

本ガイドは、Procter & Gamble社へのベンダー登録においてサーベイに記入するAravo のプライマリーコンタクト(第一連絡先)向けに作成されています

ステップ1:指定されたユーザー名とパスワードを使用して、Aravo (<u>https://pg.aravo.com/aems/login.do</u>)にログインします。ガイダンスが必要な場合、以下の指示(<u>https://pgsupplier.com/setup-</u><u>and-update-profile</u>)に従って認証 情報をリセットできます。

Login
Welcome To P&G's Supplier Information Center. We hereby confirm that the data we are about to provide or change is truthful and correct and, in case a change occurs, the Procter & Gamble buyer will be notified in advance. If the information is not valid or accurate, Procter & Gamble is not responsible if a payment is delayed, not credited, or credited to an incorrect account as specified. Note: To preserve data integrity in P&G vendor masterdata, only Registered ARAVO primary contacts can access and update vendor accounts. I agree with the statement above.
Username:
Login Deutsch (Deutschland) ・ English (United Kingdom) ・ English (United States) ・ Tiếng Việt (Việt Nam) ・ Türkçe (Türkiye) ・ español (España) ・ français (France) ・ italiano (Italia) ・ português (Brasil) ・ pyccowi (Poccwi) ・ 中文 (中国) ・ 日本語 (日本)
Need help accessing your account?

ステップ2:[VMD-External Survey v3.0(VMD-外部調査 v3.0)]をクリックします

We	come to P&G's Third Party	Portal			
You For acti pro	now have access to: Respond to surveys initiated by P&G (Proactively update your own data at ar Manage your login ID and password my changes in primary contact email/ma n tab is available, Suppler Profile Updat ss is pending your action. Otherwise, ki	check your Tasks b ny time as per your c me, please raise a pr te is already in progr indly wait for it be co	elow) ompany needs imary contact info upp ess for one of the requ mpleted before you ca	late request in the a lest. Please check t n initiate another re	ctions tab below. If no he Tasks tab to see if the quest from the home page
Do	the available request forms.	L			
Do	the available request forms.	L		Conta	ct Information
ks	the available request forms.	al Priority 1 📿	Low Priority 0	Conta Tanz Tanz	ct Information ania Test 02 ania Test

重要事項:[PROFILE(プロフィール)] タブをクリックしないでください。 アカウントがロ ックされます

発行日:2018年3月 最終 更新:2021年8月 作成者:Rona Mae Resare 更新者:Rommel Tan

確認済み:	サプライヤーデ	一夕管理協力

Need Help?



ステップ3:一般情報セクションのフィールドをレビューし、すべての詳細が正しい場合は、[Next(次へ)] ボタンを クリックします。

ROCTER & GAMBLI	: (STAGING) THIRD PARTY PORTAL My Account Administration Legoul O	(
hide menu		
Company Information	Your password has been changed.	
Email Contacts	Third Party Portal + Tacks + Current Task	
Tax Information	THE PART ONE PLACE POWER RAN	
C Withholding		
Payment Information	Company Information	
Advisory		
	Special Disclaimer	
	P&G is a United States of America federal government contractor subject to the nondiscrimination and affirmative action compliance requirements of Executive Order 11246, as amended, the Rehabilitation Act of 1973, as amended, and the Vietnam Era Vietnam Read/statematic Assistance Act of 1974, as as mended. As part of our efforts to comply with these laws and their implementing regulations. P&G has developed and implemented equal employment opportunity and affirmative action policies and programs, which are designed to ensure that all qualified applicants and employees are treated without regard to such factors as race, coic, region, sex, nation arior, indisability, vietnam status, or any other reason prohibited by law. The implementing regulations of these laws require federal contractors to disseminate their nondiscrimination and affirmative action policies to their subcontractors, vendors and subjects, and also to request appropriate action on their part to ensure full compliance throughout the subcontracting chain related to the federal appropriate action on their part to ensure full compliance throughout the subcontracting chain related to the federal appropriate action on their part to ensure full compliance throughout the subcontracting chain related to the federal	

ステップ4:税情報セクションのすべてのフィールドを完了し、[Next(次へ)]をクリックします

ayment Information			
dvisory	* Required Field		preview
Review & Submit			
	TAX IDENTIFICATION NUMBER (TIN)		
	Select your type of tax identification number*	Individual	× *
	Please supply your Social Security Number (SSN) *	000-000-000	
	Type of Income*	02 Royalties	х т
	Veterans Information *	None	ж т
	Supplier Diversity Indicator*	XXS - Publicly traded, 500	employees× *) SHIP MUST BE AT LEAST 51%
	Upload your W-9 Form*		
	Choose File No file chosen		

重要事項:税務書類は最新で、変更不可形式で保存する必要があります。指定された税務詳細が地元の税務当局の記録 と一致することを確認します

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ステップ5:支払が電子振込で受け取られるかどうかのオプションにマークします。支払が振込で受け取られる場合は、 [Add new banking information(新しい銀行情報を追加)] ボタンをクリックし、銀行詳細フィールドを完了します。

de menu	Third Party Portal + Tasks + Current Task	
Company Information		
Email Contacts	Payment Information	
Tax Information		
Payment Information	« Back Next »	
Advisory	Pequired Field	preview 🖨
Review & Submit	Required Field	
	A P&G recommends receiving payment via Electronic Bank Transfer.	
	Would you like to receive payments via Electronic Bank Transfer?*	• Yes O No
	Click on 'Add new Banking Information' to provide your account for receiving payments	
	Banking Information	
	No items found.	

ステップ6:開示ノートをレビューし、[Next(次へ)] ボタンをクリックします

hide menu	Third Party Portal > Tasks > Current Task
Company Information	
Contacts	Advisory
C Tax Information	Advisory
C Withholding	e Back Next >
Payment Information	
Advisory	Required Field
Review & Submit	
	P&G operates within the spirit and letter of the law, maintaining high ethical standards wherever we conduct business. We actively seek business relationships with suppliers who share our values and principles and promote the application of these high standards among those with whom they do business. We expect our suppliers to adhere to <u>P&G's</u> <u>Values</u> . <u>P&G's</u> <u>Sustainability</u> <u>Guidelines</u> for Suppliers and requirements for a <u>perfect involce</u>

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ステップ7: [Save and Send updates(保存して更新を送信)] ボタンをクリックします

Back Save & Send Updates	
Click on a page title below to expand a section, or click the + to expand all sections.	ı ı
Company Information	
Email Contacts	
► Tax Information	
► Withholding	
Peyment Information	
Advisory	

ヘルプが必要ですか? <u>https://pg.aravo.com/</u> で当社に連絡できます
Need Help?

作成者:Rona Mae Resare 更新者:Rommel Tan

確認済み: サプライヤーデータ管理協力