



Dear Valued Supplier,

We are contacting you to offer additional information regarding the operational changes we are making to further establish Kenvue as an independent company following our separation from Johnson & Johnson last year. Kenvue is implementing a new invoice processing system due to the J&J separation on the March 31, 2025. To ensure continued and timely payments, you must complete certain actions prior to the change-over.

Changes to the Invoice Processing Systems and Purchase Orders

Suppliers: Key Changes to processes

Systems used currently

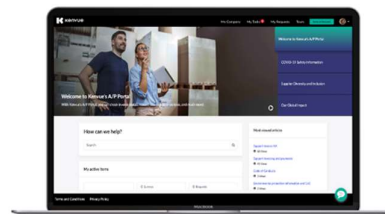
Supplier on-boarding	Apex
Support / Help Desk	Ask GS
Payment Management	J&J AP Portal

Submission of Invoices	Range of Ingestion channels, including J&J Portal, Tungsten, Local Govt portals and e-mail
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Future systems for all Kenvue Suppliers

Suppliers will access the **Kenvue AP Portal** to:

- Submit a support case
- Access knowledge
- Chat with the Kenvue support team (new capability)
- View Purchase Orders, Invoices and Payment information
- Complete Supplier on-boarding



Preferred e-invoicing platform is Tungsten, further information will be shared in subsequent communications



The high-level changes to the invoice processing systems, include:

- The existing J&J Portal and Ariba invoicing method will, as of March 31, no longer be available for Kenvue suppliers. Please note: any invoice submitted to the J&J portal, email, or PO box addresses after the cutoff date of March 18 will not process.
- A new Kenvue Accounts Payable (AP) Portal will be launched along with Tungsten's e-invoicing solution. We will be back in touch with more on this in future messages.
- All purchase orders (PO) starting with P#####N or P#####R that remain open at the time of the transition **will close. Kenvue will create replacement POs with a new number.** There will be no impact for all other POs.

Required actions

- If you do not currently use Ariba, you will continue to receive your POs via e-mail. For those suppliers registered with Ariba, you will receive an email from SAP Ariba with a new Trading Relationship Request (TRR). To continue transacting with Kenvue Ariba it is essential to accept the TRR.

- Suppliers with punch out catalogs may be asked to re-upload the list of products or services you offer to Kenvue into our new profile. SAP Ariba will contact you and we recommend contacting your IT department if this is the case.
- If this mail requires re-direction within your organization, please support us in ensuring all future correspondence is sent to the correct personnel. We ask you to forward this correspondence, as required, and request that they reply to the e-mail detailing the change in contact details.

Changes to POs: Specific arrangements during the transition phase

- All POs starting with P#####N or P#####R that remain open (unfulfilled or partially fulfilled) at the time of the transition will close. There will be no impact for all other POs.
- Kenvue will create replacement POs for the remaining balance, with a new PO number in the new system.
- Suppliers will receive the new PO after the transition and all invoices will need to be submitted against the new PO number.
- There will be no impact for POs which will be delivered in full before the transition period.

AP Portal

Effective March 31, 2025, suppliers will gain access to a newly designed Accounts Payable (AP) Portal. Vendors can use the Kenvue AP Portal to submit and reply to support tickets, access knowledge articles and policies, chat with the Kenvue support team, manage their account, view purchase order status, and track invoices and payments.

Supplier Data Freeze

As part of this transition, a freeze on supplier data will begin on January 24 and remain in place until March 31. For vendors that update their account information in the APEX tool, make sure that all updates are completed by January 24. Updates performed during the freeze period will not be recorded.

Company Name Change

As we continue to stand up Kenvue as an independent, autonomous company, we are updating our company name in the countries where our Kenvue subsidiaries still contain a ‘Johnson & Johnson’ reference.

We will be updating our company name for below entities in **France** and the **United Kingdom on March 31, 2025 (hereafter known as “effective date”)**. We will share the new name closer to the date, however, please note it will not be effective until it is registered with the local authorities.

It is important to note that we will only be updating the company name; there will be no change to our Tax ID, or our company registration number.

Country	Legal Entities in Scope for Name Change
United Kingdom	<ul style="list-style-type: none"> • Johnson & Johnson Consumer Services EAME Ltd. • Johnson & Johnson Limited
France	<ul style="list-style-type: none"> • Johnson & Johnson Consumer Holdings France • Johnson & Johnson Sante Beaute France (Sezzane Manufacturing site)

Other entities not mentioned above are not in scope of company name change.

- All purchase orders for the UK and France will reflect the new company name after the effective date.
- Suppliers must use the new company name to invoice to the above entities in the UK and France after the effective date. Please note that any invoices with incorrect billing details will be rejected.

- Suppliers must ensure all documentation, licenses, registrations, quotations, or offers reflect the new company name after the effective date.
- All existing contracts, including quality agreements, remain valid. We will take the opportunity to update the new name during subsequent renewals/ addenda.

We will provide you with more details on the updated name closer to the transition date.

More information will be provided in the coming months, but if you do have queries, please email the central supplier mailbox RA-JX2-SupplierCommu@kenvue.com.

Best regards,
Kenvue Procurement