From:	supplierportal
Subject:	Introducing Williams' Oracle Supplier Portal

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A MESSAGE FROM WILLIAMS' SUPPLY CHAIN TEAM

Introducing Williams' Oracle Supplier Portal

Williams values our partnership with you and continually explores ways to enhance our collaboration. That's why we are excited to introduce you to **Oracle's Supplier Portal**, a next-generation application enabling smarter interactions between Williams and our Strategic Suppliers.

This user-friendly and intuitive system allows Suppliers access to real-time information while enabling you to transact with Williams through a secure and self-service Cloud environment.

Benefits

- Creation of invoices directly matching to Purchase Orders
  - ACH Payment
- Self-service ability to view invoice status and payment history
- Accessibility to the Oracle Supplier Portal anywhere the internet is available
- Optimization of Supply Chain transactions through the electronic engagement of:
  - Responses to and management of supplier qualifications
  - Supplier profile maintenance
  - Management of sourcing activities (negotiations)
  - Acknowledgement and management of purchase orders

Next Steps

- Ensure your contact and ACH information is available in Oracle
  - Email SupplierPortal@Williams.com to update your information
- Download Microsoft Authenticator in the App Store
- Follow the attached step-by-step instructions to log in to the Portal

- Begin creating invoices in the portal

Questions?

We are committed to ensuring a smooth transition for you. If you encounter any challenges or have questions, our dedicated support team can assist you at SupplierPortal@Williams.com. Additional resources are available at Vendor Terms & Conditions | Williams Companies under the Supplier Portal Section.