

## Assent Compliance, Inc. – 2018 Procurement Information Booklet (PIB)

**Originator:** Brianna Houghland  
**Job Title:** Purchasing Development Manager  
**Business Unit:** Supply Management

**NTS Number:** 410  
**Issue:** 1  
**Date:** 29<sup>th</sup> September 2017

### For the attention of the Managing Director

Dear Sir or Madam,

### Scope/Applicability:

All suppliers who supply product and/or services related to Rolls-Royce North America, Inc., Rolls-Royce Corporation, Rolls-Royce North American Technologies (LibertyWorks), Rolls-Royce Naval Marine and/or Rolls-Royce plc contracts or purchase orders.

### Introduction:

After reviewing feedback from our supply base regarding the annual PIB Process, Rolls-Royce has made the decision to change the tool that we use to collect the data for the PIB. The purpose of this communication is to announce the selection of Assent Compliance Incorporated ([www.assentcompliance.com](http://www.assentcompliance.com)) as our partner for the Procurement Information Booklet (PIB). We believe that the new tool will significantly improve the overall efficiency of completing this annual requirement. Assent Compliance is a trusted compliance partner for thousands of enterprises globally. They will be responsible for collecting supplier information related to legal and regulatory compliance, as well as adherence to Rolls-Royce policies.

There is no participation or registration cost.

We are launching the platform in November 2017 with the Procurement Information Booklet (PIB) reporting module. The platform is available in multiple languages, including English, Spanish, French, German, Chinese, Polish, Japanese and Portuguese. Multilingual support services and a helpdesk are also available 24/7.

Rolls-Royce, as a major contractor to the Government of the United States of America (U.S.), is required by public law to maintain a record of all subcontractors' business and legal representations and certifications. This is done every calendar year through the Procurement Information Booklet (PIB).

Keep in mind that the PIB is far more than a U.S. Government contracting requirement. The PIB also contains critical supplier business contacts, financial, taxation, and other related critical elements. Therefore completion of the yearly PIB is business critical, even if you are not a U.S. Government sub-contractor.

The new 2018 PIB will be available on November 1, 2017 and must be used to submit your 2018 registrations and the representations and certifications contained therein. Remember, this is public law and no U.S. Government contracts or sub-contracts can be placed or committed after 1<sup>st</sup> January 2018 without proof that the 2018 PIB is on file.

We appreciate your support and compliance with this requirement. All of our Buyers have been briefed on these new requirements and will be able to respond to any Rolls-Royce related questions you may have.

### Action Required:

All suppliers to the above Rolls-Royce businesses must submit the new 2018 PIB, available November 1, 2017. On receipt of your email invitation from Assent Compliance Inc., please login to the Assent Compliance Platform and submit your 2018 PIB by December 31, 2017.

**NTS Category Type:** Regulatory/Legislation

### Authorised by:

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Supply Chain Executive  
Rolls-Royce Naval Marine

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Rolls-Royce PLC

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Vice President, Supply Management  
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