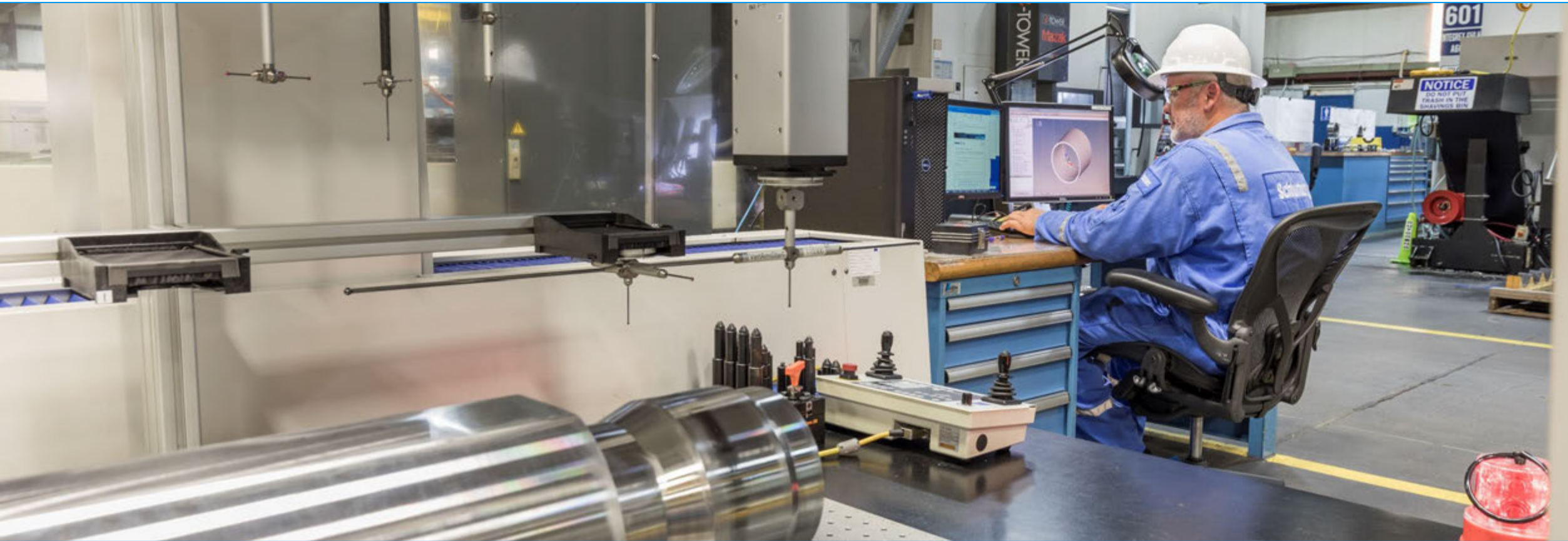


Schlumberger Supplier Webcast

Important Changes for Schlumberger E&M Centers

July 19, 2018



How to Participate in Today's Call

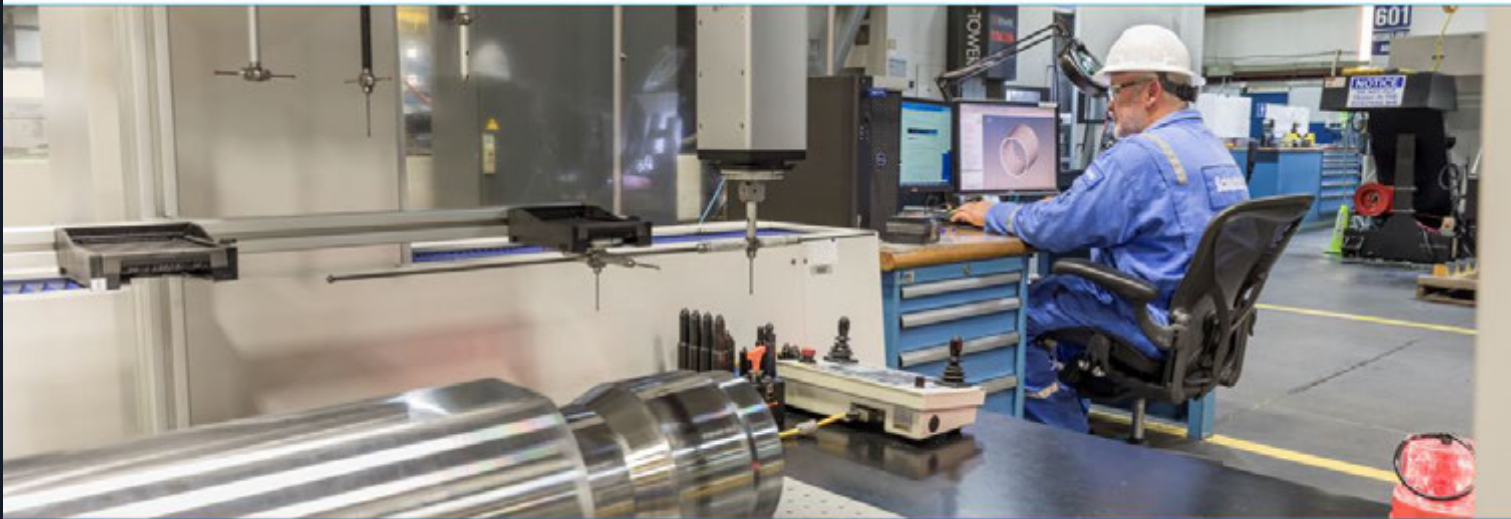
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Support

Schlumberger Supplier Webcast

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July 19, 2018



Schlumberger

Type your name in this

Type your question in this

Skype Q&A

your name (optional)

ask a question

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top all my questions

Hello! Thank you for joining today's webcast. In the Skype Q&A box above, please type your name and the name of your company and press "Ask" so that we can have a record of your question.

moderator a few seconds ago

Select "All" to see all announcements and questions featured during the broadcast.

Agenda

- Background Information
- Affected Schlumberger E&M Centers
- Vendor Invoice Requirements
- Vendor Invoice Submission Process
- QAD Supplier Portal (Supply Chain Portal)
- Global Traceability Labeling
- Q&A

Background Information

Schlumberger is in the process of implementing a single Enterprise Resource Planning (ERP) solution across the entire organization. This new ERP will provide a central platform to allow standardized processes for all Schlumberger entities. This implementation is being rolled out by geography and by SLB entities.

Starting in North America, the new ERP was deployed to M-I Swaco and two Engineering & Manufacturing (E&M) Centers in 2017. On August 1, 2018, the majority of the US E&M Centers will move to the new system. The remaining SLB entities will follow different deployment timelines.

Until full deployment across all Schlumberger, it is important to note the different procurement and Accounts Payable (AP) processes for the multiple Schlumberger entities. This webcast is specific to the upcoming deployment of the US E&M Centers.

Affected Schlumberger Engineering & Manufacturing Centers

CHPC - Completions Houston Product Center

7030 Ardmore Street
Houston, Texas 77054, US

CTF – Cameron Test Facility

468 County Road 143
Cameron, TX 76520, US

efd – Exploration and Field Development Platform

One Hampshire Street
Cambridge, MA 02139, US

HCS - Houston Conveyance and Surface Equipment Center

555 Industrial Boulevard
Sugar Land TX 77478, US

HETG - Houston Enabling Technologies Group

200 Gillingham Lane
Sugar Land, TX 77478, US

HFE - Houston Formation Evaluation Center

110 Schlumberger Drive
Sugar Land, TX 77478, US

KDSC - Katy Drilling Software Center

23500 Colonial Parkway
Katy, Texas, 77493, US

LPC - Lawrence Product Center

2400 Packer Road
Lawrence, Kansas 66049, US

PPCU - Sugar Land Pressure Pumping & Chemistry Center

555 Industrial Boulevard
Sugar Land, TX 77478, US

PTC - Princeton Technology Center

20 Wallace Road
Princeton Junction NJ, 08550, US

RCPL - Rosharon Completions Center

14910 Airline Road
Rosharon TX 77583, US

RPS - Rosharon Production Services Center

14910 Airline Road
Rosharon, TX 77583, US

RSLU – Reslink Product Center

1121 Buschong Street
Houston, TX 77039, US

RTST - Rosharon Testing and Subsea Center

14910 Airline Road
Rosharon TX 77583, US

SDR - Schlumberger Doll Research

One Hampshire Street
Cambridge, MA 02139

SLIIC - Schlumberger Limited Industrial Internet Center

200 Gillingham Lane
Sugar Land, TX 77478, US

UCS – Unconventional Completions and Stimulations Platform

125 Industrial Boulevard
Sugar Land, TX 77478, US

USTC – Unconventional Software Technology Center

110 Schlumberger Drive
Sugar Land, TX 77478, US

Vendor Invoice Requirements: Purchase Order Invoices

If a PO is issued by SLB, the instructions below must be followed to ensure timely payment of the PO invoice:

- Invoice must be correctly billed to the legal entity named on the PO under “Sold To”
- Invoice must be mailed to the relevant “Send Invoice To” address given on the PO
- Include the delivery address where the goods or services were received
- Include Requestor/Buyer’s name (Schlumberger contact)
- Invoice sent must be the original copy
- The following details must be printed on the PO invoice:
 - PO number, PO line item number, Part number, Description, Quantity, Unit of measure (in the same UOM as the PO), Unit price (in the same currency as the PO), Total price (in the same currency as the PO)
- Invoice must be mailed to:

New!

E&M

(Center Name if Known)

E&M Accounts Payable

1200 Enclave Pkwy

Houston, TX 77077

Vendor Invoice Requirements: Non-PO Invoices

For purchase of goods/services when a PO is NOT received (NON-PO), the instructions below must be followed when submitting the NON-PO invoice for payment:

- Invoice must be billed to the correct legal entity of the Schlumberger Company requesting service
- **Full name of the person requesting service and their email address** **New!**
- Invoice must be sent to the requesting Center:

New!

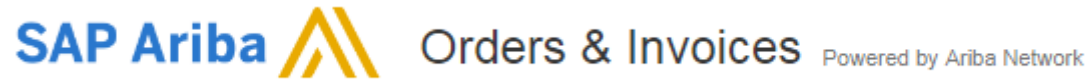
E&M

(Center Name)

Address

Requestor Name

For Suppliers Also Supplying SLB Field Services (non E&M Centers)



- Ariba Network (AN) – if you have received purchase order from SLB MI-Swaco through AN previously, then you will also receive newly placed purchase orders from the affected E&M centers through AN after August 1. For any orders you received through AN, you can perform order acknowledgement and invoicing in AN. For suppliers supplying SLB part numbers, you will still need to use QAD Supplier Portal to download engineering drawing and submit quality documentation (see following pages).

MySupplier Portal

- MySupplier Portal (MSP) – if you are currently using MSP to submit invoices for SLB field services or other SLB entities, you can continue as-is. MSP is not intended for affected E&M Centers. Submitting E&M invoices via MSP may result in delay and/or rejection of invoice.
- For suppliers who are currently not using either platform, please continue to send the invoices as instructed per the previous pages. SLB is in the process of deploying Ariba Network to all suppliers.
- Invoice submission for E&M Centers should remain the same. Continue to send to E&M AP or to E&M Center contact.
- For suppliers who have been sending to E&M Accounts Payable email address for invoice submission, you can continue to submit invoices to that email address until further notice.

Systems Impacted During the System Blackout Period

The following systems will not function for the affected centers during Blackout **July 28-31**:

- QAD Supplier Portal (SCP)
- Global Traceability (GT) Portal
- Exel Ready to Ship (for domestic shipment scheduling)
- Expeditors OMB (for international shipment scheduling)

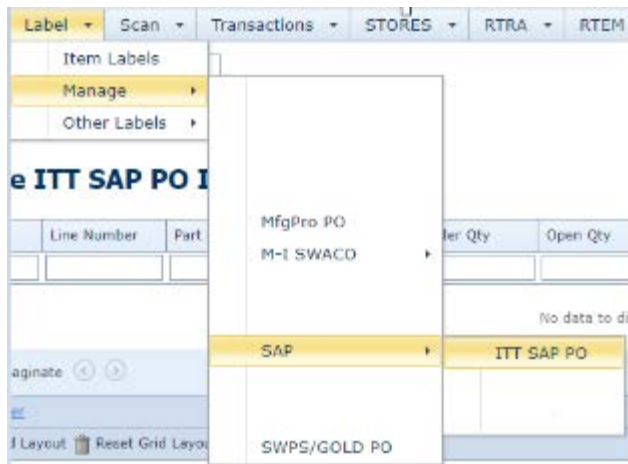
QAD Supplier Portal (Supply Chain Portal) – Inventory Supplier

Applicable to suppliers who currently are using Supply Chain Portal (SCP) to submit quality documentation.

- Supply Chain Portal (SCP) will not function for the affected centers between July 28 and July 31.
- Starting on August 1, suppliers who have a login will receive a new login and password by email.
- The web address URL for the portal remains unchanged: <https://smgs.ams.slb.com>
- Suppliers should not submit any new quality documentation to SCP after **Noon CDT (Houston) on July 27** until a new SCP login and password has been provided.
- Between July 28 and receipt of your new SCP login, Schlumberger may contact you for urgent document request.
- After receiving new login and password, suppliers should immediately login and change the default password.
- For the unreceived Purchase Orders placed in the legacy system, they will be displayed under the Order section in the format of SAP PO#_Old PO# so you can cross-reference between the old and new Purchase Order number.
- Schlumberger Bartlesville Product Center (BPC) and Curacao Product Center (CRO) will not be affected by this. Please continue to use the current login and password to review the Purchase Orders placed by these two centers.

Global Traceability Labeling – Inventory Supplier

- All Suppliers that are currently using GT Portal to label parts prior to delivery will retain the same access.
- The **new menu** for labeling is accessible from same url: gtportal.slb.com. Follow the same initial steps to get to labelling page **Select SAP/ITT SAP PO**.
- Each supplier will be provided with a step-by-step guide regarding the changes to the UI.



Detailed Steps:

- You need to select the country of origin (Note: Mandatory field)
- You can modify any field on table : SN, Batch/LOT#, PD, ED, Notes, order Quantity and the label quantity to print one or more labels. If you do not want a label, you can reduce qty to 0.
- Once the data is updated it should be highlighted in green.
- Once any modification to the data is complete, you can select the proper label and click "Generate Label"
- Note: Serial # / Batch Lot # are not required so if not entered you can still print the label

Label Options:

M-I Product 4x3 (official)

M-I Product 4x1 (official)

Label:

Label:

Serial Number	Batch Lot Number	Production Date	Expiration Date	Notes	Order Quantity	Label Quantity
SN17627	0000004457	2017-05-24	2017-07-27	test	1	1
SN17630	0000004457	2017-05-24			1	1
SN17631	0000004457	2017-05-24			1	1
SN17632	0000004457	2017-05-24			1	1
SN17633	0000004457	2017-05-24			1	1
SN17634	0000004457	2017-05-24			1	0
SN17628	0000004457	2017-05-24			1	0
SN17629	0000004457	2017-05-24			1	0

Frequently Asked Questions

Q: Are there any changes on how to submit an AP invoice for E&M centers?

A: No changes. Vendors should continue to send the invoices following the current process.

Q: Will there be any delay for payment?

A: No, all processed invoices due in July and August will be paid on time.

Q: Will this affect my payment term?

A: No, your payment term will remain as-is per the current agreement.

Q: Who should we contact if we have any issue with invoicing after August 1?

A: You can email the invoice and purchase order info to SLB.finance@accenture.com - **make sure to reference E&M US01**

Q: Who should we contact if we have any issue with Purchase Order after August 1?

A: You can email your current SLB procurement contact or the email address listed on the SAP Purchase Order.

Q: Should I start using the new Purchase Order number on the quality document and invoice after August 1?

A: Yes, once you have received the new order numbers for the purchase orders placed prior to August 1, please use them for invoice and documentation. To reduce the burden and interruption at suppliers, SLB will perform internal matching for any invoices still referencing the old purchase order number.

Q: Should I start using the new Purchase Order number on the product marking after August 1?

A: Yes, as soon as you have received the new order numbers for the purchase orders placed prior to August 1, please use them for product physical marking or labeling (if SLB Product Identification Procedure is applicable). For the products have already been produced and marked, there is no need for rework. SLB will not issue non-conformance during the transition period.

Summary Points & Actions

- ✓ **Action:** Ensure items are shipped or delivered on time per the INCO term and Date indicated on the purchase order. Keep in touch with your SLB procurement contacts for any changes impacting product delivery.
- For additional information and documentation, please refer to the [North America Suppliers Hub Page](#).
- For questions, please email nam-psc-ems@slb.com.

Questions?

To ask a question, type your name in the first box and then type your question in the box below it.

You will have the option to “ask anonymously” which will hide your name when your question is submitted to the moderator.

Thanks for your participation.

