

*my***Buy**

(MYB\_UM\_S003\_03)

# **Supplier User's Guide**

## **myBuy GEP SMART Supplier Portal**

Chugai Pharmaceutical Co., Ltd.  
Procurement Department

(ver1.0)

# 03

## How to Register for GEP Business Network

### For Existing GEP SMART Users

# myBuy Login to GEP Business Network (For Existing GEP SMART Users)

- If you are already a user of GEP SMART, use the same login information for myBuy GEP SMART to log in to the GEP Business Network. (No reregistration is necessary.)
- Access <https://businessnetwork.gep.com> to log in.  
\*It is recommended to bookmark the URL.

- 1 Fill in the **Username** with the same username for myBuy GEP SMART.
- 2 Fill in the **Password** with the same password for myBuy GEP SMART.
- 3 Select a **language**.
- 4 Click **Sign In**.

The screenshot shows the login interface for the GEP Business Network. The page has a dark blue header and a background of blue and orange light trails. The main content area is white and contains the following elements:

- Sign in to GEP Business Network**: The title of the login form.
- Enter your detail below**: A subtitle for the input fields.
- 1**: A callout pointing to the **Username** input field.
- 2**: A callout pointing to the **Password** input field.
- 3**: A callout pointing to the **English | English** language selection dropdown.
- 4**: A callout pointing to the **Sign In** button.
- Forgot Password? OR Forgot Username?**: A link for password recovery.
- New to GEP Business Network**: A section for new users.
- Register**: A button for new users to create an account.

# INNOVATION BEYOND IMAGINATION

# myBuy Document Information

## Basic information

System name	myBuy Upstream		
Document storage location	Electronically: 購買部 CoreRepository		
Document title	S-2. サプライヤーガイド		
Document management No.	MYB_UM_S003_03	Version No.	ver1.0
Related documents	MYB_UM_S003_00		

## Revision history

Version	Reason for revision	Date of creation/revision	Authored/revised by
1.0	初版	2023/10/2	

## Signature of author

Person in charge	Department	Name	Date

## Signature of reviewer

Person in charge	Department	Name	Date

## Signature of approver

Person in charge	Department	Name	Date