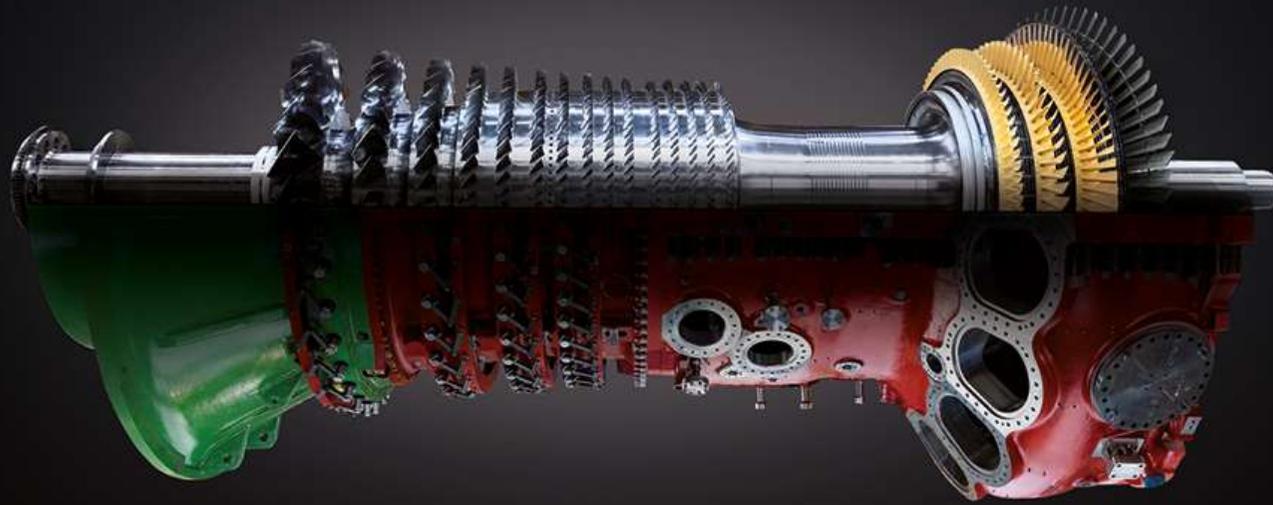


— ITALIAN ENERGY —

BRIGHTER FUTURE





Ansaldo Energia Vendor Hub

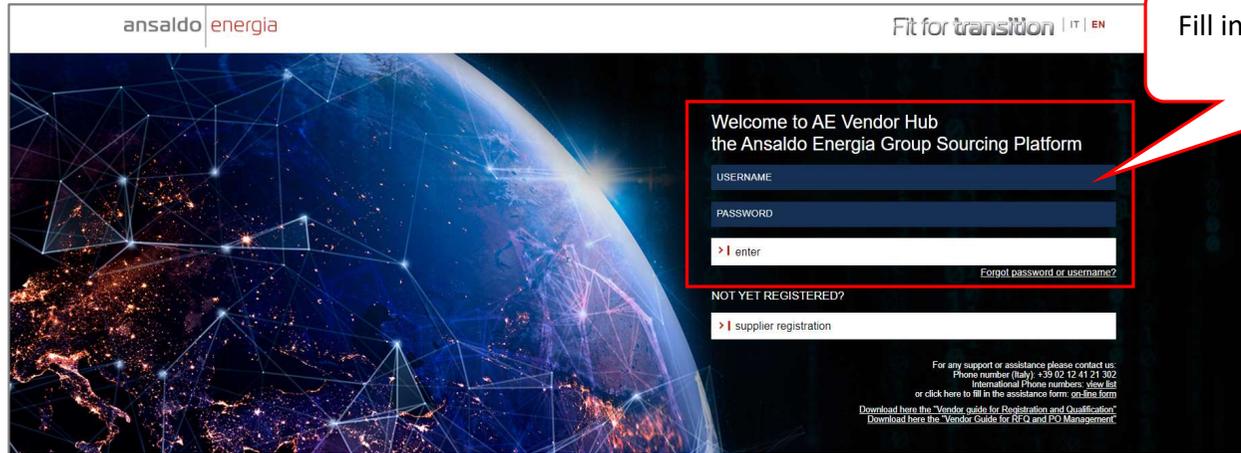
Export Control Form (ECF) Management

Supplier User Guide

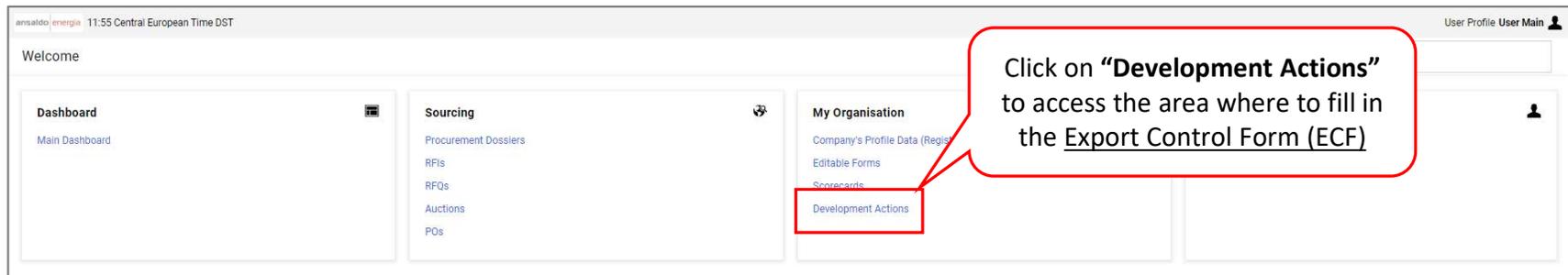
Introduction note

- In compliance with European legislation on dual use (Reg. (EU) 821/2021) and European and US legislation concerning restrictive measures towards specific countries, AEN informs that, starting from 17th July 2024, the order assignment phase will be integrated with the obligation to complete the ECF digital form (Export compliance form) where required.
- Completing the ECF (Export Compliance Form) is mandatory for all purchase orders that include Hardware, Software, Technology.
- All orders that do not generate the ECF form on the platform are excluded from the obligation (for example orders for services)

Access AEVH platform (1)

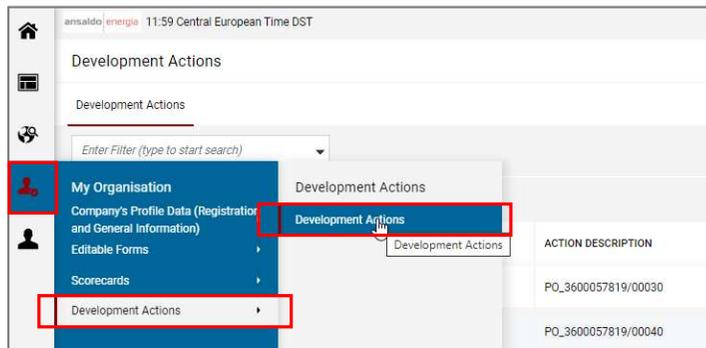


Access the Export Control Form Area (2)



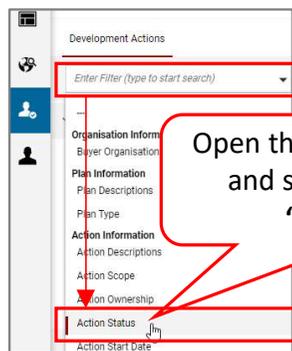
How to identify Export Control Forms to be filled in (3) 1/3

1. Access the Development Actions list

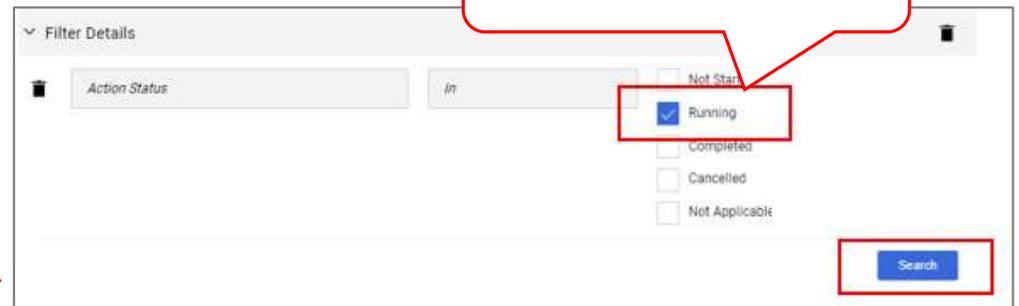


2. Set up filters to quickly identify the ECFs to be worked on:

- Filter #1 : ACTION STATUS value = running 1



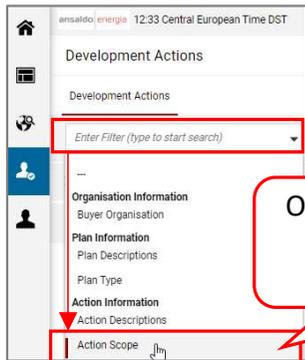
Open the menu with filters list and select the one called "Action Status"



Set the filter value "Running" and click on Search

How to identify Export Control Forms to be filled in (3) 2/3

- **Filter #2** : ACTION SCOPE value = *Export Control Form - Header level* 2



Open the menu with filters list and select the one called "Action Scope"

Set the filter value "Export Control Form – Header level" and click on Search

Filter Details

Criteria	Operator	Value
Action Scope	In	<input checked="" type="checkbox"/> Export Control Form - Header level <input type="checkbox"/> Export Control Form - PO line info

Filter Details

1	Action Scope	In	<input checked="" type="checkbox"/> Export Control Form - Header level <input type="checkbox"/> Export Control Form - PO line info
2	Action Status	In	<input type="checkbox"/> Not Started <input checked="" type="checkbox"/> Running <input type="checkbox"/> Completed <input type="checkbox"/> Cancelled <input type="checkbox"/> Not Applicable

These are the **2 filters** to be set to identify the Export Control Forms to be filled in

How to identify Export Control Forms to be filled in (3) 3/3

Showing Result 1 - 13 of

The result of the 2 filters is a list of "plans" (1 plan = 1 ECF) where to complete the **header information**

PLAN CODE	TASK NAME	ACTION DESCRIPTION	VENDOR ACTION OWNER	TASK STATUS	TASK START DATE
plan_109	PO_3600057665	000000000565491306_CASSA 94.3/TB4	(Default)	Running	20/05/2024
plan_111	PO_3600057819	000000000565491306_CASSA 94.3/TB4 POS 10	(Default)	Running	20/05/2024
plan_107	PO_3600058066	197L360E01_PAL-NAS. ST.3 LT	(Default)	Running	15/05/2024
plan_105	PO_3600058064	TG39422P145_O-RING N°914-STAB. 16 GOMMA SPECIALE	(Default)	Running	14/05/2024

PLEASE NOTE

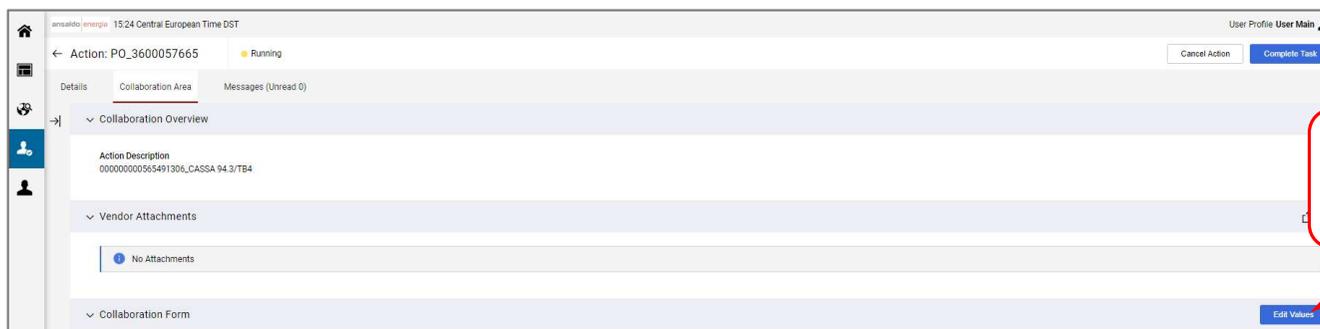
Each AEVH plan is composed by:

- ❑ 1 "header" action where the Supplier is required to complete the 3 mandatory questions + 1 question to formalize the end of the activities on the ECF
- ❑ 1 "PO line" action for each PO line → Supplier must fill in the action only if the item has dual use and/or U.S. origin

How to fill in information at Header Level (4)

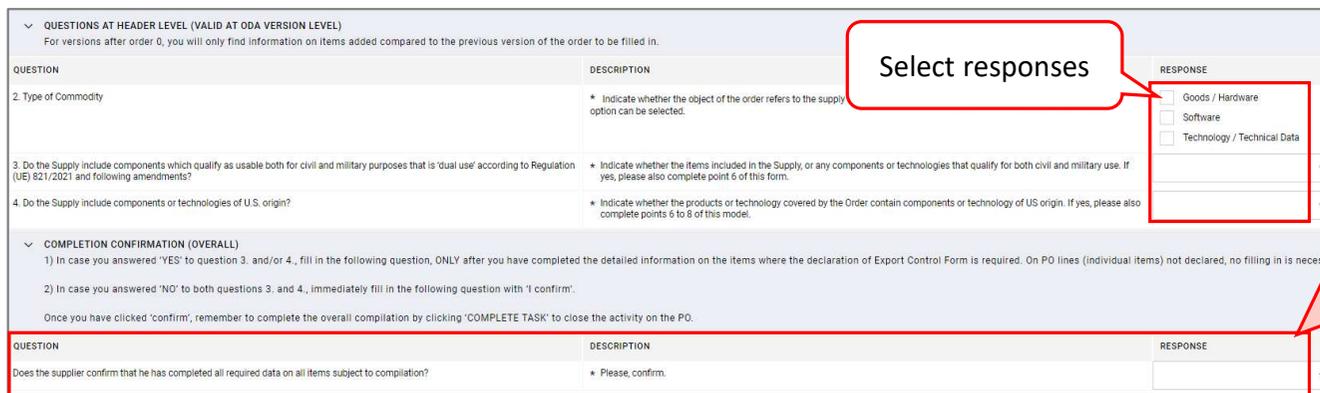
1/2

1. Click on the **PO code** (see column "TASK NAME") to view details and start fill **header information**



Click on **Edit Values** to fill in information

2. Complete questions 2, 3 and 4



Select responses

Please note
This answer must be filled in:

Option #1: immediately, if you have answered "no" and "no" to questions number 3 and 4

Option #2: later on, if you have answered "yes" to question number 3 and/or 4, AND you have completed at least 1 PO line action

How to fill in information at Header Level (4)

2/2

3. Click on **Save**

1

Click on **Save**, exit from the Header Level Action and access PO line actions.

Action: PO_3600057665 Running

Collaboration Form

QUESTIONS AT HEADER LEVEL (VALID AT ODA VERSION LEVEL)
For versions after order 0, you will only find information on items added compared to the previous version of the order to be filled in.

QUESTION	DESCRIPTION		EDITABLE BY
2. Type of Commodity	* Indicate whether the object of the order refers to the supply of hardware, software or technology/technical data, more than one option can be selected.	<input checked="" type="checkbox"/> Goods / Hardware <input checked="" type="checkbox"/> Software <input type="checkbox"/> Technology / Technical Data	Vendor
3. Do the Supply include components which qualify as usable both for civil and military purposes that is 'dual use' according to Regulation (UE) 821/2021 and following amendments?	* Indicate whether the items included in the Supply, or any components or technologies that qualify for both civil and military use. If yes, please also complete point 6 of this form.	Yes	Vendor
4. Do the Supply include components or technologies of U.S. origin?	* Indicate whether the products or technology covered by the Order contain components or technology of US origin. If yes, please also complete points 6 to 8 of this model.	Yes	Vendor

4. Click on **Complete Task** only if all questions are filled in (including response *“Does the supplier confirm that he has completed all required data on all items subject to compilation? → see slide 7)”*)

2

ansaldo energia 15:46 Central European Time DST

← Action: PO_3600057665 Running Cancel Action Complete Task

Details Collaboration Area Messages (Unread 0)

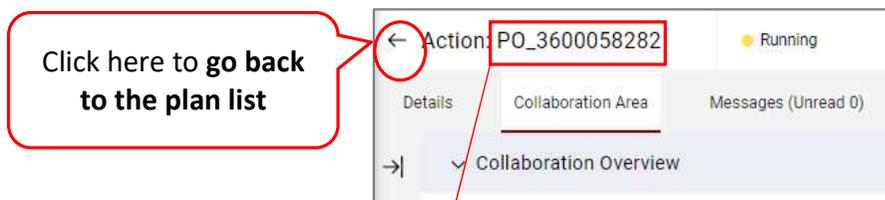
Collaboration Overview

Action Description
000000000565491306_CASSA 94.3/TB4

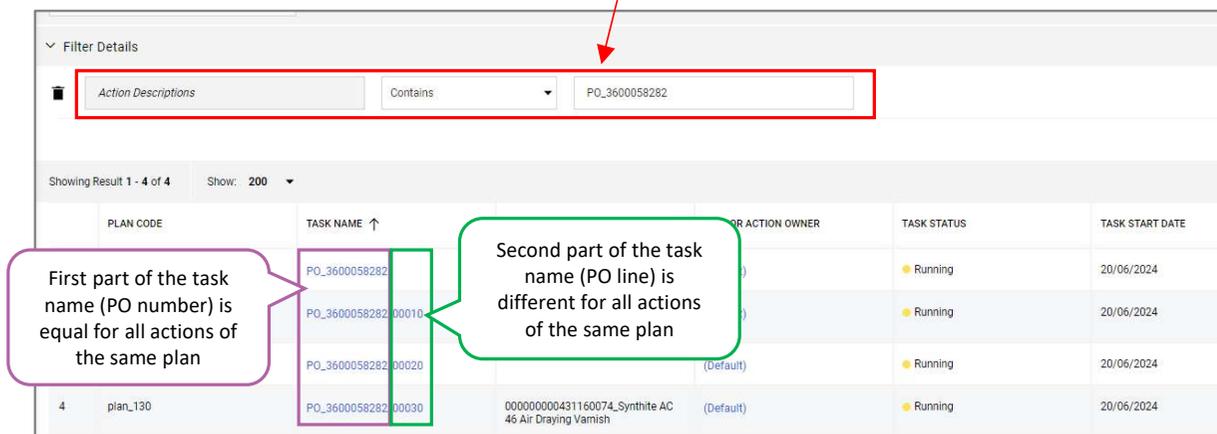
How to fill in information at PO Line Level (5) 1/2

If you have answered “yes” to question number 3 and/or 4 (Header Level Action), you should identify the PO line actions related to be filled in:

1. Within the Header Level Action **copy the PO number**



2. Go back to the **Plan List** and search for the PO number within the filter named “**Action Description**”



How to fill in information at PO Line Level (5)

2/2

3. Click on the **PO line action** (item) with dual use and/or US origin to start filling information and click on **“Edit Values”**

Collaboration Form
Edit Values

INFORMATION FOR EACH PO LINE

Please fill in the info only if the item contains components or technology of US origin or if it contains components that qualify as 'dual use'

Questions marked with * are mandatory to complete the task. You may save and return later.

Please Note: Remember to complete the compilation on the item by clicking 'COMPLETE TASK' to close the task.

QUESTION	DESCRIPTION	RESPONSE	EDITABLE BY
Numero Posizione Oda	Numero Posizione Oda	00010	External System
SAP item code	SAP item code	000000000431160074	External System
Item Description	Item Description	Synthite AC 46 Air Draying Varnish	External System
5. Export License	* Indicate whether an export license is required for the export of the Supply to Ansaldo Energia. If yes, please indicate whether the license is required because of the restricted nature of the export or because it concerns 'dual-use' items.		Vendor
5a. Export License - attachment	* Attach copies of any applicable licenses. (If multiple documents, please upload a .zip file)	(no file attached)	Vendor
5b. Export License - restriction typology	Specify the typology of the restriction.		Vendor
6. Component / tecnology description	* Describe each U.S.-origin component (hardware and software) and/or each component or technology that qualify for 'dual use'.		Vendor

These are 3 SAP information and are not editable by the supplier

RESPONSE	EDITABLE BY
00010	External System
000000000431160074	External System
Synthite AC 46 Air Draying Varnish	External System

4. Click on **Save** and **Complete Task** when finished

Action: PO_3600058282/00010
● Running

Collaboration Form

Cancel
Save
1

← Action: PO_3600058282/00010
● Running

Collaboration Overview

Cancel Action
Complete Task
2

11 internal/confidential/strictly confidential*

11/07/2024

How to confirm all activities are finished for the ECF

1. Access the **Header Level** action of the plan (the one without the PO line number)
2. Click on **Edit Values** and fill in the last confirmation question

Action: PO_3600058282 Running Cancel Save

→ Collaboration Form

▼ QUESTIONS AT HEADER LEVEL (VALID AT ODA VERSION LEVEL)
For versions after order 0, you will only find information on items added compared to the previous version of the order to be filled in.

QUESTION	DESCRIPTION	RESPONSE	EDITABLE BY
2. Type of Commodity	* Indicate whether the object of the order refers to the supply of hardware, software or technology/technical data; more than one option can be selected.	<input checked="" type="checkbox"/> Goods / Hardware <input type="checkbox"/> Software <input type="checkbox"/> Technology / Technical Data	Vendor
3. Do the Supply include components which qualify as usable both for civil and military purposes that is 'dual use' according to Regulation (UE) 621/2021 and following amendments?	* Indicate whether the items included in the Supply, or any components or technologies that qualify for both civil and military use. If yes, please also complete point 6 of this form.	Yes	
4. Do the Supply include components or technologies of U.S. origin?	* Indicate whether the products or technology covered by the Order contain components or technology of US origin. If yes, please also complete points 6 to 8 of this model.	No	

▼ COMPLETION CONFIRMATION (OVERALL)
1) In case you answered 'YES' to question 3. and/or 4., fill in the following question, ONLY after you have completed the detailed information on the items where the declaration of Export Control Form is required. On PO lines (individual items) not declared.
2) In case you answered 'NO' to both questions 3. and 4., immediately fill in the following question with 'I confirm'.
Once you have clicked 'confirm', remember to complete the overall compilation by clicking 'COMPLETE TASK' to close the activity on the PO.

QUESTION	DESCRIPTION	RESPONSE	EDITABLE BY
Does the supplier confirm that he has completed all required data on all items subject to compilation?	* Please, confirm.	confirm	Vendor

Confirm when you have completed all PO line actions

3. Click on **Complete Task**

← Action: PO_3600058282 Running Cancel Action Complete Task

Details Collaboration Area Messages (Unread 0)