



WHEN WE CREATE A GOOD BRAND,  
**WE OPEN A PORTAL TO THE FUTURE.**

**Company Identification**

## I. Objectives

**After reading this training module, you will be able to:**

1. Fill in “Identification” the basic data, items and supply places of your company;
2. Inform the service and good items you would like to supply to Petrobras;
3. Difference service and good items between Complete and Simplified;
4. Choose the place where you would like to supply your service and good items;



## II. How to Access

### How to access the feature “Company Identification”

To access this feature, insert your user or CPF and password to access the restricted area.



## II. How to Access

When signing in, click on “Petrobras Registration”.

The Petronect

**Registry at Petrobras**

Payments


Petrobras Security Information Standards

About Registry at PetrobrasAnnouncementsCompany IdentificationEvaluation QuestionnairesResults from EvaluationEventsTrack Your SituationContact Us

**ABOUT REGISTRY AT PETROBRAS**

Inside the “Registry at Petrobras” menu you can access the following items:

1




**Company Identification**

During this step, basic data, bank data, supply items and places you wish to supply for Petrobras Brazil are requested.

Learn More

2




**Evaluation Questionnaires**

It is through the evaluation questionnaires that **Petrobras Brazil** evaluates the companies.

Learn More

3




**Results from Evaluation**

By the end of each evaluation a result will be issued with Petrobras notes and comments. If approved, CRC (Certificate of Registration) will be issued, which may be Total or Partial.

Learn More


4



**Events**


Display **Petrobras Brazil** events which the company is invited.

5





**Contact Us**


a. Allows submitting tickets to **Petrobras Brazil** about doubts, providences, suggestions and complaints.

**Tip:**  
Access the Frequent Asked Questions of Registry at Petrobras.

FAQ

**Evaluation**  
Presents all company's evaluation process historical list.

**Monitoring Panel**  
Information about the company performance, contracts, tax compliance, etc.

**Notes**  
Displays recent and historical information about notes obtained per supplying families.

**CRC**  
Presents information about CRC issued to the company.

▶▶▶▶▶▶▶▶

Petronect

## II. How to Access

Access “Company Identification” - National Supplier.

The Petronect

Registry at Petrobras

Electronic Quotes

Petrobras Security Information Standards

About Registry at Petrobras

Announcements

Company Identification

Evaluation Questionnaires

Results from Evaluation

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Track Your Situation

Contact Us

Basic Data

\* Corporate Name: BOXFILE

Group Name: BOXFILE

\* Trade/Commercial Name: BOXFILE

\* Country Tax Number (CNPJ for Brazil): 00245360000153

Validation of authenticity with eCNPJ

\* Company Type: Individual Entrepreneur

State Registry (only for Brazilian Companies): Non-ICMS Taxpayer

Town Registry (only for Brazilian Companies): Yes No

\* Country: Brazil

\* City: SAO PAULO

\* Company Address: BOXFILE

Complement: CJ.151,152

\* E-Mail: BOXFILE@BOXFILE.com.br

Web Page:

Box Office Code:

Number:

\* Number:

\* State: Sao Paulo

\* County: BOXFILE

\* Number: 870

\* Postal Code: 20511

\* Phone Number: 111 1111111

Taxation data as reported to the IRS

\* Size: Uniformed

\* Simple Option (only for Brazilian Compa... : Yes No

Company's manager data according to the article of association

Insert Lines

| *Full Name           | *CPF        | *Cargo            |
|----------------------|-------------|-------------------|
| JOSÉ JOÃO FIGUEIREDO | 01331652561 | DIRETOR COMERCIAL |
| PEDRO PAULO PEDREIRA | 08597019727 | PRESIDENTE        |

Edit Next



## II. How to Access

### Access “Company Identification” - Foreign Supplier

The Petronect

Registry at Petrobras

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Dear supplier, to complete your registration, please fill the fields of Basic Data sections, below and on each of the steps press the button "save data". The data will only be saved if all required fields are filled out correctly, enabling access to the next section. You're only allowed to proceed to the next section after the correctfilling of the current section.

At the end, click on "Confirm" to complete the Step"identification". After completing this step, only "supply" fields will be enabled for editing.

The fields indicated with \* are mandatory.

Basic Data

\* Corporate Name:

TESTE ADOCAO ESTRANGEIRO

Group Name:

\* Trade/Commercial Name:

TESTE ADOCAO ESTRANGEIRO

\* Country Tax Number (CNPJ for Brazil):

792-29-1068

\* Company Type:

Public Limited Liability Company

\* Country:

USA

State:

California

\* City:

Lake Tahoe

\* County:

Ime

\* Company Address:

Address to Sell

\* Number:

45

Complement:

31

\* Postal Code:

12345

\* E-Mail:

mas039teste@gmail.com

\* Phone Number:

99887766

Web Page:

teste.com

Box Office Code:

1234

Edit

Next >








### III. Basic Data


Examples of messages that will be shown in case of not filling a required field or error in filling.

1


 Basic Data


 Fill Mandatory Field:

 Fill Mandatory Field:

 Fill Mandatory Field: Full Name



2

 Basic Data

 Postal Code must have 8 characteres.



### III. Basic Data

After saving the information inserted in the "Basic Data" section, a successful message is displayed and the section icon changes from  to 

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Dear supplier, to complete your registration, please fill the fields of Basic Data sections, below and on each of the steps press the button "save data". The data will only be saved if all required fields are filled out correctly, enabling access to the next section. You're only allowed to proceed to the next section after the correctfilling of the current section.

At the end, click on "Confirm" to complete the Step"identification". After completing this step, only "supply" fields will be enabled for editing.

The fields indicated with \* are mandatory.

Basic Data

\* Corporate Name:

TESTE ADOCAO ESTRANGEIRO

Group Name:

\* Trade/Commercial Name:

TESTE ADOCAO ESTRANGEIRO

\* Country Tax Number (CNPJ for Brazil):

792-29-1068

\* Company Type:

Public Limited Liability Company

\* Country:

USA

State:

California

\* City:

Lake Tahoe

\* County:

Ime

\* Company Address:

Address to Sell

\* Number:

45

Complement:

31

\* Postal Code:

12345

\* E-Mail:

mas039teste@gmail.com

\* Phone Number:

99887766

Web Page:

teste.com

Box Office Code:

1234

Edit

Next >



### III. Basic Data

**Warning!** It will be possible to proceed to "Bank Data" step only after filling and save the "Basic Data" step.

The Petronect

Registry at Petrobras

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Dear supplier, to complete your registration, please fill the fields of Basic Data sections, below and on each of the steps press the button "save data". The data will only be saved if all required fields are filled out correctly, enabling access to the next section. You're only allowed to proceed to the next section after the correctfilling of the current section.

At the end, click on "Confirm" to complete the Step"identification". After completing this step, only "supply" fields will be enabled for editing.

The fields indicated with \* are mandatory.

Basic Data

\* Corporate Name:

TESTE ADOCAO ESTRANGEIRO

Group Name:

\* Trade/Commercial Name:

TESTE ADOCAO ESTRANGEIRO

\* Country Tax Number (CNPJ for Brazil):

792-29-1068

\* Company Type:

Public Limited Liability Company

\* Country:

USA

\* City:

Lake Tahoe

\* Company Address:

Address to Sell

Complement:

31

\* E-Mail:

mas039teste@gmail.com

Web Page:

teste.com

Box Office Code:

1234

Postal Code:

12345

\* Phone Number:

998

87766

Edit

Next >

Click on the button "Next".  
If you want to edit any  
data, click on the button  
"Edit".





IV. Banking Data

Banking Data

✔ Your account was created successfully!

The registration of bank account does not relieve the supplier to follow the guidelines given in

"The payments due shall be made by PETROBRAS, by means of a payment bank ticket (simple). Exceptionally, at the discretion of PETROBRAS, the payments may be made through credit on the account registered in PETROBRAS."

The bank details entered on this site shall be linked with the supplier code. If the data are confirmed or rejected by the banking system, being the sole responsibility of the supplier consequent delays

In addition to the above information, a change in the bank account will be applied for processes

We emphasize that the contracts of chattel mortgage or assignment of credit (Ex: Progress / FDIC) will have its clauses respected, independent registry of bank collection or exclusive definition of account by Petronect portal.

My Account

ABA Code: 0019

Branch: 0038-8 JOINVILLE

Account: 00089321-8

Change By DYZ0 at 13.05.2024 11:42:06

BANCO DO BRASIL S.A.

Pix Key Type:


Pix Key:

Edit

View History

< Previous

Next >

The successful message will be displayed by saving bank details and the section icon will change to .

To fill in the next section, click on the button "Next". If you want to change the bank data informed, click on the "Edit" button.



## V. Supply

In the “Supply” step, the user will select the items you want to provide. The Goods and Services supplies are classified into groups defined as families. Follow the guidance displayed on the screen, as shown below:

Supply


In this step, you need to inform what families want to provide to Petrobras or indicate bea Trader but not a Manufacturer of a family


Direct sale to Petrobras?: ☒ Yes ☐ No


The option "yes" must be only set if your company is a Service Provider, Trader Manufacturer, Reseller/Distributor or of the Simplified Registry

The option "no" must be only set if your company is Non-Trader Manufacturer of the Corporate Registry

Please review your supply list and if necessary, press the button "Edit supply location" to change the supply location information for your families. As default for international suppliers, the supply location has been set as Brazil.

Edit Supply

Edit Manufacturer

Edit Supply Region

List of Selected Families

| Families                       | Registry | Type |
|--------------------------------|----------|------|
| <div>No Family available</div> |          |      |

< Previous

Confirm



## V. Supply

Supply

In this step, you need to inform what families want to provide to Petrobras or indicate bea Trader but not a Manufacturer of a family

Direct sale to Petrobras?: ☒ Yes ☐ No


The option "yes" must be only set if your company is a Service Provider, Trader Manufacturer, Reseller/Distributor or of the Simplified Registry

The option "no" must be only set if your company is Non-Trader Manufacturer of the Corporate Registry


Please review your supply list and if necessary, press the button "Edit supply location" to change the supply location information for your families. As default for international suppliers, the supply location has been set as Brazil.



Edit Supply



Edit Manufacturer



Edit Supply Region

List of Selected Families

Families

No Family available

Registry

Type

< Previous

Confirm

After answering the question on the direct sale to Petrobras, click on the icon "Edit Supply".



V. Supply

If you answered the question "Direct sale to Petrobras" with the option "Yes", all goods and services families available will be displayed to choose.

Category: ☒ Goods ☒ Services ☐ LCF

Search:

Export

▼

▲

Add

Remove

Export

▼

▲

| Available Families   | Registry  | Type  | Scope | Rei |
|--|-----------|-------|-------|-----|
| <input checked="" type="checkbox"/> M-11 - Minerals, textiles and processed non-food agricultural products       |           |       |       |     |
| <input type="checkbox"/> M-11 - Ores ( 98011446 )  | Corporate | Goods |       |     |
| <input checked="" type="checkbox"/> M-12 - Chemical, biochemical and gaseous products                            |           |       |       |     |
| <input type="checkbox"/> M-12 - [PQ] Biocidas para uso em tanques de unidades de produção offshore ( 98012354 )  | Corporate | Goods |       |     |
| <input type="checkbox"/> M-12 - [PQ] Catalisador de Hidrotratamento (HDS) de Nafta Craqueada ( 98012364 )        | Corporate | Goods |       |     |
| <input type="checkbox"/> M-12 - [PQ] Inibidores de Corrosão para Sistemas de Produção de Óleo e Gás ( 98012374 ) | Corporate | Goods |       |     |
| <input type="checkbox"/> M-12 - Alcohols ( 98011715 )  | Corporate | Goods |       |     |
| <input type="checkbox"/> M-12 - Aldehydes ( 98010554 )   | Corporate | Goods |       |     |
| <input type="checkbox"/> M-12 - Alumina bracket ( 98011225 )   | Corporate | Goods |       |     |
| <input type="checkbox"/> M-12 - Ash or lees inhibitor ( 98010315 )   | Corporate | Goods |       |     |
| <input type="checkbox"/> M-12 - Biocide ( 98010548 )   | Corporate | Goods |       |     |

Selected Families

Low Value

Registry

Type

Sc...

Req...

No Family available

In this field, you can perform a search of the item to be provided. To do this, insert the family number code and/or the material to be provided in the "Search" field. Press the "Enter" key on your keyboard.

V. Supply

If you answered the question "Direct sale to Petrobras" with the "No" option, only the corporate goods families will be displayed for selection.

Category: ☐ LCF

Search:  Export

| Available Families   | Registry  | Type  | Scope | Req... |
|--|-----------|-------|-------|--------|
| <input checked="" type="checkbox"/> M-11 - Minerals, textiles and processed non-food agricultural products       |           |       |       |        |
| <input type="checkbox"/> M-11 - Ores ( 98011446 )  | Corporate | Goods |       |        |
| <input checked="" type="checkbox"/> M-12 - Chemical, biochemical and gaseous products                            |           |       |       |        |
| <input type="checkbox"/> M-12 - [PQ] Biocidas para uso em tanques de unidades de produção offshore ( 98012354 )  | Corporate | Goods |       |        |
| <input type="checkbox"/> M-12 - [PQ] Catalisador de Hidrotratamento (HDS) de Nafta Craqueada ( 98012364 )        | Corporate | Goods |       |        |
| <input type="checkbox"/> M-12 - [PQ] Inibidores de Corrosão para Sistemas de Produção de Óleo e Gás ( 98012374 ) | Corporate | Goods |       |        |
| <input type="checkbox"/> M-12 - Alcohols ( 98011715 )  | Corporate | Goods |       |        |
| <input type="checkbox"/> M-12 - Aldehydes ( 98010554 )   | Corporate | Goods |       |        |
| <input type="checkbox"/> M-12 - Alumina bracket ( 98011225 )   | Corporate | Goods |       |        |
| <input type="checkbox"/> M-12 - Ash or lees inhibitor ( 98010315 )   | Corporate | Goods |       |        |
| <input type="checkbox"/> M-12 - Biocide ( 98010548 )   | Corporate | Goods |       |        |

Remove Export

| Selected Families   | Low Value | Registry | Type | Sc... | Req... |
|---------------------|-----------|----------|------|-------|--------|
| No Family available |           |          |      |       |        |



V. Supply

If you want to provide only goods to Petrobras, clear the option "Services" on "Category" field. In this way, only families of goods will be displayed. The same action should be performed to display only Service or Contractual Suppliers List families for example:

Category: ☐ Goods ☐ Services ☒ LCF

Search:

Export

Add

| Available Families   | Registry  | Type  | Scope | Req... |
|--|-----------|-------|-------|--------|
| <input checked="" type="checkbox"/> M-12 - Chemical, biochemical and gaseous products                      |           |       |       |        |
| <input type="checkbox"/> M-12 - Encrustation inhibitor ( 98010714 )  | Corporate | Goods |       |        |
| <input checked="" type="checkbox"/> M-20 - Mining machinery and accessories                                |           |       |       |        |
| <input type="checkbox"/> 98010673 - Subsea wellhead adapter  | Corporate | Goods |       |        |
| <input checked="" type="checkbox"/> M-40 - Distribution and storage systems, equipment and components      |           |       |       |        |
| <input type="checkbox"/> 98011114 - Ball valve with resilient seal   | Corporate | Goods |       |        |
| <input type="checkbox"/> 98011115 - Ball valve with fire-tested resilient seal                             | Corporate | Goods |       |        |
| <input type="checkbox"/> 98011116 - Ball valve with metal-metal seal                                       | Corporate | Goods |       |        |
| <input type="checkbox"/> 98011117 - Ball valve with fire-tested metal-metal seal                           | Corporate | Goods |       |        |
| <input type="checkbox"/> M-40 - Air Cooler ; ( 98000269 )  | Corporate | Goods |       |        |
| <input type="checkbox"/> M-40 - Globe model check valve ;piston model ;cast iron steel body ; ( 98000181 ) | Corporate | Goods |       |        |

Remove

Export

| Selected Families              | Low Value | Registry | Type | Sc... | Req... |
|--------------------------------|-----------|----------|------|-------|--------|
| <div>No Family available</div> |           |          |      |       |        |



## V. Supply

|  |  |           |       |       |        |
|--|--|-----------|-------|-------|--------|
| Category: <input checked="" type="checkbox"/> Goods <input checked="" type="checkbox"/> Services <input checked="" type="checkbox"/> LCF |  |           |       |       |        |
| Search: <input type="text"/>   |  | Export    |       | Add   |        |
| Available Families   |  | Registry  | Type  | Scope | Req... |
| ▼ <input type="checkbox"/> M-12 - Chemical, biochemical and gaseous products   |  |           |       |       |        |
| <input type="checkbox"/> M-12 - Encrustation inhibitor ( 98010714 )  |  | Corporate | Goods |       |        |

|   |  |                                     |            |       |       |
|---|--|-------------------------------------|------------|-------|-------|
| Remove  |  | Export                              |            |       |       |
| Selected Families   |  | Low Value                           | Registry   | Type  | Sc... |
| ▼ <input type="checkbox"/> M-70 - Supplies for Local Registration   |  |                                     |            |       |       |
| <input type="checkbox"/> M-70 - Bicycles and tricycles ( 98009784 ) |  | <input checked="" type="checkbox"/> | Simplified | Goods |       |

The table with the families list will display the following information:

- “Available Families”: Goods and/or Services and/or LCF Families available;
- “Register”: Family Registration classification:

1.Simplified Registry: goods and services supply of less complexity, usually of interest local, of smaller size/value, available only to national companies. When all suitable criterias to, at least, one family of interest, named Technical, Economic and Legal, are approved, a Total CRC will be issued\*. When there is an approval in, at least, one applicable criteria to, at least, one family of interest will be issued a Partial CRC.

\*Contractual Suppliers List families will not be part of CRC, for them only a Partial CRC is applicable.



V. Supply

Category: ☒ Goods ☒ Services ☒ LCF

Search: 

Export

Available Families

☒ M-12 - Chemical, biochemical and gaseous products

☐ M-12 - Encrustation inhibitor ( 98010714 )

☒ M-40 - Distribution and storage systems, equipment

Registry

Corporate

Type

Goods

Scope

Req...

Add

Remove

Export

Selected Families

Low Value

Registry

Type

Sc...

Req...

☒ M-20 - Mining machinery and accessories

☐ 98010673 - Subsea wellhead adapter

☒

Corporate

Goods

The table with the families list will display the following information:

2. Corporate Registration: goods and services supply of greater complexity, size and/or value, applicable to domestic and foreign companies. When there is an approval in all the applicable criterias to, at least, one family of interest, ie Technical, Economic and Legal, a Total CRC will be issued\*. When there is an approval in at least one suitable criteria to, at least, one family of interest, will be issued a Partial CRC.

\*Contractual Suppliers List families will not be part of CRC, for them only a Partial CRC is applicable.

## V. Supply

Category: ☒ Goods ☒ Services ☒ LCF

Search:  Export Remove Add

| Available Families  | Registry   | Type  | Scope | Req |
|---|------------|-------|-------|-----|
| <input checked="" type="checkbox"/> M-40 - Distribution and storage systems, equipment and components |            |       |       |     |
| <input type="checkbox"/> M-40 - Tube plug ;carbon steel ; ( 98000050 )                                | Corporate  | Goods |       |     |
| <input checked="" type="checkbox"/> M-70 - Supplies for Local Registration                            |            |       |       |     |
| <input type="checkbox"/> M-70 - Car parts, tires and air chambers ( 98009788 )                        | Simplified | Goods |       |     |

Remove Export Remove Add

| Selected Families   | Low Value                           | Registry  | Type  | Sc... | Req... |
|---|-------------------------------------|-----------|-------|-------|--------|
| <input checked="" type="checkbox"/> M-12 - Chemical, biochemical and gaseous products |                                     |           |       |       |        |
| <input type="checkbox"/> M-12 - Encrustation inhibitor ( 98010714 )                   | <input checked="" type="checkbox"/> | Corporate | Goods |       |        |
| <input checked="" type="checkbox"/> M-20 - Mining machinery and accessories           |                                     |           |       |       |        |
| <input type="checkbox"/> 98010673 - Subsea wellhead                                   | <input checked="" type="checkbox"/> | Corporate | Goods |       |        |

- "Low-Value": Indicates which suppliers are eligible to participate in the low value hiring process. The field can be edited according to the family configuration and supplier type.
- "Type": type of the family, (Goods or Services);
- "Scope": by clicking on the icon family scope information will be displayed.
- "Requirement": by clicking on the icon , it will be possible to see information about requirements, weight and minimum value will be displayed.

Requirement of Family: M-70 - Electrical cables (98009730)

Search:  Export

| Requirements | Attachments of Requirement |
|--------------|----------------------------|
| > Technical  |                            |
| > Economic   |                            |
| > Legal      |                            |

Click on the icon for information about requirements

## V. Supply

The user will be directed to the “Goods list (or Services)” - the supplier should click on the "Download file" option.

The user will be provided with a word file "Pradronized Electronic Catalog" (CEP), where the supplier will have access to all the requirements information of the family requirement.



V. Supply

To inform the goods, services or LCF families you would like to supply, select on the list and click the “Add” button.

Category: ☒ Goods ☒ Services ☒ LCF

Search:  Export

Add

| Available Families   | Registry  | Type  | Scope | Req... |
|--|-----------|-------|-------|--------|
| <input checked="" type="checkbox"/> M-12 - Chemical, biochemical and gaseous products                      |           |       |       |        |
| <input type="checkbox"/> M-12 - Encrustation inhibitor ( 98010714 )  | Corporate | Goods |       |        |
| <input checked="" type="checkbox"/> M-20 - Mining machinery and accessories                                |           |       |       |        |
| <input checked="" type="checkbox"/> 98010673 - Subsea wellhead adapter                                     | Corporate | Goods |       |        |
| <input checked="" type="checkbox"/> M-40 - Distribution and storage systems, equipment and components      |           |       |       |        |
| <input type="checkbox"/> 98011114 - Ball valve with resilient seal   | Corporate | Goods |       |        |
| <input type="checkbox"/> 98011115 - Ball valve with fire-tested resilient seal                             | Corporate | Goods |       |        |
| <input type="checkbox"/> 98011116 - Ball valve with metal-metal seal                                       | Corporate | Goods |       |        |
| <input type="checkbox"/> 98011117 - Ball valve with fire-tested metal-metal seal                           | Corporate | Goods |       |        |
| <input type="checkbox"/> M-40 - Air Cooler ; ( 98000269 )  | Corporate | Goods |       |        |
| <input type="checkbox"/> M-40 - Globe model check valve ;piston model ;cast iron steel body ; ( 98000181 ) | Corporate | Goods |       |        |

Remove Export

| Selected Families   | Low Value | Registry | Type | Sc... | Req... |
|---------------------|-----------|----------|------|-------|--------|
| No Family available |           |          |      |       |        |



V. Supply

On the side table, the selected families will be shown.

Category: ☒ Goods ☒ Services ☒ LCF

Search:  Export + -

| Available Families   | Registry  | Type  | Scope | Req |
|--|-----------|-------|-------|-----|
| <input checked="" type="checkbox"/> M-12 - Chemical, biochemical and gaseous products                      |           |       |       |     |
| <input type="checkbox"/> M-12 - Encrustation inhibitor ( 98010714 )  | Corporate | Goods |       |     |
| <input checked="" type="checkbox"/> M-40 - Distribution and storage systems, equipment and components      |           |       |       |     |
| <input type="checkbox"/> 98011114 - Ball valve with resilient seal   | Corporate | Goods |       |     |
| <input type="checkbox"/> 98011115 - Ball valve with fire-tested resilient seal                             | Corporate | Goods |       |     |
| <input type="checkbox"/> 98011116 - Ball valve with metal-metal seal                                       | Corporate | Goods |       |     |
| <input type="checkbox"/> 98011117 - Ball valve with fire-tested metal-metal seal                           | Corporate | Goods |       |     |
| <input type="checkbox"/> M-40 - Air Cooler ; ( 98000269 )  |           |       |       |     |
| <input type="checkbox"/> M-40 - Globe model check valve ;piston model ;cast iron steel body ; ( 98000181 ) |           |       |       |     |
| <input checked="" type="checkbox"/> M-70 - Supplies for Local Registration                                 |           |       |       |     |

Remove Export + -

| Selected Families   | Low Value                           | Registry  | Type  | Sc... | Req... |
|---|-------------------------------------|-----------|-------|-------|--------|
| <input checked="" type="checkbox"/> M-20 - Mining machinery and accessories |                                     |           |       |       |        |
| <input type="checkbox"/> 98010673 - Subsea wellhead adapter                 | <input checked="" type="checkbox"/> | Corporate | Goods |       |        |



After adding the families, click "Save".

To remove any selected family, select it and click "Remove".

Save Cancel



V. Supply

After saving the information inserted on the “Edit Supply” section, a successful message will be shown and the section icon will change from  to 

Supply

✓ Manufacturer data has been saved successfully.

In this step, you need to inform what families want to provide to Petrobras or indicate bea Trader but not a Manufacturer of a family


Direct sale to Petrobras?: ☒ Yes    ☐ No


The option "yes" must be only set if your company is a Service Provider, Trader Manufacturer, Reseller/Distributor or of the Simplified Registry


The option "no" must be only set if your company is Non-Trader Manufacturer of the Corporate Registry


Please review your supply list and if necessary, press the button "Edit supply location" to change the supply location information for yo


suppliers, the supply location has been set as Brazil.




Edit Supply 



Edit Manufacturer 



Edit Supply Region 

List of Selected Families

| Families   | Registry  | Type  |
|--|-----------|-------|
| ✓ M-11 - Minerals, textiles and processed non-food agricultural products |           |       |
| M-11 - 753951 TEST ( 753951 )  | Corporate | Goods |

The family or families selected will be displayed on this field.





V. Supply

A new screen will be displayed with all the families selected by the supplier on the supplying screen classified as Corporate Goods.

DUARTE & EHLERS ASSESSORIA EMPRESARIAL - 10117572000109

Please inform the manufacturing type for each familie in the list below. Families that are manufactured by third parties must have the manufacturers specified in the right section. You can do that by typing the Manufacturer fiscal code on the field "CNPJ Manufacturer", pressing "Include Manufacturer" and selecting the families that are made by each one of them.

Search:

1

2

Families of Good

M-11 - Minerals, textiles and processed non-food agric...

M-11 - 753951 TEST ( 753951 )

Own M...

3rd Pa...

Scope

Status

☐

☐

Search:

CNPJ manufacturer:

Families and Manufacts

No Family available

Include Manufacturer

- 1. "Own Manufacturer": Select this field if the item is produced by the supplier him/herself.
- 2. "3rd Party Trade": Select this field if the item is produced by another supplier.

▶▶▶▶▶▶▶▶

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V. Supply

3. “Scope”: This field displays detailed information on the selected family.

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Please inform the manufacturing type for each familie in the left section. Families that are made by third parties must have the manufacturers specified in the right section. You can do that by typing the Manufacturer fiscal code on the field "CNPJ Manufacturer", pressing "Include Manufacturer" and then select the manufacturer.

Search:

3

4

| Families of Good   | Own M...                 | 3rd Pa...                | Scope | Status |
|--|--------------------------|--------------------------|-------|--------|
| <div>M-11 - Minerals, textiles and processed non-food agric...</div> |                          |                          |       |        |
| M-11 - 753951 TEST ( 753951 )  | <input type="checkbox"/> | <input type="checkbox"/> |       |        |

Search:

CNPJ manufacturer:

Include Manufacturer

Families and Manufacts

No Family available

4. “Status”: displays the manufacturer status to the family. It may display two options:

- It is necessary to associate a manufacturer to the family concerned;
- Manufacturer associated to the family concerned.

▶▶▶▶▶▶▶▶

Petronect

V. Supply

On the side table, it will be necessary to include a manufacturer so that it is possible to associate it with a family



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Please inform the manufacturing type for each familie in the left section. Families that are manufactured by third parties must have the manufacturers specified in the right section. You can do that by typing the Manufacturer fiscal code on the field "CNPJ Manufacturer", pressing "Include Manufacturer" and then selecting the families that are made by each one of them.

Search:

| Families of Good  | Own M...                 | 3rd Pa...                | Scope | Status |
|---|--------------------------|--------------------------|-------|--------|
| ▼ M-11 - Minerals, textiles and processed non-food agric... |                          |                          |       |        |
| M-11 - 753951 TEST ( 753951 )                               | <input type="checkbox"/> | <input type="checkbox"/> |       |        |

Search:

CNPJ manufacturer:



Include Manufacturer

Families and Manufacts

No Family available

Type the manufacturer's company Tax Number and click the "Include Manufacturer" button.



## V. Supply

By selecting the family, the status will be changed to . Then, click on the “Save” button. In case you want to delete the manufacturer, click on the  button.

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Please inform the manufacturing type for each familie in the left section. Families that are manufactured by third parties must have the manufacturers specified in the right section. You can do that by typing the Manufacturer fiscal code on the field "CNPJ Manufacturer", pressing "Include Manufacturer" and then selecting the families that are made by each one of them.

Search:

| Families of Good  | Own M...                            | 3rd Pa...                | Scope   | Status   |
|---|-------------------------------------|--------------------------|---|--|
| ▼ M-11 - Minerals, textiles and processed non-food agric... |                                     |                          |   |  |
| M-11 - 753951 TEST ( 753951 )                               | <input checked="" type="checkbox"/> | <input type="checkbox"/> |  |  |


Search:

CNPJ manufacturer: 10117572000109

Include Manufacturer

Families and Manufacts

▼ ☐ 10.117.572/0001-09 - DUARTE & EHLERS ASSESSORIA EMPRESARIAL



Save

Cancel

V. Supply

Banking Data

Supply



In this step, you need to inform what families want to provide to Petrobras or indicate bea Trader b



Direct sale to Petrobras?: ☒ Yes ☐ No



The option "yes" must be only set if your company is a Service Provider, Trader Manufacturer, Res

The option "no" must be only set if your company is Non-Trader Manufacturer of the Corporate Re

Please review your supply list and if necessary, press the button "Edit supply location" to change the supply location information for your families. As default for international suppliers, the supply location has been set as Brazil.

  
Edit Supply 

  
Edit Manufacturer 

  
Edit Supply Region 

List of Selected Families

| Families   | Registry  | Type  |
|--|-----------|-------|
| ▼ M-11 - Minerals, textiles and processed non-food agricultural products |           |       |
| M-11 - 753951 TEST ( 753951 )  | Corporate | Goods |

The "Edit Manufacturer" step status will be changed.

V. Supply

To Corporate Goods Families, the system will consider the whole national territory as the supply region; and to further families, the state informed in the “Basic Data” section will be considered as the supply region.

Banking Data

Supply

In this step, you need to inform what families want to provide to Petrobras or indicate be a Trader but not a Manufacturer of a family


Direct sale to Petrobras?: ☒ Yes ☐ No

The option "yes" must be only for Reseller/Distributor or of the Simplified Registry


The option "no" must be only for Manufacturer of a family

Please review your supply list


Please review the supply location information for your families. As default for international



Edit Supply



Edit Manufacturer



Edit Supply Region

List of Selected Families


| Families   | Registry  | Type  |
|--|-----------|-------|
| ▼ M-11 - Minerals, textiles and processed non-food agricultural products |           |       |
| M-11 - 753951 TEST ( 753951 )  | Corporate | Goods |

To edit the supply region, click this icon




V. Supply


A new screen will be displayed, click on the  icon



Attention: The State informed in "Basic Data" section was used as the default supply region for all families. Just use editing area if you want to change this default information.  
Tip: To assign selected region for all families at once, use the button "Assign to all families", located on the right top of the screen.


Search:

| Families  | Registry   | Type  |   | Status |
|---|------------|-------|---|--------|
| ▼ M-11 - Minerals, textiles and processed no... |            |       |   |        |
| M-11 - ( 98000172 )                             | Simplified | Goods | Dis  |        |



Attention: The State informed in "Basic Data" section was used as the default supply region for all families. Just use editing area if you want to change this default information.  
Tip: To assign selected region for all families at once, use the button "Assign to all families", located on the right top of the screen.

Search:

| Families  | Registry   | Type  |   | Status |
|---|------------|-------|---|--------|
| ▼ M-11 - Minerals, textiles and processed no... |            |       |   |        |
| M-11 - ( 98000172 )                             | Simplified | Goods | Dis  |        |

A table with the supply region will be shown.

Atribuir a todas as famílias

Description

☐ Anguilla

☐ Angola

▼ ☒ Brazil


> ☐ Midwest

> ☐ Northeast



V. Supply

In the example below, the supplier inserted Rio de Janeiro's state in the "UF" field when filled the section "Basic Data". However, it will be possible to edit this information.

**Attention:** The State informed in "Basic Data" section was used as the default supply region for all families. Just use editing area if you want to change this default information.  
**Tip:** To assign selected region for all families at once, use the button "Assign to all families", located on the right top of the screen.

Search:

| Families  | Registry   | Type  |  |     | Status |
|---|------------|-------|--|-----|--------|
| ▼ M-11 - Minerals, textiles and processed no... |            |       |  |     |        |
| M-11 - ( 98000172 )                             | Simplified | Goods |  | Dis | Edit   |

Atribuir a todas as famílias

Description

☐ Anguilla

☐ Angola

☒ Brazil

> ☐ Midwest

> ☐ Northeast

> ☐ North

☒ Southeast

> ☐ Espirito Santo

> ☐ Minas Gerais

☒ Rio de Janeiro

☒ ANGRA DOS REIS

☒ ARRAIAL DO CABO

☒ CABO FRIO

☒ CAMPOS DOS GOYTACAZES

☒ DUQUE DE CAXIAS

☒ ITABORAI

☒ JAPERI

☒ MACAE

## V. Supply

In case the user wants to supply to a smaller amount of regions or to some other region or city, they must check or uncheck the region and click the option “save”.

Attention: The State informed in "Basic Data" section was used as the default supply region for all families. Just use editing area if you want to change this default information.  
Tip: To assign selected region for all families at once, use the button "Assign to all families", located on the right top of the screen.

Search:

Families

Registry

Type

Status

▼ M-11 - Minerals, textiles and processed no...

M-11 - ( 98000172 )

Simplified

Goods

Dis

Edit

Atribuir a todas as famílias

Description

☐ Anguilla

☐ Angola

☒ Brazil

>

☐ Midwest

>

☐ Northeast

>

☐ North

☒ Southeast

>

☐ Espirito Santo

>

☐ Minas Gerais

☒ Rio de Janeiro

☒ ANGRA DOS REIS

☒ ARRAIAL DO CABO

☒ CABO FRIO

☒ CAMPOS DOS GOYTACAZES

☒ DUQUE DE CAXIAS

☒ ITABORAI

☒ JAPERI

☒ MACAE

Save

Cancel

It will also be possible to associate the selected regions to all families chosen. To do so, click the button “Associate all families”.

V. Supply

Basic Data

Banking Data

Supply

✓ Regionality data has been saved successfully.


In this step, you need to inform what families want to provide to Petrobras, or indicate bea Trade.


Direct sale to Petrobras?: ☒ Yes ☐ No


The option "yes" must be only set if your company is a Service Provider, Trader Manufacturer.

The option "no" must be only set if your company is Non-Trader Manufacturer of the Corporate Registry.

Please review your supply list and if necessary, press the button "Edit supply location" to change the supply location information for your families. As default for international suppliers, the supply location has been set as Brazil.

Edit Supply

Edit Manufacturer

Edit Supply Region

List of Selected Families

| Families   | Registry | Type |
|--|----------|------|
| ✓ M-11 - Minerals, textiles and processed non-food agricultural products |          |      |

A sucessful message will be showed.

## VI. Confirmation

**Supply**

✓ Regionality data has been saved successfully.


In this step, you need to inform what families want to provide to Petrobras or indicate bea Trader but not a Manufacturer of a family


Direct sale to Petrobras?: ☒ Yes ☐ No


The option "yes" must be only set if your company is a Service Provider, Trader Manufacturer, Reseller/Distributor or of the Simplified Registry


The option "no" must be only set if your company is Non-Trader Manufacturer of the Corporate Registry

Please review your supply list and if necessary, press the button "Edit supply location" to change the supply location information for your families. As default for international suppliers, the supply location has been set as Brazil.

  
Edit Supply

  
Edit M.

  
Editar Fabricante

  
Edit Supply Re

List of Selected Families

| Families   | Registry | Type  |
|--|----------|-------|
| ✓ M-11 - Minerals, textiles and processed non-food agricultural products |          |       |
| 753951 - 753951 TEST   |          | Goods |
| M-11 - ( 98000172 )  |          | Goods |

< Previous

Confirm

Click the button "Confirm" to complete the identification process of your company.

## VI. Confirmation

After clicking the “Confirm” button, the following message will be shown. In case you do want to confirm the data, click the “Yes” button.

**ATTENTION!** After confirming, in case you want to change any information, contact the call center.

**Supply**

In this step, you need to inform what families want to provide to Petrobras or indicate bea Trader but not a Manufacturer of a family

Direct sale to Petrobras?: ☒ Yes ☐ No

The option "yes" must be only set if your company is a Service Provider, Trader Manufacturer, Reseller/Distributor or of the Simplified Registry

The option "no" must be only set if your company is Non-Trader Manufacturer of the Corporate Registry

Please review your supply list and if necessary, press the button "Edit supply location" to change the supply suppliers, the supply location has been set as Brazil.

Edit Supply Edit Manufacturer

**Confirm**

The confirmation of registration prevents the editing of some information that were fulfilled. If you want to change some information that is not editable after this confirmation, you will need to contact the call center. Would you like to proceed?

Yes No

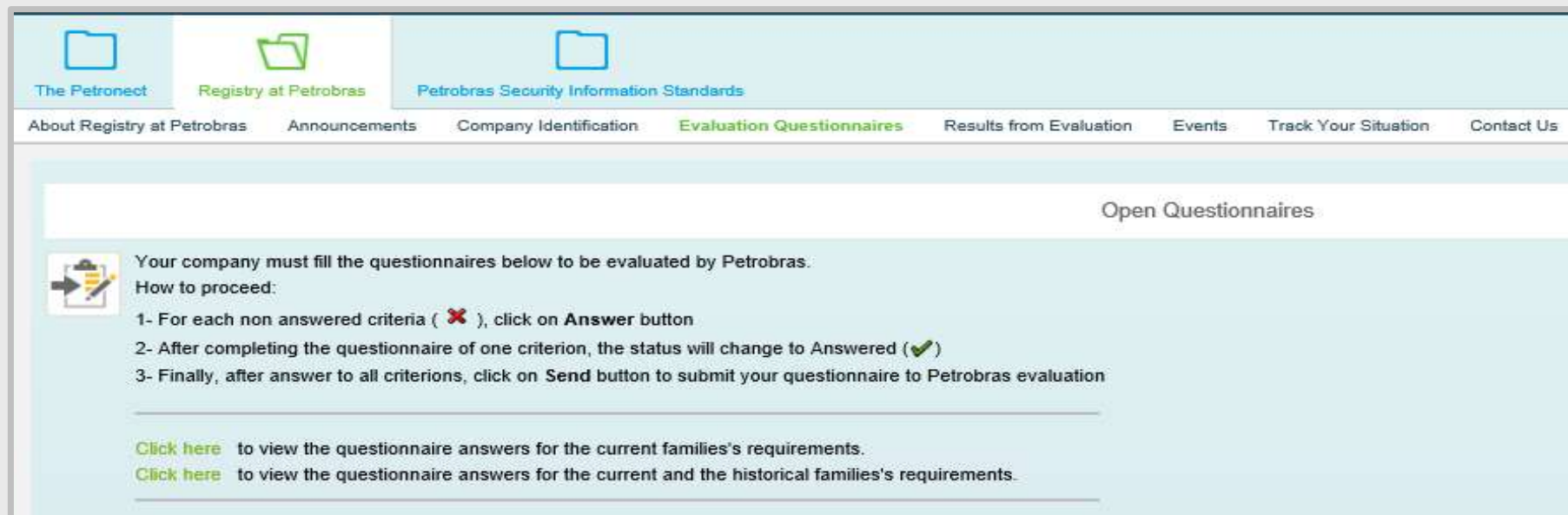
**List of Selected Families**

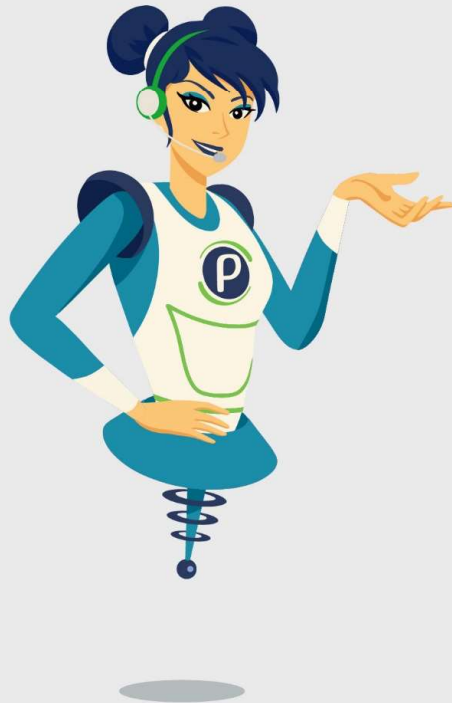
| Families   | Registry | Type |
|--|----------|------|
| ▼ M-11 - Minerals, textiles and processed non-food agricultural products |          |      |



## VI. Confirmation

After confirming the data, the system will direct the user to the “Evaluation Questionnaires” tab, where it will already be possible to answer open questionnaires. In order to start the evaluation process, these questionnaires must be answered.





WHEN WE CREATE A GOOD BRAND,  
**WE OPEN A PORTAL TO THE FUTURE.**

