Supplier Information Management (SIM) process: external registration

Phase 1

Phase 2

Phase 3

Phase 4

| Initiation | Internal Approvals | Screening and Authorisation | System Setup and Activation |

INTERNAL REQUESTER LED

- Internal requester identifies need for a new supplier
- Contacts group procurement
- If supplier needed, link and email provided to requester

PROCUREMENT and MDM (AP) TEAM LED

- **MDM Review:** adds Orga ID and verifies tax details
- **PSSC Review:** Checks registration, validates documents, and runs screening (NDA, SOC, IR35)
- **Category Manager Review:** Confirms category compliance and approves if required

3PAS TEAM LED (with Oracle Automation)

- Screening outcomes recorded
- 3PAS team promotes supplier to "Spend Authorised"
- Supplier receives confirmation and completes onboarding steps

AP TEAM LED (with Oracle Automation)

- Bank details verified via SWIFT
- Supplier activated in Fusion and linked to correct legal entities
- Updates flow to downstream systems (EBS, FEG, etc.)

Supplier shows as 'Prospective'

Supplier shows as 'Spend Authorised'

LSEG