

INFINEUM VENDOR DATA AUTHENTICATION PROCESS (KOREAN)

November 2015

Performance you can rely on.



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Infineum Vendor Authentication Factsheet

목적

- 절차의 필요성
- 판매자가 인피니움으로부터 제공 받는 것
- 판매자로부터 필요한 사항이 무엇인지
- 절차가 완료되지 않았을 때 미치는 영향에 대하여 설명하기 위함입니다

Purpose

- to explain why the process is needed
- what contact the Vendor should expect from Infineum
- what is required of the Vendor
- implications of the process not being completed

판매자 인증의 필요성

- 이 절차는 사기나 결제가 잘못 이루어지는 것을 방지하기 위함입니다

Why is Vendor authentication required

- This is a process requirement to prevent fraud and incorrect payments

판매 담당자가 인피니움으로부터 제공 받는 것

- 이 자료는 인피니움의 구매부/재경부 에서 판매자에게 송부할 예정입니다 (이는 판매자의 재경/업무관리자와 공유될 것입니다)
- 판매자의 재경/업무관리자는 국.영문으로 된 판매자 정보 확인 양식을 이메일로 받을 것입니다 (송신인은 GlobalVendor.MasterAdministrator@Infineum.com 입니다)
- 인피니움에서는 기한 내 회신을 받지 못할 경우 판매자의 재경/관리자에게 이메일 또는 전화로 다시 한번 알려드릴 것입니다

What contact should Vendor expect from Infineum

- Infineum Procurement / Finance will supply a copy of this factsheet to the Vendor (this needs to be shared with the Finance / Company Officer contact at the Vendor)
- Finance / Company Officer contact at the Vendor will receive an email from Infineum requesting authentication of Vendor information (from email address GlobalVendor.MasterAdministrator@Infineum.com) with authentication template in dual language
- Finance / Company Officer contact at the Vendor will receive reminder emails and / or phone calls from Infineum to request authentication if this has not taken place in a timely manner

판매자로부터 필요한 사항

- 판매자의 담당자는 제3자로 보안이 필요한 정보(이름, 주소,계좌정보)를 확인하여 줄 수 있는 담당자의 연락처를 제공합니다
- 재경/업무관리자는 기한 내에 관련 사항을 확인하여 회신합니다

What is required of the Vendor

- Vendor contact to provide contact details of a Finance or Company Officer contact who can independently verify the sensitive fields (name, address, banking details)
- Finance or Company Officer to respond to Infineum authentication request in a timely manner by returning email with relevant details completed

절차가 완료되지 않을 시

- 기한 내에 제품이나 서비스에 대한 결제가 이루어지지 않을 수 있습니다

Implications of the process not being completed

- Infineum will not be able to pay timely for materials or services

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