



October 9, 2023

SUBJECT: Announcing Exostar Onboarding Module (OBM) Implementation

Dear Aerojet Rocketdyne (AR) Supplier:

Last year we announced the implementation of a new software application, Exostar’s Partner Information Manager (PIM) Module, which enables AR to advance the automated collection of supplier information.

This year, AR is upgrading from the existing PIM module to Exostar’s Onboarding Module (OBM) tool, which provides best practices to onboard Suppliers and minimizes supply chain processes. Exostar will re-provision all current PIM users and conduct the migration to OBM.

AR suppliers will be required to use Exostar for information used by AR in the purchasing process and begin filling out Aerojet Rocketdyne’s Annual Business Certification (ABC) form SCM-F-7.11.01.09.003 in OBM.

Suppliers will use Exostar for initial submittal and annual renewals. This enables AR to automate the collection of supplier information including addresses, contact information, business classification, DDTC expiration date, Executive Compensation information, and other requirements.

The supplier will continue to send the required additional forms to Supplier Maintenance (SupplierMaintenance@rocket.com) separately.

A quick reference Supplier Form Submittal table (*shown below*), has been created for your convenience:

| Form | Requirement | Submittal Method | Form Submittal Requirements |
|---------------------------|---------------|--|---|
| ABC | All Suppliers | Exostar OBM – Electronic <i>(New with OBM)</i> | - New Suppliers - Existing Suppliers Renewals will be completed in Exostar OBM |
| W-9 | All Suppliers | SupplierMaintenance@rocket.com | - New Suppliers - Existing Suppliers submit annually |
| Banking Information (ACH) | All Suppliers | SupplierMaintenance@rocket.com | - New Suppliers - Existing Suppliers if changes needed |
| DDTC Letter | As-Required | SupplierMaintenance@rocket.com | - New Suppliers if registered - Existing Suppliers if changes needed |
| Hub Zone Certification | As-Required | SupplierMaintenance@rocket.com | - New Suppliers if certified - Existing Suppliers if certified |
| Insurance Certifications | As-Required | SupplierMaintenance@rocket.com | - New Suppliers if needed - Existing Suppliers if needed |

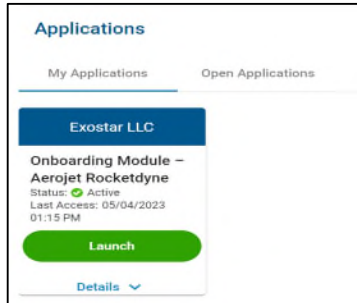
SCHEDULE

The migration process will commence October 9, 2023 completing in December 2023. No action is required by suppliers, as the migration will occur seamlessly and without inconvenience to you, our partners.

POST-MIGRATION

Once the upgrade has completed, a new application icon (OBM tile) will appear on the dashboard page, under the My Applications section.

OBM Tile (application icon):



TRAINING & RESOURCES

- AR's SupplierNet site, www.rocket.com, provides information regarding Exostar, project charter, benefits of use and links to resources, along with access to the module portal.
- Exostar Log In Portal: [exostar](https://portal.exostar.com/credmgr/accesslogin/Logout.faces) (https://portal.exostar.com/credmgr/accesslogin/Logout.faces).
- Onboarding Module Resource [page](#) for [user guide materials](#).
- Contact Exostar [Help Desk](#) for application assistance.

If additional assistance is required, contact the Supplier Maintenance team via SupplierMaintenance@rocket.com.

EXOSTAR ACCESS

- Supplier user accounts currently registered with Exostar and using the Partner Information Manager (PIM) module will migrate to OBM (*no action required by suppliers*).
- New supplier users will receive a system generated email "invitation" to participate in OBM upon approval by Category Management.

We thank you in advance for support in continuous improvement through advanced electronic integration. If you have any questions, please reach out to your AR Buyer.

Sincerely,

Adam Greml (electronic signature)

Adam Greml

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