

## **Republic Services Suppliers**

### **Frequently asked questions (FAQS) for Oracle Business Network (OBN)**

Purpose: This job aid is designed to provide answers to common questions for the Oracle Business Network (OBN).

#### **General Questions**

##### **What is Oracle Business Network (OBN)?**

The Oracle Business Network (OBN), an online service offering managed by Oracle, provides electronic message setup, transformation, and routing services through an Internet-based hub model. OBN is an open community for Oracle customers, like Republic and their trading partners.

##### **What are the benefits of connecting with Republic via OBN?**

OBN enables Republic to instantaneously distribute their orders and suppliers to directly receive Republic's orders into their systems without having the costs associated with data entry. In the settlement process, Republic receives the supplier invoice electronically and avoids the costly accounts payable data entry and matching process. The electronic communication creates a win-win relationship between Republic and its suppliers by removing the supply chain latency and other inefficiencies.

##### **What transactions can be transmitted through OBN?**

Republic is currently setup to handle purchase orders and invoices (including credit memos that are not for taxes only) through OBN. In the future, they will enable change orders, order cancellations and acknowledgements.

##### **How do I sign up for OBN with Republic?**

If Republic has asked you to register on OBN so they can send you purchase orders or receive invoices, you will need to register as a Supplier on OBN. To complete your registration, you will need to provide your organization details and key contact information. Republic will provide you with the exact Trading Partner name they use on OBN so you can complete your registration. Also see [How to Register for OBN](#).

If you are interested in learning more about OBN, please contact your Category Manager or send a request through the Supplier Website.

##### **What should I expect when signing up for OBN with Republic?**

An OBN Onboarding Playbook will be provided to suppliers interested in OBN.

##### **Where can I see sample cXML transactions?**

Samples cXML transactions can be found at the following links:

- [Purchase Order – Quantity Based PO](#)
- [Purchase Order – Amount Based PO](#)
- [Invoice – Quantity Based PO](#)
- [Invoice – Amount Based PO](#)

## Questions for Existing OBN Suppliers

### What should I expect as Republic goes live with Oracle?

Cutover to Oracle from Ariba (Republic legacy system) will occur from April 1<sup>st</sup> to April 5<sup>th</sup>.

- On April 1<sup>st</sup>, 2022, Ariba will no longer function and your current methods for receiving POs and submitting invoices will change.
- **IMPORTANT** - Any transactions not completed before April 1<sup>st</sup> will be impacted by this change and will require additional action from you.

**Please read the below information carefully** to understand how we will process orders and payments before & after the cutover period.

First, you need to understand these key terms/concepts:

- A Converted PO will be any purchase order created in Ariba - on or before April 1<sup>st</sup>
  - o Converted PO#'s will be identified by the letter **C** added as a post-fix to the new Oracle PO #. (Example 333333333C)
  - o You can view converted PO#'s via your Supplier Portal account only. Oracle will not automatically communicate the converted PO #.
- An Oracle PO is any a PO created in Oracle after deployment – received on or after April 5<sup>th</sup>
  - o Oracle PO#'s will not contain the letters **PO**

Effective April 5<sup>th</sup>, 2022, PO and Invoice communication will change.

#### **PO Communication:**

1. Oracle will not recognize POs created in Ariba. You will **NOT** be able to electronically invoice Republic for legacy POs via your new OBN or EDI connection, and you **SHOULD NOT** use the Oracle Supplier Portal to invoice converted POs.
  - You **WILL NOT** receive electronic communication from Republic to supplier systems on converted POs
  - You will be able to identify converted POs via the letter **C**, but you **WILL NOT** receive cross-reference (Ariba PO# to Oracle PO#) to legacy PO numbers
  - Converted PO #'s (Oracle PO# ending in "C") can be monitored via Oracle Supplier Portal beginning April 5th, 2022.
2. POs that are created in Oracle on/after **April 5<sup>th</sup>, 2022** (*Oracle PO's*)
  - Electronic communication with supplier systems via OBN (if enabled)
  - Email .pdf provided by Republic Field Requester
  - New PO's (Oracle PO# **NOT** ending in "C") can be monitored via Oracle Supplier Portal

## Invoice Communication:

1. To invoice on Converted POs (*POs created in Ariba prior to April 1*):
  - Email a copy of invoice to [APInvoices@republicservices.com](mailto:APInvoices@republicservices.com)
    - The email **MUST** reference Ariba PO# (*converted PO*)
  - **DO NOT** electronically invoice via OBN
  - **DO NOT** invoice via Oracle Supplier Portal
2. To invoice for POs created in Oracle on/after **April 5<sup>th</sup>, 2022**
  - **OPTION 1:** Electronic invoicing via OBN
  - **OPTION 2:** Invoicing via Oracle Supplier Portal
  - **OPTION 3:** Email copy of invoice to [APInvoices@republicservices.com](mailto:APInvoices@republicservices.com) (referencing Oracle PO#)

Please feel free to reach out to any of us on the project team with questions or concerns.

### What should I do if my name is changing between now and the Oracle go-live?

Supplier name changes between now and the Oracle go-live should be communicated to [ProcurementOracleSupport@republicservices.com](mailto:ProcurementOracleSupport@republicservices.com) so the changes can be made manually in Oracle.

### Will my SSL Certificate expire when Republic goes live with Oracle?

The SSL certificates will vary across suppliers.

### Will Republic accept invoices for quantities or amounts in excess of the PO?

From OBN, Republic will not accept invoices over the quantity at the PO line level. Republic will accept invoices in excess of the PO amount assuming it is within a 10% threshold.

### Where can I go for help with errors and troubleshooting?

Oracle provides a number of helpful [guides](#) to assist with errors and troubleshooting. In addition, Republic has assembled [this list](#) of common error codes, their meanings and steps to resolve the issue.