Rosenberger

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Significant Changes due to the SAP S/4HANA Implementation at Rosenberger

Dear valued supplier,

Following extensive preparations, Rosenberger will implement to the new ERP system SAP S/4HANA at the end of 2025. This will affect the Rosenberger companies at the locations in Fridolfing, Mühldorf, and Radeberg (Germany) as well as Nyírbátor and Jászárokszállás (Hungary). It will optimize our internal processes for even more efficient collaboration, ensuring a seamless and reliable partnership with our suppliers and enabling us to continue serving our customers in the best possible way.

What does that mean for you?

The transition will entail several organizational changes that will also have an impact on our business processes and our cooperation with you.

If you have any questions regarding the upcoming changes, please feel free to reach out to your contact person at Rosenberger. Below is a summary of the key topics at this stage:

What is changing?

1) **Plant separation of procurement entities**
   As part of our organizational adjustments, we will implement a plant separation between Rosenberger Hochfrequenztechnik GmbH & Co. KG (hereinafter "RT") and Rosenberger Magyarország Kft. (hereinafter "RoHu"). RoHu will no longer act as an "extended workbench", but will operate as an independent purchasing organization in the future. Accordingly, all transactions – including orders, deliveries, and invoicing – will be handled separately on each site via the respective company code:
   - Each Rosenberger entity will plan and procure its requirements independently. As a result, invoicing will also take place directly between the ordering Rosenberger entity and the supplier.
   - In future, existing contractual agreements between RT and its suppliers (e.g., framework agreements, nomination agreements, scheduling agreements, NDAs) will also form the contractual basis for RoHu's cooperation with

suppliers based on a separate agreement.

For you as a supplier, this means that existing agreements will be extended to include another Rosenberger entity. If you have any questions or concerns regarding the planned migration of your supplier master data to RoHu, please reach out to your existing contacts at Rosenberger at your earliest convenience.

2) **Introduction of new supplier numbers**
As part of our transition to SAP S/4HANA, each supplier will be assigned a new supplier number based on a unique legal entity and managed as a unified business partner. If a business relationship exists both as a customer and as a supplier, it will henceforth be managed under a single BP number (Business Partner).

3) **Extended use of scheduling agreements and EDI integration**
To increase process reliability and data quality, we will expand the use of scheduling agreements and EDI functionality. Our aim is to process all serial suppliers through scheduling agreements and EDI.

4) **Introduction of supplier batch numbers**
For improved traceability, the supplier batch number will be recorded in the goods receipt in SAP S/4HANA and will be requested from the supplier. A single-batch delivery is not required.

5) **Structure of order confirmations and invoices**
Order confirmations and invoices must be sent exclusively to the predefined email addresses. All relevant information must be confirmed and match the purchase order in terms of content and structure.

6) **Adjustment of recipient address for purchasing forms**
To simplify the dispatch of orders, contracts, and other purchasing documents, this will be sent exclusively to a central, predefined email address per supplier.

7) **Transition to English as standard language for system-generated business documents**
Due to our international customer and supplier base and to simplify administrative processes, all business documents and labels will be issued in English only.

8) **Standardization of delivery terms and payment conditions**
As part of the SAP S/4HANA-related adjustments to our delivery processes, and taking into account any existing agreements, we will preferably adopt Incoterm FCA as the delivery term and harmonize payment conditions.

9) **Building safety stock prior to system go-live**
In order to ensure a smooth transition and continuous delivery capability during the go-live phase, we will initiate safety stocks in the preparatory phase following joint individual consultation.

10) Change of product groups

As part of the revision of the product group structure, suppliers will be reassigned to the updated product groups. This will be implemented accordingly in the Jaggaer system.

11) Adjustment of the evaluation criteria for supplier evaluation

Future supplier evaluation will include Rosenberger entities at the sites Jászárokszállás, Nyírbátor, Radeberg, and Fridolfing. Site-level evaluations will be possible. Quality KPIs are based on hard facts, while logistics KPIs are based on soft facts.

12) Harmonization and categorization of price conditions (surcharges and precious metal surcharges)

The structure of price conditions for precious metal surcharges will be optimized to ensure that the respective metal categories and agreed prices are correctly displayed on purchasing documents.
Other surcharges – such as transport or documentation – will in future be shown on the order documents via defined price conditions.

13) RFQs exclusively via Jaggaer

Requests for direct purchasing will generally be handled via Jaggaer.
Requests for indirect purchasing may be processed either via Jaggaer or Microsoft Office.

14) Tool management – tool tracking and reporting

Tool information must be provided regularly. Depending on the tool, reporting on shot counts and tool conditions will be required monthly, quarterly, or annually.

15) Metal chips – storage structure

If metal chips are provided as part of the procurement process, a corresponding storage location must be created in SAP S/4HANA. Due to the separation of plants and the structure of the purchasing organizations, metal accounts on the supplier side must be managed separately by plant in future.

16) Required conditions for contracts

As part of the SAP transition, it will be mandatory to maintain contract duration and related quantity information (e.g., in scheduling agreements).

17) Logistics manual – standardization of packaging and labelling

We are adapting our order and delivery processes to the requirements of SAP S/4HANA and the specified order structure. In the future, fixed packaging units and standardized labelling will apply in accordance with the logistics manual. This will improve warehouse efficiency and supply chain transparency.

18) Harmonization of order units and order weight units

To standardize and simplify processing, in future there will be only one defined order unit and order weight unit per product group.

19) Frozen zone – blocking period for transaction data during the system go-live

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During the frozen zone, transaction data such as orders, goods receipts, etc., will not be processed. This is intended to ensure a stable planning basis and avoid last-minute changes, to enable a smooth data migration to the new SAP S/4HANA system.

20) Scheduling agreements instead of quantity contracts
In serial purchasing, all existing quantity contracts should be converted into scheduling agreements.

We will provide you with more detailed information in the coming months and would like to thank you in advance for your support and understanding.

Best regards,

Eric Küppers	Franz Praxenthaler	Jochen Ehrenberg	Jochen Müller
CEO	CFO	COO	Head of Global Purchasing