Dear Supplier,

AstraZeneca is transitioning from its current Purchase to Pay system to Coupa. The current system will be deactivated End-March 2021.

We realise that there will be many questions about the nature of this change. As such, we are providing an opportunity for you to attend a Count down to Launch – AstraZeneca’s Coupa go-live event.

The webinar will:
- give you a project overview,
- outline key aspects of the changes required,
- provide insights on the PO & Invoice transmission methods through Coupa (including system demo),
- enable you to ask questions regarding this transformation.

 Speakers:
- John Dickson, AstraZeneca Chief Procurement Officer
- Alastair Smith, AstraZeneca Coupa Programme Procurement Lead
- Robert Christmas, AstraZeneca Coupa Programme Finance Lead
- Bob Biros, AstraZeneca Coupa Supplier Enablement Lead
- Lidia Korbel, AstraZeneca Coupa Supplier Enablement Lead

The webinar will last approximately 1 hour with two dates scheduled on November 23rd and November 24th.

Please note that you will only need to attend one session.

How to dial in
- **Monday, November 23rd** 12:00-1:00 PM GMT

Please click the link below to join the webinar:

https://astrazeneca.zoom.us/j/95693299616?pwd=OTNTaUlkUWcyUkd0VEdXVmh0ZmFwdez09

Password: 777370

- **Tuesday, November 24th** 4:30-5:30 PM GMT

Please click the link below to join the webinar:

https://astrazeneca.zoom.us/j/97580209097?pwd=RDlaSWwreTdJMnpMaG1ZIJK2Z1rZz09

Password: 050975
Unable to attend?

If you are unable to attend, we will be distributing the main concerns after the dates above.

If anyone else in your company would like to join the webinar, please feel free to forward this invitation.

Thank you for your support and we look forward to developing our trading relationship further through this exciting initiative.

---

Find out more

If you have any questions or would like to find out more, you can:

- Email the Supplier Enablement Team
- Visit our AstraZeneca Coupa Supplier Hub
- Visit the Coupa Supplier Portal

Yours sincerely,

AstraZeneca Supplier Enablement Team
Coupa-Supplier-Enablement@astrazeneca.com

AstraZeneca UK Limited is a company incorporated in England and Wales with registered number:03674842 and its registered office at 1 Francis Crick Avenue, Cambridge Biomedical Campus, Cambridge, CB2 0AA.

This e-mail and its attachments are intended for the above named recipient only and may contain confidential and privileged information. If they have come to you in error, you must not copy or show them to anyone; instead, please reply to this e-mail, highlighting the error to the sender and then immediately delete the message. For information about how AstraZeneca UK Limited and its affiliates may process information, personal data and monitor communications, please see our privacy notice at www.astrazeneca.com