

# **Suppliers Onboarding**

# Your onboarding journey to DPS!



As part of its Global Procurement Transformation, Air Liquide is deploying its new Digital Procurement Solution called "DPS".



You will interact with us to manage your contracts and answer performance evaluation requests through the Zycus Suppliers Network portal (ZSN).

You are a key actor of the success of this deployment and your onboarding is essential to us.



Only suppliers with an upcoming contractual event or a performance evaluation event will be onboarded for now!

## 1. DISCOVER

To start your onboarding journey, your Air Liquide contact will send you an email containing:

- Remi Charachon's (Chief Procurement Officer) letter introducing DPS
- A description of onboarding next steps
- A link to your dedicated supplier onboarding web page

Please take the time to read it

#### 2. MAKE SURE TO GET ON BOARD



- Register to dedicated webinars to understand how to use the supplier portal
  - Create your profile in the supplier portal using the link you will receive from Zycus (admin@zycus.com)
  - (!) If you have not received the email, please check your spam

### 3. LEARN MORE

Consult your <u>dedicated website</u> and materials available:

- DPS & You video
- "How to" tutorials
- Webinar recordings
- FAQ



# 4. OBTAIN SUPPORT



Our experts are standing by and happy to answer all your questions. To reach out to them, fill in this **form**!

