



Supplier Portal Self-Registration



EVERY CONNECTION COUNTS

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Web based application that allows suppliers to selfregister for access to the different applications within the Supplier Portal



Supplier Self-Registration Beginning Tips

- Supplier Registration is available to you if you <u>currently or have recently supplied</u> products or services to TE Connectivity (TE).
- WHY REGISTER? The TE Supplier Portal offers secured access to functions / applications such as:
 - View and Complete Compliance Surveys
 - Receive and Confirm Purchase Orders / Change Orders
 - View Drawings and Documents
 - Create Labels and Send Advanced Shipment Notifications
 - Receive and Respond to quote
 - View Forecasts
 - Access Quality documents and applications
 - Submit Electronic Invoices and Check Invoice Status

The registration process is completed in THREE EASY STEPS!

BEFORE YOU BEGIN - You will need to know your Supplier Number (ID) and a Purchase Order number or Complaint Number or Invoice Number. If needed contact your TE buyer for support.

After successful Registration

1.) Allow 24 hours for processing

2.) You will use Your Email Address as your User Name to log into the TE Supplier Portal and newly created password.



Supplier Self-Registration Process

- To begin the Self-Registration process go to the Supplier Portal website: <u>https://supplierportal.te.com</u>
- Click on the New User? Register link.





Supplier Self-Registration Step #1

Registering should only take a few minutes Step 1 - Your Information (name, email, office address, Purchase Order number, etc.) Step 2 - Email Confirmation (confirm your email address) Step 3 - Accept End User License Agreement (acknowledgement of agreement with Terms & Conditions for using our site) Your Information: (* Denotes a required field, Need assistance completing your request? First Name: Supplier Support Center Last Name: Job Function: Select Job Function... Preferred Language: Select Preferred Language... 💙 *Email Address: Verify Email Address: *Password: * Verify Password: Your Office Information: (*Denotes a required field) * Company Name: Tyco Electronics Contact: *Telephone: • Address: Number of digits / Number of digits / ERP **Supplier Number** Purchase Order Address Line 2: SAP * 6 10 *City: POLIS 5 8 MFG-PRO Variable * Postal Code: Contact TE Buyer Others * Country : Select Country... 🔽 Leading zeros are not necessary State/Province: Edit Pattern: 999,999,999.99 🗸 Your Organization Information: (* Denotes a required field, Type: Purchase Order Number 🔻 Purchase Order Number Invoice Number Complaint Number Supplier Number: I do not have a Supplier Number I only fare access to our public systems

Secure Access Registration - Step 1

Sign me up for the Tyco Electronics Supplier Newsletter The reachetter will contain unsubscribe information, so you can not out at any time.

Registration – Step # 1

- Fill out Registration form Completely. Required fields are indicated by the asterisk *
- The State/Province field will be enabled if the country selected is Canada or US.
- "Password" and "Purchase Order" informational text box will display when clicking in the entry fields
- If you have any questions click on the Supplier Support Center link and someone will contact you to provide you with assistance
- Once the form is completely filled out, click on Proceed to Step 2.





Supplier Self-Registration Email Validation Step #2

• Step #2 is an informational screen instructing you to look for the email that was sent to you to when you submitted your registration in Step #1. The email contains a link to complete your registration.



Secure Access Registration - Step 2

Registering should only take a few minutes.

Step 1 - Your Information (name, email, office address, Purchase Order number, etc.)

Step 2 - Email Confirmation (confirm your email address)

Step 3 - Accept End User License Agreement (acknowledgement of agreement with Terms & Conditions for using our site)

Your registration is nearly complete! A confirmation was sent to the email address you provided.

Please click on the confirmation link in the email to complete your registration.

Thank you!

- You will need to click on the embedded link in the email. The link takes you to the Step 3 screen to complete your registration.
- If you do not receive an email then you should register again and ensure you entered your email correctly. Or you can go back to Step 1 of Self Registration and click on the Supplier Support Center link for assistance.



End User License Agreement / Confidential Disclosure - Step #3



Secure Access Registration - Step 3

Registering should only take a few minutes.

Step 1 - Your Information (name, email, office address, Purchase Order number, etc.)

Step 2 - Email Confirmation (confirm your email address)

Step 3 - Accept End User License Agreement (acknowledgement of agreement with Terms & Conditions for using our site) - Agree to, complete, and Electronically accept the Tyco Electronics' Confidential Disclosure Agreement (CDA)

Your email address has been validated.

Please acknowledge your agreement with our Terms & Conditions by checking the box below.

*Enter the Password you created in Step 1 of Secure Registration:					
Security Info	rmation:				
*Question #1:	Select Security Question	~			
*Answer #1:					
*Question #2:	Select Security Question	*			
*Answer #2:					

* 🔲 I have read and agreed to the <u>End User License Agreement</u> for using this site.

* You must read, complete, and electronically accept the Confidential Disclosure Agreement to complete the registration. Please click <u>here</u> to view and sign the CDA.

Complete Registration / Electronically Accept CDA

NOTE: Your login to the supplier portal may take 1 hour to be activated.

Step 3 requires the password entered in
Step 1 to be entered again to verify the registration, in addition the two Security
Challenge Questions must be answered

•

- The End User License Agreement (EULA) also needs to be agreed to in order to complete the registration.
- The Supplier must agree to and electronically sign the Confidential Disclosure Agreement



End User License Agreement / Confidential Disclosure Step #3



Secure Access Registration - Step 3

Registering should only take a few minutes.

Step 1 - Your Information (name, email, office address, Purchase Order number, etc.)

Step 2 - Email Confirmation (confirm your email address)

Step 3 - Accept End User License Agreement (acknowledgement of agreement with Terms & Conditions for using our site) - Agree to, complete, and Electronically accept the Tyco Electronics' Confidential Disclosure Agreement (CDA)

Your email address has been validated.

Please acknowledge your agreement with our Terms & Conditions by checking the box below.

*Enter the Password you created in Step 1 of Secure Registration:

Security Information:

*Question #1:	Select Security Question	~	To view and sign
*Answer #1:			to view and sign
*Question #2:	Select Security Question	~	the EULA click
*Answer #2:			the link

I have read and agreed to the End User License Agreement for using this site.

* You must read, complete, and electronically accept the Confidential Disclosure Agreement to complete the registration. Please click <u>here</u> to view and sign the CDA.

Complete Registration / Electronically Accept CDA

NOTE: Your login to the supplier portal may take 1 hour to be activated.



End User License Agreement / Confidential Disclosure - Step #3

You must read, complete, and electronically accept the Confidential Disclosure Agreement to complete the registration. Please clichere to view and sign the CDA. In a greement and ne construct an occaration of the town of the common of the	★ ▼ I have read and agre	ed to the <u>End User License</u>)	Agreement for using this site.	
No assignment of this Agreement shall be valid without the written consent of TEC, which consent shall not be unreasonably withheld. If any provision of this Agreement or its application is held to be invalid, illegal or unenforceable in any respect, the validity, legality or enforceability of any of the other provision of this Agreement and application therein shall not in any way be affected or impaired. Any failure to enforce any provision of this Agreement shall not constitute a waiver of any right on any other occasion. This Agreement may be executed in one or more counterparts each of which when executed shall be deemed to be an original. This Agreement may be validly executed by means of signed facsimile or signed electronic transmission. This Agreement contains the entire understanding between the parties with respect to the Purpose. No modifications of this Agreement or waiver of the terms and conditions hereof shall be binding on either party unless approved in a writing duly executed by both parties. Acknowledged and Agreed: Company Name: abc Name: LA Margetanski * Email Address: Dob Function: Engineering Date: 06/28/2010	* You must read, comp here to view and sign t	lete, and electronically a he CDA.	accept the Confidential Disclosure Agreement to complete the registration. Please	clic
No assignment of this Agreement shall be valid without the written consent of TEC, which consent shall not be unreasonably withheld. If any provision of this Agreement or its application is held to be invalid, illegal or unenforceable in any respect, the validity, legality or enforceability of any of the other provisions and applications therein shall not in any way be affected or impaired. Any failure to enforce any provision of this Agreement shall not constitute a waiver thereof or of any other provision hereof. A waiver given by TEC on any one occasion is effective only in that instance and will not be construed as a waiver of any right on any other occasion. This Agreement may be executed in one or more counterparts each of which when executed shall be deemed to be an original. This Agreement may be validly executed by means of signed facsimile or signed electronic transmission. This Agreement contains the entire understanding between the parties with respect to the Purpose. No modifications of this Agreement or waiver of the terms and conditions hereof shall be binding on either party unless approved in a writing duly executed by both parties. Acknowledged and Agreed: Company Name: abc Name: LA Margetanski * Email Address: Dob Function: Engineering Date: 06/28/2010	nni s Agreement shar be e	onscrace in accordance with	and takes of the Commonwealar of Fernisyrvania without regard to its choice of take provisions	
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★ Email Address: Job Function: Engineering Date: 06/28/2010	Name:	LA Margetanski		
Job Function: Engineering Date: 06/28/2010	*Email Address:			
Date: 06/28/2010	Job Function:	Engineering		
	Date:	06/28/2010		
	<			>

NOTE: Your login to the supplier portal may take 1 hour to be activated.

- Once the CDA opens, please review it, then scroll to the bottom and electronically sign the CDA.
- The email address you enter, must match the email you entered on step one of the registration.
- Click Complete Registration / Electronically Accept CDA



* Answer #2:

Supplier Self-Registration Request Application Access

Check the box for the appropriate desired applications then click "Submit Request"

	-		
You are almost done you have one more step to complete!			
You must select the Tyco Electronics Supplier applications to which you want access . Even if you do not n you still must click the "Submit Request" button at the bottom of this page.		Orea application request is	
Please note that it may take up to $1 \ hour$ for your login to be activated on the Supplier Portal.			Once application request is
Request supplier number or secure applications to be added to your account Need * Purchase Order Number: 35250071 * Supplier Number: 50169	assistance completing your request? lier Support Center		hours for processing
*Please select the features you'd like			An email will be sent to you
Electronic Invoicing - Web "PO Flip" Method (WI) (PO Flip Invoice Generation via IDE)			containing a link for you to
✓ Invoice Inquiry (IIN) (Self-service invoice status checking)			
Internet Data Exchange (IDE) (Real time visibility to discrete orders. Order Acknowledgements)			check the status of your
Internet Labeling (IL) (Print capability for TE compliant license tag. Advanced Ship Notice (ASN) generation)			request
Secure Document Access (SDA) (Access to Drawings - Class 11 / 111 documents) This requires a Confidential Disclosure Agreement (form 3979) be filed with Tyco Electronics Legal Department. If your company	r does not have a current CDA on file, the Tyco Electronics Legal department will mail one to you. You will be required to sign the CDA		request.
Vendor Consigned Inventory (VCI) (Consigned Inventory visibility (including goods receipt / consumption int	6)		When you click on the link to
NAFTA (North America Free Trade Agreement)			a base of the second state
4483 Application (Tyco Vendor Profile)		(Check your status you will be
ATS Precious Metals (Online tool for the Metals Commodity to manage the metals refining process with our Supplier	75)		asked to log in, use your
Online RFQ (US POLIS Request for Quote system)			
RoHS Full Material Disclosure (Supplier compliance data collection for Restriction of Hazardous Substance)			amail address as the user
Supplier Complaint Handling (SNMS) (Creates e-mails to notify suppliers of customer complaints, also 3D, 8D	5 Why, CSL1, CSL2 docs)	-	email address as the user
Electronic Invoicing - File Transfer Method (LVI) (Standard TE flat file format and FTP of Invoices to Tyc		account and the password	
Electronic Invoicing - EDI Transfer Method (Electronic Data Interchange of Invocing data - 810)		about and the password	
Customs Trade Partnership Against Terrorism (Contains procurement forms such as C-TPAT and Chemica		that you entered when you	
Inspection Data Collection Operator (IDC) (Allows entry of inspection results for analysis and submission	to CCCE development engineering)		
Material Lister (Provides attributes and materials for parts containing polymers or resins)	Check have for "Quanties Quartery		registered.
Conductor Wire - TE UK Specs (RKPS Conductor Wire Specifications)	Check box for Supplier Survey		0
Supplier Contact Maintenance Administrator (SCMA) SCMA's can maintain contact information for people	for Compliance" application to		
Supplier Profile Maintenance Administrator (SPMA) SPMA's can maintain Supplier Profile Information for			
Supplier Survey for Compliance (Environment compliance surveys, like RoHS and REACH)			
Submit Request			



Supplier Self-Registration Requesting Additional Access

Adding application access to an existing user profile:
Log into the Supplier Portal
Click on My Account → Manage Profile → Request Additional Supplier Number / Resources



- Select existing supplier number from drop down list
- Click the "Submit" button
- You will be routed to the select access for desired applications



Supplier Self-Registration Requesting Additional Access

Adding account to existing user profile:

- •Log into the Supplier Portal
- •Click on My Account → Manage Profile → Request Additional Supplier Number / Resources



Request Secure Access



- Supplier Number and Open Purchase Order are required then click the "Verify" button
- You will be routed to the select access for desired applications



Support Center

- The Supplier Portal contains a Support Center that provides suppliers numerous support options including this training documentation and frequently asked questions.
- > The Support Center can be accessed via the Supplier Portal Home Page



