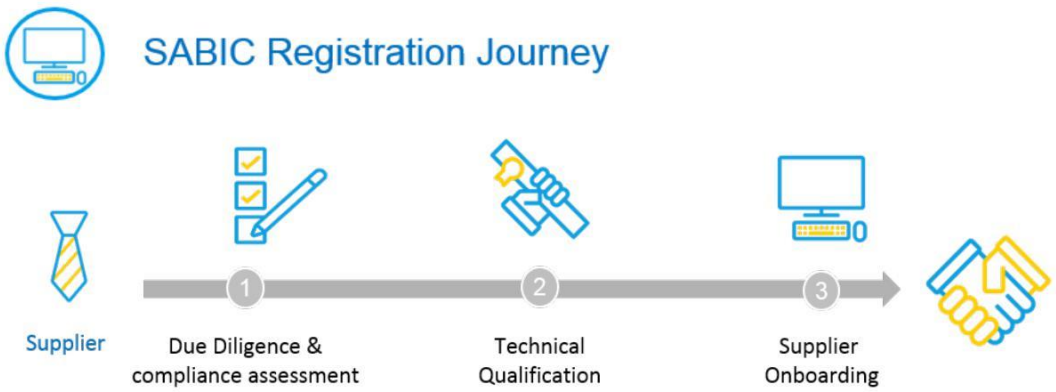
FREQUENTLYASKED QUESTIONS

What is the process for registering as a supplier to SABIC?

Your registration journey has four steps, and you need to complete all of these in order to become eligible to work with SABIC. The Supplier Due Diligence Program is Step 1 of 3, and this step is managed by our technology partner, Achilles.

The remaining steps; Technical Qualification (2) and Supplier Onboarding (3) are managed by ourselves.

Here's the registration process in full:



Why am I being asked to complete registration as a SABIC supplier?

It is of critical importance to SABIC that all suppliers we work with (now or in the future) demonstrate the highest level of commitment to providing safe working conditions, acting fairly and ethically, and using environmentally responsible practices.

Completing all 3 steps of our registration process means we can be sure that you meet the standards we require from our suppliers.

If I register does that mean I will get more business with SABIC?

Please note that completing the Supplier Registration Process does not guarantee business with SABIC.

What does Step 1 - the Supplier Due Diligence Program involve?

Step 1 – the Supplier Due Diligence Program involves completing at least one, and at most three, stages of due diligence:

- **Stage 1: SABIC Supplier Registration System** questionnaire covers basic company information, capability to supply, agreeing to the SABIC Supplier Code of Conduct, watch list screening and local legal requirements. Stage 1 is free of charge.

- **Stage 2: Chemicals & Allied Industries Community** questionnaire requests the same information as Stage 1, plus more detailed input related to key compliance aspects such as anti-corruption, environment, health, safety and security (EHSS), corporate social responsibility, quality management, sustainability and labour. A fee is payable for Stage 2.

- **Stage 3: Achilles Audit** if required, the audit verifies that the supplier's processes meet best practice of the chemicals industry as well as the specific requirements of SABIC. Stage 3 fees are charged separately and are not included in the Stage 2 fee.

What is the role of Achilles?

Achilles provides the solution and the service that is used to gather, maintain and verify the information provided by suppliers as part of the Due Diligence step of the registration process.

What information will I need to provide for Step 1 – the Supplier Due Diligence Program?

The online questionnaires request information regarding several areas such as finance, health, safety and environment, quality, insurance, products and services, corporate social responsibility, ownership, and legal details. In some cases you will be asked to upload supporting documents, such as certificates.

How do I know when I've completed Step 1 (Due Diligence)?

You will receive a confirmation email from Achilles when you have completed Step 1 of the registration process (Due Diligence). Following receipt of this confirmation, you must proceed to Step 2 (Technical Qualification).

How can I get some support from Achilles for completing Step 1?

Achilles offer a range of help options, including webinars, One to One phone appointments, and local language support (where possible).

What does the process for step 2 – Technical Qualification involve?

Using the information provided during the due diligence step we assess the level of technical qualification required, and in some cases carry out site visits.

What does the process for step 3 – Supplier Onboarding involve?

Suppliers will receive two notification emails in order to get access to the SABIC System. As a result, suppliers will be able to amend their details and upload their invoices.

How will I know when I have finished the SABIC registration process?

You will receive email with new Sabic registration number and how you can get access in Sabic system.