

A message from GM³



26 FEBRUARY 2025

SAP Business Network trading requests from Illawarra Coal Holdings Pty Ltd (for GM³)

Dear Vendor,

Following on from our latest GM³ Transition update earlier this month, as mentioned, we are implementing SAP Business Network (Ariba). It is important for you to continue reading the details below about the Business Network (Ariba) as it becomes closer to being operational.

We are targeting a Go-Live date in May, with a specific date to be finalised next month.

According to our current vendor master records, you are identified as a Business Network supplier, and we will soon be sending a Trading Relationship Request (TRR) from Illawarra Coal Holdings PTY LTD (GM³'s) SAP Business Network buyer account to your supplier account.

Key Details:

- **TRR Transmission Date:** The TRR will be sent to your Ariba Supplier account from our legal entity, Illawarra Coal Holdings Pty Ltd on the week commencing the 3rd March 2025
- **Action Required:** for suppliers requiring manual acceptance, please review and accept the TRR in your Ariba Supplier portal to continue the business relationship with GM³.

Steps to Manually Accept the TRR:

1. Login to your SAP Business Network (Ariba) Supplier Portal.
2. In the upper-right corner of the application, click on your **[user initials]** and select **Settings > Customer Relationships**.
3. On your Customer List, click the **Pending Requests** tab.
4. Check the box next to Illawarra Coal Holdings PTY LTD (ANID: AN11215155955)

and click **Accept**.

If the email address you receive this communication from is not the Administrator for your supplier account, you will need to contact the account Administrator to accept the TRR on behalf of your organisation. To do so, please follow these steps:

Steps to Find/Contact Your Supplier Account Administrator:

1. Login to your SAP Business Network (Ariba) Supplier Portal.
2. In the upper-right corner of the application, click on your [user initials] and select Contact Administrator.
3. The system will display the Email Address, Name, and Phone Number of the Administrator for your supplier account.

The Administrator will then need to follow the steps outlined above to manually accept the TRR and establish the relationship with Illawarra Coal Holdings Pty Ltd (GM3).

Next Steps:

- Please review and accept the TRR by -12th March 2025 to ensure no disruptions to our business relationship.
- If you have any questions or concerns regarding this process, or if you require assistance, do not hesitate to reach out to us via GM3Supply@gm3.au.

Note: Some vendors may have 'auto-accept' enabled which will streamline the process for you to join the Business Network. If so, no action is required, but please double check if you are unsure.

Again, we appreciate your continued collaboration and look forward to sharing more updates with you soon.

Tim Kuswadi
Head of Supply and Commercial Strategy
GM³

www.gm-3.com.au

The logo for GM3, consisting of the letters 'GM' in a bold, sans-serif font, followed by a superscripted '3'.