



GUÍA RÁPIDA DE ARAVO PARA PROVEEDORES

CÓMO COMPLETAR LA ENCUESTA DE ARAVO PARA EL REGISTRO DE NUEVO VENDEDOR

Esta guía está dirigida a los contactos primarios de Aravo quienes llenarán la encuesta para completar una solicitud de actualización planteada por empleados de P&G

Paso 1: Inicie sesión en Aravo (<https://pg.aravo.com/aems/login.do>) utilizando el nombre de usuario y la contraseña proporcionados. Si necesita asesoramiento, puede restablecer sus credenciales con las siguientes instrucciones (<https://pgsupplier.com/setup-and-update-profile>).

ARAVO P&G Supplier Information Center

Login

Welcome To P&G's Supplier Information Center.

We hereby confirm that the data we are about to provide or change is truthful and correct and, in case a change occurs, the Procter & Gamble buyer will be notified in advance. If the information is not valid or accurate, Procter & Gamble is not responsible if a payment is delayed, not credited, or credited to an incorrect account as specified.

Note: To preserve data integrity in P&G vendor masterdata, only Registered ARAVO primary contacts can access and update vendor accounts.

I agree with the statement above.

Username:

Password:

Login

Deutsch (Deutschland) · English (United Kingdom) · English (United States) · Tiếng Việt (Việt Nam) · Türkçe (Türkiye) · español (España) · français (France) · italiano (Italia) · português (Brasil) · русский (Россия) · 中文 (中国) · 日本語 (日本)

[Need help accessing your account?](#)

[Need Help?](#)

Paso 2: Haga clic en “Actualización externa de datos maestros del vendedor” (Vendor Master Data VMD)

Welcome, Tanzania Test 02
Your last login was Wed Sep 22 08:14:45 CDT, 2021

Welcome to P&G's Third Party Portal

You now have access to:

- Respond to surveys initiated by P&G (**check your Tasks below**)
- Proactively update your own data at any time as per your company needs
- Manage your login ID and password

For any changes in primary contact email/name, please raise a primary contact info update request in the actions tab below. If no action tab is available, Supplier Profile Update is already in progress for one of the request. Please check the Tasks tab to see if the process is pending your action. Otherwise, kindly wait for it to be completed before you can initiate another request from the home page with the available request forms.

Do you need help? [Click here for live support.](#)

Tasks

Overdue 0 High Priority 0 Normal Priority 1 Low Priority 0

1 Task FILTER: All

	Priority	Start Date	Due Date
VMD Update External v6	Normal	Sep 22, 2021	Sep 29, 2021

Contact Information

Tanzania Test 02
Tanzania Test
EMAIL: sdmc.aravotest@gmail.com

[Support Contacts](#)



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Paso 3: Compruebe si todos los datos generales, p. ej. nombre, dirección o teléfono siguen actualizados. Asegúrese de que completa todos los campos obligatorios señalados como (*)

Your Company Information

Full Company Legal or Registered Name*	Rose Store
Can you confirm that you are not a P&G Employee?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
Country/Territory of Registration	United States
House Number (complement, number, walk, building number, other information)*	51
House Number is a required field. If unknown, please enter "0".	
Address Line 1*	87th Ave
Address Line 2	
City*	New York
District (County)*	Brooklyn
Region / State / Province	New York
Postal Code*	10098

Paso 4: Realice los cambios, de ser necesario y haga clic en “**Siguiente**”.

code + number)*		
Additional telephone number (country code + area code + number)		Extension
Fax number (country code + area code + number)		Extension
Area Code + Fax 2		Extension
Website (if you have one)		

Next >



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Paso 5: Compruebe si las direcciones de correo electrónico siguen siendo válidas. De lo contrario, proporcione las últimas direcciones de correo electrónico de los contactos y haga clic en “**Siguiente**”

Paso 6: Compruebe si los datos fiscales siguen siendo válidos y están actualizados y **asegúrese de adjuntar los documentos fiscales en formato** no modificable y haga clic en “**Siguiente**”



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Paso 7: Compruebe si todos los detalles bancarios siguen siendo válidos y están actualizados. Si se eliminará la antigua cuenta bancaria y se reemplazará con una cuenta nueva, seleccione **“Eliminar”** en el botón de Acción

The screenshot shows the 'Payment Information' form. On the left is a navigation menu with options: Company Information, Email Contacts, Tax Information, Withholding Information, Payment Information (selected), and Review & Submit. The main content area has a breadcrumb 'Third Party Portal > Tasks > Current Task' and a title 'Payment Information' with 'Back' and 'Next' buttons. A 'Required Field' section contains an information message: 'You are receiving this survey back to review and update your payment information.' Below this is a warning: 'P&G recommends receiving payment via Electronic Bank Transfer.' A question asks 'Would you like to receive payments via Electronic Bank Transfer?' with radio buttons for 'Yes' (selected) and 'No'. Another information message says: 'Please review and update your banking information as needed. Click on the Action button and select 'edit' to make changes, or 'delete' the bank account if it is no longer used and add your new information.' The 'Banking Information' section has a 'Filter Results:' field and a table with one entry: 'Island Bank'. To the right of the table is an 'Actions' menu with 'Edit' and 'Delete' options, which is highlighted with a yellow box. Below the table is an 'Add a new Banking Information' button. At the bottom are 'Back' and 'Next' buttons.

Paso 8: Para añadir una nueva cuenta bancaria, haga clic en **“Añadir nueva información bancaria”**. Ingrese los nuevos detalles bancarios y haga clic en **“Siguiente”**

This screenshot is similar to the previous one but highlights the 'Add a new Banking Information' button with a yellow box. Additionally, the 'Back' and 'Next' buttons at the bottom of the form are also highlighted with a yellow box.



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Paso 9: Haga clic en el botón **“Guardar y Enviar actualizaciones”**

PROCTER & GAMBLE (STAGING) THIRD PARTY PORTAL

Home Tasks Profile

Third Party Portal > Tasks > Current Task

Review & Submit

Please review the information you have provided. If you would like to make a change to the information you have provided, please click on the 'Back' button or use the links in the menu on the left side of this page to go directly to the page that needs to be modified. If you are satisfied with the information you have provided, please click on the 'Save & Send Updates' button to submit your information.

Back Save & Send Updates

Click on a page title below to expand a section, or click the + to expand all sections.

- Company Information
- Email Contacts
- Tax Information
- Home Country Withholding Information
- Payment Information

Back Save & Send Updates

Procter & Gamble (Staging) Third Party Portal for Rose Store | Help

¿Necesita ayuda? Puede conectarse con nosotros en <https://pg.aravo.com/>

Need Help?