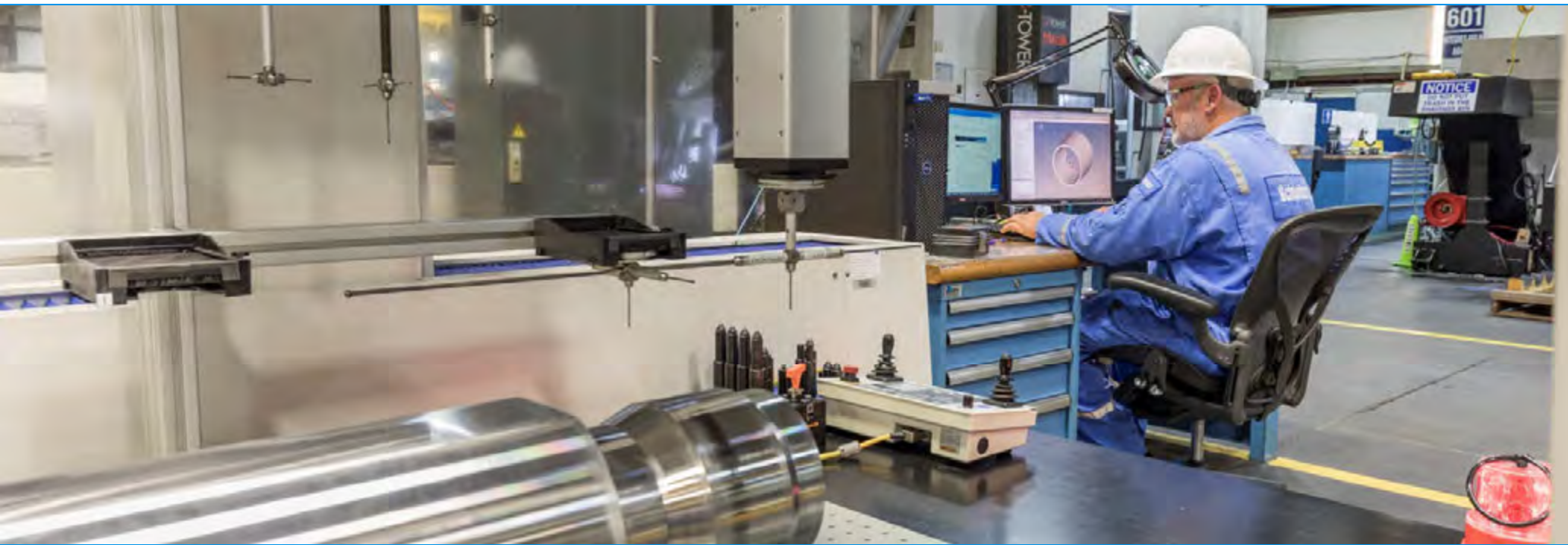


Schlumberger Supplier Webcast

Document contains enhancements surrounding invoice submission/status for M-I SWACO and EM centers.

April 2019



Introduction

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.

Starting in North America, the new ERP was deployed in M-I SWACO and some Engineering & Manufacturing (EM) centers. On April 1, 2019, SAP was deployed in North America (U.S. and Canada). Many of the enhancements surrounding invoice submission and status are now available for our M-I and E-M centers.

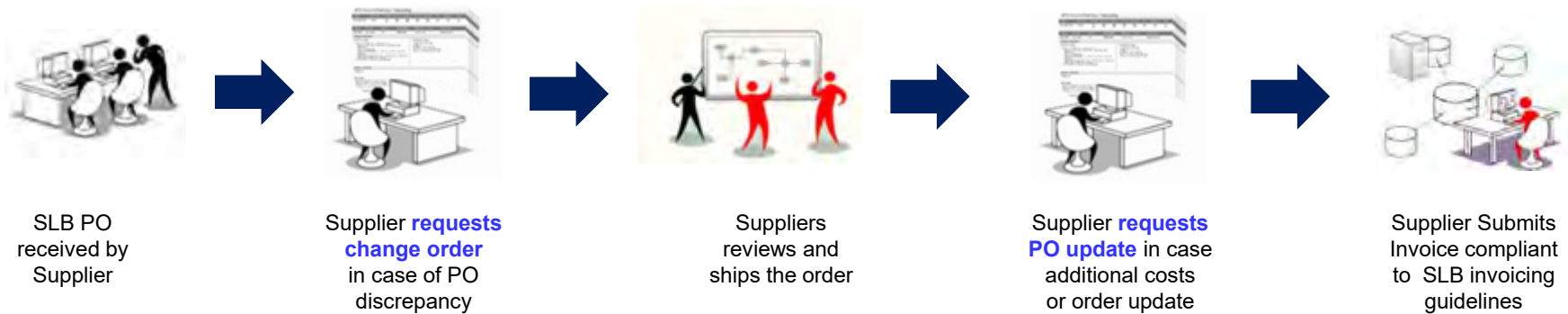
Note: This communication is not for Schlumberger Ecuador, Smith or Cameron, so please continue business as usual for those entities.

Agenda

- Invoice Requirements
- Ariba
- MySupplier Portal

Invoice Requirements

Procure to Pay



Procure to pay process will remain the same.

Note: If PO is not reflecting the same item(s)/service(s), cost(s), etc., as the invoice you will be submitting for payment, please make sure to reach out to buyer noted on the PO and request an updated PO to avoid payment delay.

Purchase Order Example

Schlumberger

Purchase Order

Purchase order number:
 PO Version No:
 Purchase order date: 18 Feb 2019
 Internal Reference:

Sold to: [Legal Entity]

Schlumberger Tech Corp

Supplier:

[SLB PO Contact Section]

Order contact:

Email:

@slb.com

Contact:

Phone:

Email:

Requestor Name :

Gerardo

Ship to: [Address Goods/Services Delivered/Received]

Send Invoice to: [Invoice Submission Info]

Or email pdf invoice to

Payment contact

Email:

Phone:

Incoterm :

[Header Incoterm - however individual line items may have different Incoterm, review PO carefully]

Payment Terms :

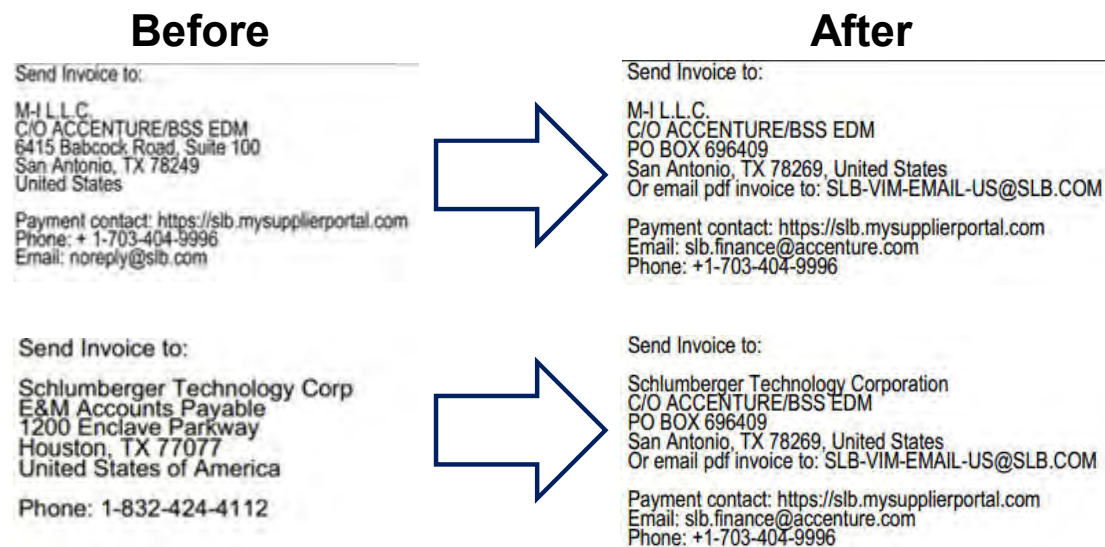
[Header Notes - however individual line items may have different notes specific to product/service, review PO carefully]

Item	Vendor Part No. SLB Part No - Description	Final destination (Country ISO Code)	Quantity	UOM	Packaging Quantity	Unit price USD	Net price USD	Delivery Date
------	--	---	----------	-----	-----------------------	-------------------	------------------	---------------

Order contact or Buyer Requestor Name

Send Invoice to:

Effective April 15, 2019, the 'Send Invoice To' information is updated for **U.S.** M-I and EM centers.

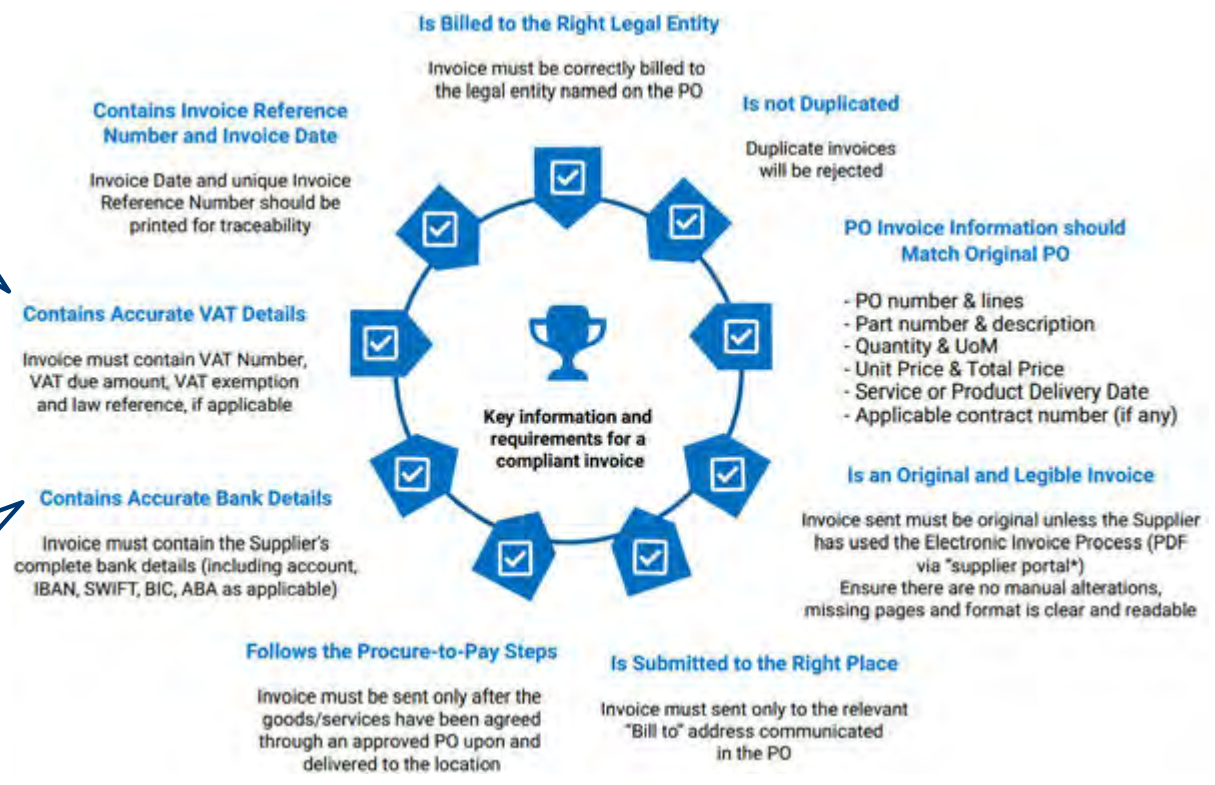


The following slides will provide the new invoicing submission process and you can begin using effective immediately for any existing POs needing invoice submission and moving forward.

Invoice Guidelines

Value added tax (VAT) identification number is an identifier used in many countries, including the countries of the European Union, for value added tax purposes.

Bank Details are a must have, however if your vendor master bank details are confirmed as correct and address on invoice matches that in our VMD the invoice may not be rejected.



Invoice Compliance

	Original Document	Invoice Number and Date	Supplier Name, Mailing Address and Phone Number	Accurate VAT (EU Only) and Banking Details	Clear Description of Goods or Services Provided	Bill to Correct <u>Legal</u> Entity	Ship/Deliver To: Address Goods or Services Received	Invoice Submission Method in Order of Preference	SLB Requestor or Buyer Name	SLB Requestor or Buyer E-Mail	PO No. PO Line Item No. Part Number Description Quantity UoM ¹ Unit / Total Price ²	Contract or Agreement Number	POD for Goods or Services Attached to Invoice	Cost Center or Project ID and G/L account
Purchase Order Invoice	X	X	X	X	X	X	X	Preference: Ariba Exceptions: Email MSP Mail	X Noted on PO as "Buyer Name, Requestor"	X Noted on PO as "E-Mail"	X	Where applicable	Where Applicable	
Non Purchase Order Invoice	X	X	X	X	X	X	X	Preference: Email Exceptions: MSP Mail	X Ask requestor at time of request ³	X Ask requestor at time of request ³		Where applicable	Where Applicable	X Ask requestor at time of request ³

Note:

X = Required information

X = Review Invoice Guidelines

No change for invoice submission for TMS, OTM, IntelliTrans, FMS, nVision, Corridor or Legal suppliers.

¹ In the same Unit of Measure as the PO

² In the same currency as the PO

³ It is the responsibility of the supplier to ensure this information is received and either (a) attached to the invoice, OR (b) printed on the face of the invoice

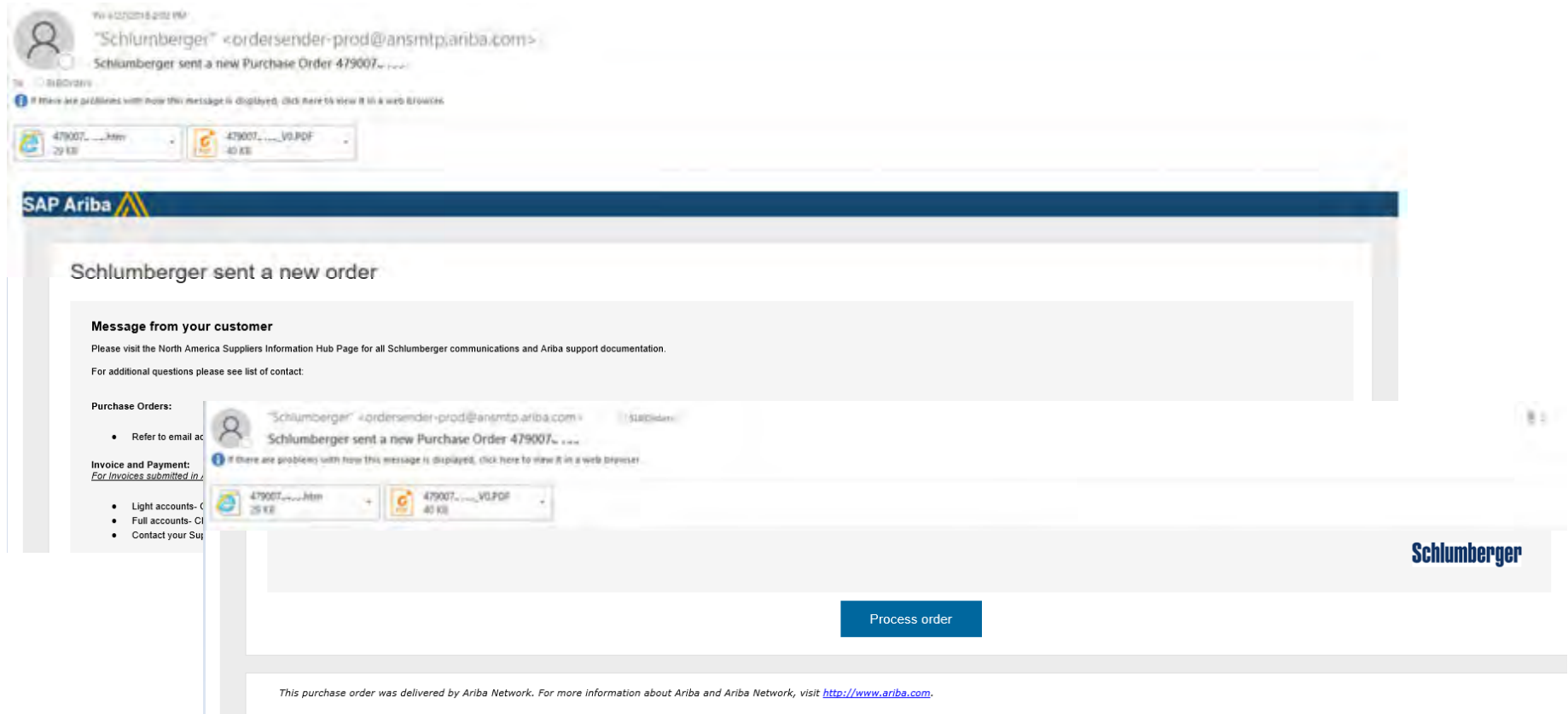
Invoice Submission Order of Preference

Ariba ← Received PO via Ariba

- ✓ Schlumberger is enabled as a customer.
- × If you are not using Ariba, this does not apply to you.
- × If Schlumberger is not enabled as a customer in your Ariba account, this does not apply to you.

Example of Supplier Receiving Purchase Order via Ariba

Scroll towards bottom of e-mail for Process order button



Invoice Submission Order of Preference

Ariba ← Received PO via Ariba

- ✓ Schlumberger is enabled as a customer.
- × If you are not using Ariba, this does not apply to you.
- × If Schlumberger is not enabled as a customer in your Ariba account, this does not apply to you.

E-Mail ← Received PO via e-mail

- × If Schlumberger has sent you a PO via Ariba, this does not apply to you, please submit invoice via Ariba.

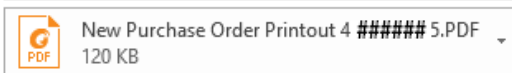
Example of Supplier Receiving Purchase Order

From: BATCH-SU <batch-su@slb.com>

Date: Feb 28, 2019 at 1:01 PM

To: Jay

Subject: New Purchase Order 4#####5 Printout



Dear Supplier: Please review the attached order and acknowledge within 4 working days by responding to the contact information located on the purchase order header.

E-Mail Invoice Submission

Two dedicated emails can be used for suppliers to **submit** an invoice. This information will also be noted on the purchase order.

Invoicing **U.S. entity**: SLB-VIM-EMAIL-US@slb.com

Invoicing **Canada entity**: SLB-VIM-EMAIL-CA@slb.com

Above emails are **not** for invoice inquiry or escalation.



Purchase Order

Purchase order number: 4
PO version No: 4
Purchase order date: 15 Apr 2018
Internal Reference:

Sell to:
M I L L C.

Supplier:

Order contact:
Email:

Contact:

Phone:

Requester Name:

Email:

Ship to:

**** Send Invoice to:

M I L L C.
PO BOX 100000 (EM)
PO BOX 100000
San Antonio, TX 78284 United States
Or email pdf invoice to: SLB-VIM-EMAIL-US@SLB.COM ****

Payment contact: slb.vim.invoiceportal@slb.com
Email: slb.vim.invoiceportal@slb.com
Phone: +1 713 404 3399

Payment Terms:



Purchase Order

Purchase order number: 4
PO version No: 4
Purchase order date: 16 Apr 2018
Internal Reference:

Sell to:

Schlumberger Tech Corp

Supplier:

Order contact:
Email:

Contact:

Phone:

Requester Name:

Please refer to the line items (Ship To)

**** Send Invoice to:

Schlumberger Technology Corporation
PO BOX 100000 (EM)
PO BOX 100000
San Antonio, TX 78284 United States
Or email pdf invoice to: SLB-VIM-EMAIL-US@SLB.COM ****

Payment contact: slb.vim.invoiceportal@slb.com
Email: slb.vim.invoiceportal@slb.com
Phone: +1 713 404 3399

Payment Terms:

E-Mail Invoice Submission: Do's & Don'ts

Must Have:

- ✓ Single Attachment should be sent in one email.
- ✓ Invoice attachment should be in a PDF only.
- ✓ *Subject & Attachment filename up to **30** characters only.
- ✓ Attachment filename should match email Subject line.
- ✓ Only special character acceptable is underscore “ _ “

Do Not:

- ✗ Subject line should not contain any spaces.
- ✗ Subject line should not contain special characters (\$,!,@,#,*,/,&,-,etc.)
- ✗ Do not send invoice multiple times.
- ✗ Max email size is 15 mb.
- ✗ Avoid colour, highlights, marking or tick component in the email body or attachment.
- ✗ Avoid zipped files.

Note:

Recommended format for subject and attachment name:

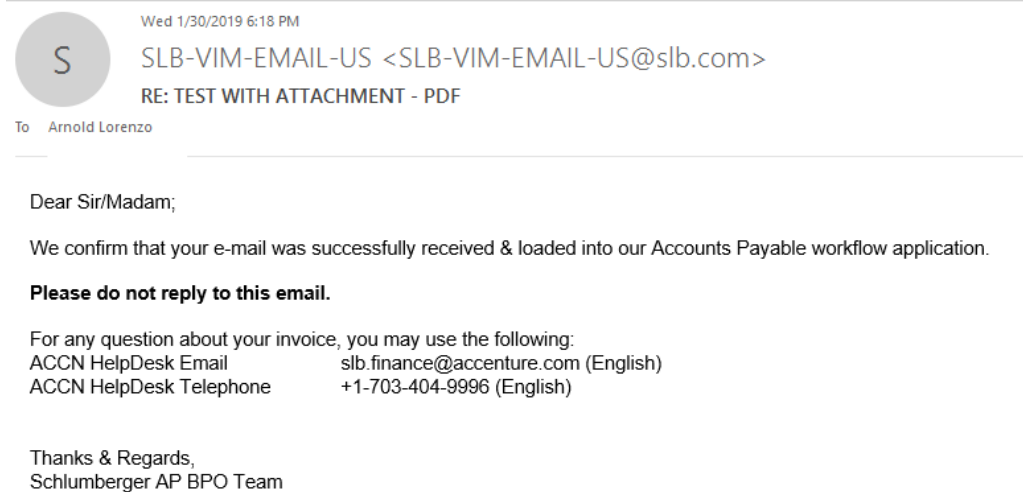
Prefix “INV”_InvoiceNumber_Invoice Date_Abbreviated Vendor Name *

Prefix “CM”_CreditMemoNumber_Invoice Date_Abbreviated Vendor Name *

If sending supporting docs together with the invoice, make sure it is **single** PDF attachment with invoice being on the first page(s).

E-Mail Invoice Submission

Once you e-mail invoice, a notification will be delivered within 5 minutes similar to example below:



If you do not receive a 'success' notification after 5 min, please do not resubmit until you review the required Do's & Don'ts, correct the problem and then try again.

E-Mail Invoice Submission

If submission is success, however once it arrives to Accenture it is found to contain an error, such as the following examples:

- *Incorrect attachment type (anything other than pdf)*
- *Submitted more than one invoice*
- *Invoice missing key information such as legal entity, no contact name, incorrect PO number*

Accenture will send a 'Return to Vendor' notification to supplier providing a brief message advising there was a problem with the invoice and what is needed next.

Please keep in mind the notification goes back to the remittance e-mail address that is setup in the vendor master record, and may not be the person who originally sent the invoice.

Invoice Submission Order of Preference

Ariba ← Received PO via Ariba

- ✓ Schlumberger is enabled as a customer.
- × If you are not using Ariba, this does not apply to you.
- × If Schlumberger is not enabled as a customer in your Ariba account, this does not apply to you.

E-Mail ← Received PO via e-mail

- × If Schlumberger has sent you a PO via Ariba, this does not apply to you, please submit invoice via Ariba.

MySupplier Portal (MSP)

- × If Schlumberger has sent you PO via Ariba, this does not apply to you and you will need to submit invoice via Ariba.

Invoice Submission Order of Preference

Ariba ← Received PO via Ariba

- ✓ Schlumberger is enabled as a customer.
- × If you are not using Ariba, this does not apply to you.
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- × If Schlumberger has sent you a PO via Ariba, this does not apply to you, please submit invoice via Ariba.

MySupplier Portal (MSP)

- × If Schlumberger has sent you PO via Ariba, this does not apply to you and you will need to submit invoice via Ariba.

Mail if you are unable to use any of the electronic means:

Send Invoice to: [\[Invoice Submission Info \]](#)

Or email pdf invoice to

Payment contact
Email:
Phone:

Invoice Submission Order of Preference

1. **Ariba** ← Received PO via Ariba
2. **E-Mail** ← Received PO via e-mail
 - ♦ Invoicing **U.S. entity**: SLB-VIM-EMAIL-US@slb.com
 - ♦ Invoicing **Canada entity**: SLB-VIM-EMAIL-CA@slb.com
3. **MySupplier Portal (MSP)**
4. **Mail**

Invoice must only be submitted through **one** channel.

If submitted via multiple channels, it may result in rejection or cause payment delay due to manual approval and intervention.

Invoice Submission Status & Payment Status

- ✓ **Ariba** ← Invoice submitted via Ariba
- ✓ **MySupplier Portal (MSP)** ← Invoices submitted in any system
- ✓ **SLB.Finance@Accenture.com** ← No Ariba account, nor registered in MSP

Note:

For suppliers currently registered in SCP, there was an enhancement in March 2019 so you can now also see invoice payment status for inventory POs in SCP.

Invoice Escalation

Email: slb.finance@accenture.com

Call: +1 703-404-9996

Must provide: Supplier Name • Invoice Number(s)

Include URN number(s) if originally invoice submitted via MSP

(4 business days & still unresolved?)



Email: NAM-PSC-AP@slb.com

Must provide: Accenture ticket number • Supplier Name • Invoice Number(s)

Include URN number(s) if originally invoice submitted via MSP



Ariba

SAP Ariba 

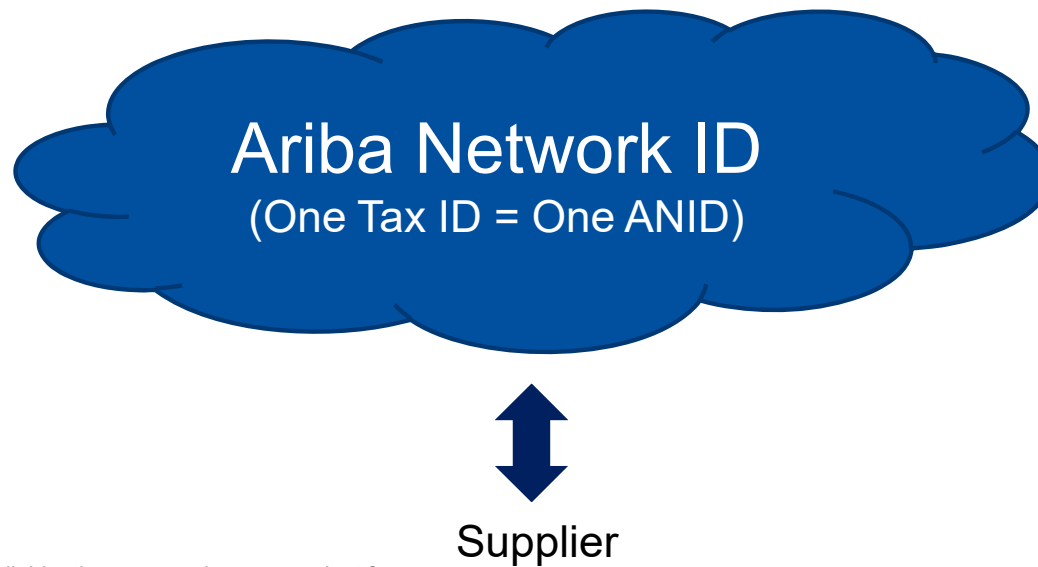
Ariba

Ariba is the way of the future for Schlumberger, however not all suppliers are currently setup to receive purchase orders in Ariba.

For those of you who currently do not receive interactive emails from Ariba from Schlumberger or M-I SWACO, this is an informational set of slides to show you some of the applications within Ariba.

The business is currently reviewing suppliers that would be ideal candidates to be enrolled and will be reaching out to you directly to coordinate the training, provide content and establish a start date. Until then, you would continue receiving POs via a regular e-mail.

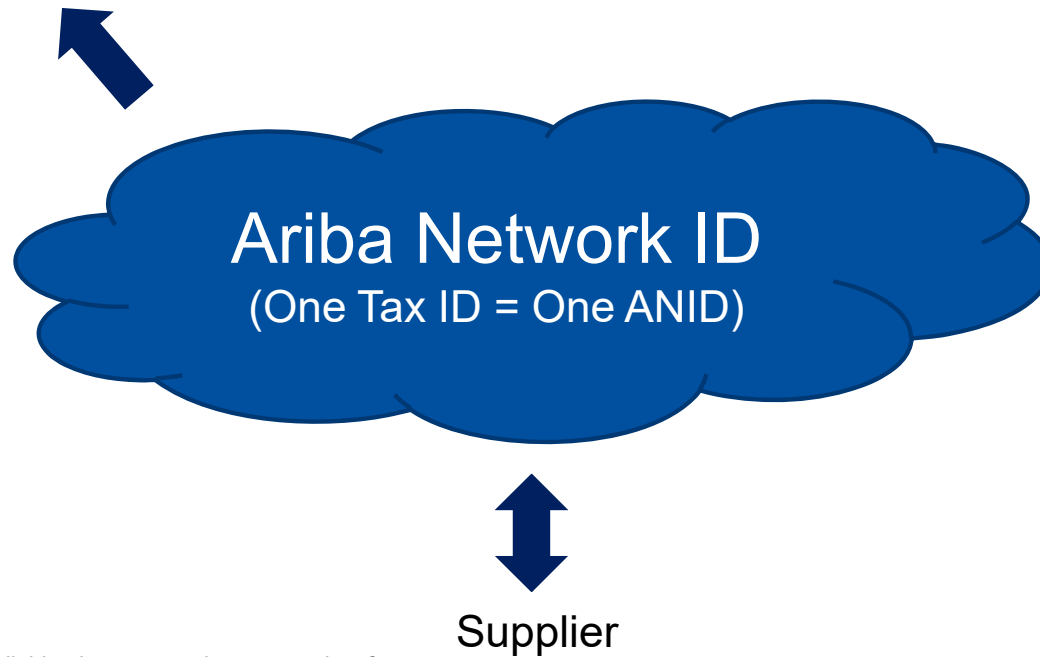
Applications*



* Ariba has more applications available, these examples are a select few

Applications*

Registration
Questionnaire



* Ariba has more applications available, these examples are a select few

Registration Questionnaire Example

Subject: Invitation: Register to do business with Schlumberger by September 28, 2018

Schlumberger

Hello Diana

Please register as a supplier with Schlumberger by September 28, 2018. Registration is free, and it's required before you can do business with Schlumberger.

Schlumberger uses SAP Ariba to do business with suppliers like you.

1. Click Get started to create a supplier account.
2. Answer some questions about your business required by Schlumberger.

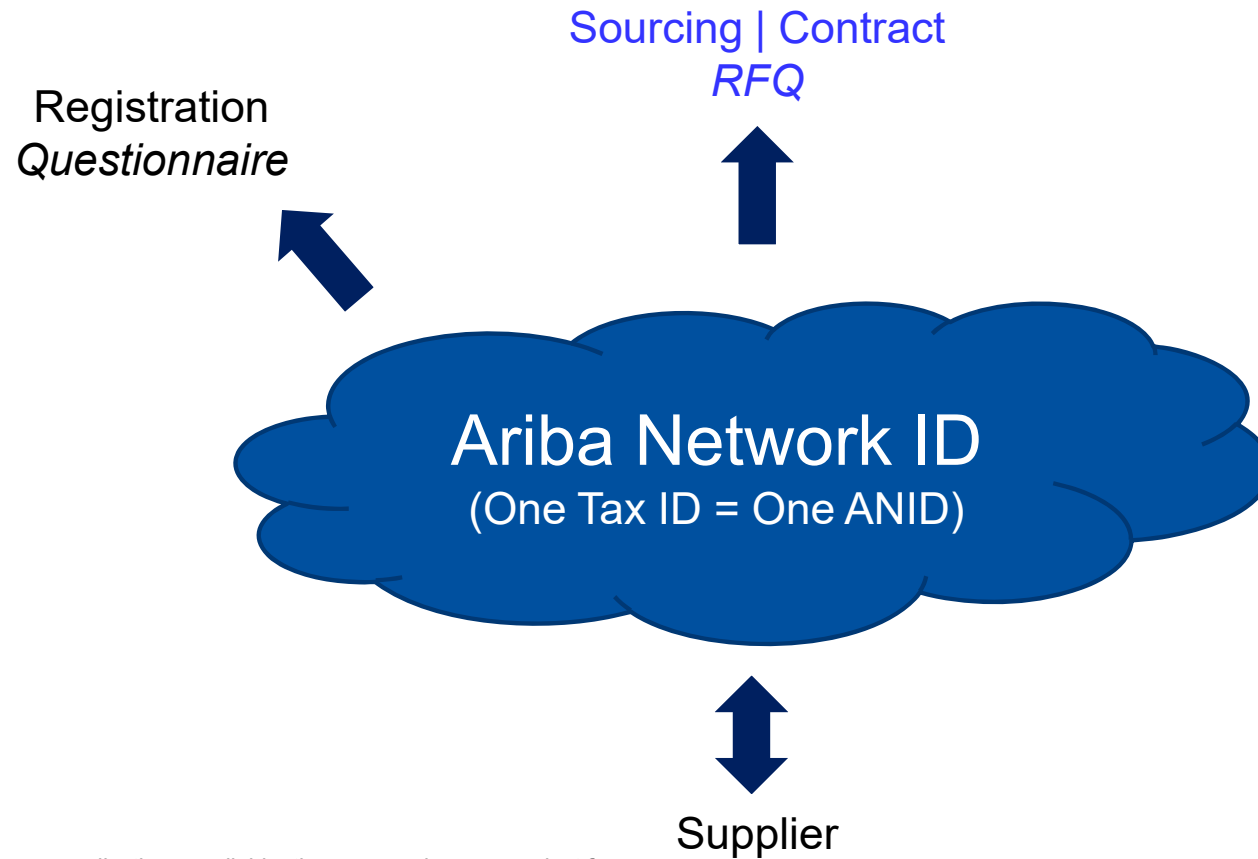
If you already have an SAP Ariba supplier account, you can get started by logging in using that account.

[Get started](#)

Sincerely,
Schlumberger

You are receiving this email because your customer, Schlumberger, has identified you as the appropriate contact for this correspondence. If you are not the correct contact, please contact Schlumberger.

Applications*



* Ariba has more applications available, these examples are a select few

Sourcing Event Example

Subject: Schlumberger has invited you to participate in an event: RFQ - DERMTS02

Schlumberger

WS11838617 - DERMTS02

Dear Eric

Schlumberger has invited you to participate in the following event: RFQ - DERMTS02 - . You may submit responses from Thursday, November 30, 2017 at 9:24 AM, Pacific Standard Time until Thursday, December 7, 2017 at 9:24 AM, Pacific Standard Time.

Please [Click Here](#) to access this event.

If you do not want to respond to this event, [Click Here](#).

Section Below is Applicable to Supplier ONLY:

If you have forgotten your username or password and are unable to log in, [Click Here](#).

NOTE: The forgot password link is only valid for 24 hours. After this link expires, click Forgot Password on the Ariba Login page to reset your password.

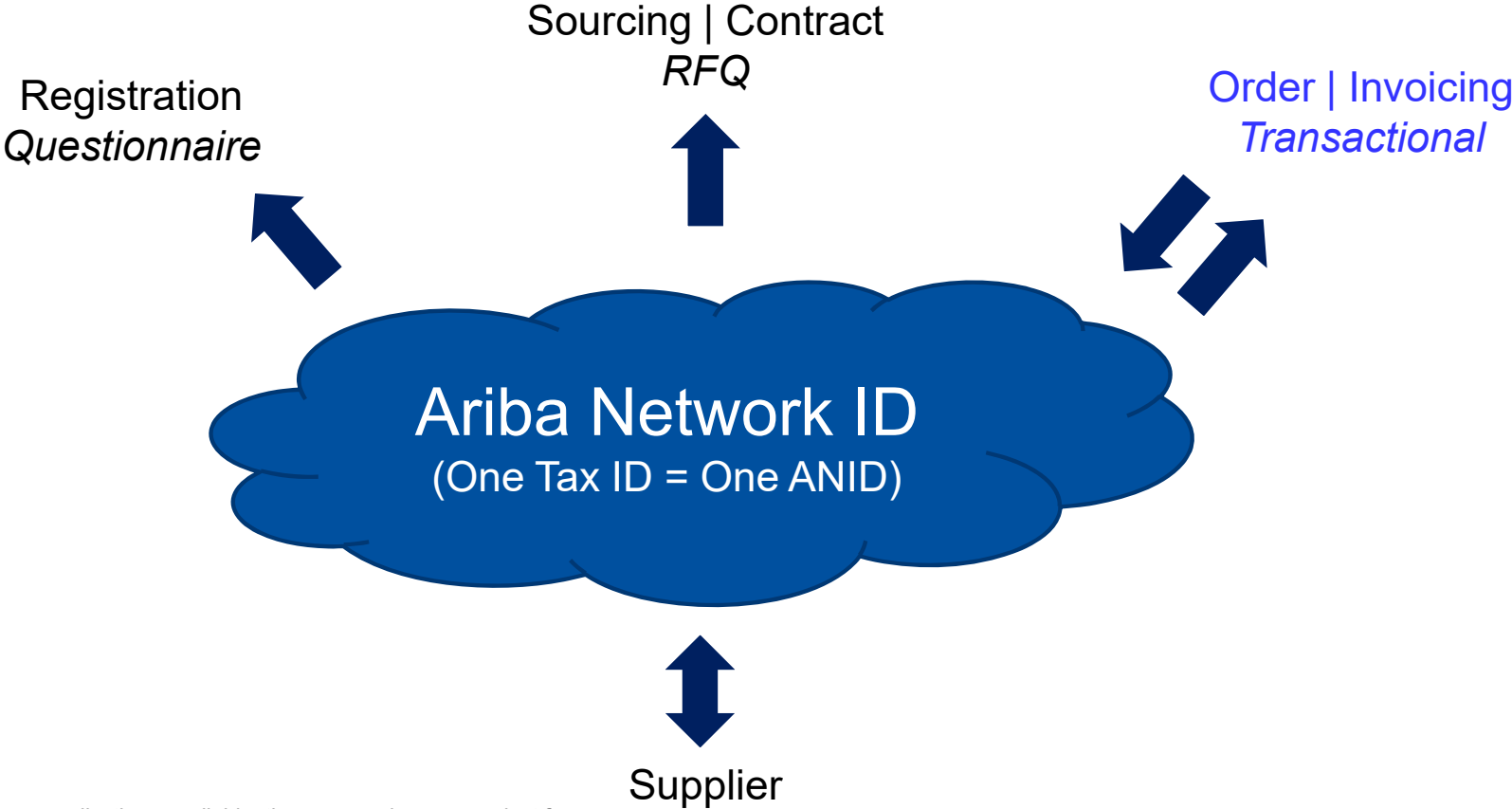
If you have questions about this event, contact _____ via telephone at +1 832 _____ or via e-mail at _____@exchange.slb.com.

Thank You,

Schlumberger

Schlumberger sourcing site: [View Doc11838617](#) / #RFQ - DERMTS02
Kaelin Schlumberger, Message ID: MS248584336, [Click Here](#)
Ariba, Inc. 3420 Hillview Ave, Palo Alto, CA 94304, USA
[Data Policy](#) | [Contact Us](#) | [Customer Support](#)

Applications*



* Ariba has more applications available, these examples are a select few

Purchase Order Example

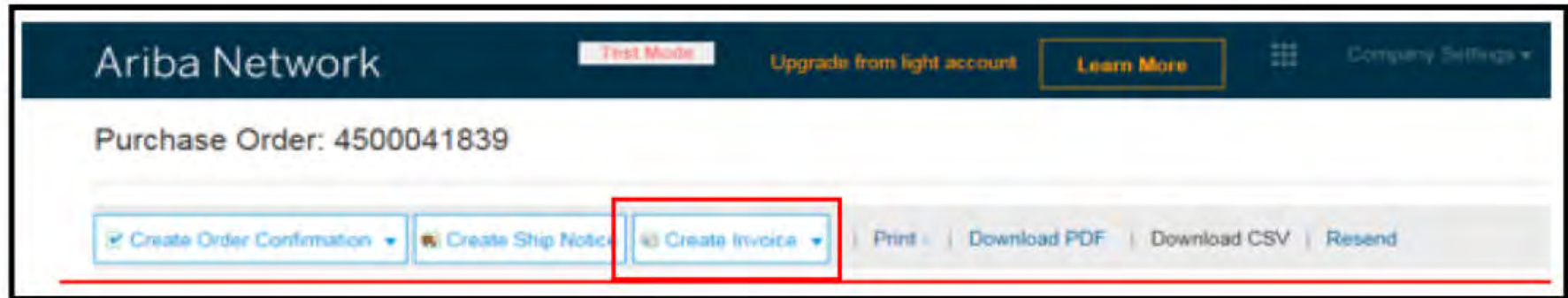
The screenshot shows an email interface with the following content:

- Header:** From: "Schlumberger" <ordersender-prod@ansmtp.ariba.com> | Subject: Schlumberger sent a new Purchase Order 479007...
- Attachments:** 479007_...htm (29 KB) and 479007_..._V0.PDF (40 KB).
- Body:**
 - SAP Ariba** logo.
 - Subject:** Schlumberger sent a new order
 - Message from your customer:**
 - Please visit the North America Suppliers Information Hub Page for all Schlumberger communications and Ariba support documentation.
 - For additional questions please see list of contact.
 - Purchase Orders:**
 - Refer to email address under "Order Contact" on your Purchase Order PDF attachment.
 - Buttons:** "Process order" (blue button).
 - Footer:** This purchase order was delivered by Ariba Network. For more information about Ariba and Ariba Network, visit <http://www.ariba.com>.

Scroll down e-mail to find the **Process order** button

Purchase Order Invoicing Example

For all Ariba POs, the invoice must be submitted via Ariba.



Exceptions:

Credit Memo or Non PO would need to be submitted via E-Mail or MSP, and must follow Invoice Compliance.

Invoice submitted in Ariba that has been rejected cannot be resubmitted, therefore resubmission would need to be via E-Mail or MSP once issue has been addressed.

Account Types

	STANDARD ACCOUNT Your current account	ENTERPRISE ACCOUNT Upgrade
FULFILLMENT		
Orders and invoices	<ul style="list-style-type: none"> ✓ Respond to emailed orders using features that your customer requests, like order confirmations, ship notices and invoices ✓ Check invoice status and create non-PO invoices, if supported by your customer 	<ul style="list-style-type: none"> ✓ Skip the emails. Get and manage orders and invoices all on Ariba Network. ✓ Use CSV uploads to manage large documents.
Catalogs		<ul style="list-style-type: none"> ✓ Publish catalogs that detail your products and services
Integration		<ul style="list-style-type: none"> ✓ Integrate with your backend systems through CXML or EDI
Legal Archive		<ul style="list-style-type: none"> ✓ Access to long-term invoice archiving (regional restrictions apply)
Reporting		<ul style="list-style-type: none"> ✓ Get reports to track transactions and sales activities
Support	Help Center	<ul style="list-style-type: none"> ✓ Help Center, phone, chat, and web form
Fees	Free	Based on usage

Light (free) accounts have been renamed to **standard** accounts.
Full (paid) accounts have been renamed to **enterprise** accounts.

This is a name change only, no change in functionality.

Subscription Packages and Pricing Overview

	New Name	New Name	Enterprise			
	Standard ¹	Premium ¹	Bronze	Silver	Gold	Platinum
Subscription Rates	Free	Free	USD \$50 USD /yr	USD \$750 /yr	USD \$2,250 /yr	USD \$5,500 /yr
DOCUMENTS PER YEAR						
Documents per year	Unlimited	Up to 4*	5 to 24*	25-99*	100-499*	500+*
TRANSACTION RATES²						
Document Transactions ³	None	None	.155%	.155%	.155%	.155%
Service Entry Sheet Relationships ⁴	New None	None	.35%	.35%	.35%	.35%
Customer Relationship Cap ⁵	None	None	\$20,000	\$20,000	\$20,000	\$20,000
Document Cap ²	New None	None	\$500	\$500	\$500	\$500
	<ul style="list-style-type: none"> Auto Order to Invoice with PO Flip Mobile App PO, OC, ASN, Invoice, SES 	Standard Plus: <ul style="list-style-type: none"> Portal use PO-Invoice reconciliation and status Catalogs Customer support 	Premium Plus: <ul style="list-style-type: none"> Advanced reporting through Portal Aniba achievement badges Sales opportunity response 	Bronze Plus: <ul style="list-style-type: none"> Integration Express consultation Unlimited cXML and EDI usage Supplier technical support 	Silver Plus: <ul style="list-style-type: none"> Unlimited responses to sales opportunities Basic integration tools eCommerce consultation services 	Gold Plus: <ul style="list-style-type: none"> Dedicated support channel Advanced integration tools Aniba LIVE pass

¹ Standard suppliers may transact Purchase Order, Order Confirmation, Advance Ship Notice, Invoice, and SES documents only. For all other document transactions (catalog, invoice status, goods receipt notice, payment remittance advice) you must have a Premium or Enterprise account. For a complete list of Standard and Enterprise Account Features, visit: <https://support.ariba.com/ariba-network/portal/oc-supplier-subscriptions-and-pricing>

² Documents included in this count are: purchase order, invoice, service entry sheet, service entry sheet responses.

³ Suppliers transacting under \$50,000 USD per year are not charged fees. Per-document fees are capped at \$500 USD. Currencies are in USD and may differ by region. For all regional amounts, refer to: <https://www.ariba.com/ariba-network/portal/oc-supplier-subscriptions-and-pricing>

⁴ Document Transactions are defined as PO only or Non-PO Invoices or any combination of the following documents (PO, DC, ASN, Invoice, Invoice Status, Goods Receipt Notice, Payment Remit Advice)

⁵ If a relationship includes Service Entry Sheets (SES), all documents in that relationship will be charged at 0.35%.

⁶ Maximum fees per relationship are \$20,000 USD (plus any applicable subscription fee) except in some countries. For all regional amounts, refer to: <https://www.ariba.com/ariba-network/portal/oc-supplier-subscriptions-and-pricing>

Support and Escalation – Supplier

Ariba Help Center

- ✓ FAQ
- ✓ Search...
- ✓ Documentation
- ✓ Support

(Still unresolved?)



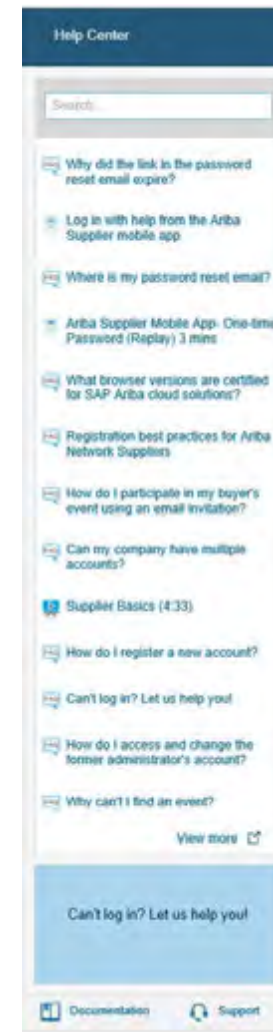
Submit a ticket to Ariba

(Up to 2 Business Days -Still unresolved?)



E-Mail SLB

‘Order contact’ or ‘Buyer’ (noted on PO)
Ask them to escalate to Ariba Sustain/Design team



Supplier
Enablement
Help Desk:
800-974-4899

Customer Support:
You will fill out a
webform from within
your supplier/buyer
account and customer
support calls back.

Reaction Time by Ticket Priority

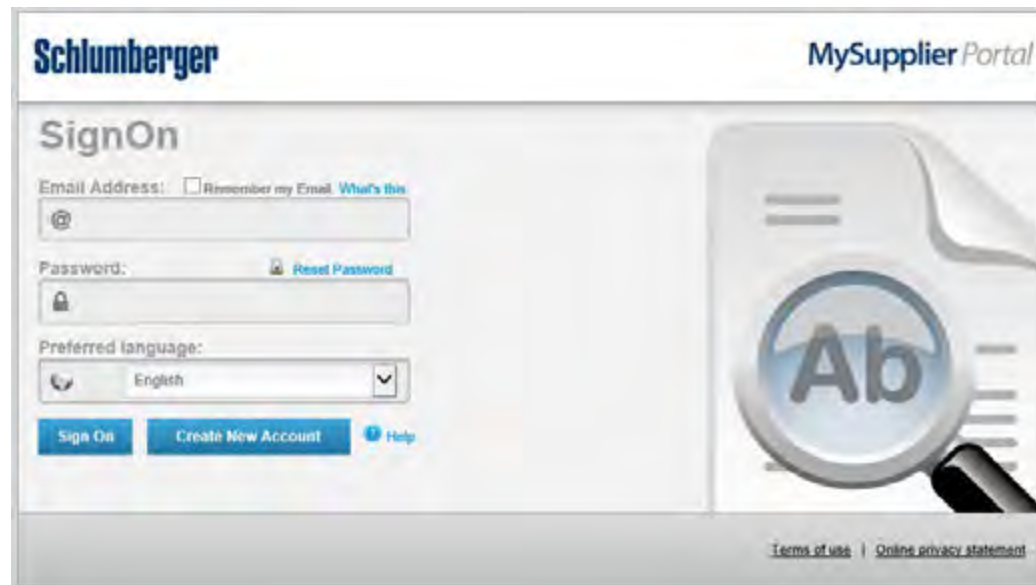
Priority	Definition	Initial Reaction Time	
		Enterprise Support	Preferred Care
P1 Very High	<p>An incident should be categorized with the priority very high if the problem has very serious consequences for normal business processes or IT processes related to core business processes and a work around is not available. Urgent work cannot be performed. This is generally caused by the following circumstances:</p> <ul style="list-style-type: none"> •A production service is completely down. •The imminent system Go-Live or upgrade of a production system cannot be completed. •The customer's core business processes are seriously affected. 	1 hour	1 hour
P2 High	<p>An incident should be categorized with the priority high if normal business processes are seriously affected. Necessary tasks cannot be performed. This is caused by incorrect or inoperable functions in the SAP service that are required immediately. The incident is to be processed as quickly as possible because a continuing malfunction can seriously disrupt the entire productive business flow.</p>	4 hours	2 hours
P3 Medium	<p>An incident should be categorized with the priority medium if normal business processes are affected. The problem is caused by incorrect or inoperable functions in the SAP service.</p>	1 business day	4 business hours
P4 Low	<p>An incident should be categorized with the priority low if the problem has little or no effect on normal business processes. The problem is caused by incorrect or inoperable functions in the SAP service that are not required daily, or are rarely used.</p>	2 business day	8 business hours

MySupplier Portal (MSP)

MySupplier *Portal*

What is MySupplier Portal?

MySupplier Portal (MSP) displays all invoices, and credit memos, that have been processed by our finance center. It takes 3–5 business days for an invoice to get updated in the system after it's receipt via electronic means, or 7–10 business days if receive via mail.



The screenshot shows the Schlumberger MySupplier Portal sign-on interface. The page features the Schlumberger logo in the top left and the MySupplier Portal logo in the top right. The main heading is "SignOn". Below this, there are three input fields: "Email Address:" with a checkbox for "Remember my Email" and a link for "What's this"; "Password:" with a "Reset Password" link; and "Preferred language:" with a dropdown menu currently set to "English". At the bottom of the form are three buttons: "Sign On", "Create New Account", and "Help". To the right of the form is a graphic of a document with a magnifying glass over the letters "Ab". At the bottom right of the page, there are links for "Terms of use" and "Online privacy statement".

Invoice Submission & Payment Status Views

❑ View Invoice Submission Status

- Received – In Progress, Pending Approval, Scheduled to Pay, Paid, Rejected or In Exception

Invoices & Credits Search Result

Client / Supplier	Invoice / Credit Number	Document Type	PO Number	Invoice / Credit Amount	Currency	Invoice / Credit Date	Due Date	Payment Date	Rejection Reason	URN	Submission ID	Status	Comments	Remittance
SLB X	X	X	X	X	X	X	X					✓		↩

Received - In Progress Pending Approval Scheduled To Pay Paid In Exception Rejected

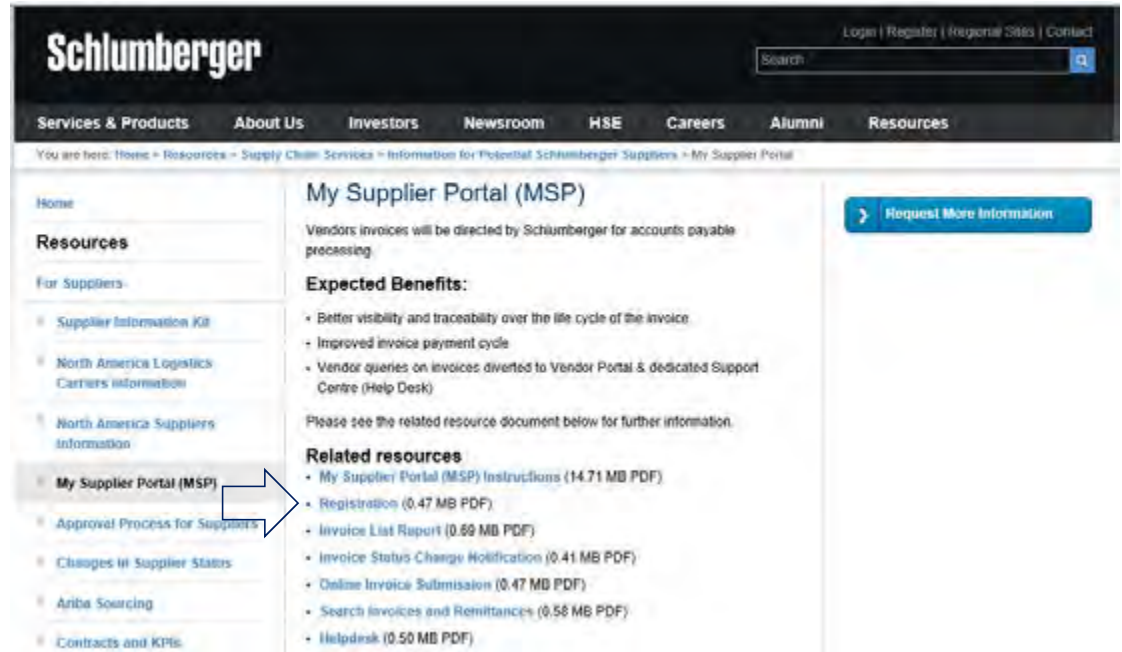
❑ View Invoice Payment Status

Remittance Search Result

Client	Supplier	Document Number	Payment document / BACS Number	Payment Amount	Total Payment Amount	Currency	Payment Date	Invoice
SLB	X	X	X	X	X	X	X	↩

How to Register

- ❑ Go to www.slb.com/resources/supply/supplierinfo/my-supplier-portal-msp.aspx
- ❑ Follow instructions for Registration



The screenshot shows the Schlumberger website's My Supplier Portal (MSP) registration page. The page features a dark header with the Schlumberger logo and navigation links for Services & Products, About Us, Investors, Newsroom, HSE, Careers, Alumni, and Resources. A search bar is located in the top right corner. Below the header, a breadcrumb trail indicates the current location: Home > Resources > Supply Chain Services > Information for Potential Schlumberger Suppliers > My Supplier Portal. The main content area is divided into two columns. The left column contains a 'Resources' section with a list of links for suppliers, including 'My Supplier Portal (MSP)', which is highlighted with a white arrow. The right column features a 'My Supplier Portal (MSP)' section with a description, 'Expected Benefits' (better visibility, improved payment cycle, and vendor queries), and a list of 'Related resources' such as 'My Supplier Portal (MSP) Instructions (14.71 MB PDF)', 'Registration (0.47 MB PDF)', and 'Invoice List Report (0.69 MB PDF)'. A blue button labeled 'Request More Information' is positioned on the right side of the page.

Support

- ❑ Follow instructions for [Helpdesk](#)

Schlumberger Login | Register | Regional Sites | Contact

Search

Services & Products About Us Investors Newsroom HSE Careers Alumni Resources

You are here: Home > Resources > Supply Chain Services > Information for Potential Schlumberger Suppliers > My Supplier Portal

Home

Resources

For Suppliers:

- Supplier Information Kit
- North America Logistics Carriers information
- North America Suppliers information
- My Supplier Portal (MSP)**
- Approval Process for Suppliers
- Changes in Supplier Status
- Ariba Sourcing
- Contracts and IRIs

My Supplier Portal (MSP)

Vendors invoices will be directed by Schlumberger for accounts payable processing.

Expected Benefits:

- Better visibility and traceability over the life cycle of the invoice
- Improved invoice payment cycle
- Vendor queries on invoices diverted to Vendor Portal & dedicated Support Centre (Help Desk)

Please see the related resource document below for further information.

Related resources

- My Supplier Portal (MSP) Instructions (14.71 MB PDF)
- Registration (0.47 MB PDF)
- Invoice List Report (0.60 MB PDF)
- Invoice Status Change Notification (0.41 MB PDF)
- Online Invoice Submission (0.47 MB PDF)
- Search Invoices and Remittances (0.58 MB PDF)
- Helpdesk (0.50 MB PDF)

[Request More Information](#)