



How to Reset P&G Supplier Portal Password?

Step 1: To reset your password, please go to this link: <https://pgsupplier.com/forgot-password>

Enter your account username and the registered email address. Then click on reset password button.

Home | Forgot Password
FORGOT PASSWORD

Enter the username and email address you used when you signed up for P&G's Supplier Portal

Username

Email Address

RESET PASSWORD

Step 2: You will receive an email with instructions for how to get a new password. Go to your mailbox and check the email sent by P&G Supplier Portal Registrar. From the email received, click Reset Password.

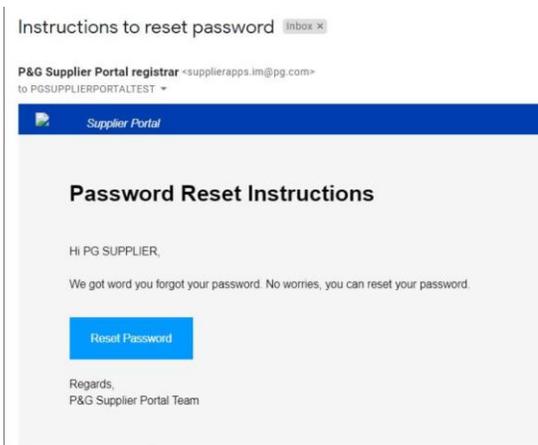
Enter the username and email address you used when you signed up for P&G's Supplier Portal

Username

Email Address

✓ **Email successfully sent!** You will receive an email with instructions for how to get a new password.

RESET PASSWORD



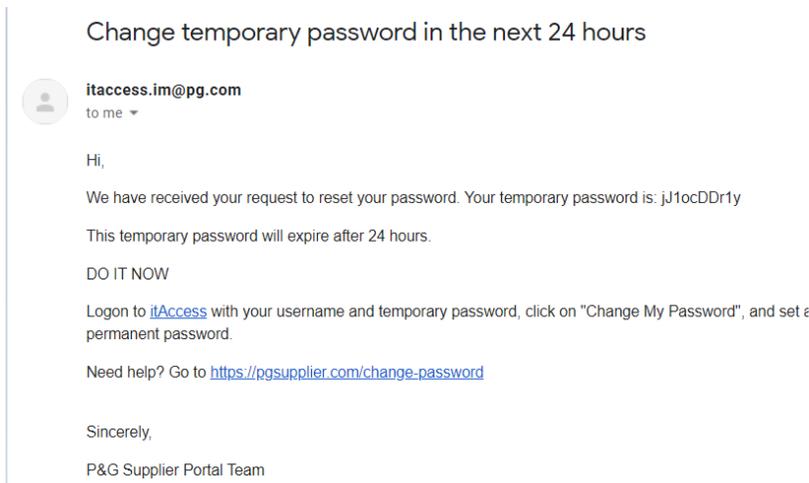
You will be redirected to a webpage confirming that you will receive an email containing your temporary password.



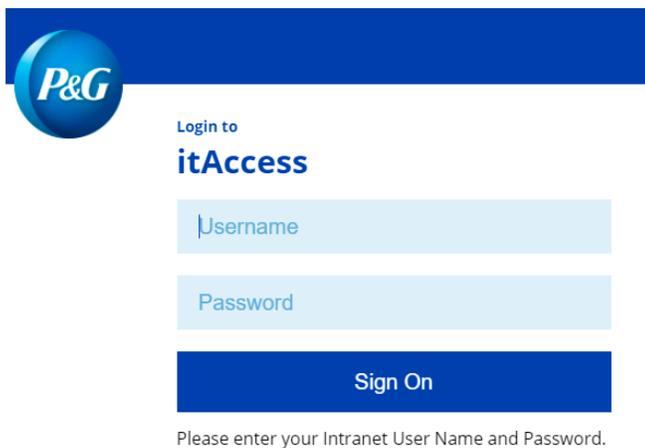
You will receive an email with a temporary password. This temporary password will expire in 24 hours

Step 3: Check your mailbox again for the new temporary password sent by itaccess.im@pg.com.

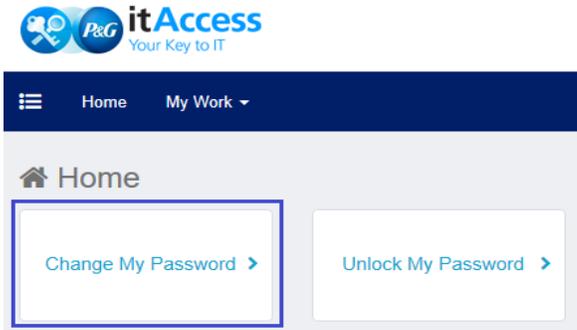
Your temporary password is only good for 24 hours, so make sure to setup your permanent password as soon as possible.



Step 4: To setup your permanent password, go to itaccess.pg.com. Login using your username and temporary password.



Step 5: In the It Access homepage, click Change My Password.



Step 6: Enter your temporary password as the Current Password. Enter your new permanent password. Make sure that the permanent password has met the listed password policy. Click Submit once done.

The image shows a 'Change my Password' form. At the top, it says 'Change my Password'. Below that, it instructs the user to 'Enter your new password below and Submit, using the Password Policy listed below:'. A list of password requirements follows: 'Passwords must be at least 6 characters in length.', 'Must include at least one uppercase character (A-Z)', 'Must include at least one lowercase character (a-z)', 'Must include at least one number (0-9)', 'Optionally include the special characters = or /', 'Don't reuse passwords.', and 'Secure passwords do not contain names, birthdays, addresses, or other personal information.' Below the policy is a 'Current Password' field with a red asterisk and a label 'Current Password *'. Underneath is the text 'Enter Current Password'. Then is a 'New Password' field with a red asterisk and a label 'New Password *'. Below it is the text 'Refer to Step 3 above for password requirements'. Then is a 'Confirm New Password' field with a red asterisk and a label 'Confirm New Password *'. At the bottom, there is a note: 'NOTE: After clicking "Submit", it may take itAccess up to 1 minute to respond.' and two buttons: 'Cancel' and 'Submit'.

Step 7: Process complete.

The image shows a 'Change Results' message box. It has a grey header with the text 'Change Results'. Below the header, it says 'Request 0001039139 has been submitted.' At the bottom, there is a white box with a grey border containing the text 'Enterprise Directory' followed by 'Success' in green.

Need help in setting up the permanent password in It Access page?
Contact the numbers in <https://pgsupplier.com/itcallcenter> based on your region.