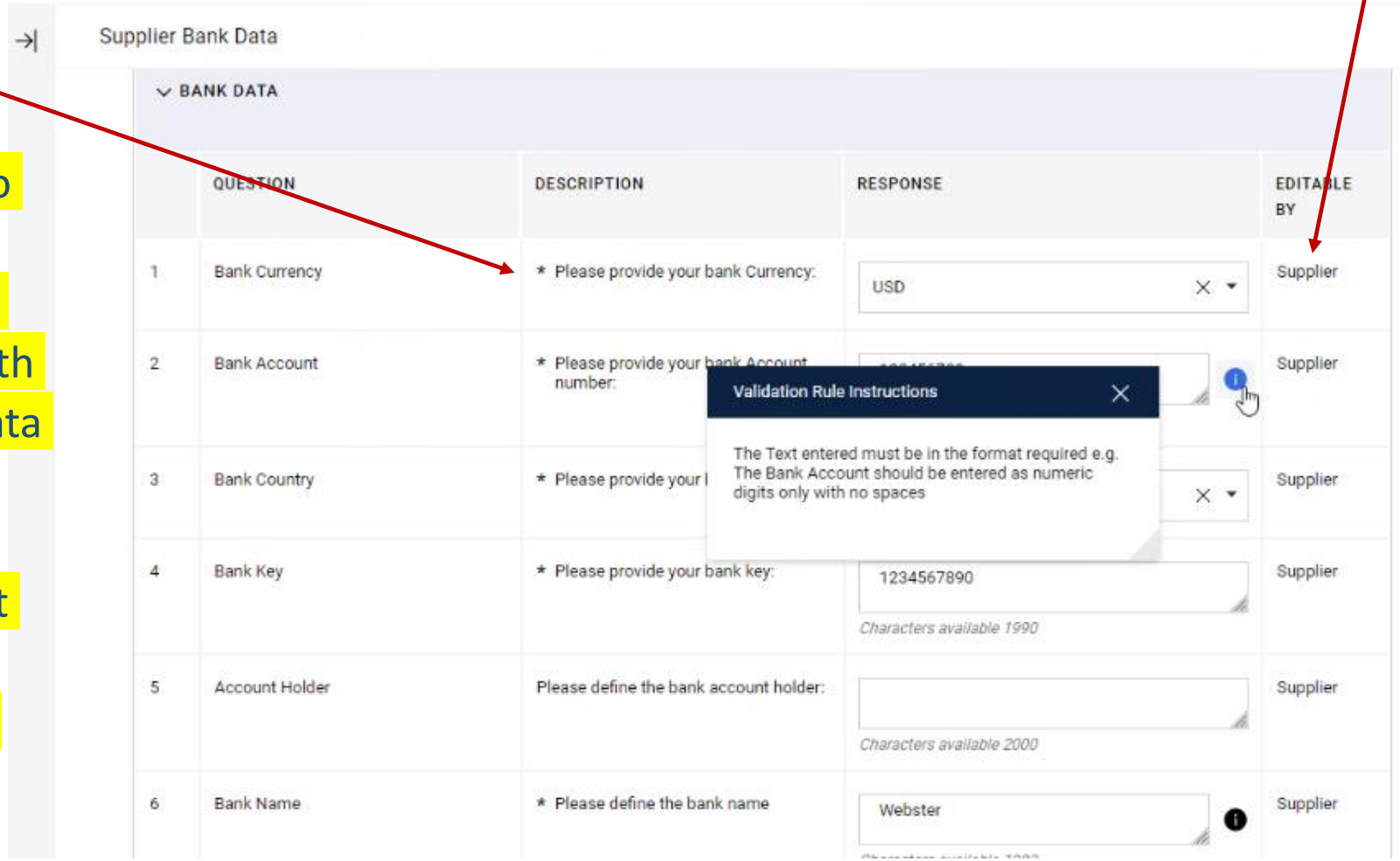
SUPPLIER ACTIVATION

The far-right column shows WHO CAN EDIT. If it says Supplier, like this page, it is Only Editable by you.

Fill the Starred rows.

Critical: Refer to next slide and Bank Data Help doc to assist with getting Bank Data entered in correct format your region. If it doesn't match the auto-check will fail



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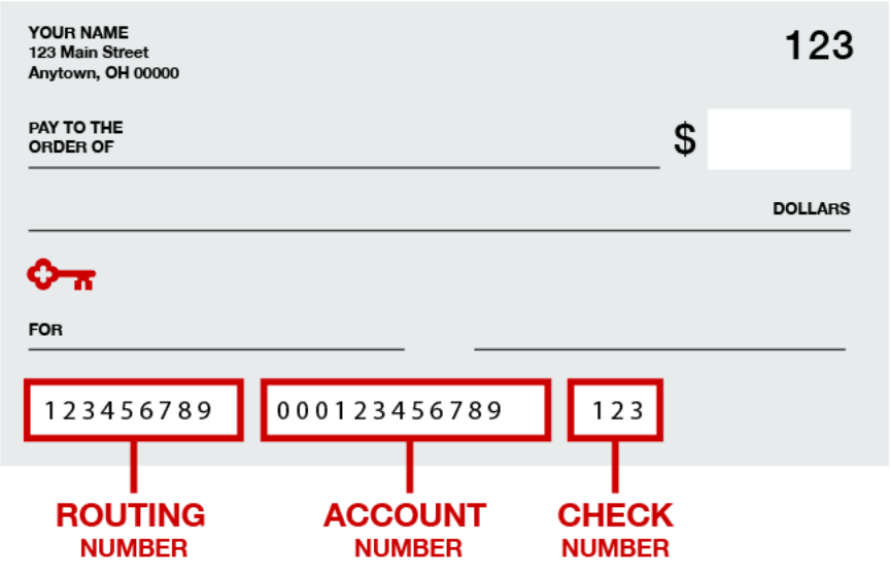
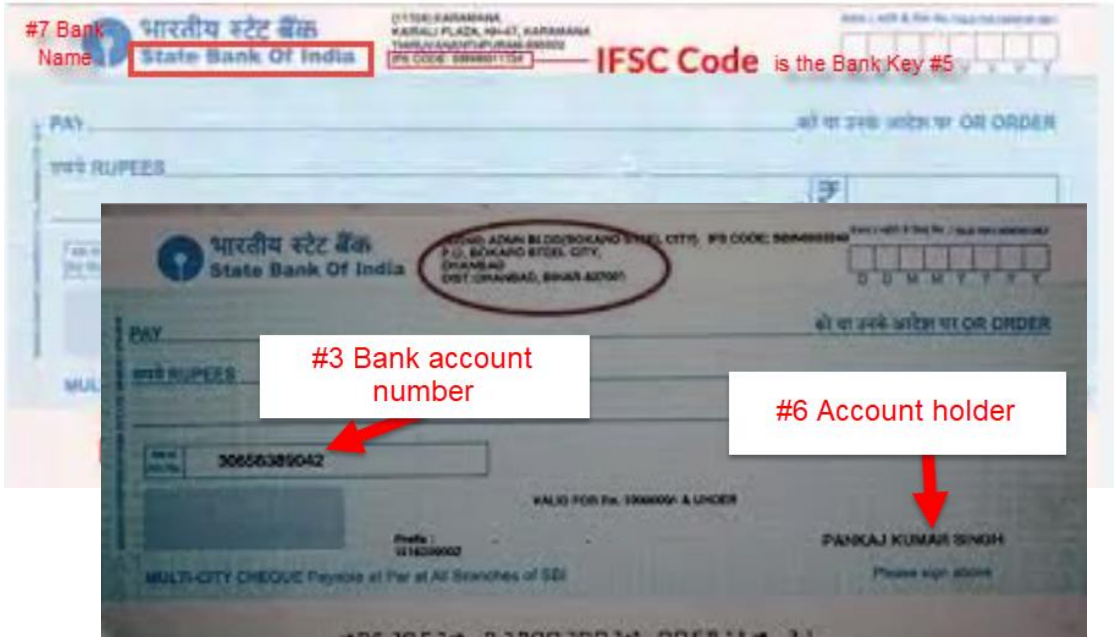
SUPPLIER ACTIVATION

For US, Bank Key Q#5 = routing number & can be found on your check as indicated below



For India, Bank Key Q#5 = IFSC Code & can be found on your check as indicated below



See Word Document instructions to assist you with all banking answers AND the FORMAT REQUIRED. If you enter spaces and dashes where they are not expected by the bank, your payment will not go through. Our master data governance (MDG) will check your data but if it doesn't conform, we'll need you to edit again.

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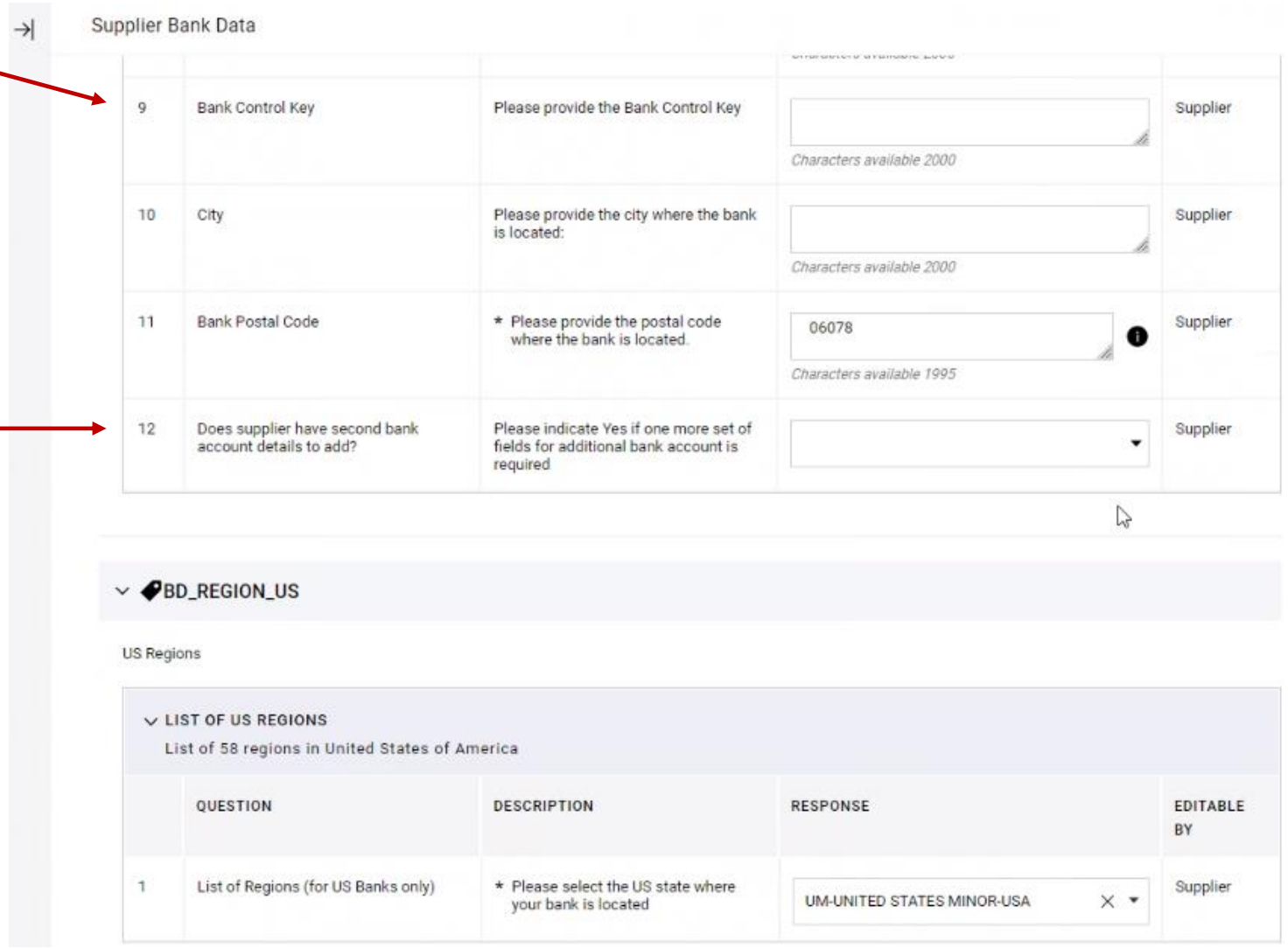
SUPPLIER ACTIVATION

Q9: Bank control key specifies type of bank account, such as savings or checking (only applicable for those with IBAN)

Enter Yes for a 2nd bank account if needed.
If more than 2 are needed, you'll need to work with GEV to work through an except process.



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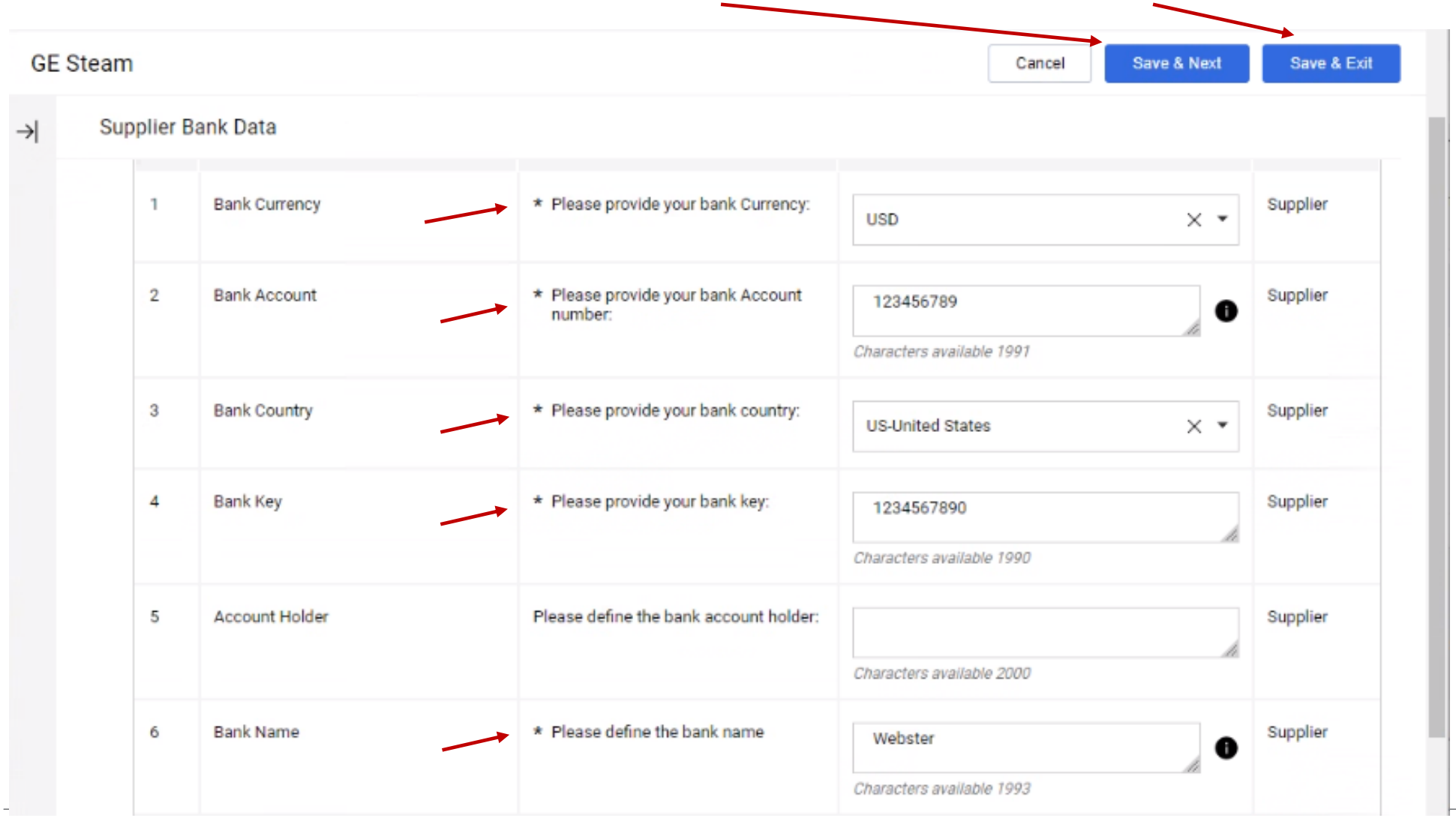
SUPPLIER ACTIVATION

After you complete all starred questions, you can click Save & Next to go to next page or Save & Exit and finish later.



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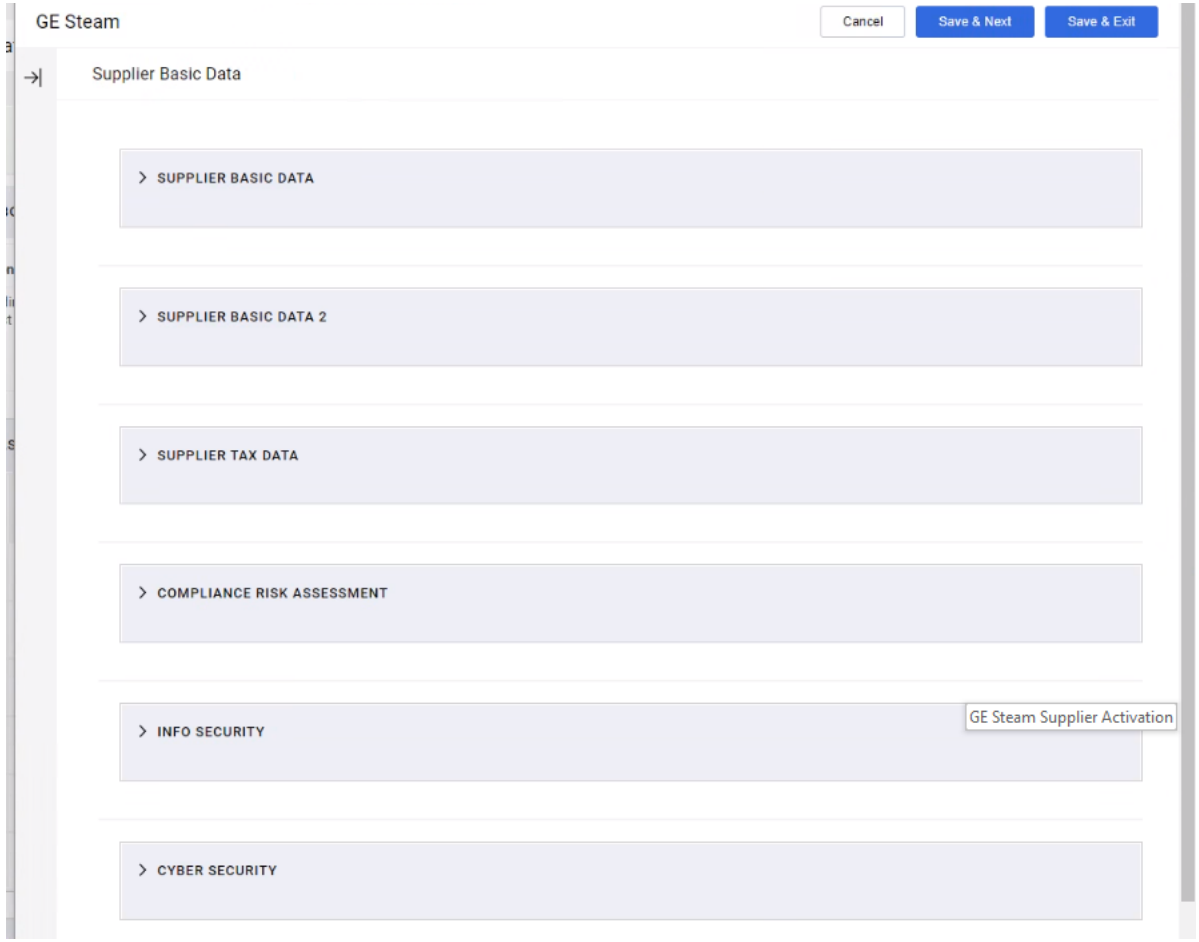
SUPPLIER ACTIVATION

These are all the sections in the Supplier Basic Data section. Fill any sent which still require supplier input.



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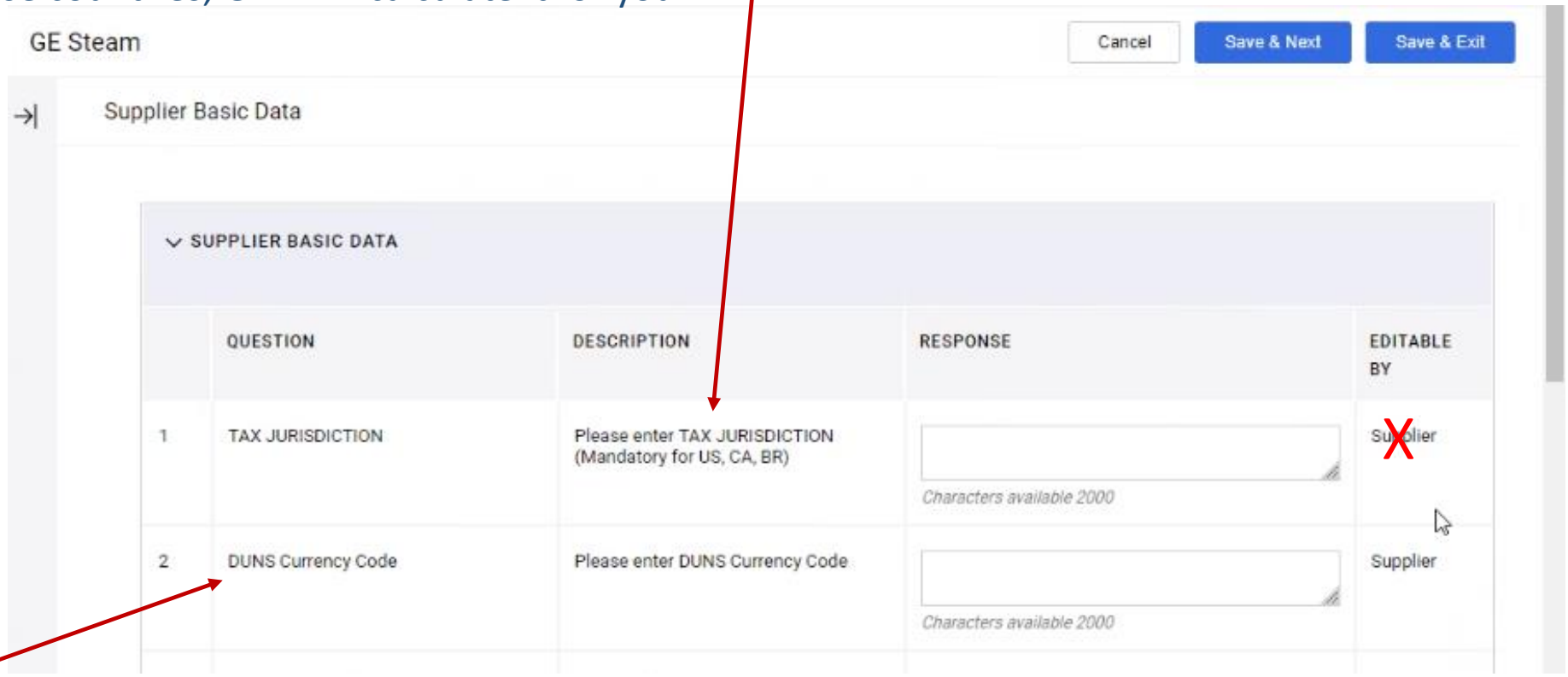
SUPPLIER ACTIVATION

DO NOT fill in the Tax Jurisdiction and needs to remain BLANK for all countries other than US, Canada, and Brazil. For those countries, GEV will calculate it for you.



While DUNS is not shown as mandatory, it may be required for full approval status. So, Please Add DUNS if you have one.

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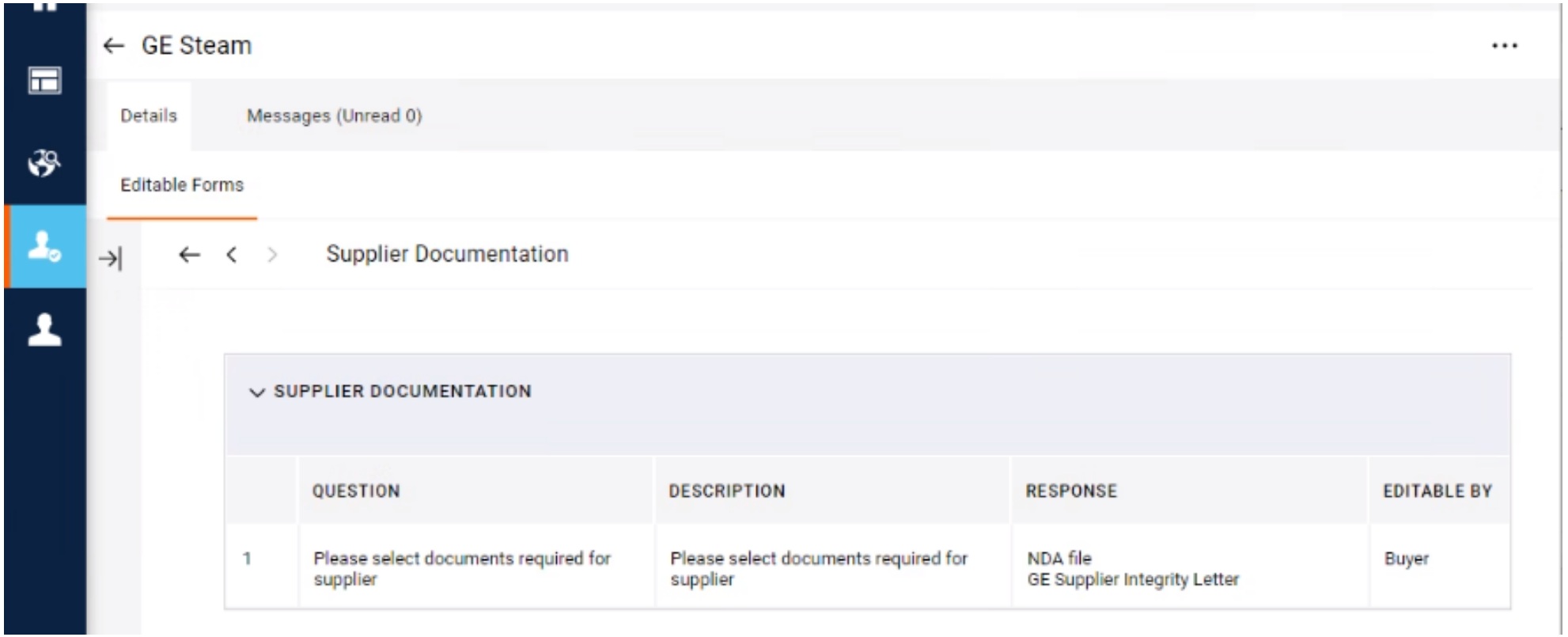
SUPPLIER ACTIVATION

NDA and Integrity Letter are the Minimum Required Documents for all suppliers. If your buyer has not uploaded your signed copy or one is there already, you will need to get one to upload. If it is shown as required, it will need to be attached in order to Save and Return this Form To Buyer.



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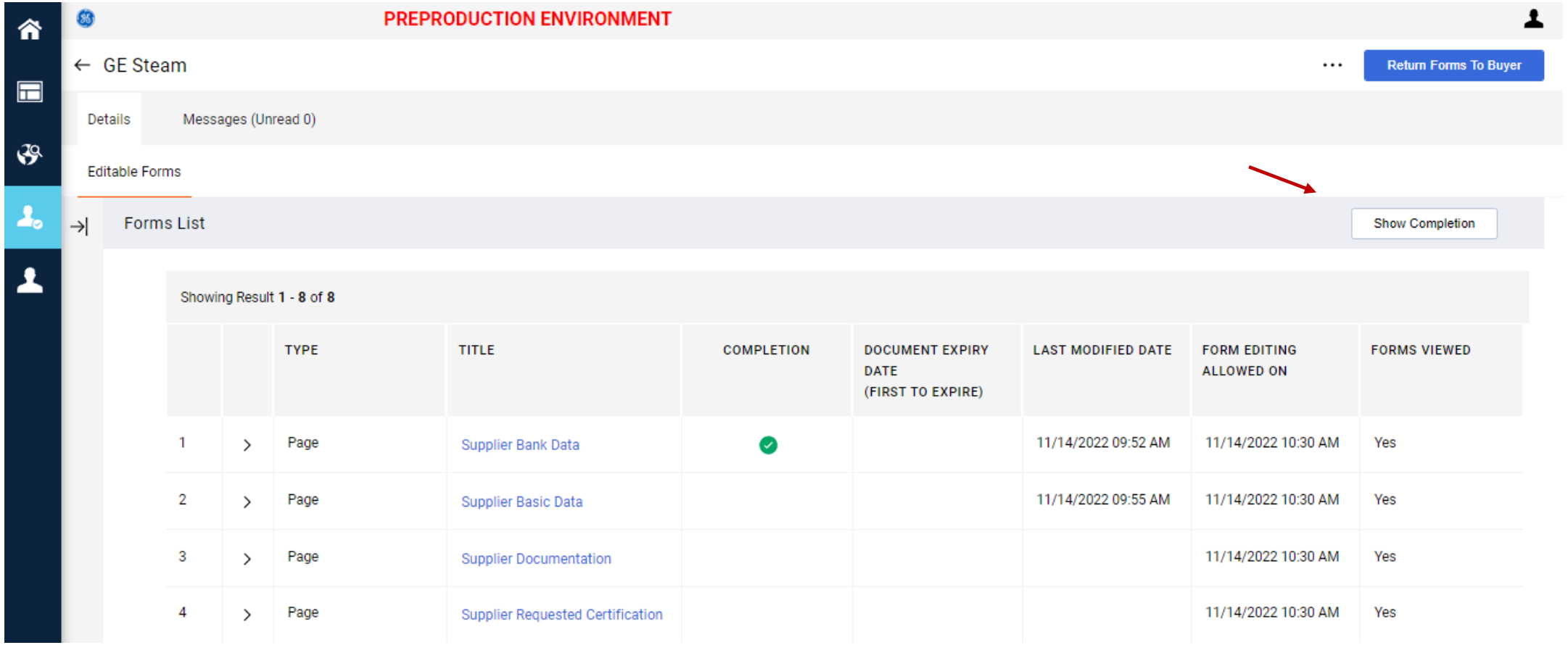
SUPPLIER ACTIVATION

If you do see some orange, you may want to hit “Show Completion” to if there is more mandatory fields that are Editable by supplier or Shared fields that were missed.



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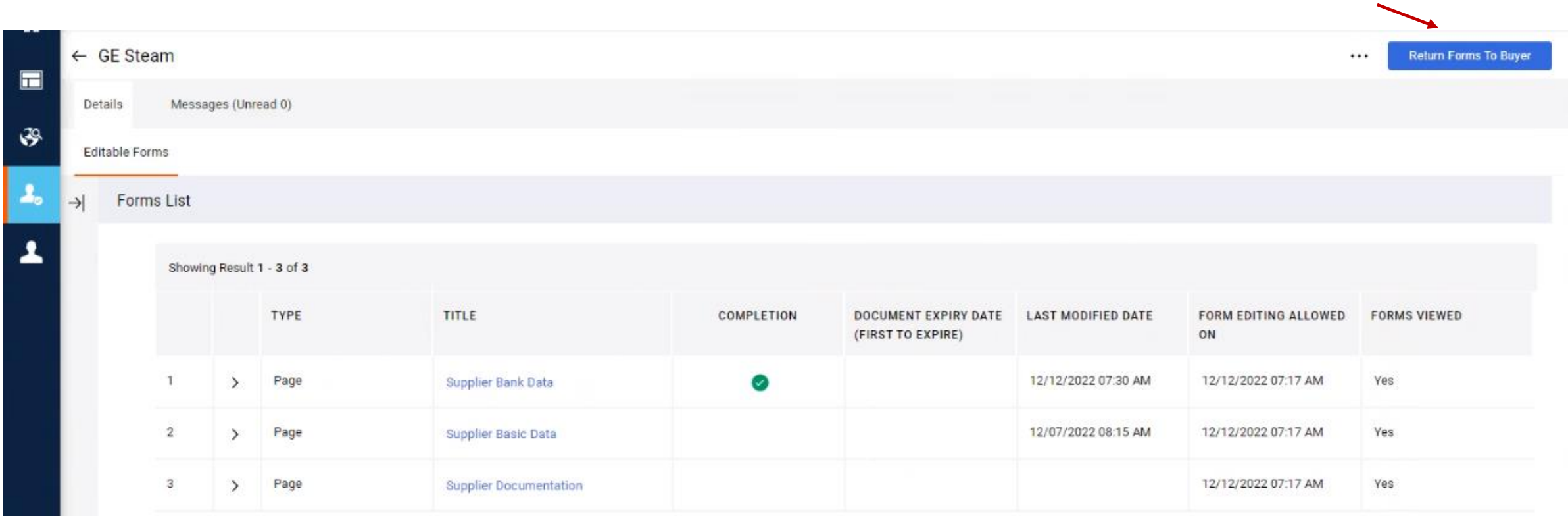
SUPPLIER ACTIVATION

Once you fill in all your required fields, the Completion will show green, Click ‘Return Forms to Buyer’.

If you know your GEV buyer, please contact them to let them know you completed the forms.



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Additional Functionality

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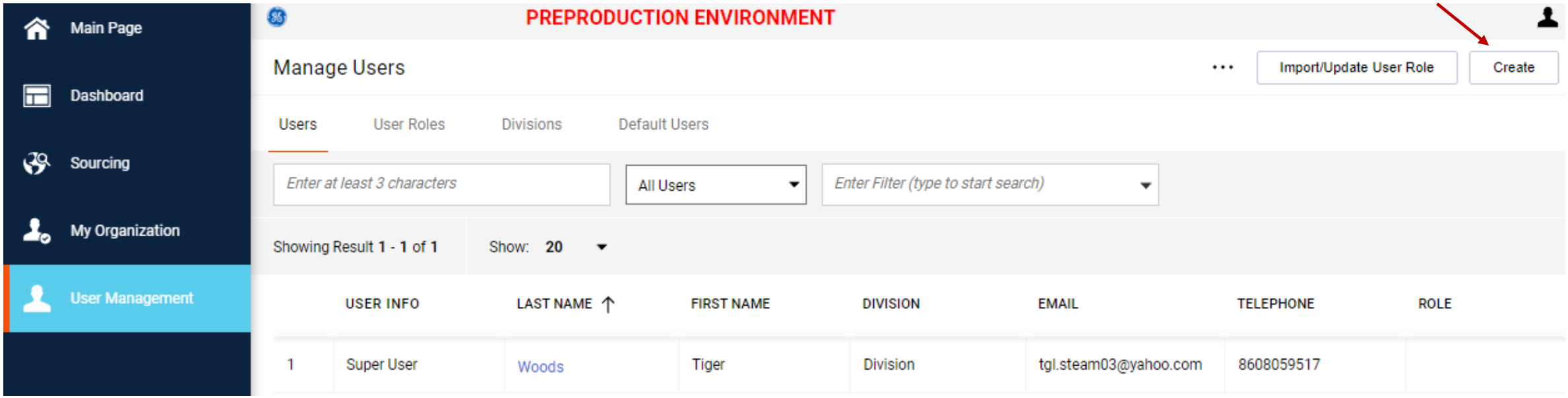
SUPPLIER ACTIVATION

Invite Others From Your Company to Join



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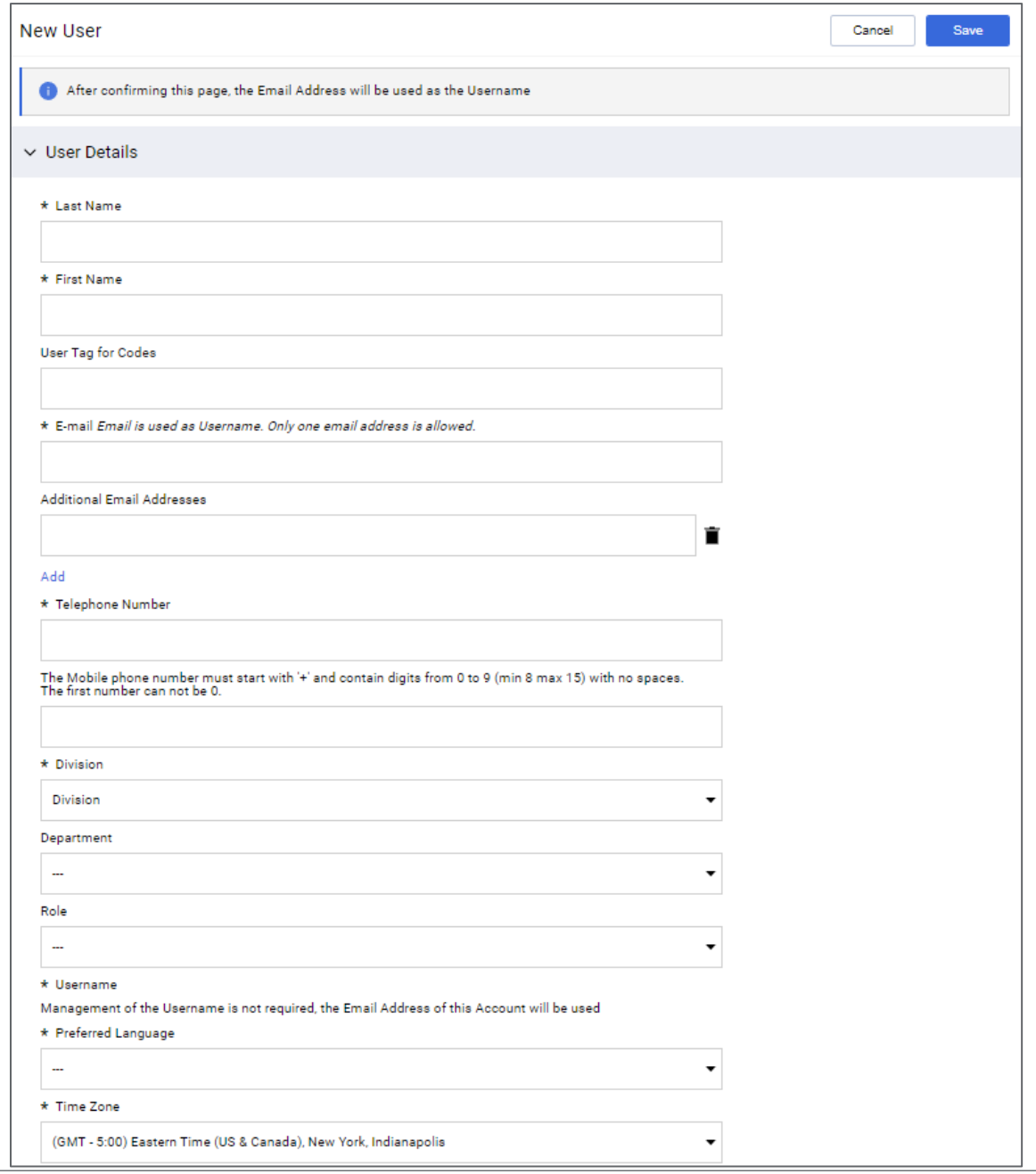
SUPPLIER ACTIVATION

Invite Others From Your Company to Join

Assign a Role so we know who to contact for what.

You can create Divisions as well



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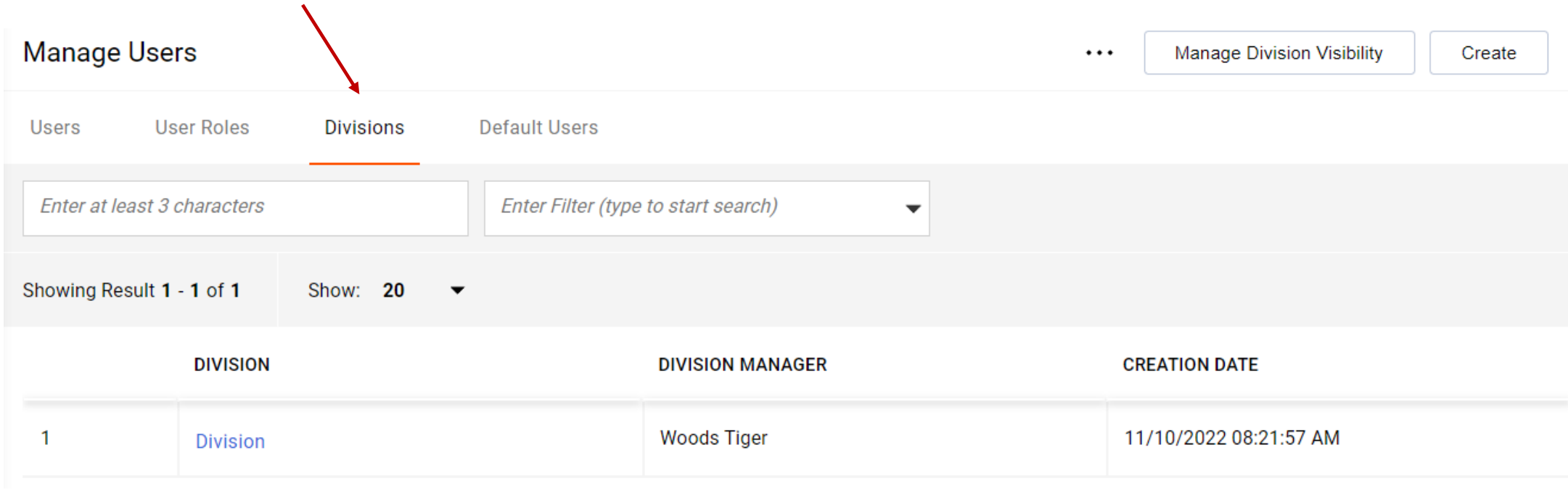
SUPPLIER ACTIVATION

If you want to create a Division



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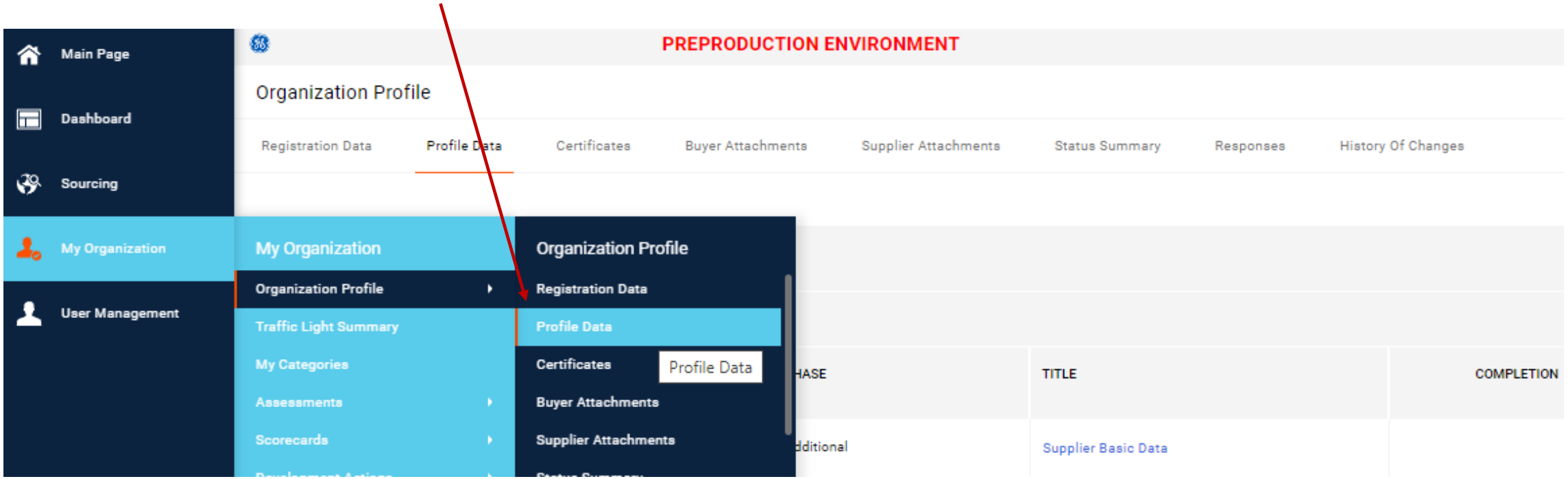
SUPPLIER ACTIVATION

Maintain your data using Registration Data and/or Profile Data



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SUPPLIER ACTIVATION

For help, contact your buyer or email us at Supplier.Portal@GE.com

Technical difficulties, eMail: customersupport@jaggaer.com

Looking for Link to Platform or instructions: https://www.ge.com/steam-power/about, scroll down to Useful resources

Frequently Asked Questions and Answers included in back-up section of this presentation

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SUPPLIER ACTIVATION

What we learned:

- Learn how to log in to GEV's New Steam Supplier Portal or SSP

  -> Requirement: The Email you use MATCHES what is in SSP

  -> Logging in if buyer has sent you an email: slides 2-6

  -> if you need to generate an email to set your password: slides 8-12

- See forms that need to be checked and/or filled in

  -> slides 14-38

- User Management to add Users (slides 40-42)
- My organization, organizational profile to maintain your data (slide 43)
- Help Lines (slide 44)
- Frequently Asked Questions in Back-Up (slide 48-49)

Thank You for Learning so you can be In Control all information we need to do business together

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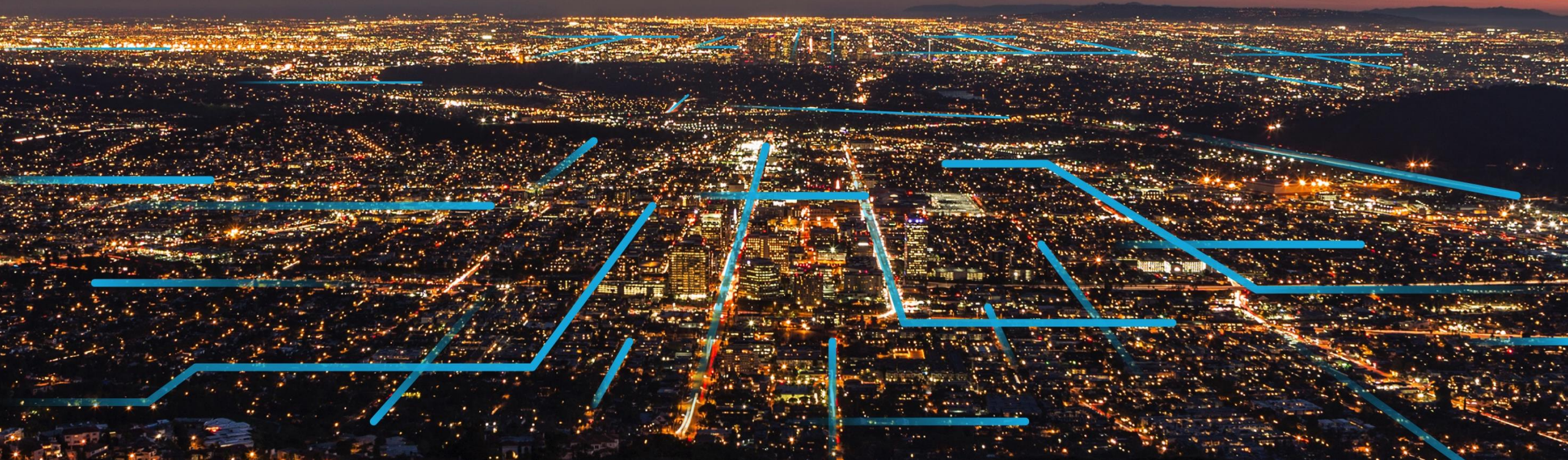
Congratulations! You are track to ensure buyers around the world can select you to purchase what you show as products/services that you are approved to supply.

You are in control of your data. Please ensure it is up to date and matches information on your invoices to Steam Power ensure prompt payment.



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SUPPLIER ACTIVATION

FAQs

- Why do I need to register since I am already an active approved supplier?
  - ➢ We have a few new required fields in the new system and only you can fill out the banking fields
- What system did this replace? Will this replace Ariba?
  - ➢ It replaced Powersource and Yes, it will replace Ariba for Americas February 23 and rest of world later in 2023
- Why the change? Are there more changes, like using this for RFQs instead of email?
  - ➢ Our 15-year-old Power Source (PWS) tool is no longer supported. SSP will replace PWS and Ariba to provide a global supplier management tool. It is integrated with One Steam ERP. It provides collaborative supplier onboarding, approvals, product qualifications and supplier details for to all who need it today Globally for Steam Power. It's other features will to live for NAM 1st, end of Feb in 2023: WS2 for eAuction, eRFQ, bid Comparison, Contracts/Price list; WS3 for Indirect Sourcing which will replace ePass; WS4 for PO/order communications, ASN inbound delivery, and Goods Receipts instead of Ariba (excluding invoicing). EU & India are piloting CEDEDIM as our new A/P tool for invoicing which will go global in 2023.
- How come I can't log in with my email?
  - ➢ Check with buyer or supplier.portal@ge.com that your email matches in SSP as a User or ask your super user to add you.
- Is all my information in the new system? Am I still approved?
  - ➢ Yes & yes, but please Check data quality & fill in new additional fields, especially if only editable by Supplier (bank data)

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SUPPLIER ACTIVATION

FAQs

- What if I have multiple locations but only 1 billing person for example?
  - Only a unique email is allowed on each account. Please create an email so they can use that unique email to log in and manage the data for that specific location.
- Is this site for Gas Power as well?
  - This is just for Steam Power external suppliers. Internal suppliers are migrating in 2023.
- Where do I go for training?
  - You have these and other training slides are on GEV website: https://www.ge.com/steam-power/about in Useful resources Suppliers section
- How secure is this system?
  - GEV did exhaustive search and one reason we picked Jaggaer is their commitment to security. JAGGAER puts security at the center of their products, infrastructure and processes. You can be rest assured that your data is safeguarded. They perform regular security testing and audits to ensure that your data is safe from potential threats. Jaggaer is a proven leader for global downstream and upstream Strategic Sourcing Application Suites.
- Is there a deadline to register?
  - Prior to when your buyer needs to write the next PO. Prior to GEV making your next payment (need your banking info)
- How do I edit Super User info (1st person who logged in)?
  - Your buyer edits the Super User, and the super user sets up everyone else as desired in your company.

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