Program

Procurement Transformation

A leap into **our future**

Supplier Registration on the Coupa Platform

February/2025

VALE

Agenda

1. Overview of the Procurement Transformation Program
2. Introduction to the Coupa Platform
3. Step-by-step: registration on the Coupa Platform (via the invitation sent by Vale)
4. Commercial Model
5. Next steps and Support Channel
6. Questions

Truckless System in Serra Sul (S11D), Canaã dos Carajás (PA)
Photo: Ricardo Teles

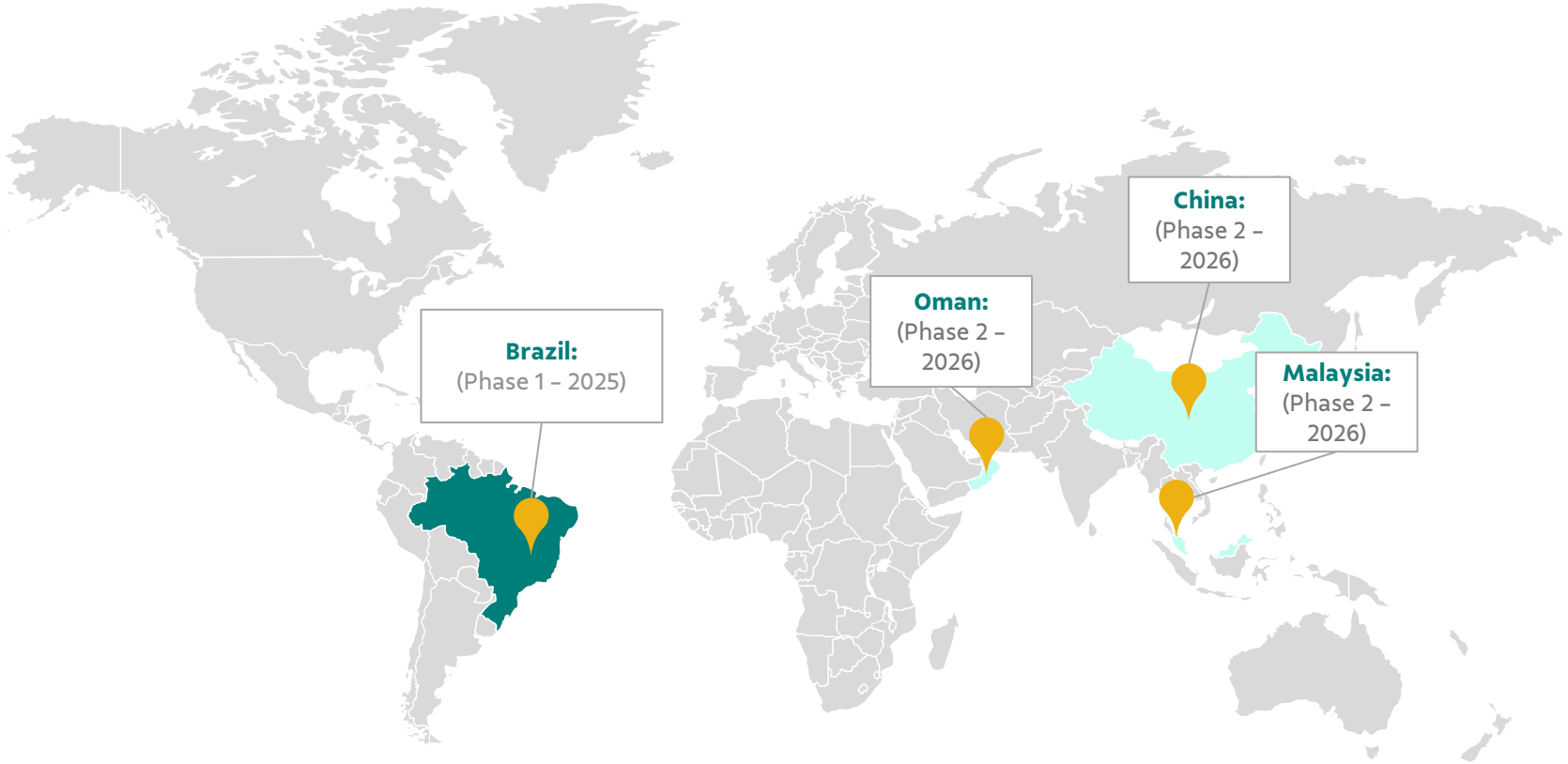
1. Overview of the Procurement Transformation Program

Procurement Transformation Program

The **Procurement Transformation Program** marks a significant change in how the Supply Chain operates through **new technologies** and **simplified processes**, with the goal of becoming more strategic, efficient, and innovative for Vale's buyers, requesters, and suppliers.

- **Enhanced User Experience**
- **Integration and Automation**
- **Data Intelligence & Guidance**
- **ESG Program**

Impact of Our Transformation



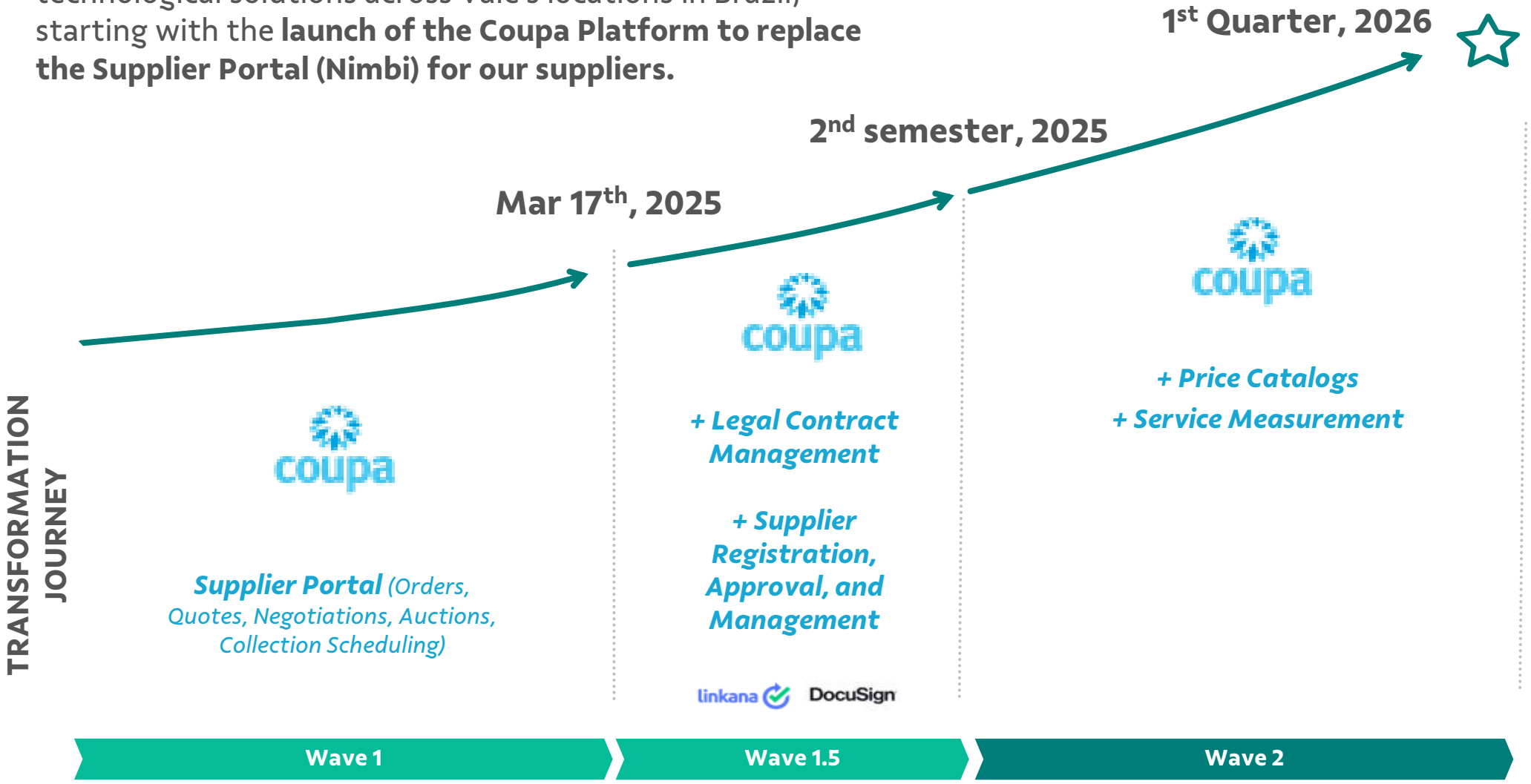
SOME NUMBERS FROM VALE S.A. FERROUS

89,000 Requisitions	
669,000 POs	
850,000 Invoices	
+95,000 Negotiation Rounds	

Simplification + Efficiency + Innovation = Procurement Transformation

Transformation Journey

This program entails the phased implementation of technological solutions across Vale's locations in Brazil, starting with the **launch of the Coupa Platform to replace the Supplier Portal (Nimbi) for our suppliers.**



Key changes for Suppliers of Vale S.A. (Iron Ore)

Suppliers will now utilize the **Coupa platform as their main portal for interactions with Vale S.A. (Iron ore)**.

Enhanced visibility into negotiation statuses and outcomes, along with a streamlined registration process.

Minimized discrepancies between purchase orders and invoices.

Collaboration space during the proposal negotiation phase.

Online and collaborative discussions for legal documents with the Legal and Purchasing teams.

Vale Base Metals

The Base Metals division has transitioned into an independent company and will continue to operate with the existing systems.

Consequently, for companies supplying materials or services to Vale Base Metals, **the purchasing process will remain** conducted **through the Supplier Portal (Nimbi).**

Vale Base Metals – Brazil

Plant	Overview	CNPJ
4751	Parauapebas Deposit: OFE: 1064	33.931.478/0006-07
4764	Sossego Parauapebas: DFE: 1064	33.931.478/0006-07
4750	Sossego Mine: MPL: 1064	33.931.478/0009-41
4759	NORTH P. - Sossego Mine: VRT: 1064	33.931.478/0009-41
4779	MINE 118: MPL: 1064	33.931.478/0011-66
4752	Bahia-Alemão Mine: MPL: 1064	33.931.478/0013-28
4778	CRISTALINO MINE: MPL: 1064	33.931.478/0014-09
4777	BELEM HUB: OFE: 1064	33.931.478/0015-90
4127	Salobo - Marabá: MPL: 1064	33.931.478/0002-75
4263	NORTH P. - Salobo - Marabá: VRT: 1064	33.931.478/0002-75
4467	Salobo PA - BarraCoq: VRT: 1064	33.931.478/0002-75
4775	Onça Puma Mining: OFE: 1646	48.256.824/0001-53
4758	Logistics Terminal São Luís - Nickel: 1646	48.256.824/0002-34
4761	São Luís: DFE: 1646	48.256.824/0002-34
4776	NOVA LIMA HUB: OFE: 1646	48.256.824/0003-15
4756	Nickel Parauapebas: MPL: 1646	48.256.824/0004-04
4762	Parauapebas: DFE: 1646	48.256.824/0004-04
4755	Ourilandia EscNiquel: OFE: 1646	48.256.824/0005-87
4753	Ourilandia Nickel: MPL: 1646	48.256.824/0006-68
4754	Ourilandia Exp PATIO: VRT: 1646	48.256.824/0006-68
4760	Ourilandia Exp VDC: VRT: 1646	48.256.824/0006-68
4763	Ourilandia Nickel: WHS: 1646	48.256.824/0006-68

Page 11

This table encompasses the Vale Base Metals facilities located at **Onça Puma, Sossego, Entreposto Parauapebas, São Luís Nickel Warehouse, and ongoing projects in Brazil.**

✓**Base Metals Companies in Brazil:**
Salobo Metais S.A. – CNPJ 33.931.478/0001-94
Mineração Onça Puma S.A. – CNPJ 48.256.824/0001-53

✓**Vale Canadá Limited – Sudbury, Ontario, Thompson, Manitoba Toronto.**

✓**Vale United Kingdon**

Vale Base Metals – Brazil

Plant	Overview	CNPJ
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4763	Ourilandia Nickel: WHS: 1646	**48.256.824/0006-68**

Next Steps for Suppliers

Until Feb 28th

- ✓ Complete your registration on the Coupa Platform using the invitation sent by Vale

Mar 10 to Mar 14

- ✓ Participate in training sessions (starting on 02/24; invitations will be sent soon)

March 17th

- ✓ Launch of the Coupa Platform (03/17)
- ✓ Attend support sessions for any questions, starting March 17th, as needed

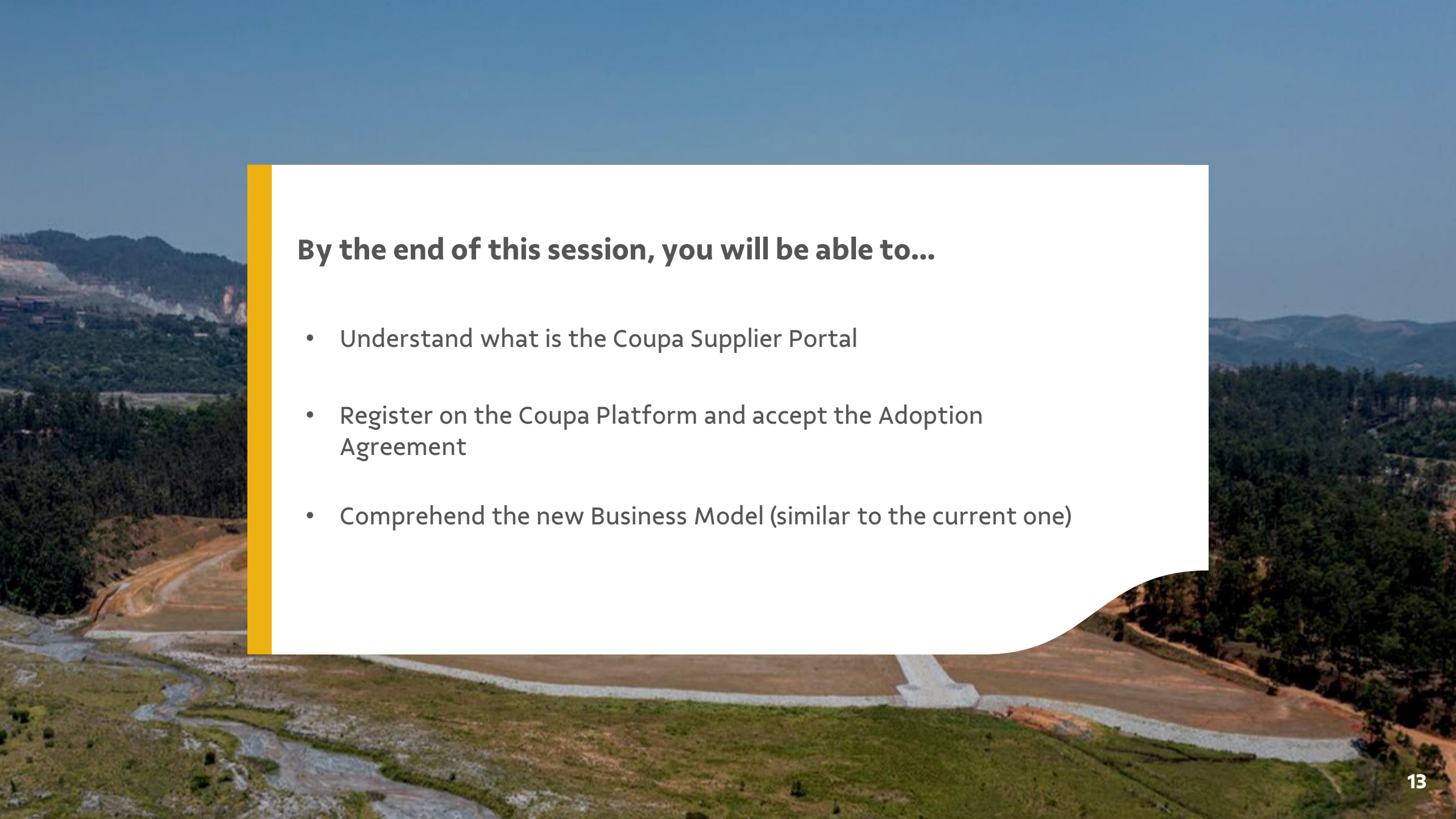
The next step for suppliers is to **register on the Coupa Platform** and **accept the Adoption Agreement,** ensuring access when the new solution launches in March 2025.

Accepting the Adoption Agreement is essential for continuing transactions with Vale S.A. (Ferrous).

Support channel:

suppliersupportvale@accenture.com

Note: Suppliers must register, review, and accept the terms on Coupa, but they will only be able to conduct transactions after the Go-Live in March 2025. Until then, they will continue using the Nimbi Portal for Vale S.A. and Vale Base Metals.



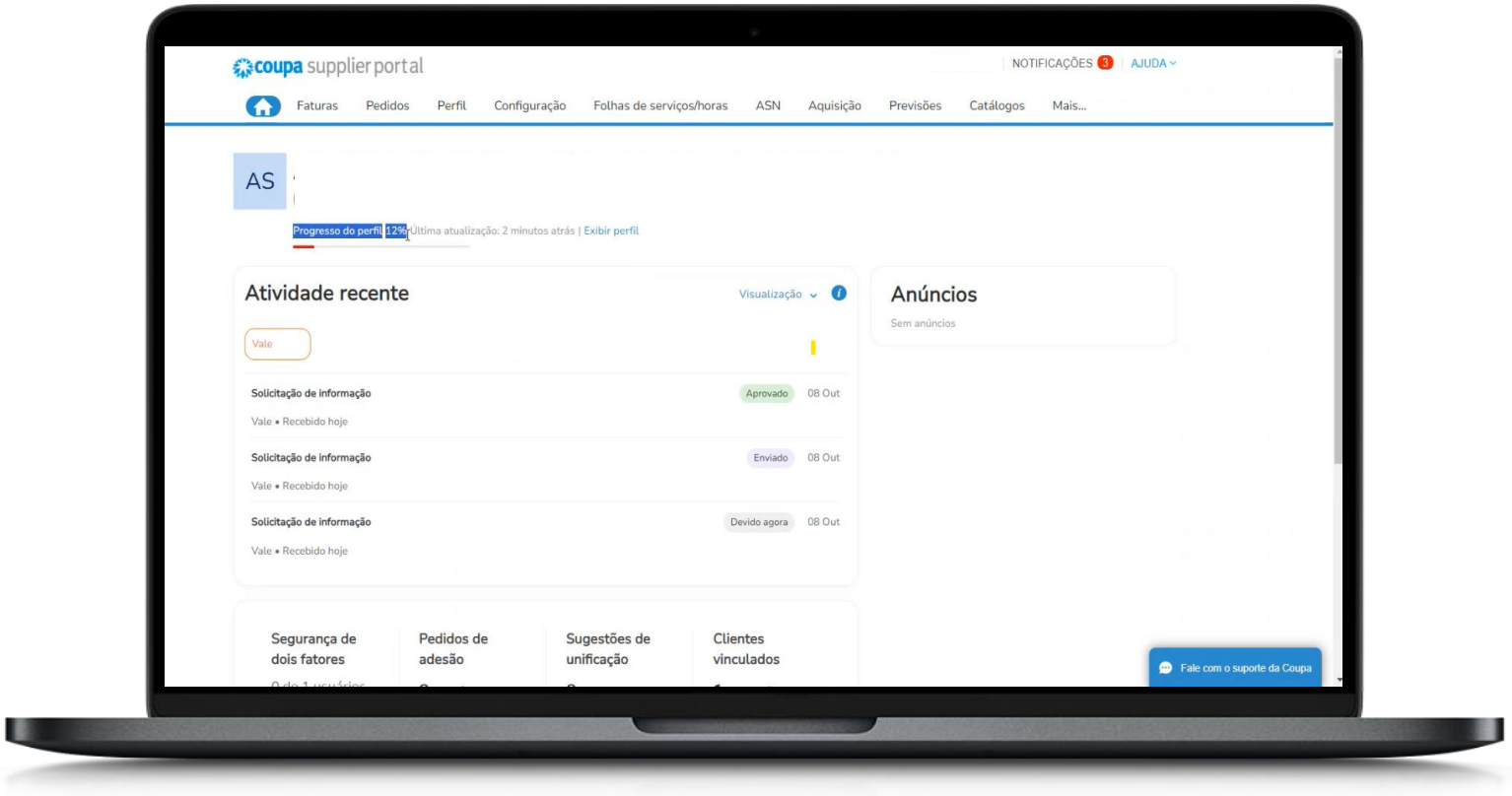
By the end of this session, you will be able to...

- Understand what is the Coupa Supplier Portal
- Register on the Coupa Platform and accept the Adoption Agreement
- Comprehend the new Business Model (similar to the current one)

Ship Berge Everest with a capacity of 400,000 tons at the Teluk Rubiah distribution center in Malaysia
Photo: Mohd Darus bin Hasib

2. Familiarizing with the Coupa Platform

Understanding the Solution: Coupa Supplier Portal



The Coupa Supplier Portal is a system that enables suppliers to efficiently manage their electronic transactions.

It simplifies the management of orders, relationships, and customer documentation.

Benefits of the Solution

- **Visibility and Connections:** Suppliers gain enhanced visibility among buyers using the platform, fostering the creation of new business opportunities and strategic partnerships..
- **Community Engagement:** Suppliers can participate in events and forums to share knowledge, ask questions, and connect with other professionals, enriching their learning and professional growth.
- **Operational Efficiency:** The platform allows suppliers to manage orders, invoices, and catalogs in a centralized and efficient manner, minimizing errors and expediting processes.
- **Access to Insights and Best Practices:** The Coupa community offers valuable insights and best practices shared by other suppliers and buyers, aiding in the optimization of operations and business strategies.

Key Concepts

- **Coupa**
  Coupa is a cloud-based platform for managing business expenses, designed to assist companies in managing and optimizing their spending. It provides a range of solutions from procurement and supplier management to payments and supply chain planning.

- **Adoption Agreement**
  The Adoption Agreement document outlines all contractual clauses with the Consortium.

- **Purchasing Processes**
  Includes functionalities for RFx (Request for Proposal, Information, and Quotation) and auctions, facilitating interaction and negotiation with suppliers.

Photo: Marcus Desimoni

3. Step-by-step: registering on the Coupa Platform (via the invitation received from Vale)

Guided Navigation: Step by Step

1. Step by step demonstration
2. Receiving the Invitation to register on Coupa
3. First Access by clicking the invitation link
4. Complete registration to join the Vale network on Coupa
5. Acceptance of the Membership Agreement
6. Account Unification
7. Add users from your company to the account
8. Coupa Support Materials

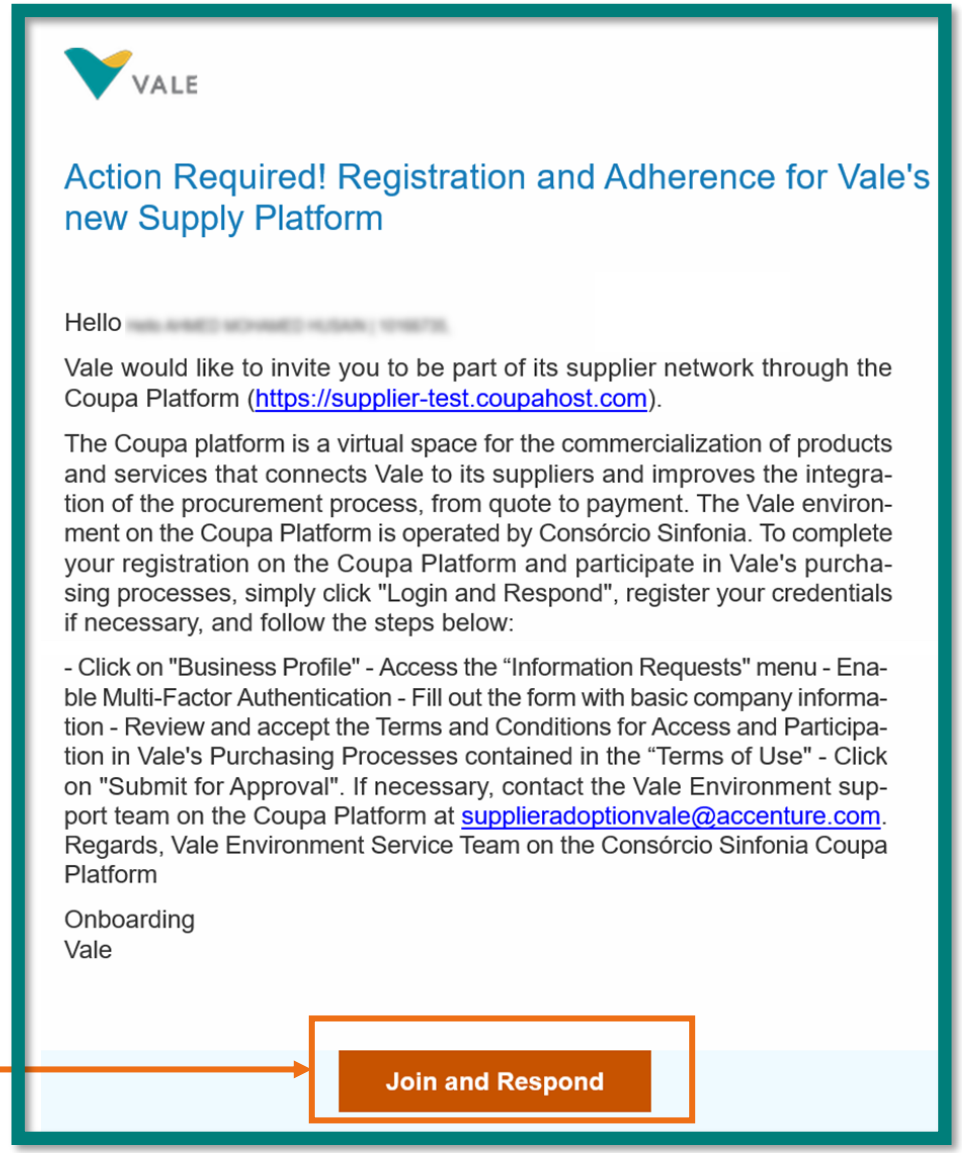
Receiving Your Invitation to Register on Coupa (1/1)

1. The primary contact for the supplier registered with Vale will receive an email invitation from Vale to join the Coupa Platform.

Email Subject: Action Required! Registration and Enrollment for Vale's new Procurement Platform

Sender: Coupa Supplier Portal (do_not_reply@supplier.coupahost.com)

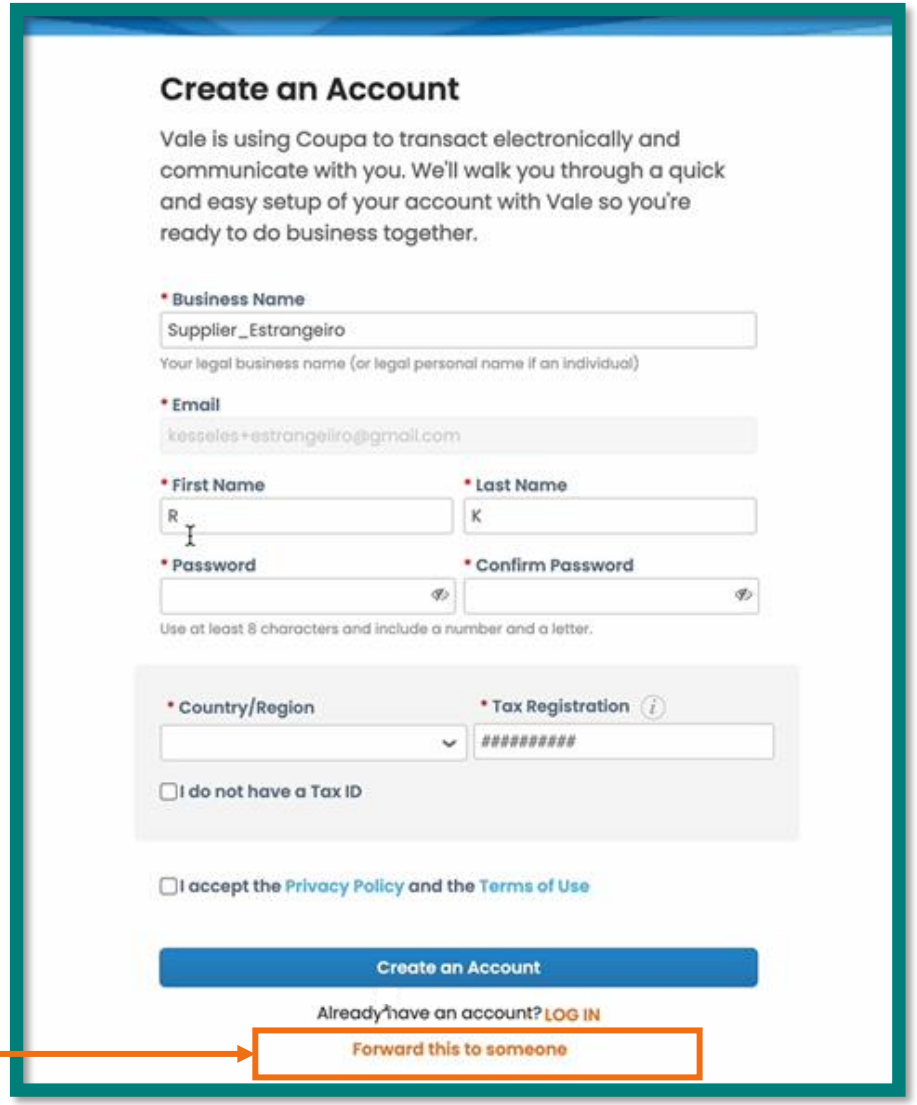
At the end of the email, the user should click on "**Join and Respond.**"



Forward the invitation to another user

1. **Important:** The user who receives the invitation cannot forward the email to someone else.

   If you want another person from your company to register without needing to request an email change through the form, follow these steps: the **original recipient of the invitation must click the link in the "Log In and Respond" button,** and on the subsequent page, select the option **"Forward this to someone"** at the bottom of the screen (below the 'Create an Account' button), entering the email of the person who should proceed with the registration.

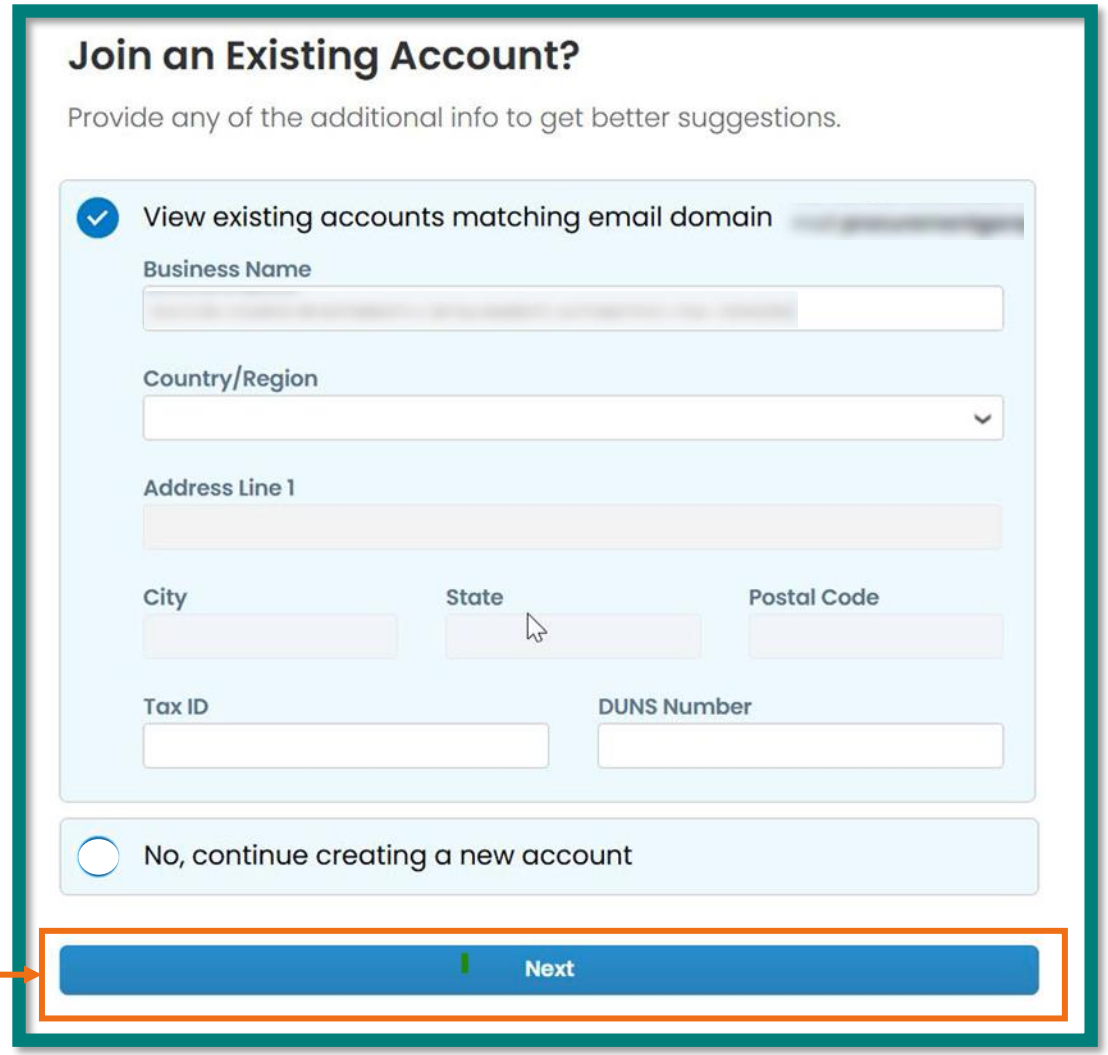


First Access via the Invitation Link (1/7)

1. When the user clicks the "Join and Respond" link, three scenarios may arise on the Coupa platform:

2.1.1. Scenario 1: The supplier's company is already registered on the Coupa platform, but the user who received the email is not yet registered. In this case, the user can request to join an existing account, and an administrator from their company can approve the request.

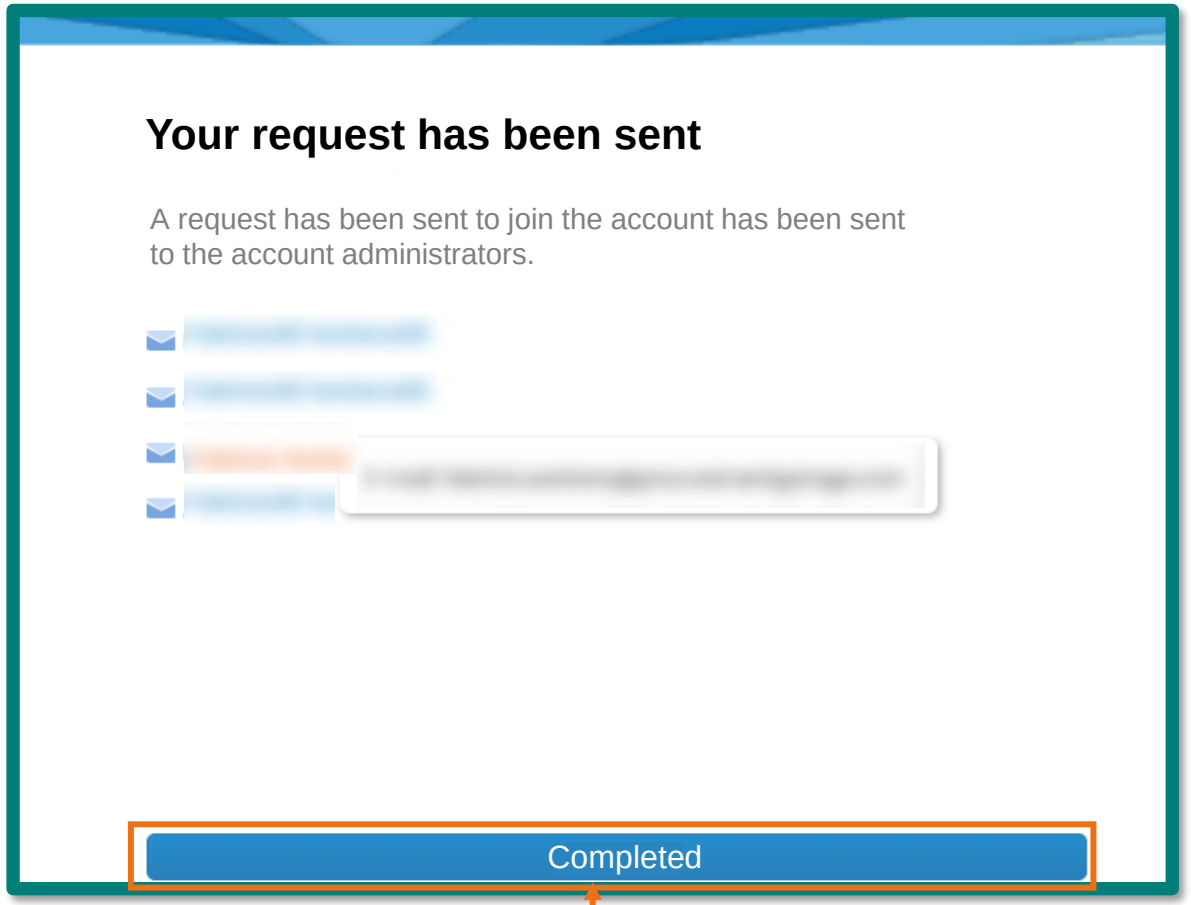
To access the existing company account, click on "**Next**"



First Access via the Invitation Link (2/7)

2 When the user clicks the "Join and Respond" link, three scenarios may arise on the Coupa platform:

2.1.2. Continuing with Scenario 1, if the user clicked **"Next"** on the previous screen, a request will be sent to the administrators of the existing account.

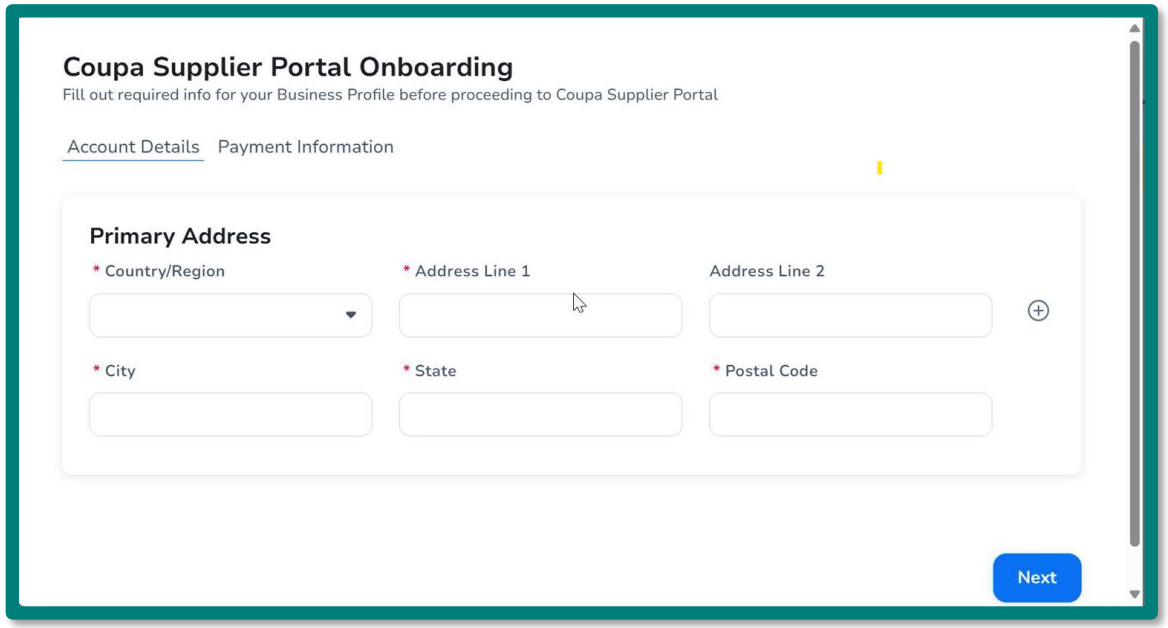


Click on "**Done**" and wait for your request to be approved.

First Access via the Invitation Link (3/7)

3 When the user clicks the “Join and Respond” link, three scenarios may arise on the Coupa platform:

2.2.1. Scenario 2: The user and the company already have an access account on Coupa, so basic registration is not necessary; they will only need to review their information and make any necessary updates before being redirected to the specific Vale Registration form.



First Access via the Invitation Link (4/7)

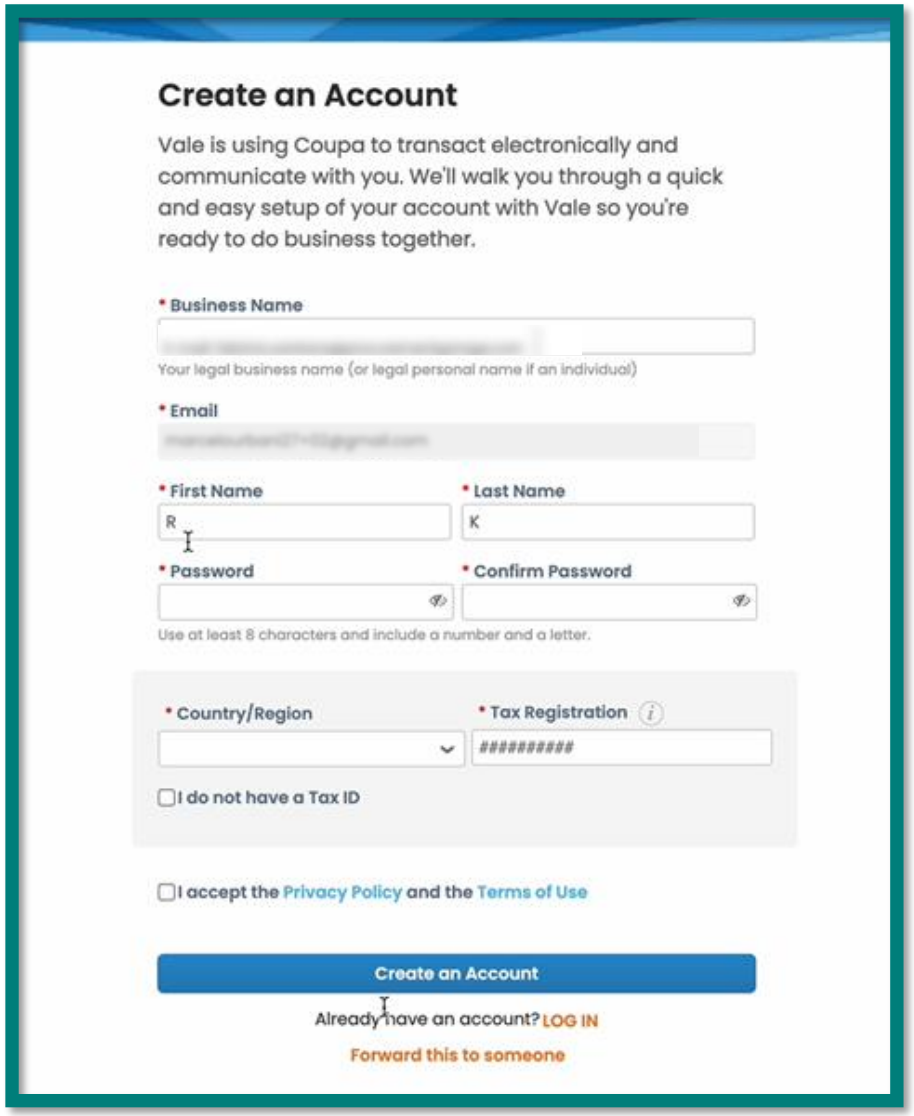
4 When the user clicks the "Join and Respond" link, three scenarios may arise on the Coupa platform:

2.3.1. Scenario 3: The company and the user do not yet have an account on Coupa.

On this page, the user will see some fields pre-filled with their first and last name. If any information is incorrect, simply update it.

Important: If the company name is incorrect, please contact adesaofornecedorvale@accenture.com.

The next step is to create a password and confirm it to gain access to the Coupa Supplier Portal.



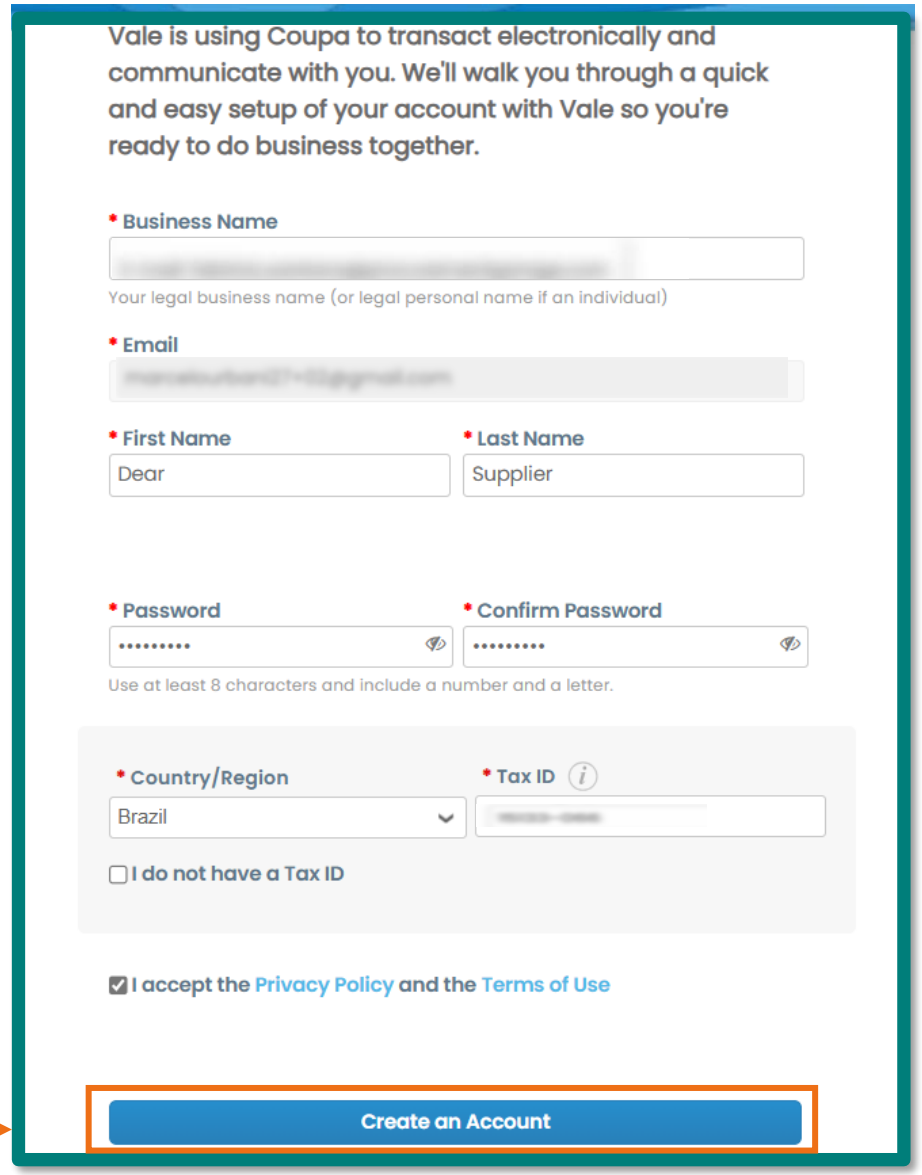
First Access via the Invitation Link (5/7)

5 When the user clicks the "Join and Respond" link, three scenarios may arise on the Coupa platform:

2.3.2. Next, they will need to select their country/region and enter the Tax ID (CNPJ of the Supplier).

They must also accept the privacy policies and terms of use of the platform.

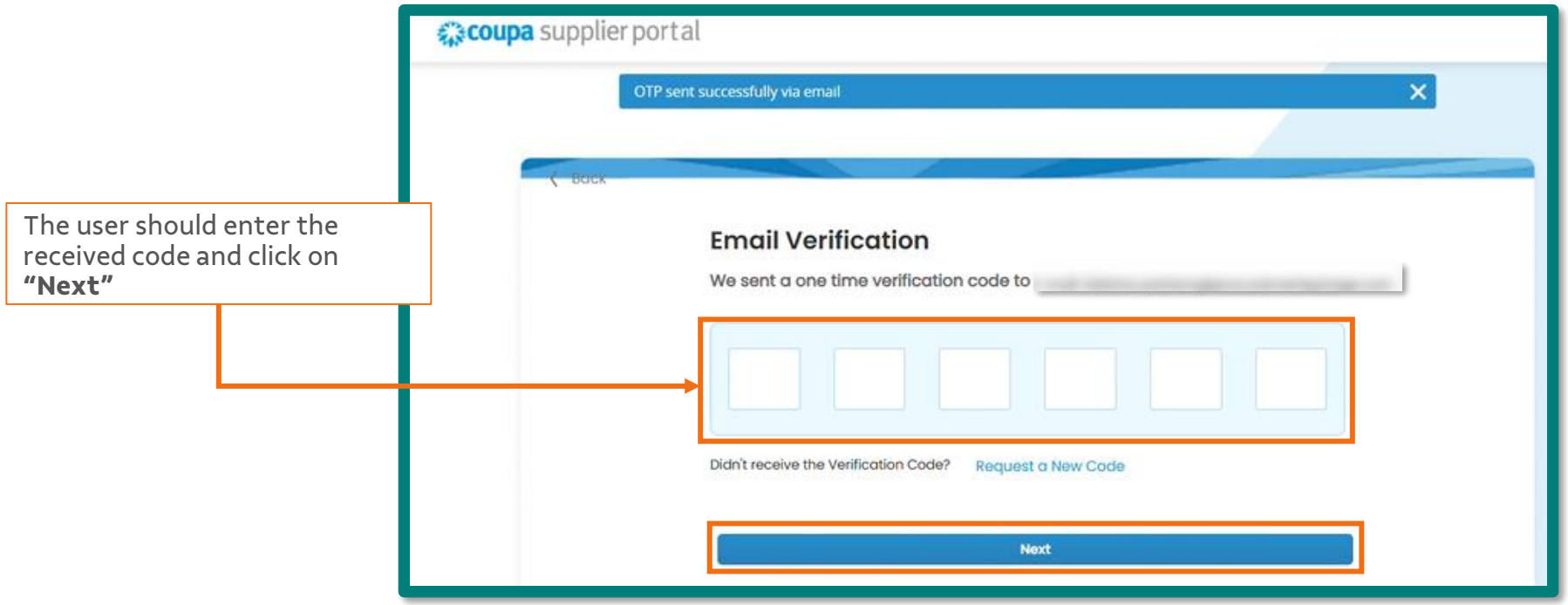
Once all necessary information is filled in, click on "**Create an Account".**



First Access via the Invitation Link (6/7)

6 When the user clicks the “Join and Respond” link, three scenarios may arise on the Coupa platform:

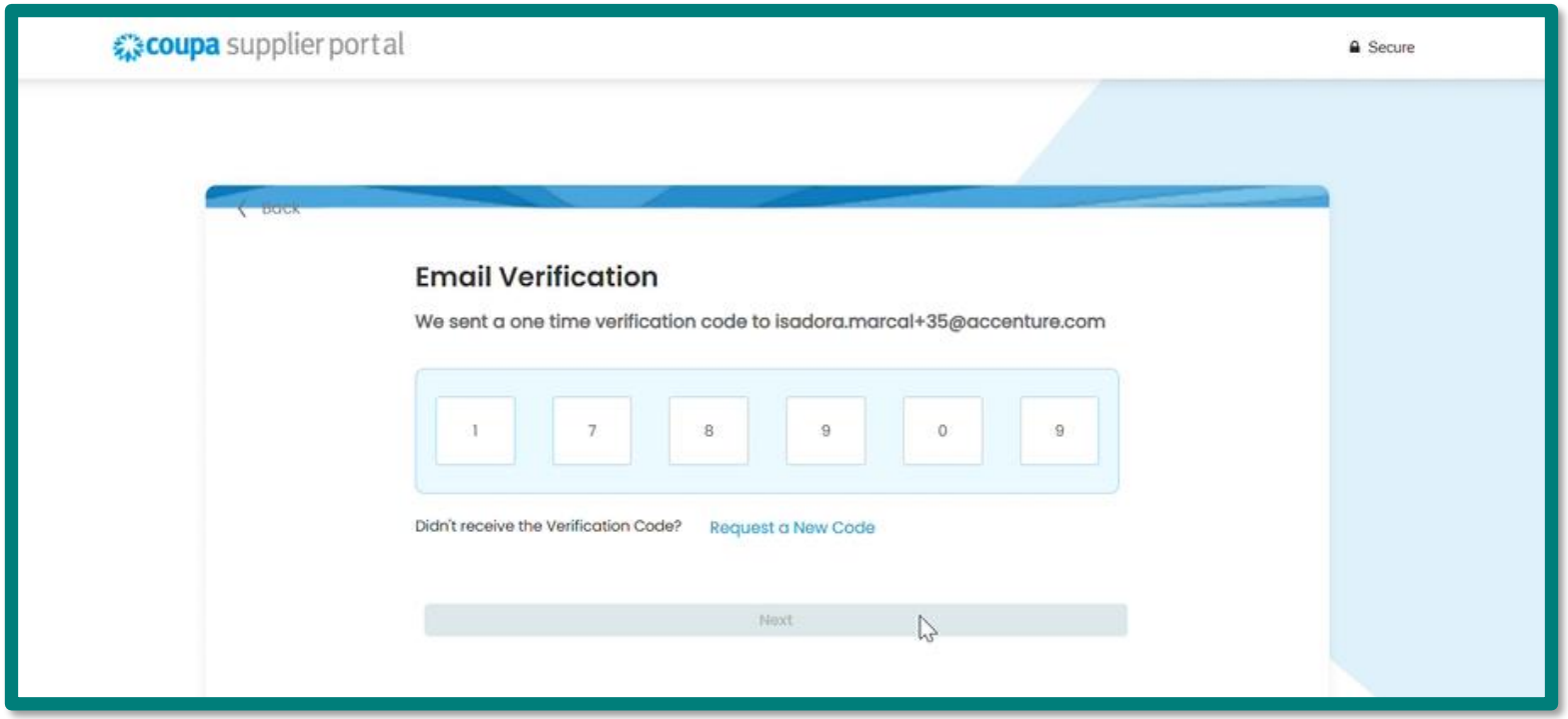
2.3.3. After creating the account, the user will be redirected to a verification page to enter the code sent to their email.



First Access via the Invitation Link (7/7)

7 When the user clicks the “Join and Respond” link, three scenarios may arise on the Coupa platform:

2.3.4. The user is now registered. A message thanking them and welcoming them to the platform will appear.

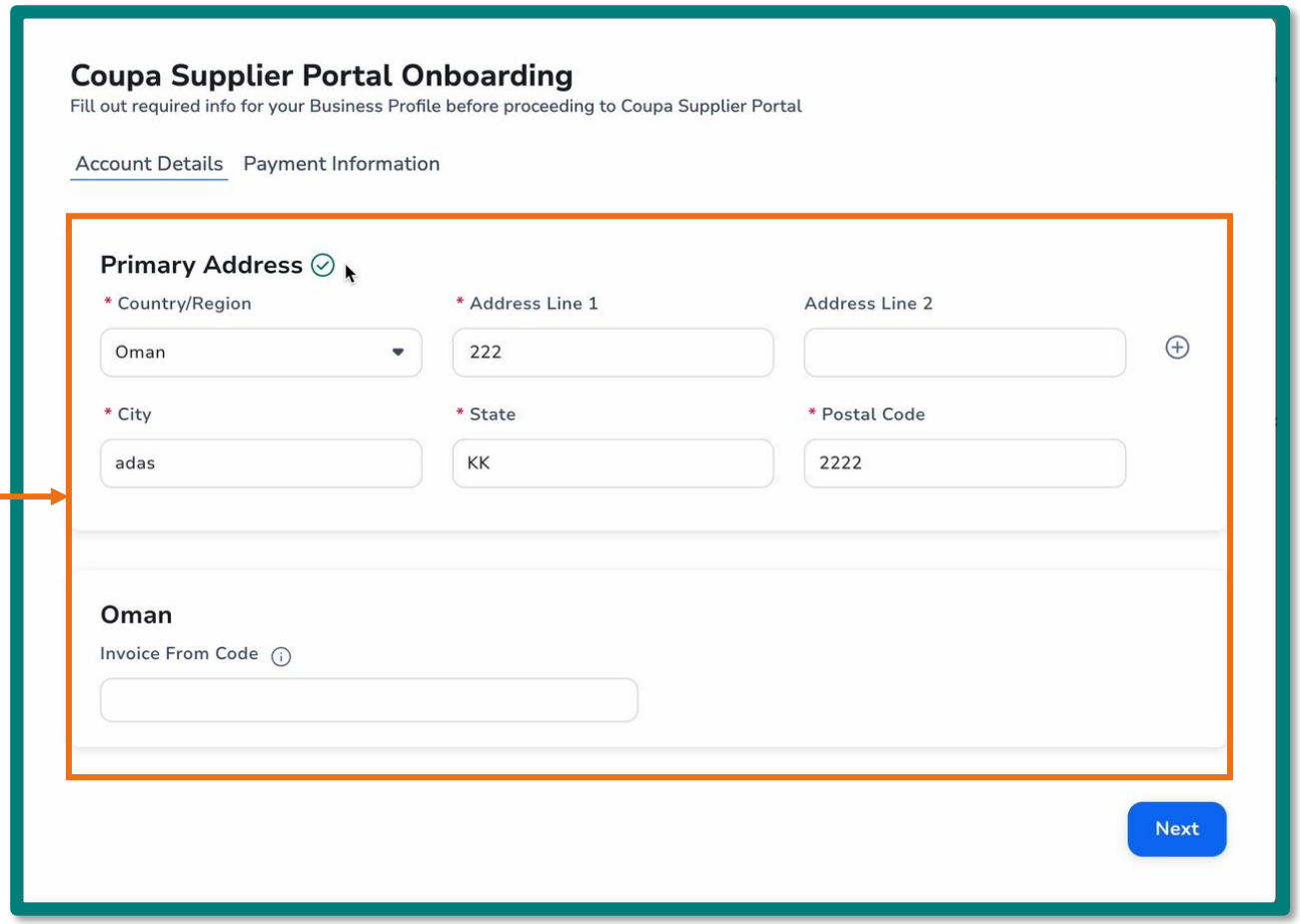


Completing Registration to Join the Vale Network on Coupa (1/15)

1. After registering on the platform, the user will be taken to a screen where they can finalize their registration.

On this page, the user can add additional information such as their phone number and address.

After filling it out, click **next**

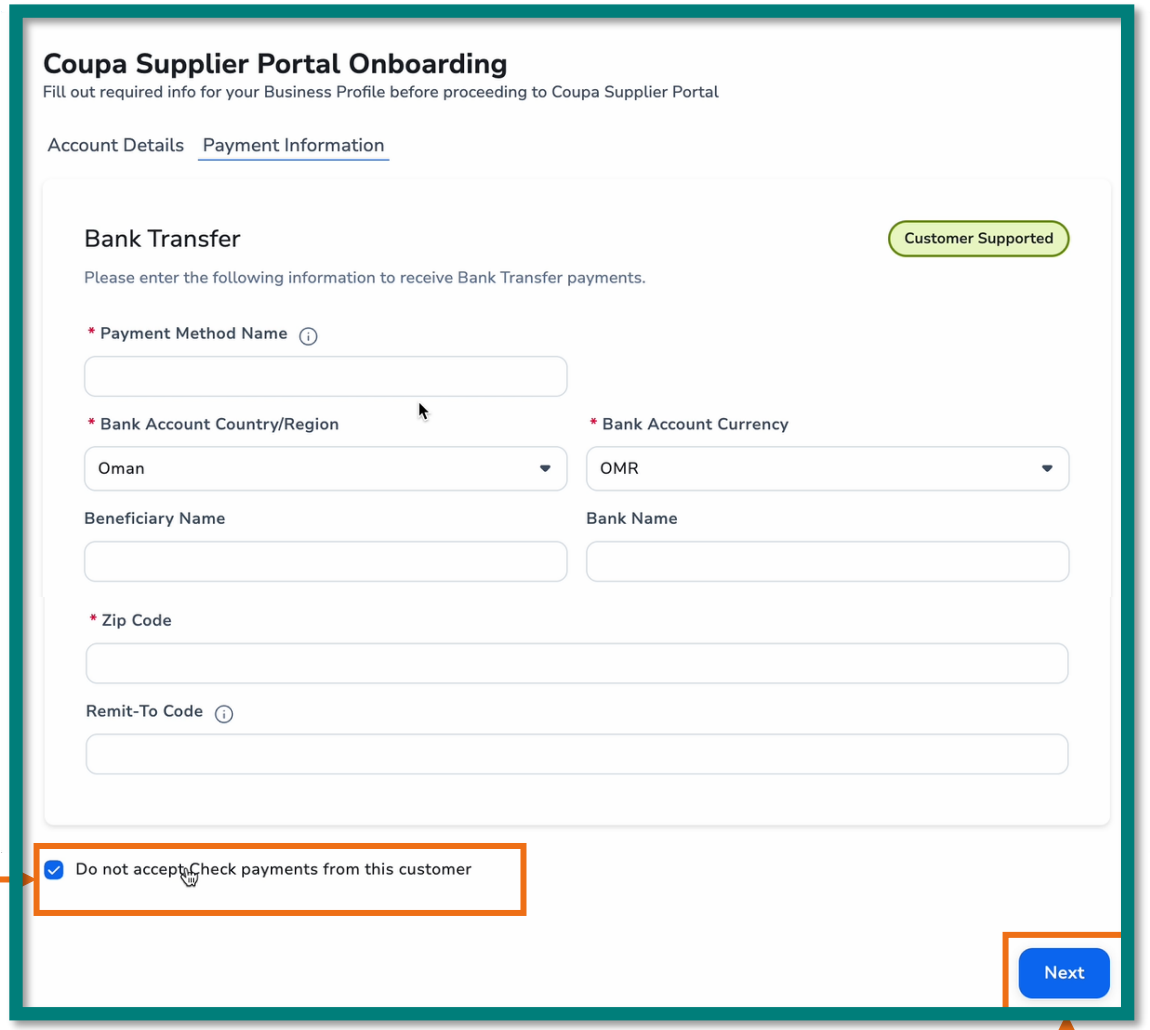


Completing Registration to Join the Vale Network on Coupa (2/15)

2 By clicking “Next” on the previous screen, This "Payment information" tab will appear, however it is not necessary to fill in these fields, as this information will not be used at this time by Vale on this platform.

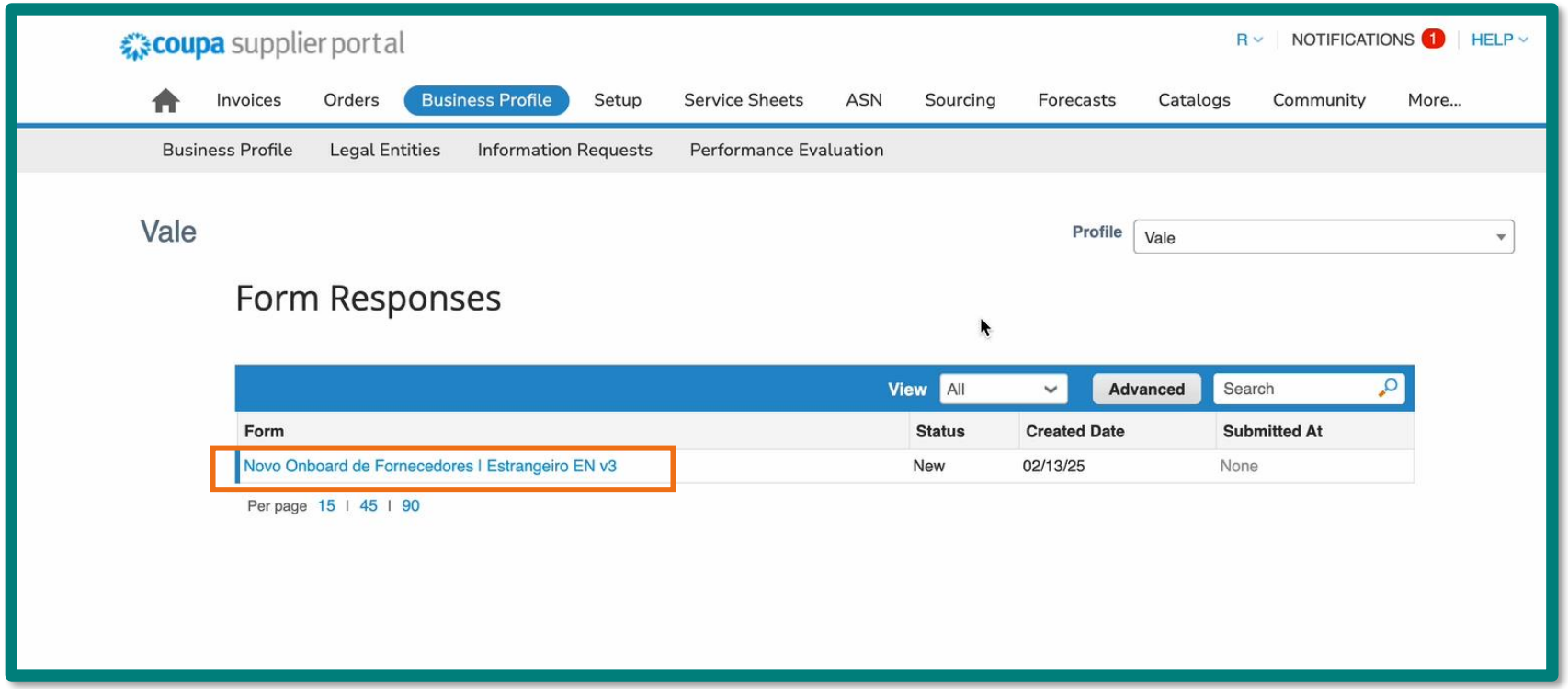
To avoid having to fill in the mandatory fields, simply tick the **“Do not accept check payments for this customer”**

Once finished, click on “**Next**”.



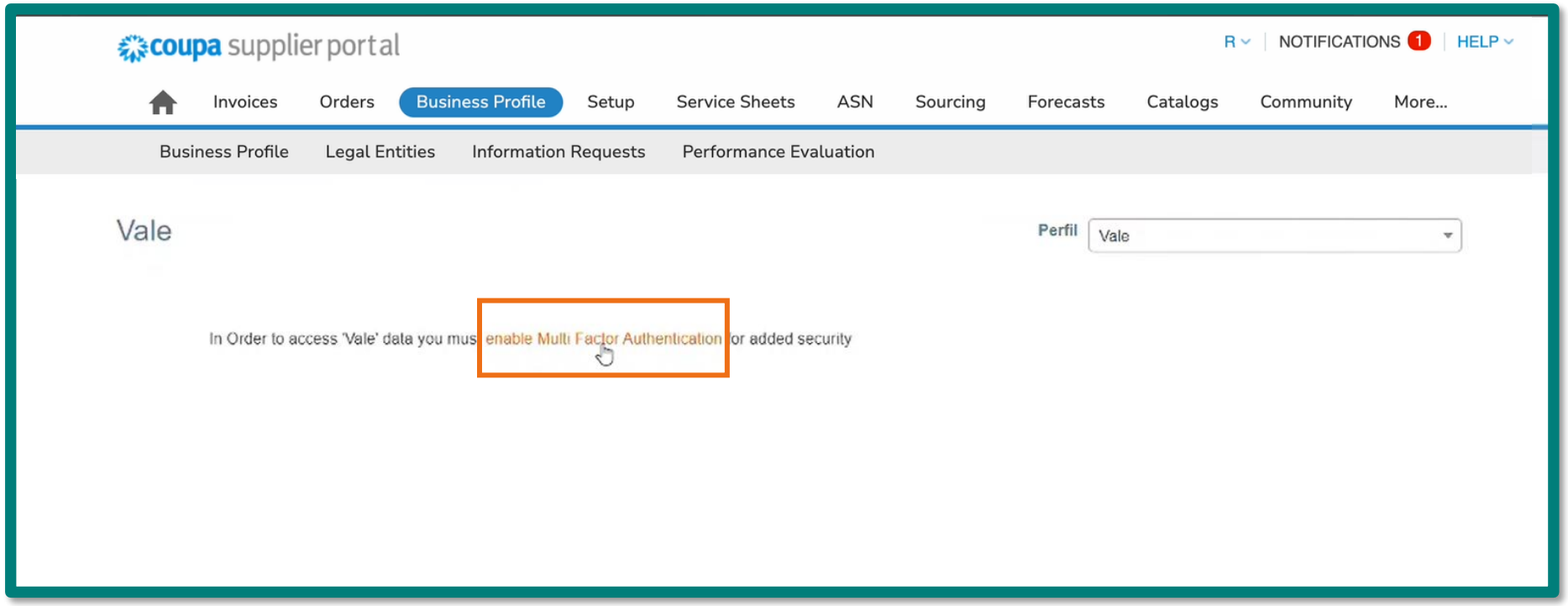
Completing Registration to Join the Vale Network on Coupa (3/15)

3 Then, click on the form that will appear on the screen.



Completing Registration to Join the Vale Network on Coupa (4/15)

4 You will need to enable multi-factor authentication to access the Vale network. Click the link "Enable Multi-Factor Authentication."

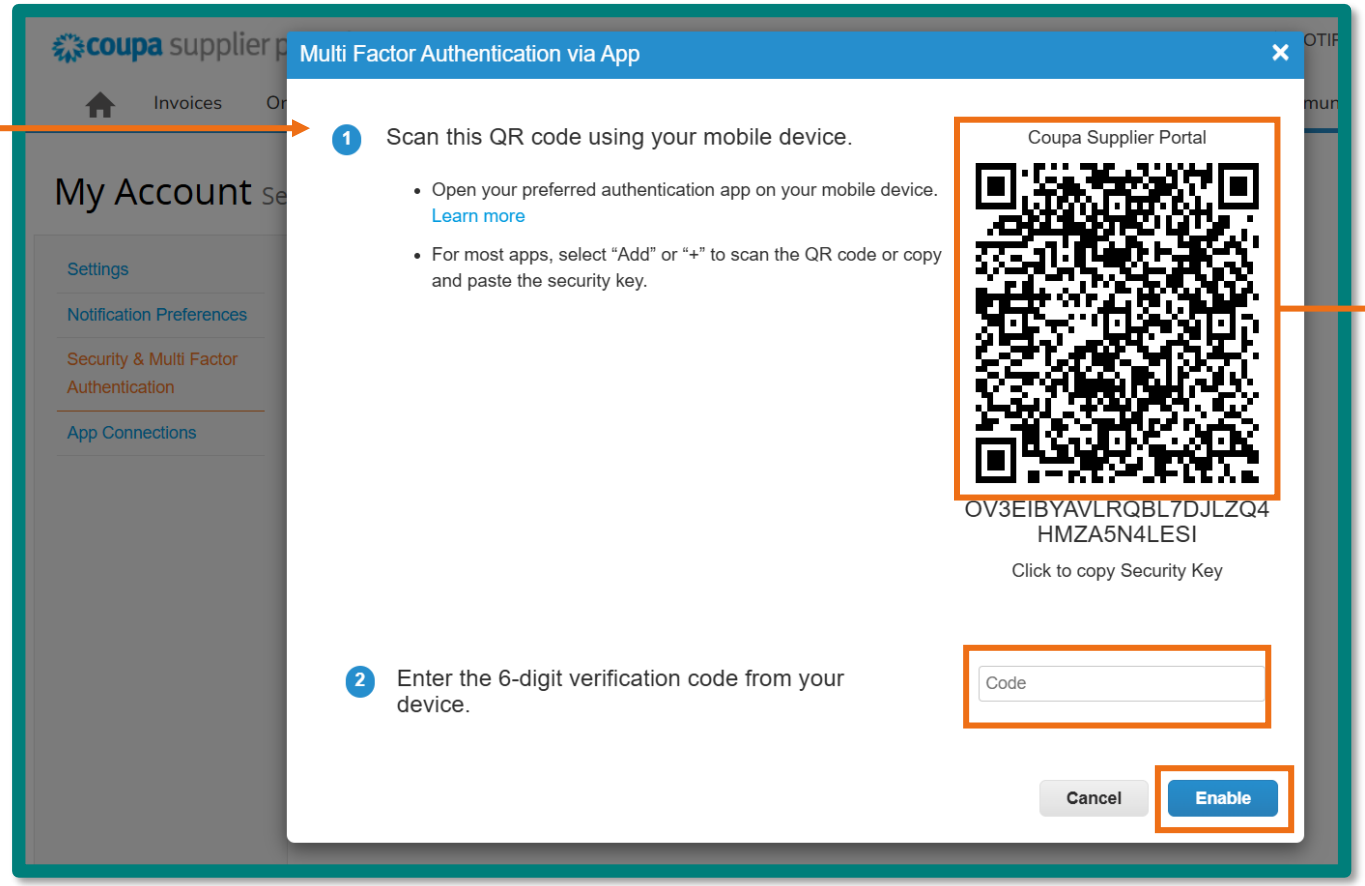


Completing Registration to Join the Vale Network on Coupa (5/15)

5 Use a multi-factor authentication app of your choice. Once in the app, select the “add” or “+” option to scan the displayed QR code, and enter the verification code received on the Coupa page. Then, click to activate.

If you do not have a multi-factor authentication app on your phone, you will need to download one before proceeding with this step.

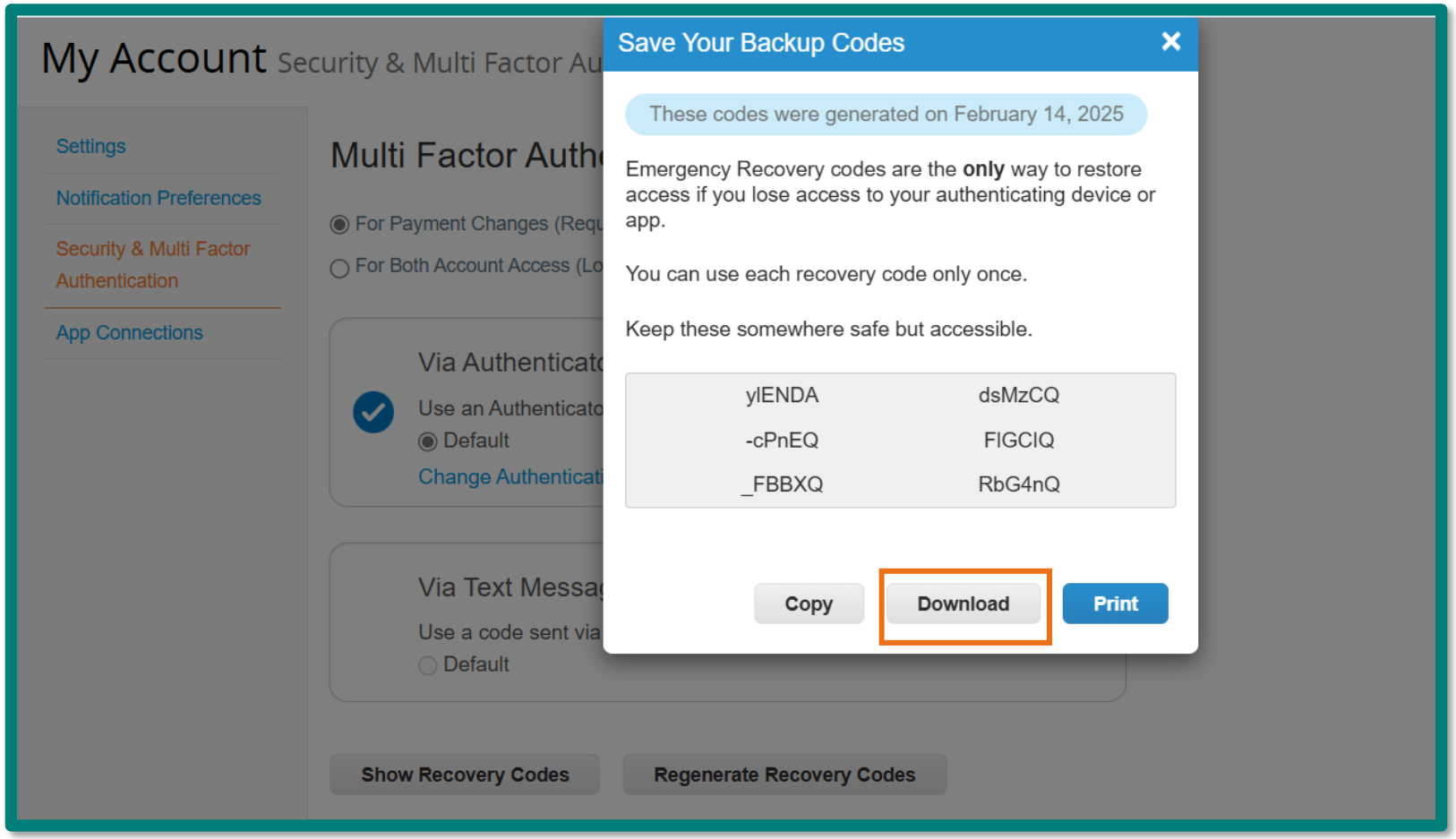
In the Google Play Store (Android) or the App Store (iOS), search for “Authenticator” and choose one that you prefer. An example of an authenticator is: **Microsoft Authenticator.**



The QR Code and numeric key shown are just examples; a unique QR Code will be generated for each user when you reach this screen.

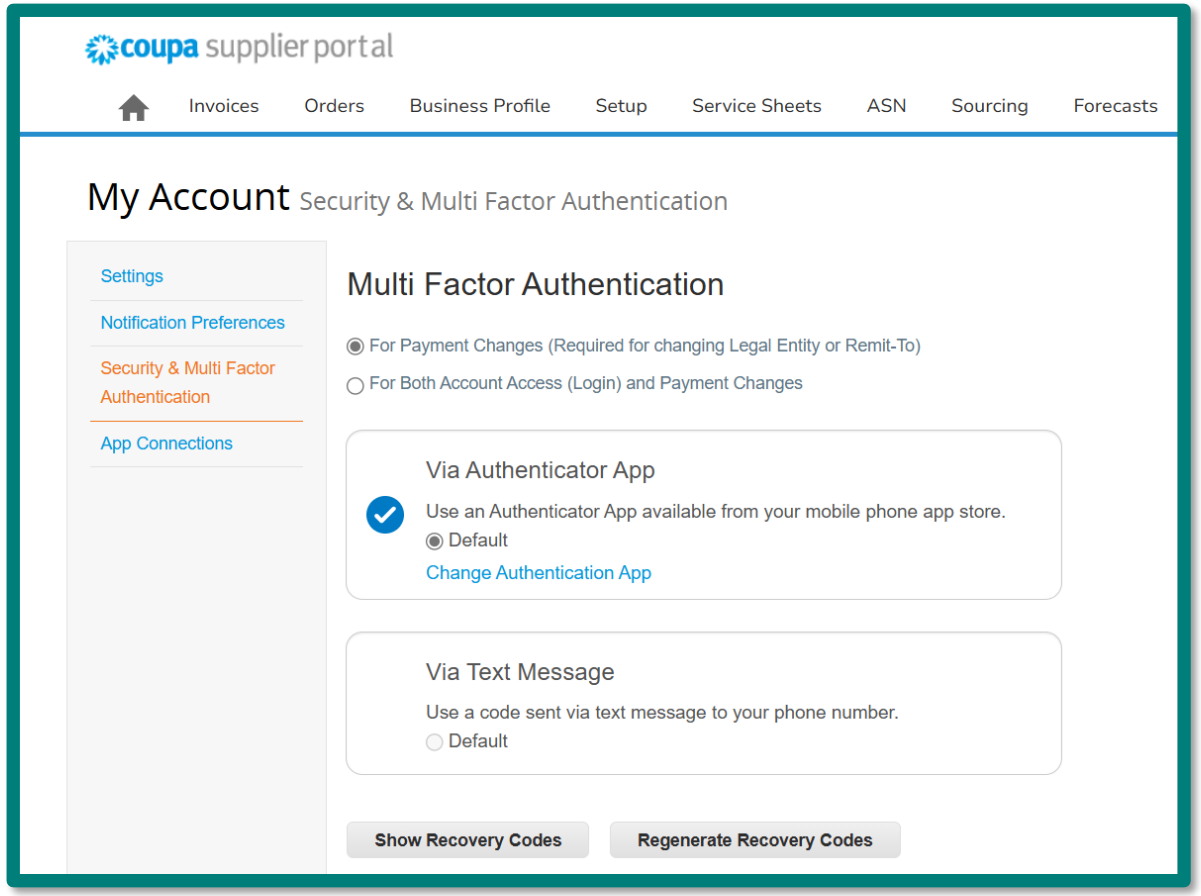
Completing Registration to Join the Vale Network on Coupa (6/15)

6 Select one of the options to save your account recovery codes



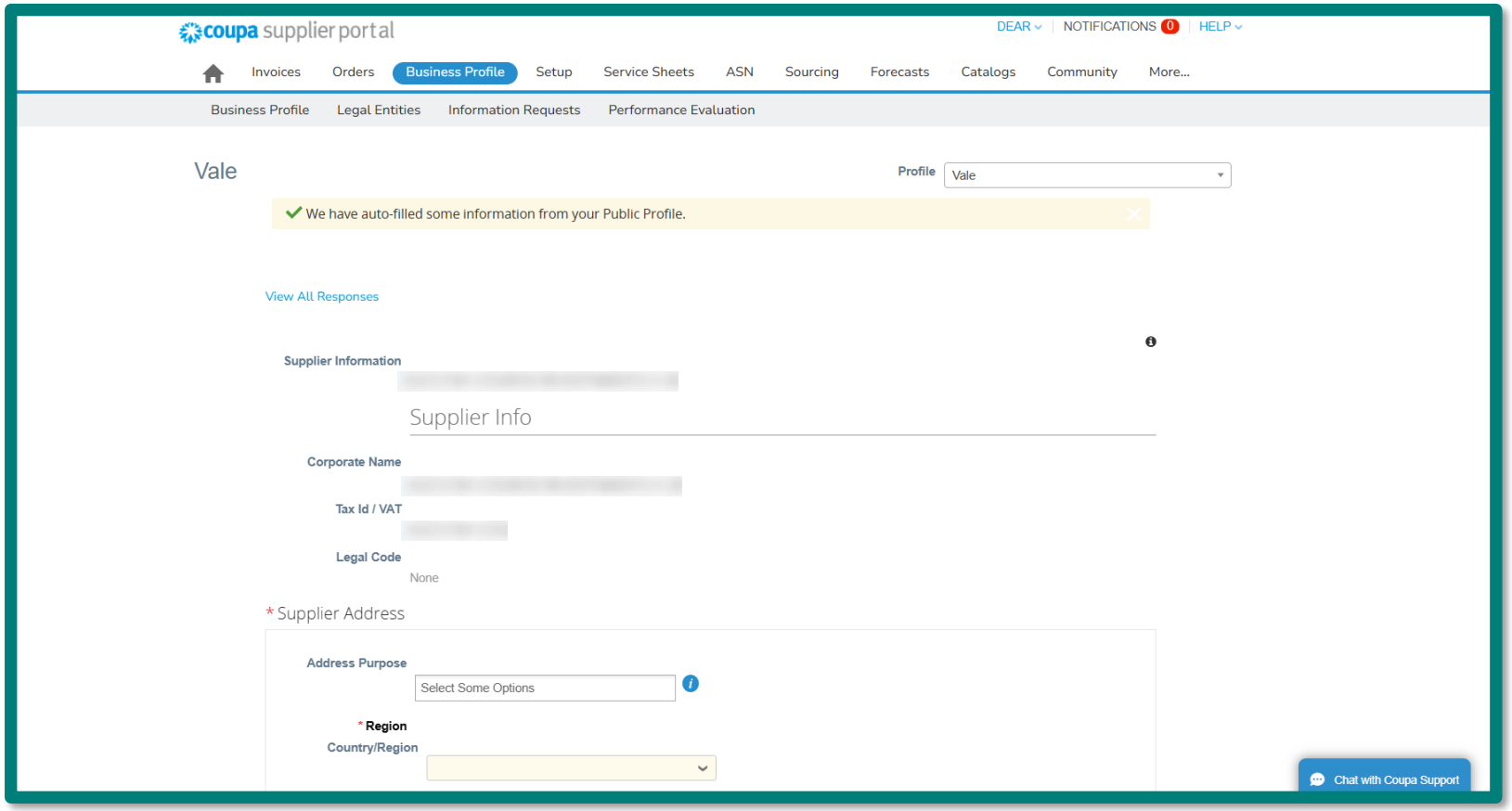
Completing Registration to Join the Vale Network on Coupa (7/15)

7 Review your security and multi-factor authentication options for your account



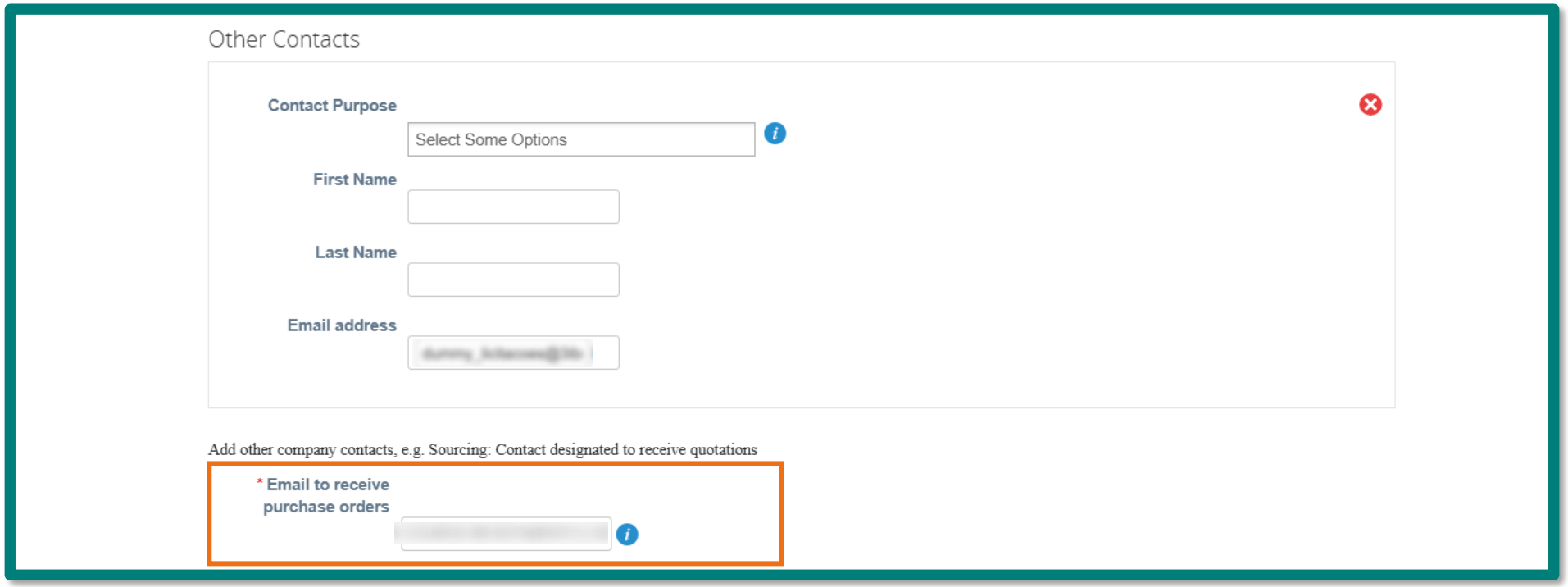
Finalize your registration to become part of the Vale network on Coupa (8/15)

8 On this page, you will find the registration form for Vale, pre-filled with your information. Please take a moment to review the details and add any necessary information.



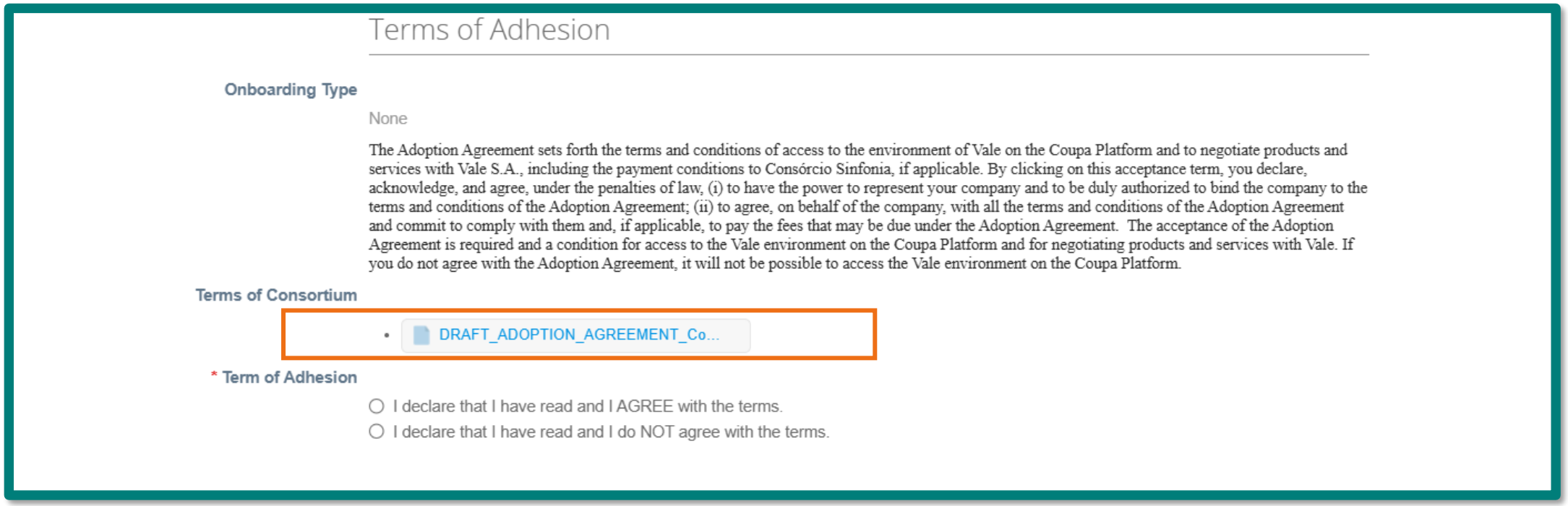
Finalize your registration to become part of the Vale network on Coupa (9/15)

9 Make sure to accurately fill in the “Email for receiving purchase orders” field with the email address where you would like to receive purchase orders from Vale.



Finalize your registration to become part of the Vale network on Coupa (10/15)

10 Next, in the “Adoption Agreement” section, click the link to review the terms and read them thoroughly.

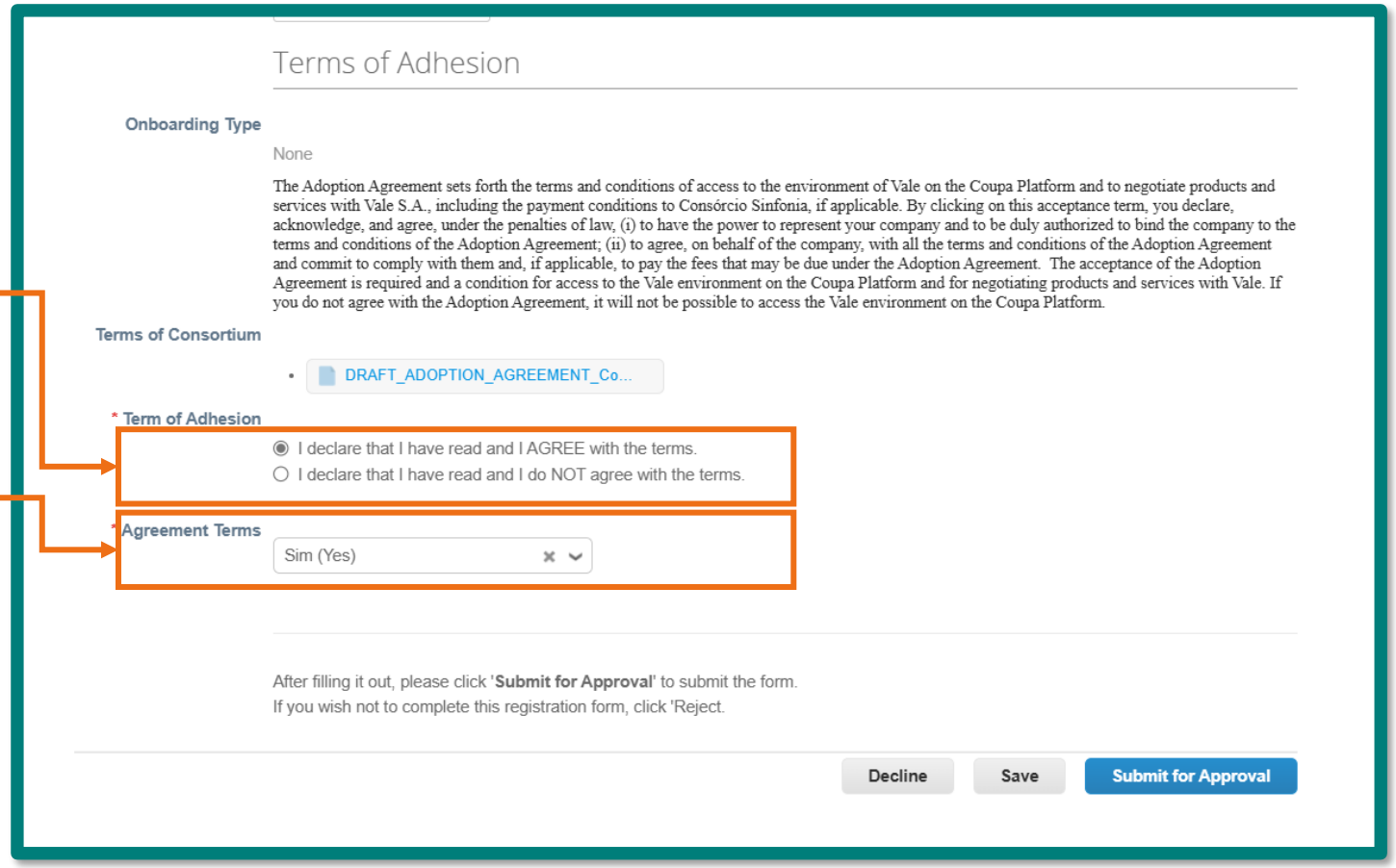


Finalize your registration to become part of the Vale network on Coupa (11/15)

11 Select the appropriate option to indicate your agreement with the terms.

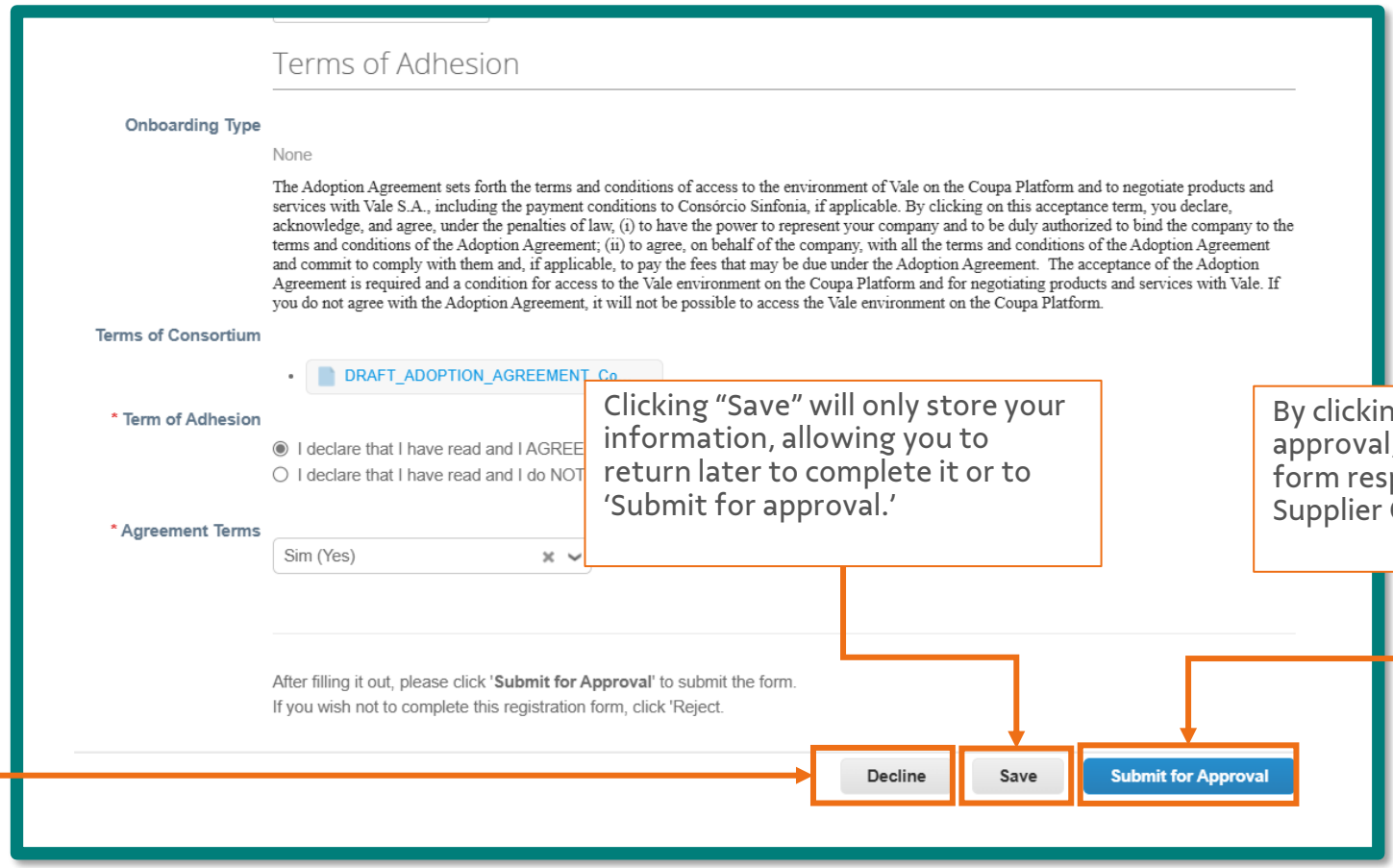
If you agree, click “I declare that I have read and agree to the terms.”

Then, select “Yes” to confirm your agreement.



Finalize your registration to become part of the Vale network on Coupa (12/15)

12 After completing the form, you can choose to either: 'Decline' to respond, simply 'Save' the information, or directly '**Submit for approval'** to Vale.

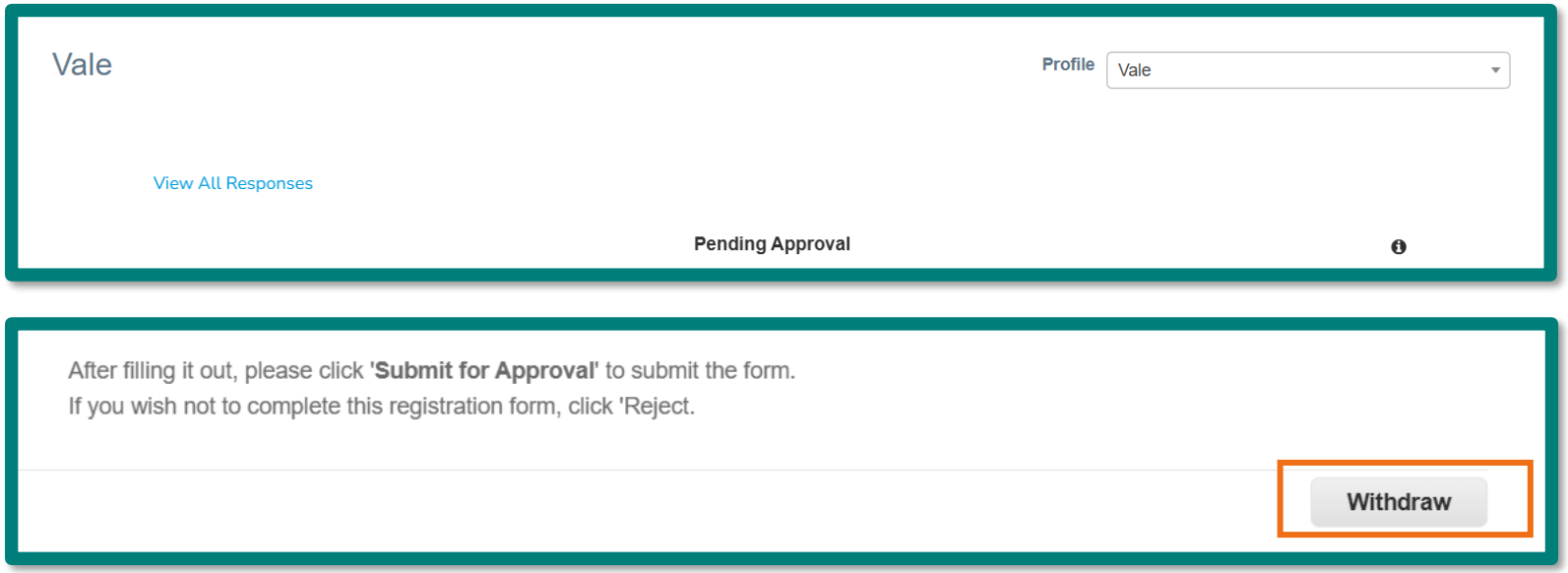


Finalize your registration to become part of the Vale network on Coupa (13/15)

13

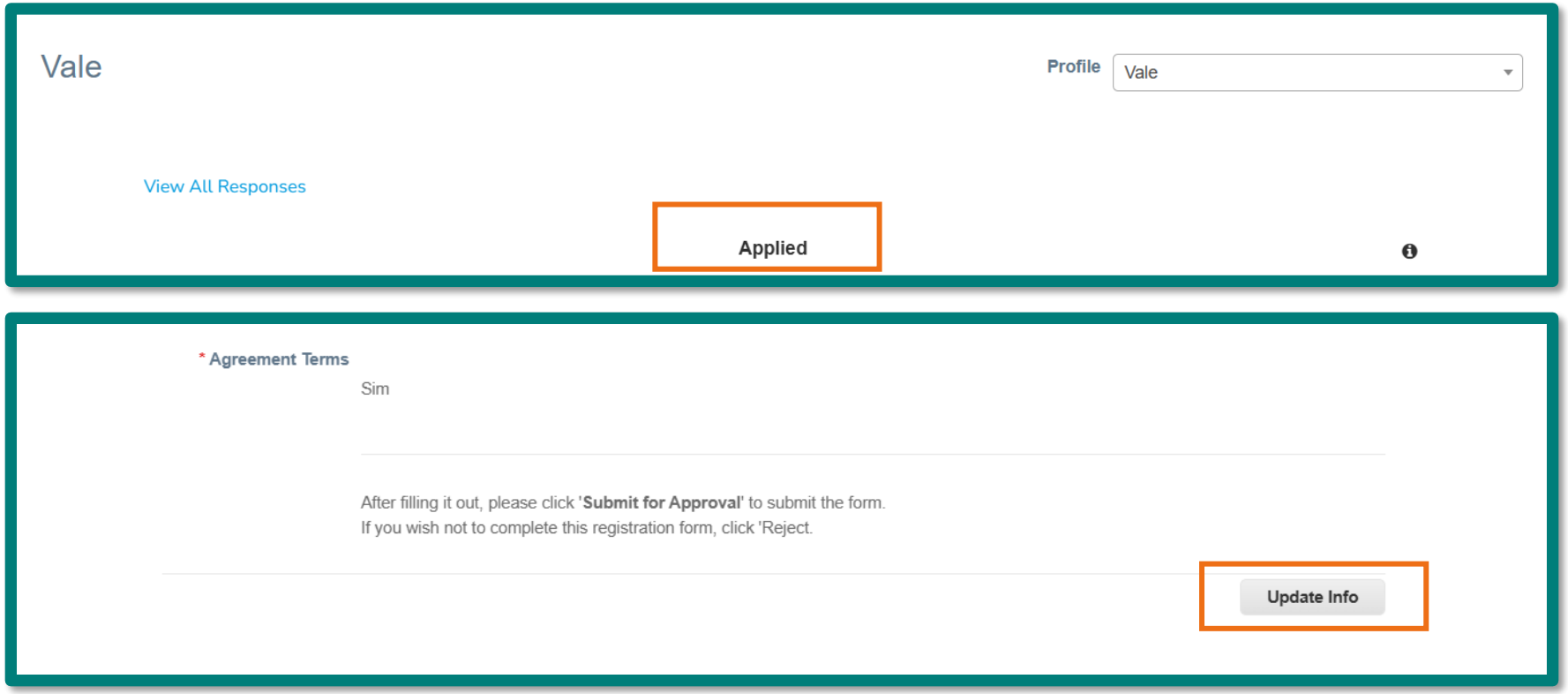
Once you submit the form for approval, its status will change to '**Pending Approval**'. In this status, you will see a button labeled '**Withdraw**', located at the bottom of the form. If you realize that you submitted incorrect information, you can **Withdraw** to make the form editable again.

Note: Forms submitted with a response of the terms = **Yes**, will be automatically approved. Therefore, the supplier will have less than 15 seconds to perform this action.



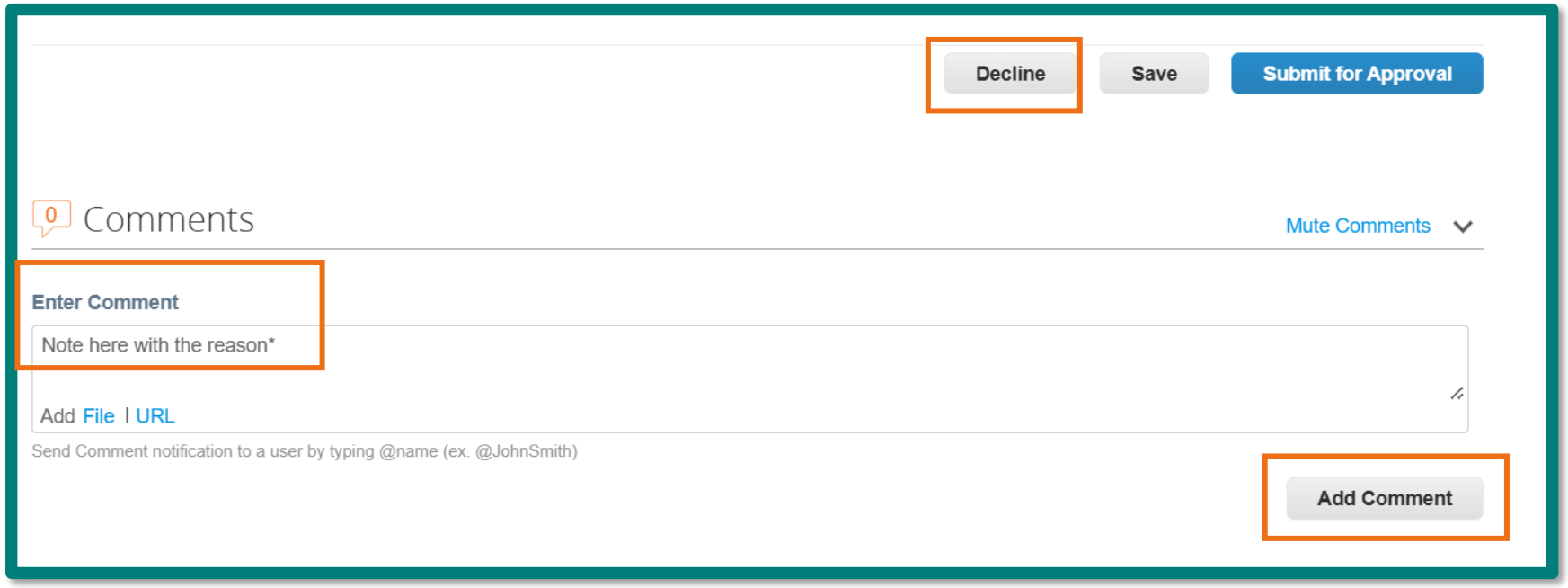
Finalize your registration to become part of the Vale network on Coupa (14/15)

14 If your form is in the status '**Applied**' (approved), the button **Withdraw** will change to the button '**Update Info**'. Here, you can edit the form details and resubmit it for a new approval.



Finalize your registration to become part of the Vale network on Coupa (15/15)

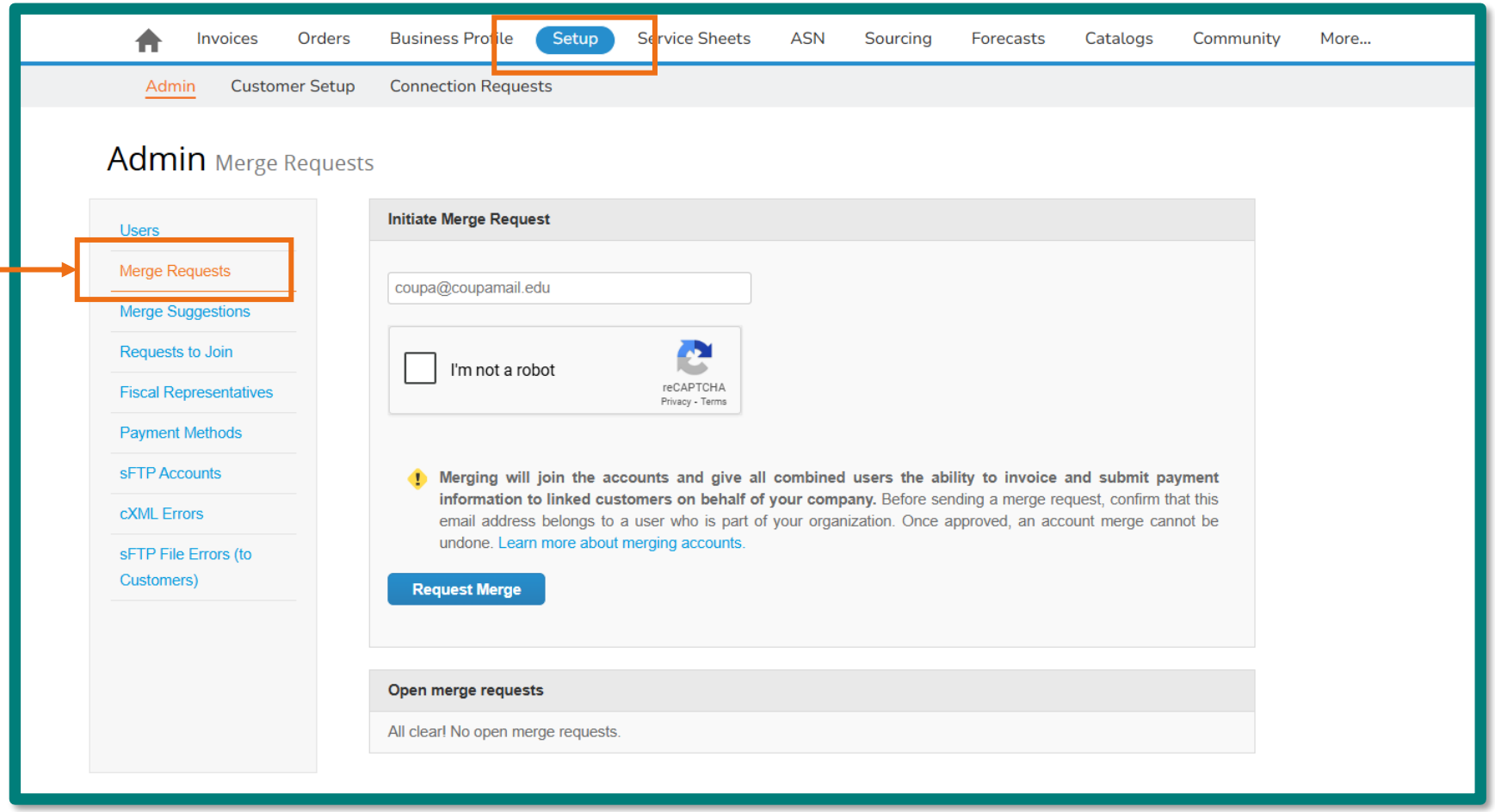
15 If you wish to decline to respond to the form, you do not need to fill out any information. Just add a comment and then click on '**Decline**'



Account Merge on the Coupa Platform (1/2)

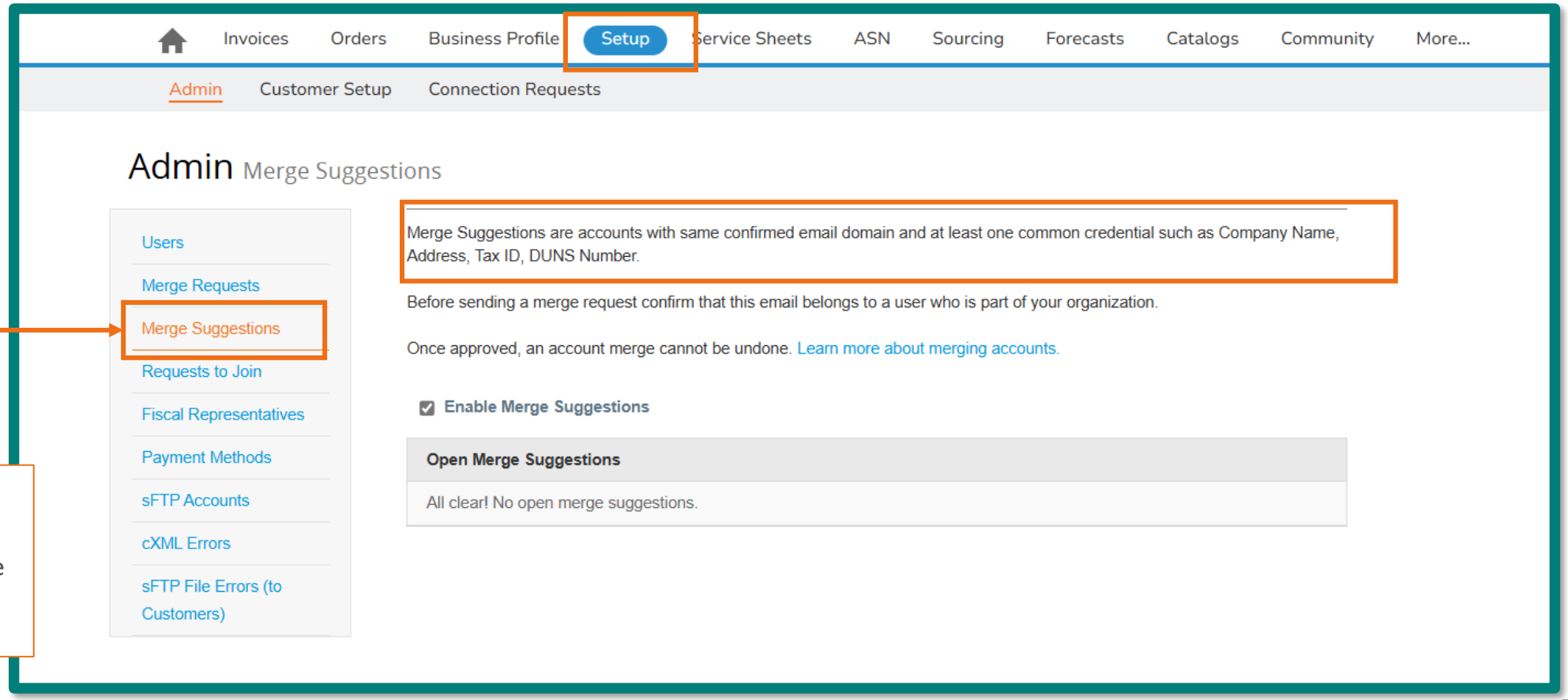
1 Registration on the Coupa platform is required for each CNPJ that the company holds. For companies with multiple CNPJs looking to unify their accounts, they must first register each one (as per the registration invitation that will be sent), and then request the merge through the “Setup” menu.

In the ‘Merge Requests’ menu, you can submit and track your merge requests.



Account Merge on the Coupa Platform (2/2)

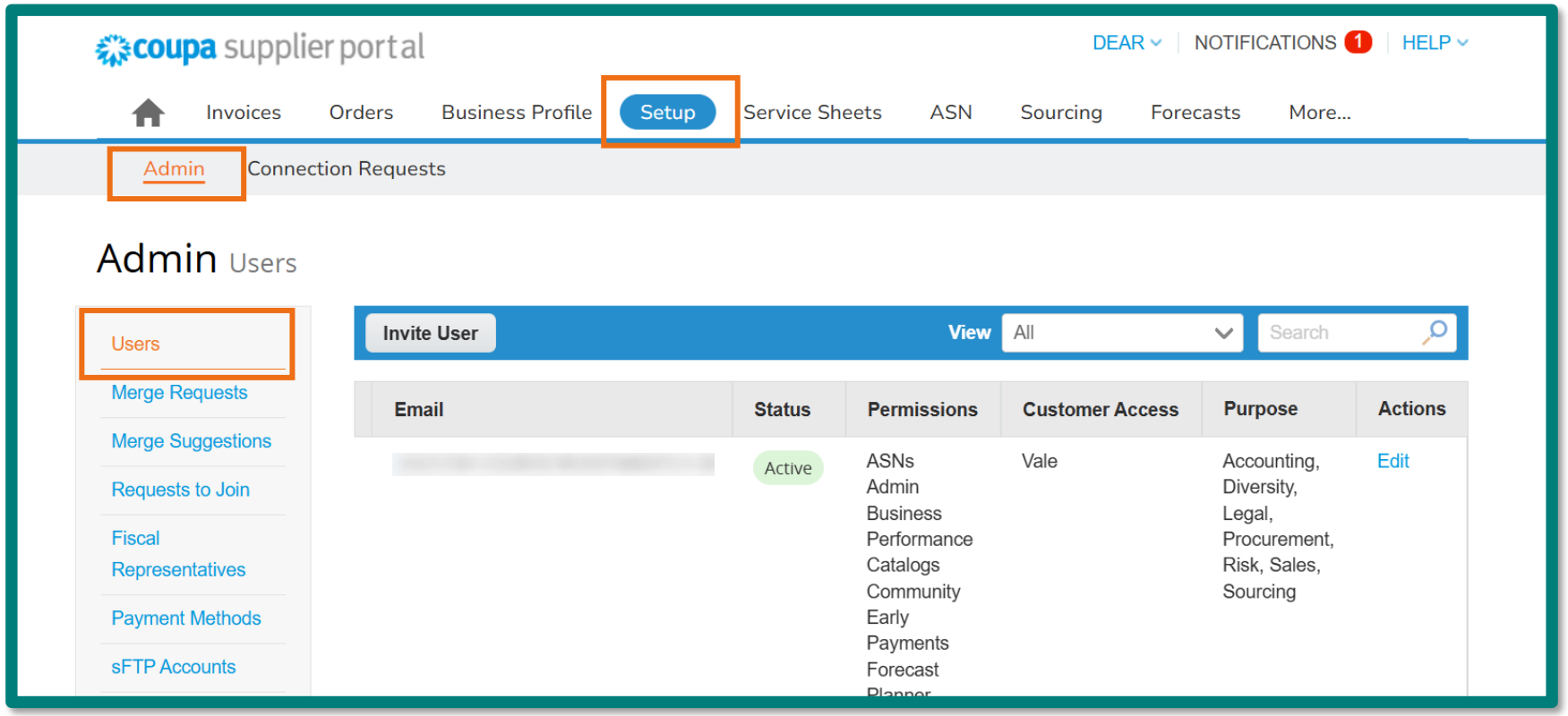
2 Coupa offers a feature to suggest accounts for merging through the “Merge Suggestions” menu.



In the “Merge Suggestions” menu, suppliers can request merging based on the platform's recommendations.

Add users from your company to the account (1/2)

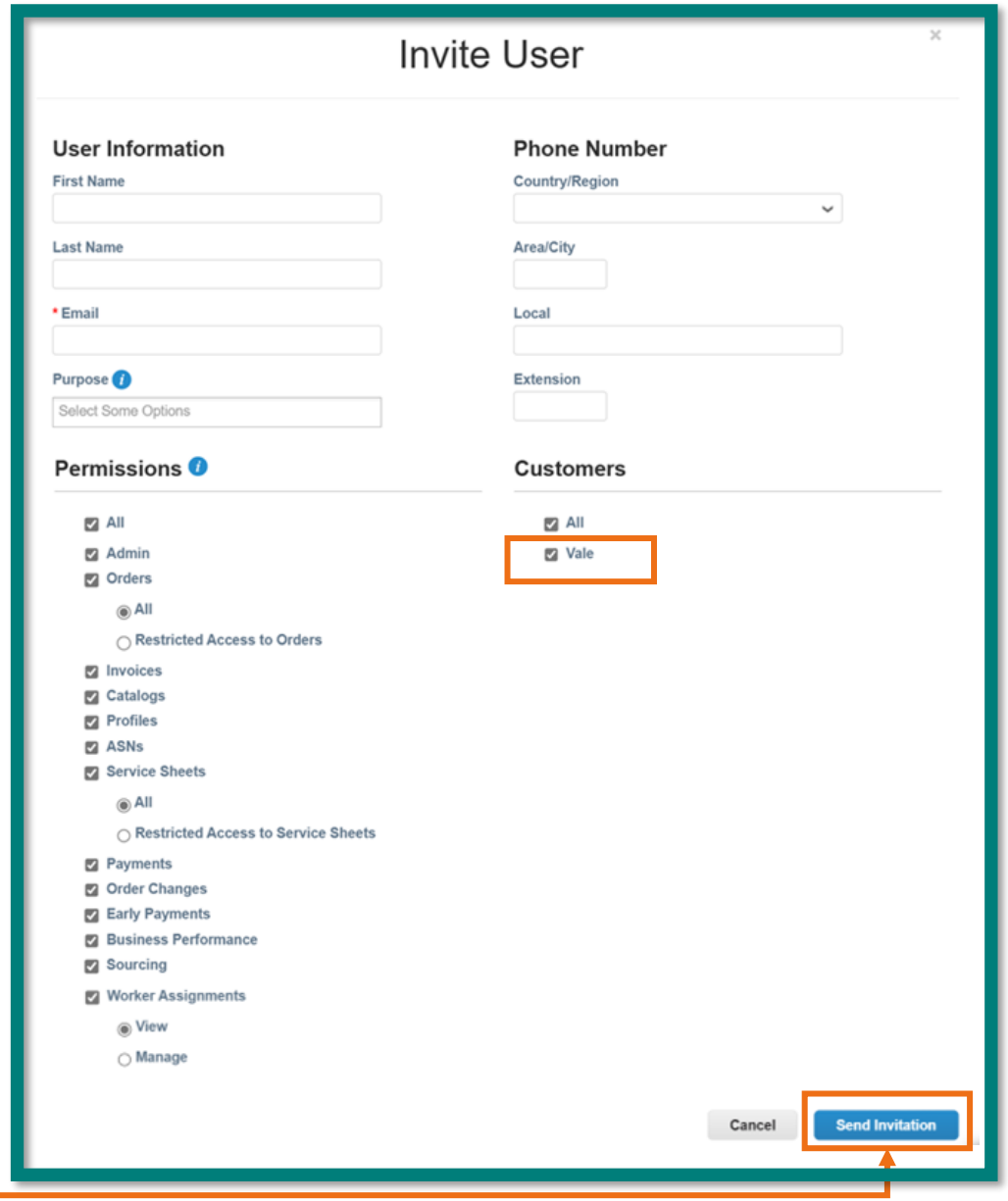
1 It is important that you add other users from your company to your Coupa account. To do this, simply access the "Setup" menu, "Admin" tab and then "Invite User"



Add users from your company to the account (2/2)

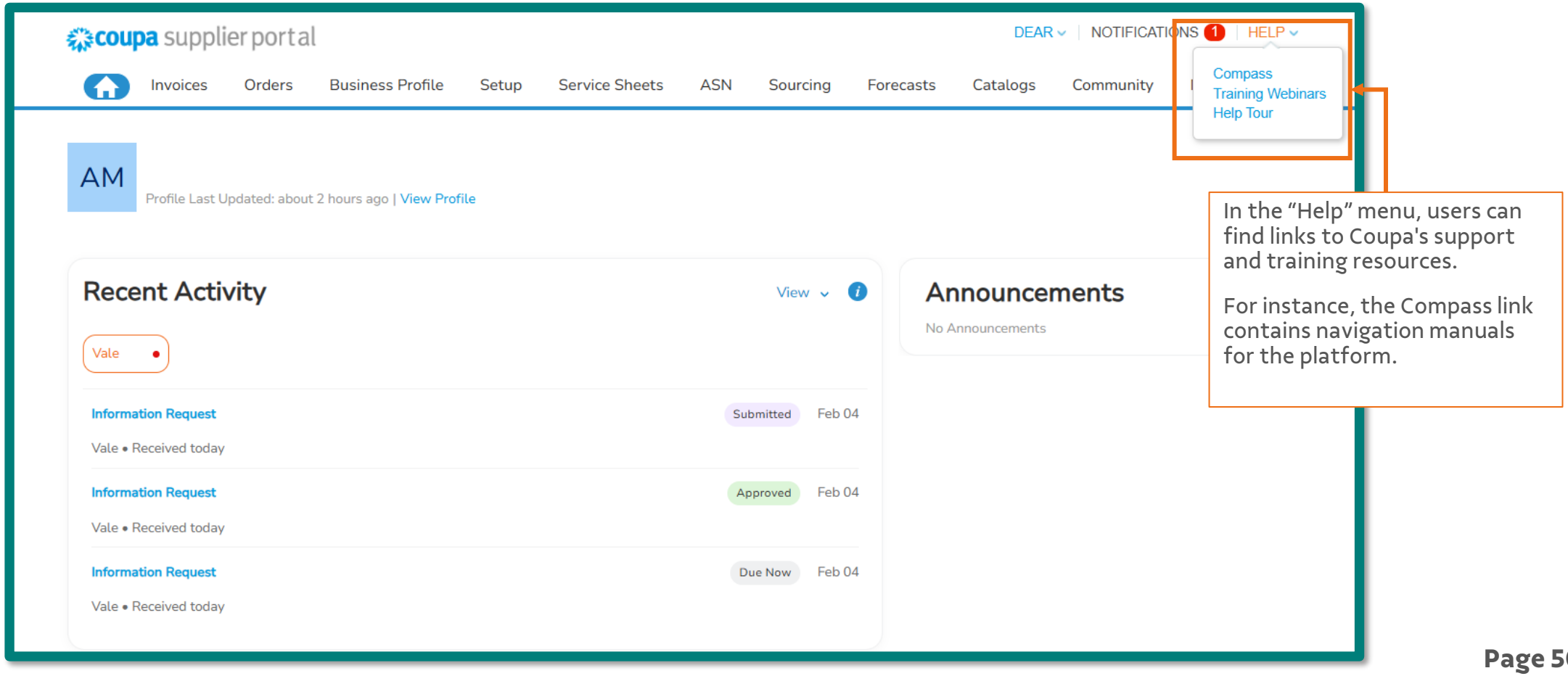
2 Fill in the new user's information, and then select the permissions he/she can have on the system's features, and also select the "Vale" customer.

Once done, click on "Send Invitation", and the user you entered will receive an email invitation to register for your company's account.



Coupa Support Materials

1. The Coupa platform provides support materials accessible through the “Help” menu.



Mars Chen, Gladys Yu, Dauter Oliveira, and Wenbin Wang at Vale's office in Shanghai, China
Photo: Huan Gong

4. Commercial Model

Consortium: Commercial Model with exemption

In the new **Sinfonia Consortium**, in relation to the commercial model of Vale's suppliers for the right to use and services of the operation, the exemption criteria will be followed according to the international suppliers, that supply to Vale S.A. in Brazil.

Exemption clause will be in the adhesion term:

"At Vale's sole discretion, in this moment the Supplier will be exempted from the payment of any fees. For this reason, the use of the platform by the Supplier shall be free of charge. The Consortium reserves the right to change this condition at any time, at the request of Vale, in which case the Supplier will be subject to signing a new Adoption Agreement and will be required to pay the applicable fees, but will not be charged retroactively for the date of revocation.

The Consortium undertakes to notify the Supplier of the Detail of the Payment Obligation for the Supplier 30 (thirty) days prior to the start of the collection of the fees if the Supplier ceases to be classified as an Exempt Supplier."

Timbopeba Mine
Photo: Leo Lopes

5. Next Steps and Support Channel

Next Steps and Support Channels

Until Feb 28th

- ✓ Complete your registration on the Coupa Platform using the invitation sent by Vale

Mar 10 to Mar 14

- ✓ Participate in training sessions (starting on 02/24; invitations will be sent soon)

March 17th

- ✓ Launch of the Coupa Platform (03/17)
- ✓ Attend support sessions for any questions, starting March 17th, as needed

Support channel for registering on the Platform – please reach out to the Accenture support team via email:

suppliersupportvale@accenture.com

Following the Coupa launch, **suppliers will also have access to a chat feature on the platform**.

Do you have any questions or comments?

Timbopeba Mine
Photo: Leo Lopes

VALE