

# **GEP Smart Transition Reference Guide**

(October 2025 - March 2026)



# The GEP Smart Transition Reference Guide is designed to help vendors navigate the source-to-pay process until full integration

## Reference Guide Intent

The content of this document is focused on the source-to-pay process for NextEra Energy, Inc. and its subsidiaries, including Florida Power & Light Company, (FPL) suppliers during our “interim” period of transition to the GEP Smart platform.

The interim period can be defined as the time of NextEra Energy's initial integration of GEP Smart in October 2025 (focused on the Power Generation Division) until full integration with all remaining applicable business units in March of 2026.

This content is designed to help all **suppliers** understand the basic source-to-pay workflow functions and duality of any Legacy systems and processes overlapping with new GEP SMART processes.

**Thank you for your partnership during this transition. We are excited about the benefits that come with using the GEP SMART platform.**

## **Supplier System Details**

**From October 2025 – June 2026 suppliers may be required to use multiple systems and processes until NextEra Energy, Inc. has fully transitioned to GEP**

### **Interim Period Logistics**

**Note:** Between October 2025 – March 2026, only a portion of NextEra Energy (Power Generation Division “PGD”) will be using GEP SMART. After March, 2026, most business units within NextEra Energy will be integrated into the new system.

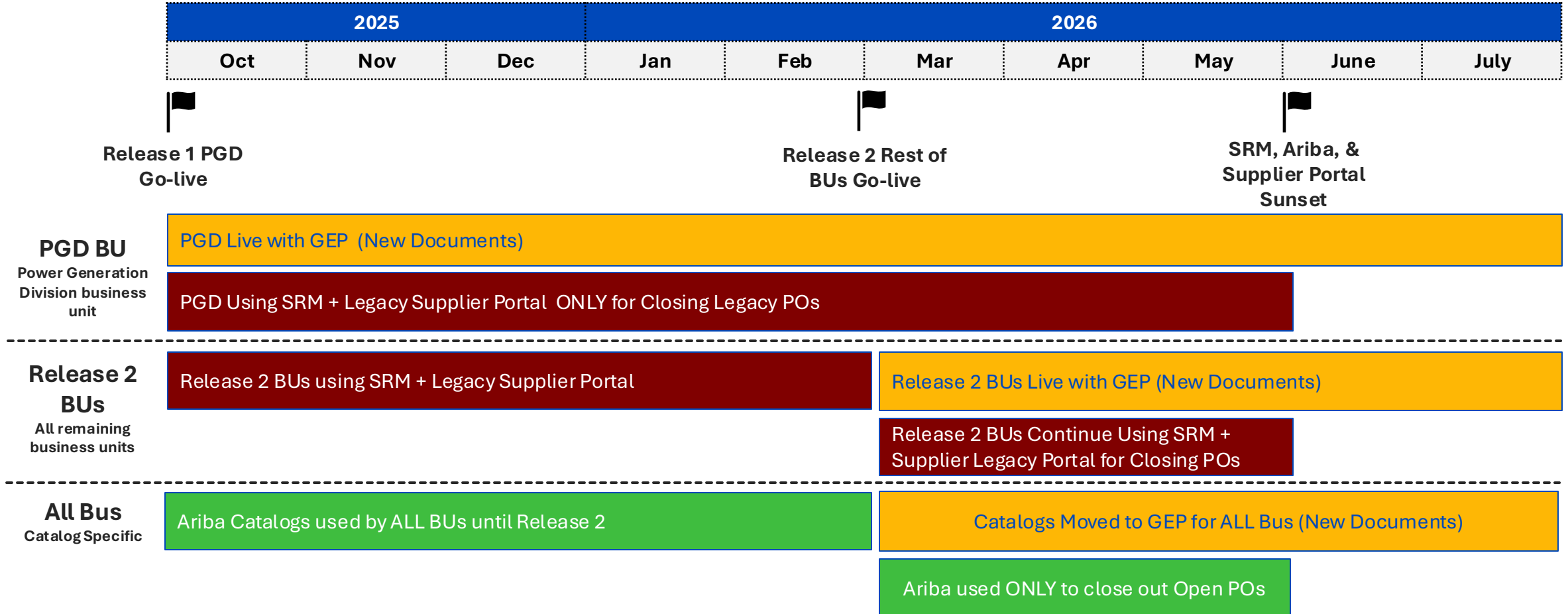
#### **What does this mean for a supplier?**

1. During this time, any open/existing Purchase Orders (POs) created before GEP will need to be organically closed out via the legacy SRM system and processes when providing services and materials
2. During this time, POs serving other NextEra Energy business units will continue to be processed via the methods currently used and not in GEP when providing services and materials

**The next slide is a visual representation of this interim period when multiple systems will be used.**

**The transition to GEP is being completed in a phased approach to ensure continuity of business**

# Timeline and System Overview: October 2025 through Release 2. SRM, Ariba and Supplier Portal will Sunset in June 2026



**Suppliers will need to distinguish whether a Purchase Order (PO) is an existing/open Legacy PO or a new GEP PO to understand the actions to take during the interim period**

## **Purchase Order Identification**

**Note: Due to the continued use of the legacy SRM system from October 2025 – March 2026, POs will have varying document number coding to help suppliers distinguish new from older POs**

**What does this mean for a supplier?**

1. If a supplier currently uses the NextEra Supplier Portal all POs new and old will be visible and can distinguish if a legacy PO or new GEP PO via the document number
2. Only new POs will be visible in the GEP system. Legacy POs will not be visible in GEP






**The next slide is a table displaying the varying document number ranges to help suppliers distinguish between a Legacy PO or a new GEP PO**

**The type of PO (existing/open Legacy vs new GEP) will determine the actions needed to invoice for services and materials**

# Future State Changes in PO Document Number Range.

## Legacy represents documents/existing POs created outside of GEP

GEP Designated

Purchase Order Type	Legacy Document Number Range(s)	Future State Document Number Range(s)
 Direct Materials	2100000000-2109999999 4200000000-4209999999 (Storm)	2110000000-2199999999 4210000000-4299999999 (Storm)
 Services	2000000000 - 2099999999	2700000000 - 2999999999
<div>Related to Ariba catalog timeline shown on slide 5</div>  Catalogs	2210000000 - 2299999999	2700000000 - 2999999999
 Framework	2400000000 - 2409999999	2700000000 - 2999999999
 EDI (Direct Materials)	2100000000-2109999999 4200000000-4209999999 (Storm)	2110000000-2199999999 4210000000-4299999999 (Storm)
Document ranges will be the primary designator to determine if a PO is designated for the new GEP source-to-pay platform		

**Suppliers may need to work from both the Legacy supplier portal and GEP Smart during the October 2025 – March 2025 transition period**

## **Purchase Order Visibility**

**Note: Suppliers with access to the Legacy supplier portal will still have that access in addition to registered GEP suppliers. POs will be visible in both, however, only new GEP POs will be visible in GEP**

**What does this mean for a supplier?**

1. If a supplier has existing access to the Legacy supplier portal they will still have access
2. All existing/new POs will be visible in the Legacy supplier portal and will need to be distinguished via document number coding described on pages 6-7
3. Only new POs related to the PGD business unit will be visible in the GEP system until March 2026

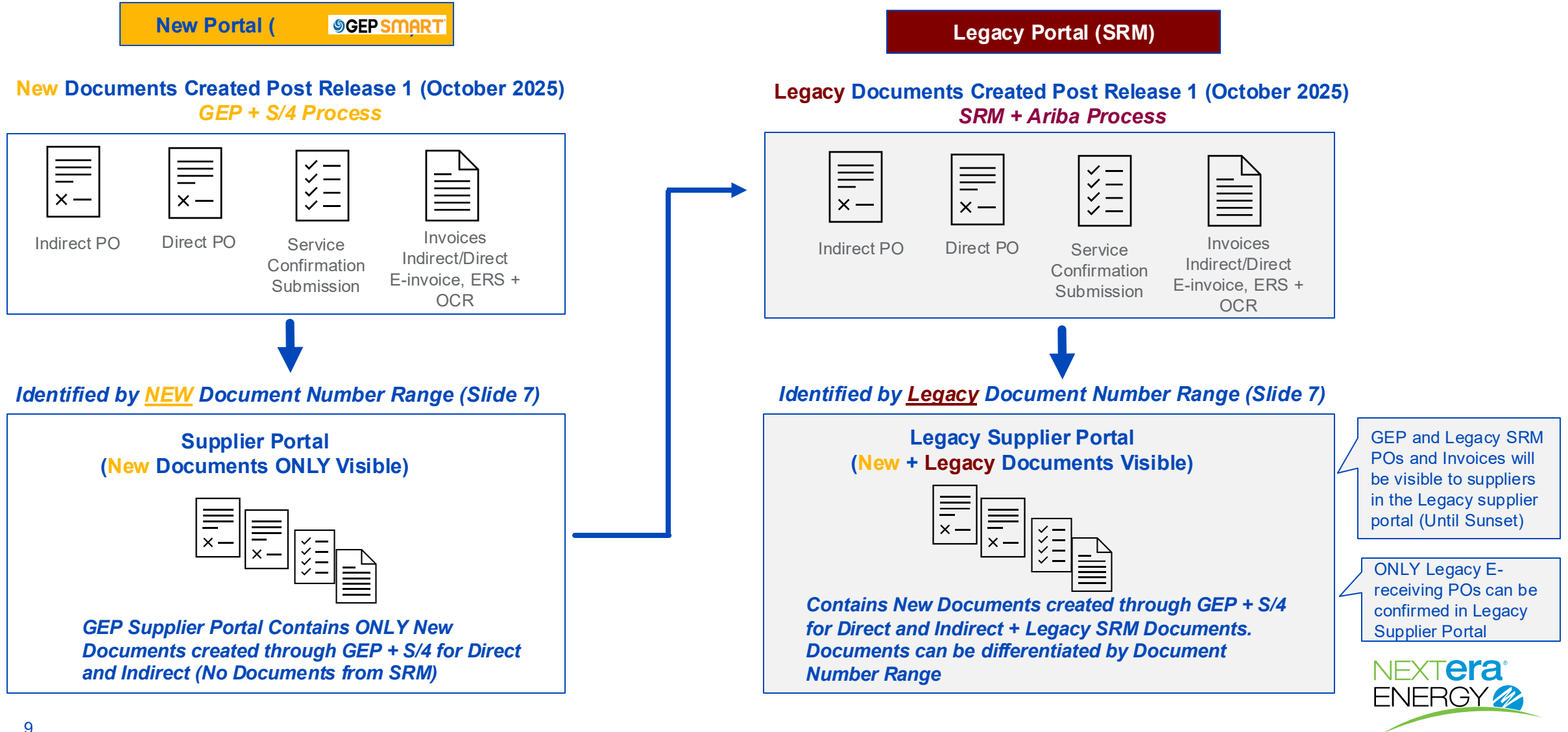
**The next two pages are a visual of the system configurations and PO visibility within the systems during the interim period**

**The type of PO (Legacy vs new GEP) will determine the actions needed**



# Supplier portals during the interim state from October 2025 – March 2026

The GEP supplier portal and Legacy portal will BOTH be used by suppliers during the interim states from October 2025 - March 2026 until SRM Sunset. Legacy Portal will remain active to support closure of open PO activity.



## Documents created in GEP Smart will be visible in supplier portals based on business unit go-live schedules and legacy portals sunsetting June 2026

Supplier Portal	Power Generation Division (PGD)	All Business Units
<b>GEP Smart and Legacy Supplier Portals</b>	<b>Release 1</b> <b>October 13, 2025 – May 2026</b> <i>The PO document number range will indicate a New vs. Legacy PO</i>	<b>Release 2</b> <b>March 2026 – May 2026</b> <i>The PO document number range will indicate a New vs. Legacy PO</i>
<b>GEP Smart Supplier Portal Only</b>	<b>June 2026</b> SRM, Ariba and Legacy Supplier Portal Sunset	<b>June 2026</b> SRM, Ariba and Legacy Supplier Portal Sunset
<b>POs and invoices created in SAP SRM and Ariba for all business units will be visible and accessible in the Legacy Supplier Portal until sunset June 2026</b>		

# NextEra will transition to Evaluated Receipt Settlement (ERS) in GEP Smart. The new ERS process is established for both services and inventoried materials

## ERS in GEP

**Note:** ERS will be configured for both services and inventoried materials in GEP. This may be a change for some suppliers who were ERS enabled via the Legacy system

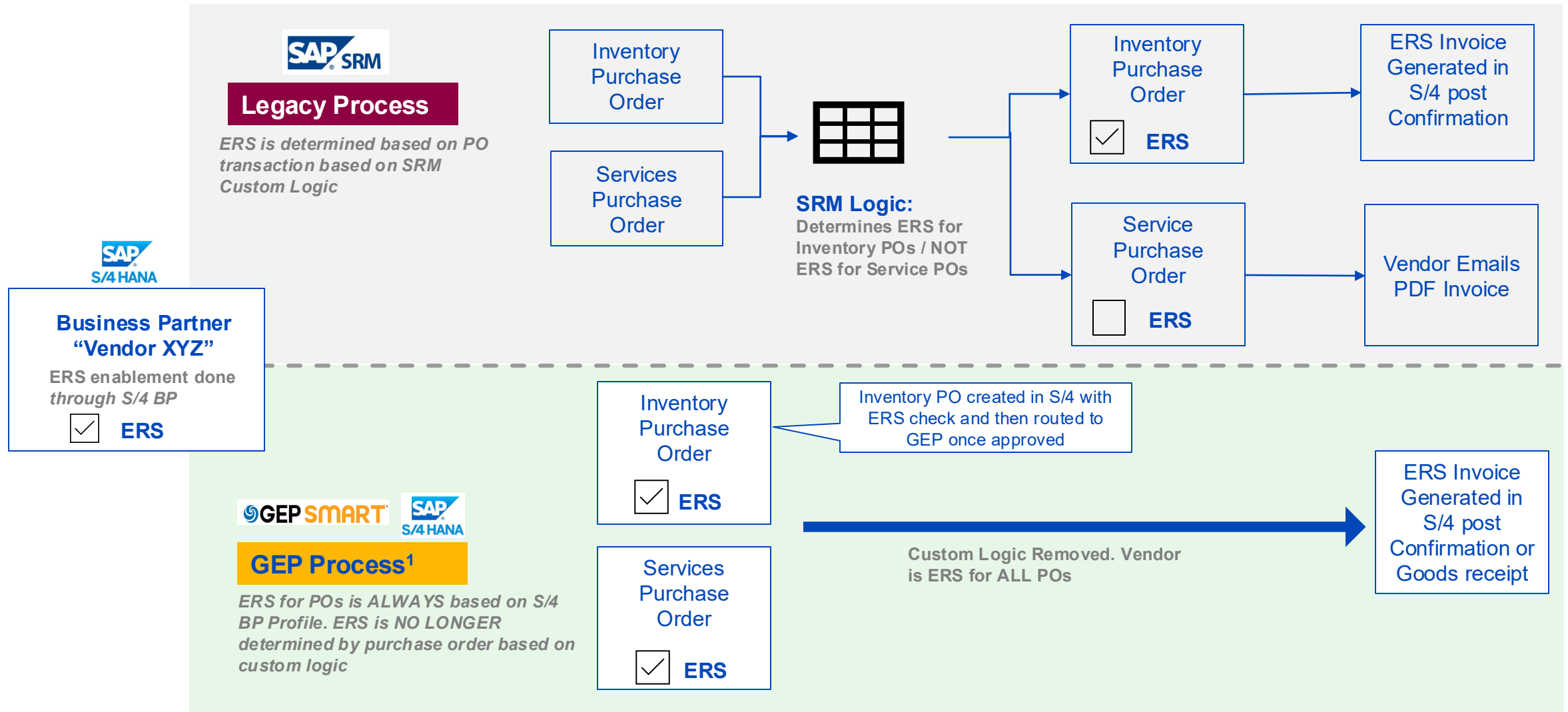
### **What does this mean for a supplier?**

1. Suppliers will need to fill out the ERS tax form if not already ERS enabled [ERS Tax Form Link](#)
2. ERS will automatically generate invoicing based on the PO/contract terms and goods or services delivered. Vendor documentation can be attached/uploaded within GEP for your own reconciliation.

**See the visual representation of Legacy ERS vs GEP ERS on the next page.**

**ERS tax forms can be submitted to [NextEraVendorProfiles.sharedmailbox@NextEraEnergy.com](mailto:NextEraVendorProfiles.sharedmailbox@NextEraEnergy.com)**

# ERS Legacy vs. GEP Future State: ERS will be enabled for BOTH inventoried materials and services in GEP Smart



1. ERS is the new standard for the GEP source-to-pay-process. Vendors not on ERS will require an exception process and will be required to E-invoice in GEP

**NextEra suppliers have utilized .pdf email invoicing and E-receiving workflows via our Legacy system. There will be a slight change to some processes in the new GEP portal**

## **GEP Vendor Confirmation Process**

**Note:** The new GEP system utilizes service confirmations and ERS automatic or electronic invoicing for services provided

**What does this mean for a supplier?**

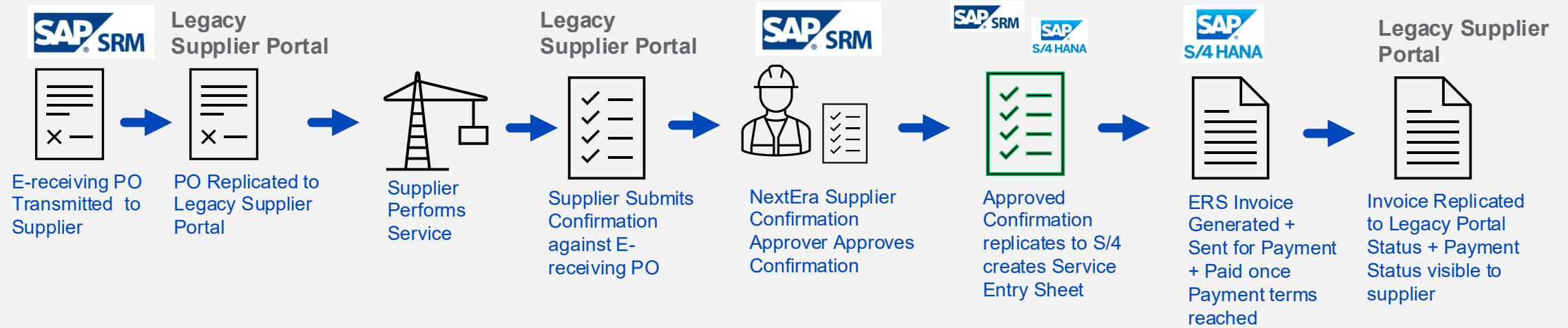
1. Suppliers will be required to adopt the new GEP processes for service confirmations and invoicing
2. The adoption of these processes will happen in October 2025 for our PGD business unit Purchase orders followed by the remainder of NextEra business units in March of 2026

**View the next two pages for a visual representation of Legacy vs GEP processes**

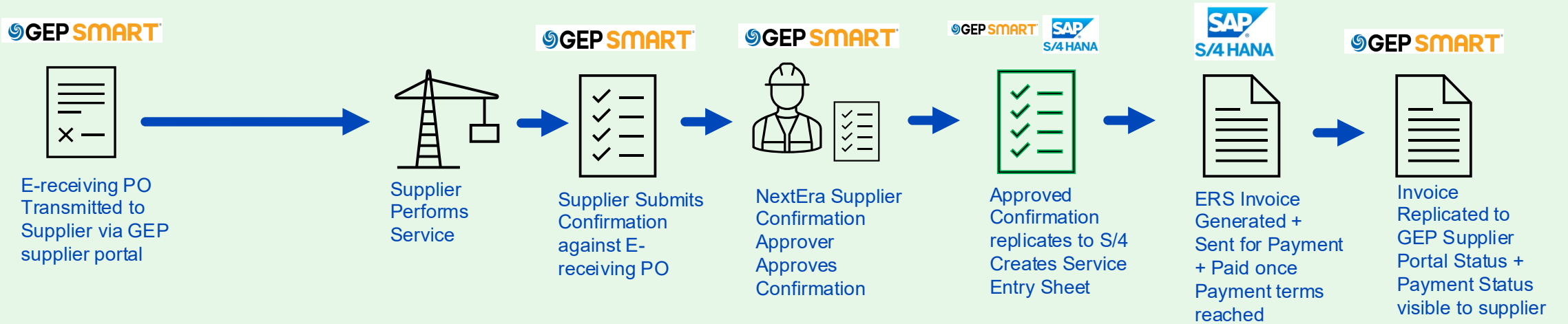
**ERS tax forms can be submitted to [NextEraVendorProfiles.sharedmailbox@NextEraEnergy.com](mailto:NextEraVendorProfiles.sharedmailbox@NextEraEnergy.com)**

# Legacy vs. GEP Future State E-receiving Process

## Legacy E-receiving Process

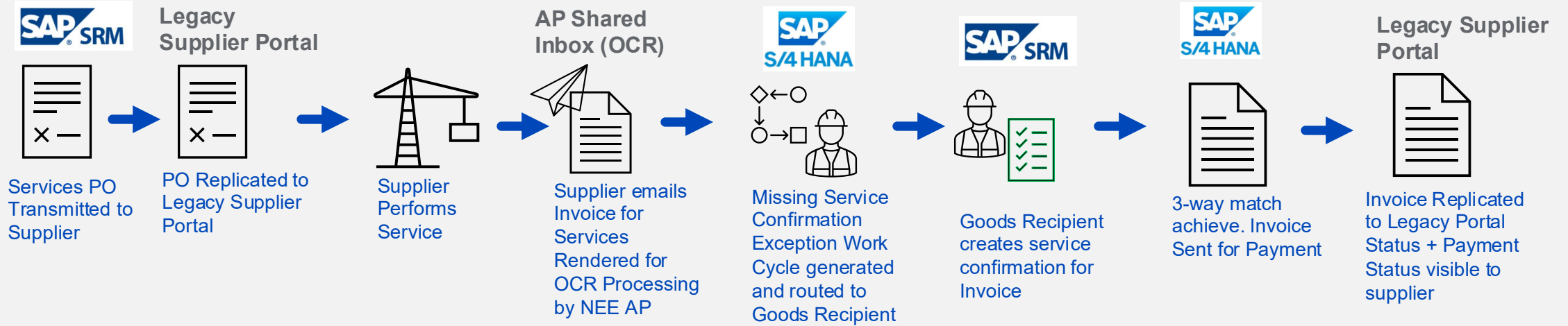


## GEP Supplier Confirmation Process



# Legacy OCR vs. Future State (GEP) E-receiving Process

## Legacy OCR Process



## GEP Supplier Confirmation Process

