

UW Procurement Process

To Our Valued Vendors and Suppliers,

The University of Washington is in the final months of a multi-year finance transformation program. This message is to inform you about upcoming changes and how this program will impact how we interact with each other.

What's happening?

The University of Washington is replacing its current finance and procurement systems with Workday® Financials. **This impacts all UW suppliers who work with UW Procurement, UW Medicine Supply Chain and UW Medicine Strategic Sourcing.** The changes will take effect on or around July 1, 2023.

What does this mean for you?

We are currently designing new procurement procedures for onboarding and transaction processing within the new system. Here are some of the changes impacting our suppliers:

- University of Washington's procurement systems are being retired
- Suppliers will use a new Workday Supplier Portal for procurement processes
- University of Washington's purchase orders will have a new look
- University of Washington procurement and payment processes will be paused for a period before our go-live date in July

What's next?

You can expect more specific information to follow over the coming months regarding our new processes, as well as training material on these changes. In the meantime, if you have any questions, email UWFTask@UW.edu.

We thank you for your support and look forward to our continued partnership as we move forward.

Sincerely,

Erik Walerius, *Chief Supply Chain Officer, UW Medicine*

Ann Anderson, *Associate Vice President, UW Finance*

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