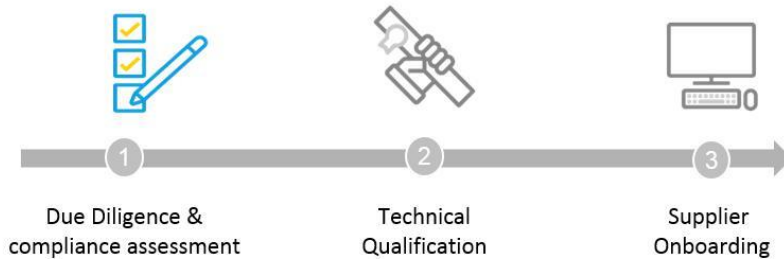


QUICK START GUIDE

The SABIC Supplier Registration Process is designed to collect and store information on all of our suppliers globally. The 3 step process covers due diligence through to onboarding.



DUE DILIGENCE PROCESS

Email invitation - follow the instructions on your personalised invitation

Application – complete a short online application form

Questionnaire – fill in the relevant online questionnaire (and pay subscription fee)

Submit – Achilles will validate the information you have provided

Data Validation – Address any issues raised by Achilles in the validation process

Published – Your profile will be made visible to the SABIC procurement team

Achilles Audit – where relevant, undergo an on-site assessment

Proceed to Technical Qualification (Step 2 of 3) – as advised by SABIC

BEFORE YOU START

Company information – company name, address, website, tax number, registration number and copy of your company certificate of registration

Contact details – business and admin contact

List of products and services – a description of what it is that you supply

Financial information – annual turnover for last year and the number of staff in your company

SABIC specific questions – details about the value of contracts that your organization can provide, anti money laundering policies, your shareholders and local documentation based on your trading address

SUPPORT AVAILABLE

Frequently Asked Questions: Find the answers you're looking for.

Local telephone support: UK: +44 (0)1235 861118]

One-to-One appointments: Request your individual appoint to talk to an Achilles representative at your own convenience.

Searchable Product Code Guide: Access the Product Code Guide in the programme to search on keywords and decide which codes you should use to describe your products/services.

More information: [Visit the SABIC website](#) to understand more.