



KNAUF

Knauf Supplier Portal

Supplier Information Kit

Build on us.

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IMPORTANT NOTE !

Existing Supplier with (Knauf) SAP Number



Registration process for existing suppliers

Please note: we will contact you to start the onboarding process!

The registration consists of two consecutive steps:

1. Company registration (user account and password creation)
2. Self-registration via questionnaire

This will allow you to use all the functions and information services activated for you later with one user account.

If you have any questions about the registration process, please [reach out to your Knauf procurement contact](#) or send an email to supplier-portal@knauf.com

1 Supplier Onboarding possible!

NEW Supplier without SAP Number



Supplier onboarding to the Knauf Supplier Portal is currently not possible for NEW suppliers without an existing SAP number at Knauf.

Please note that we are working on this functionality to enable new suppliers to get onboarded to the Knauf Supplier Portal.

2 Supplier Onboarding currently NOT possible!

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1 What is the Knauf Supplier Portal?



In close connection with our mission to be the digital leader in the construction materials industry, Knauf is actively driving forward the digitalization of its procurement processes. We are following this mission with the implementation of our **new Knauf Supplier Portal** via the software provider JAGGAER.

2 Background & Targets of the Knauf Supplier Portal



What?

Knauf is **digitalizing** its **procurement processes** and you as our business partner will play an important role in our digitalization journey.

The new Knauf Supplier Portal enables us to **unify all our procurement processes** on one single platform.



Why?

The new Knauf Supplier Portal will help us to make our **procurement processes** and the **communication** to our suppliers **simpler, more direct and faster**.

Suppliers will benefit from **increased transparency, enhanced document sharing** and **real-time communication**.

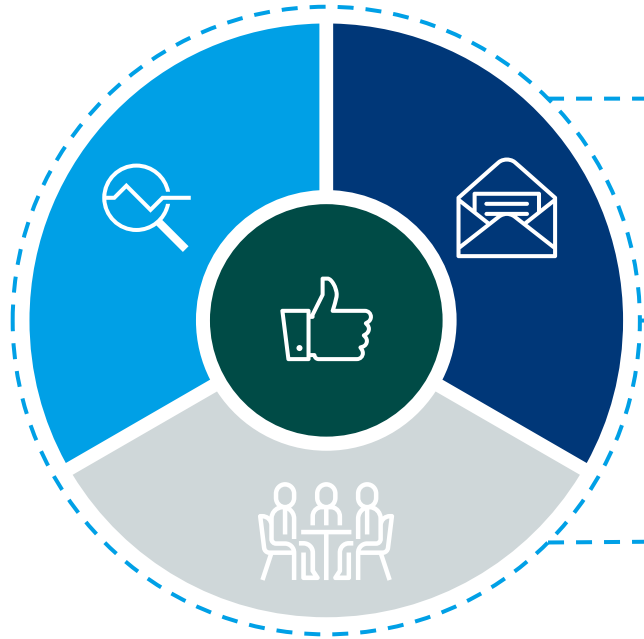


How?

Suppliers will receive an **email invitation** via the new system JAGGAER, containing a **link to register** for our new Knauf Supplier Portal. The **registration process** consists of **two consecutive steps**.

The usage of the supplier portal is **free of charge**.

3 Benefits for our Suppliers



Increased transparency...

- ... by **maintaining the master data autonomously**
- ... by having the possibility to get valuable **insights** in the **own rating**
- ... by getting a **holistic overview** of features and future RfX

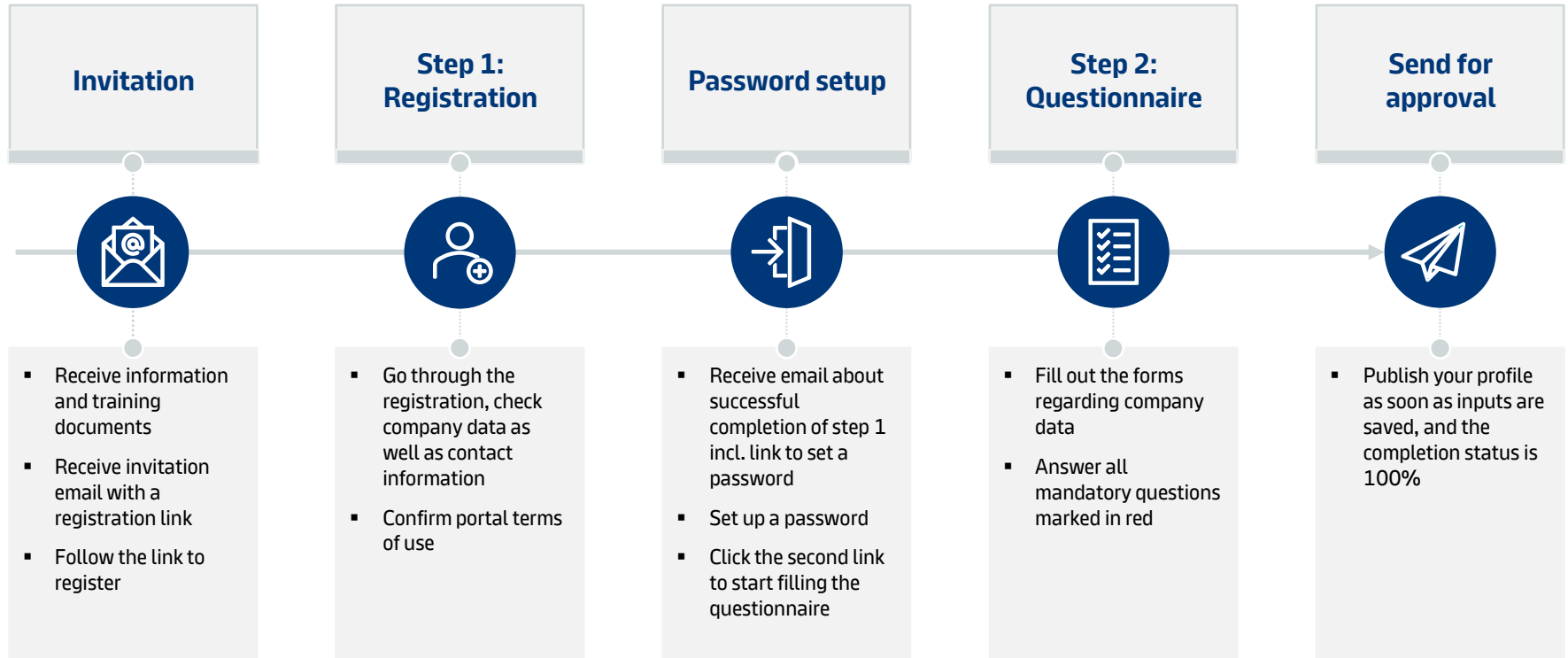
Enhanced document sharing...

- ... by having one single platform for structured document sharing and thus creating a **single source of truth**
- ... by **reducing** administrative and manual **workflows**

Improved communication...

- ... by making our communication **simpler, more direct and faster** for both sides
- ... by **streamlining business relationship** and collaboration with Knauf (e.g., one touchpoint to Knauf)
- ... by having a **history** provided via the system (e.g., ratings)

4 Supplier Registration Process Overview



5 Frequently Asked Questions (FAQs)



01

What is the Knauf Supplier Portal?

The Knauf Supplier Portal is a new digital platform for collecting supplier-related information.

02

Are there any costs for the registration?

No, the use of the portal is free of charge for you.

03

Where do I log in to the system?

You can log in to the system via the following link
<https://app11.jaggaer.com/portals/knauf/>

04

What should I do if I have received an invitation for each business entity?

The registration process must be done separately for each business entity, due to technical requirements.

5 Frequently Asked Questions (FAQs)



05

What should I do if I receive error messages or warnings?

1. Close the internet browser, clear the cache and delete the cookies
2. Try using a different internet browser (if possible)
3. Use the following link to log in again: <https://app11.jaggaer.com/portals/knauf/>

06

Is it possible to share the access to the system with my colleagues?

Yes, additional contact persons can always be added in the system, where you can grant them access. We highly recommend to maintain more than one contact person.

07

What can I do if I filled out all mandatory fields in the questionnaire but still get a message about incompleteness?

Review the certification tab and make sure that you fill in the validity dates and upload each confirmed certificate. Before continuing, please make sure to save the changes.

08

Where can I get support if I have a question about the registration?

Please contact your Knauf procurement contact. If you do not know the person, please write an e-mail to supplier-portal@knauf.com

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