

Registration and Qualification

The first mandatory step for negotiating with Natura Latam is a Registration and Qualification system that centralizes all basic supplier information, including general contracting conditions, codes of conduct, audits, and qualifications. Without completing this phase, it is not possible to continue with negotiation and consequently create orders.

Registration

This is the first step in the system's process. The supplier involved is notified to register on Ariba Network and complete the registration questionnaire with basic information and respond to acceptance terms, such as the General Terms and Conditions of Sale and the Code of Conduct (these and other guidelines are available on [Natura's website](#)).

Qualification

In parallel with registration, qualification is carried out according to the category, specific region, country served and the applicant's response to the questionnaires. To understand more about the Onboarding guidelines, [click here](#)

Negotiation and Payment at Natura

Important :

All purchases of Indirect Materials and Services above R\$125,000 (Brazil) or US\$25,000 (Hispanic America) and Maintenance, Repair and Operations (MRO) above R\$5,000 per year must involve the purchasing team. Requests below these values can be negotiated directly with the requester .

Currently, for purchases that require the involvement of supplies, there is a different process between Brazil and Hispanic:

- For negotiations in Hispanic countries: the entire quotation process takes place directly via email. Suppliers enter the Ariba system to confirm orders.
- In Brazil: The entire process takes place within the Ariba workspace, starting with the quote.

Negotiation and Payment at Natura

No PO, No Payment

- We do not make payments without purchase orders!
- And to create a PO it is necessary to be regularized in the registration and qualification stage

Payment Conditions

- The minimum payment term is 60 calendar days, but each portfolio may have different conditions.

Payment on Fixed Dates

- Payments are made on 2 fixed dates per month, depending on the country where the service is provided.
- Check out payment materials [here](#)