

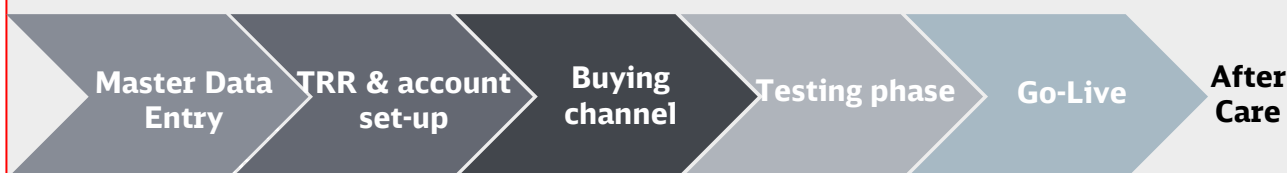
What is the SAP Business Network?

The SAP Business Network is a cloud solution for the exchange between customers and suppliers. All information on the cooperation between Deutsche Bahn AG and the SAP Business Network is available [here](#).

When can I start the onboarding process as a supplier?

- You are a framework agreement partner of Deutsche Bahn AG
- You have had an initial discussion about the onboarding with your responsible contact person at DB Procurement department and you have already agreed the connection or have taken part in a supplier summit
- You have registered or are already registered in the SAP Business Network ([Link](#))

How does the onboarding process work?



- **Master Data Entry:** You will receive an e-mail with an invitation link via our supplier management tool SMaRT. Please use it to check and complete your supplier information. As soon as Purchasing has completed your framework agreement information, we will check your details and contact you if necessary.
- **Trading Relationship Request (TRR) & account set-up:** If we have your SAP Business Network ID, you will receive a trading relationship request from us. After you accept this, we will continue with your onboarding within the system.
- **Establishment of the agreed solution/buying channel:** Depending on which buying channel has been agreed, you may create a test catalog or final catalog and upload it following our feedback or be advised of further steps at our request (supply chain collaboration, request for quotation, etc.).
- **Testing phase:** In the Business Network test environment, we exchange all relevant test documents such as test orders, order confirmations, ship notices, service entry sheets, invoices, price inquiries and quotations.
- **Go-Live:** After the tests have been successfully finished, the buying channel can be implemented (or the catalog can be uploaded) in production environment. After the catalog has been approved by the DB Procurement department it can be activated and the supplier goes live. We communicate the go-live to the users.
- **After Care:** After the go-live, you will initially be in the hyper care phase for 14 days, after which you will continue to receive the necessary support from us and SAP.

Where can I find additional information?



Further instructions can be found on the Deutsche Bahn [supplier portal](#).