

## Register for the Amazon UK Vendor Management Program

At Amazon we are currently on a path towards being a safety-first company. As an active supplier we greatly value our relationship with you, and we are always looking for ways to simplify our processes and work towards being the safest employer in the world.

For this reason, we have implemented an online Supplier prequalification and management program. This will eliminate our individual site level prequalification process to make the supplier experience better for everyone.

This program applies to all vendors who provide on-site services at Amazon owned or leased property. We have identified your company, as an active supplier to be included in this program. Please follow the steps below to register, and submit your company, in order to be compliant with Amazon's prequalification requirements. There may be a fee that will be due upon registration that is based upon number of employees and other factors.

Should you have any remaining questions, do not hesitate to contact Avetta at [emearegistrations@avetta.com](mailto:emearegistrations@avetta.com).

### **Three Steps to "Compliant" Status** (Please have all steps completed by January 31<sup>st</sup>, 2023)

#### **Step 1:**

- ✓ Register by using the link below (if you are already active in Avetta, the connection to Amazon UK will be added for you)

[Avetta Registration](#)

**Please note, you will need to connect to the site named 'Amazon UK Supplier' when creating and registering your account**

#### **Step 2:**

- ✓ Submit all Amazon required company information, safety metrics, safety procedures, and insurance information into the system as part of Avetta's prequalification process. Avetta will then perform a review and verification of your information and work with you to become complaint for Amazon.

**Please note that the review time frame for an audit is 10 working days and insurance is 2 working days. We recommend you submit all your documentation with enough time for verification.**

#### **Step 3:**

- ✓ You must either be compliant or have an approved variance in the system in order to be in compliance with Amazon requirements.

**Any supplier who does not reach a registered and compliant status by January 31<sup>st</sup>, 2023 will be subject to Amazon review and receiving future works**

We are available to discuss this program and thank you for your commitment to workplace safety!

Regards, EU WHS Contract Risk Team

## Avetta Benefits

- Online signup:** Easily register and submit documents via the Avetta web portal. Reducing the time to pre-qualify manually for each site
- Discoverability:** As an Avetta member, your company will be visible as a safety-first organisation to Amazon and 500 other global Avetta clients; exposing you to new employment opportunities.
- Guidance:** Gain support from Avetta representatives to support and guide you through the pre-qualification process. You will have access to a H&S auditor to ensure your H&S policies and documentation are up to date with regulatory requirements
- Compliance:** Ensure you are qualified for Amazon and have a third-party validate to ensure you are in line with regulatory compliance.
- Simplicity:** Ability to add detail to the industry and services description. Ability to add global and regional service areas, adding to your **Discoverability**
- Exclusive Offers:** Access to Avetta's marketplace where suppliers receive discounts to e-learning courses through iHasco and potential saving on your insurance premiums

### **For More Information:**

Amazon and Avetta will provide an online recorded training webinar to provide a system navigation overview and assist the registration process. We encourage all contractors to register and review the recording utilising the following link.

Get more info: <https://pages.avetta.com/Amazon-UK>

Talk to an Avetta Representative: 0 808 189 0089 or [emearegistrations@avetta.com](mailto:emearegistrations@avetta.com)

Register Now: <https://app.avetta.com/registration>

Search and select **Amazon UK Supplier** as the client site

Get in touch with Amazon – [avetta-support@amazon.com](mailto:avetta-support@amazon.com)