



December , 2016

To: Motorola Solutions suppliers

**REMINDER: Action Requested by Motorola Solutions: Solution User Identification**

Dear Valued Supplier,

In late July, we sent an important communication to you regarding our systems and process transformation. The purpose of the communication was to give you an overview of our Oracle system integration program and associated Procure to Pay (P2P) solutions that will affect the way you do business with Motorola Solutions in the future. A copy of that letter is replicated below.

As part of the communication we requested that you provide to Motorola Solutions a list of proposed users who would need to be engaged and trained in the Procure to Pay (P2P) solutions for future access. A response was requested by August 5; however per our last data retrieval, this has not yet been received from your company. If you have not already done so, please refer to below instructions on how to provide the information.

This is a polite reminder that having this information is vital to complete your onboarding and training for these solutions. If we cannot onboard your solution users then this will affect your ability to receive purchase orders from Motorola Solutions and submit invoices to Motorola Solutions in the future.

We look forward to receiving these details soon.

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*Dear Valued Supplier,*

*In early June you received a communication about our initiative to transform the systems and processes we use to sell, order, make, and deliver products and services to our customers. This initiative includes several solutions and we have determined that you will most likely be using: Transcepta, iSupplier, Oracle Sourcing, Oracle Collaborative Planning, Agile, and Punchouts. These solutions will be accessed by people at your company so we need to share further information with each other to ensure business operations continue effectively during transitions.*

**What you should know about the solutions**

- **Transcepta:** Supports third party electronic transaction services such as purchase orders (POs from Motorola Solutions to suppliers) and purchase order

acknowledgement, advanced ship notice and invoices (from supplier to Motorola Solutions).

- Recommended Users: Individuals who process Motorola Solutions Purchase Orders and send invoices
- **Oracle iSupplier:** Structures supplier communication through a secure internet-based portal. Provides access to real-time information such as purchase orders and invoice payments, and enables Respond with order acknowledgment and shipment notice responses.
  - Recommended Users: Individuals who process and acknowledge Motorola Solutions Purchase Orders, send invoices and verify completion of services
- **Oracle Sourcing:** Facilitates collaboration and negotiation on existing goods and services as well as new opportunities.
  - Recommended Users: Individuals who will be responding to requests for quotes and submitting proposals
- **Oracle Collaborative Planning:** Provides advanced capabilities for communicating, planning, and optimizing supply and demand information.
  - Recommended Users: Individuals who are responsible for demand planning for Motorola Solutions purchased components and finished goods
- **Oracle Agile:** Offers a systematic approach to Product Lifecycle Management (PLM) for hardware or software from design and development to retirement or disposal. It manages product related data and integrates that data with other business processes.
  - Recommended Users: Individuals who are responsible for managing bills of material and component product changes for Motorola Solutions products
- **Punchouts:** Enables Motorola Solutions buyers to click a link within their iProcurement solution that goes to a supplier managed catalog to search for items on a supplier's site and return those items directly to the buyer's shopping cart. The ability to access remote catalogs using punchout benefits both the supplier and the buyer.
  - Recommended Users: Individuals who are responsible for maintaining the supplier managed catalog(s) that Motorola Solutions connects to via the punchout process

### **What we are requesting from you by August 5**

These solutions will be accessed by people at your company so we need to know some information about the users of each solution (e.g., name, email address, role).

- **Referring to the information above, please use [this form](#) to identify your company's user(s) of each solution**
- Initially we are requesting up to five users for each solution
- Information will be used for knowledge sharing and training when the time is right
- It is critical to provide this information by the deadline of **August 5** so your identified users receive all valuable information for a smooth transition
- If you have any questions please email: [GreenfieldSuppliersGroup@motorolasolutions.com](mailto:GreenfieldSuppliersGroup@motorolasolutions.com).

We will share more information about these changes as it is available. Thank you for your

support and continued partnership.

Best regards,

A handwritten signature in cursive script that reads "Lisa".

Lisa Stenglein

Chief Procurement Officer and Vice President  
Motorola Solutions, Inc.

