

COMMUNICATION- SUPPLIER AWARENESS

Dear Supplier/Service Provider:

Amgen has made the decision to move Requisitioning and Purchase Order Issuance in Puerto Rico and countries outside of the US and Canada from our current system platform, eFinity, to a new one, Ariba. The move will be in stages, with a group of countries and sites in each stage to minimize disruption. This will start in June and complete in August. After this move, Ariba will become Amgen's global platform for Requisitioning and Purchase Order Issuance. This is necessary because eFinity has reached its end of life and will not be supported beyond 2021. More importantly, this will position Amgen to be able to implement even more advanced technology in the future. **Please note, Invoicing and payment processes are not changing for Puerto Rico and countries outside of the US and Canada.**

We understand how disruptive moves like these can be. To minimize this disruption, we intend to limit the Purchase Orders converted to the new system. Purchase Orders for activities that complete in 2021 will remain open and active in eFinity through the end of 2021. This is the majority of open Purchase Orders. Purchase Orders for activities that extend beyond 2021 will be converted from eFinity to Ariba. Once converted, the Purchase Order in eFinity will be closed and a new Purchase Order will be opened in Ariba. All invoicing history and remaining funds available will be reflected in the new Purchase Order. The new Purchase Order will have a different number. These Purchase Orders will be marked to indicate they are a replacement and not a new request. Reference to the old eFinity Purchase Order number will be included for traceability. For example, if the original Purchase Order was 2345678, the new number will be Z345678. More details will come if you have a Purchase Order that is migrating.

You will receive multiple communications related to this change. In May, we will share information with you about the Ariba Network. Amgen is not signing up new vendors to the network until after this transition completes in August. This communication is intended to help you understand the Ariba network and to avoid any confusion. We will also inform you of any of your Purchase Orders moved from eFinity to Ariba and will remind you of the numbering convention for these Purchase Orders.

We have included a simple fact sheet you can share with your colleagues as needed to help spread awareness of this change. We have also included a go-live schedule for each country and site. Please note this is subject to change. You will receive reminders prior to each stage with the final list of countries and sites going live in that stage. Thank you for being a valued partner and in helping to make this change a success.

For questions or issues:

Please email AmgenProcuretoPaySystemMove@amgen.com ¹

[Supplier Website](#)



Changes Are Coming To Requisitioning In Puerto Rico and Countries outside the US and Canada



What is Amgen changing?



Amgen is moving Requisitioning from eFinity to Ariba in Puerto Rico and Rest of World

No changes to Requisitioning in US or Canada

When will this happen?



Wave 1	June 14
Wave 2	July 19
Wave 3	August 16

What changes for Suppliers?

Purchase Orders that will be open past December 31, 2021 will be closed in eFinity and reopened in Ariba with a new Purchase Order number and the remaining commitment

Some Suppliers will experience changes with their Catalogs

What stays the same?

Purchase Orders for activities that complete in 2021 will remain open and active in eFinity and will not receive a new Purchase Order number

Suppliers will continue to submit invoices the same way they do today

ARIBA WILL GO LIVE FOR REQUISITIONING IN WAVES VERSUS AT ONCE ACROSS ALL GEOGRAPHIES

Wave 1 – June 14th

Sweden
Denmark
Finland
Norway
Lithuania
Ireland
United Kingdom

South Africa

Australia
New Zealand
Singapore

Wave 2 – July 19th

Argentina
Mexico
Colombia

Hong Kong
Japan
Taiwan
Korea

Ireland (ADL)
Switzerland
Italy
Spain
Portugal
Bulgaria
Romania
Slovenia
Croatia
Hungary
Austria
Czech Republic
Slovakia
Russia

Wave 3 – August 16th

Brazil
Turkey
UAE
Morocco
Saudi Arabia
Egypt
Jordan
Lebanon

Puerto Rico

Netherlands
Netherlands (ABR)
Germany
France Greece
Poland
Belgium

China
Thailand
Singapore Manufacturing