

# **Cloud Supplier Portal User Manual**

## **How to Login to Maaden Portal**

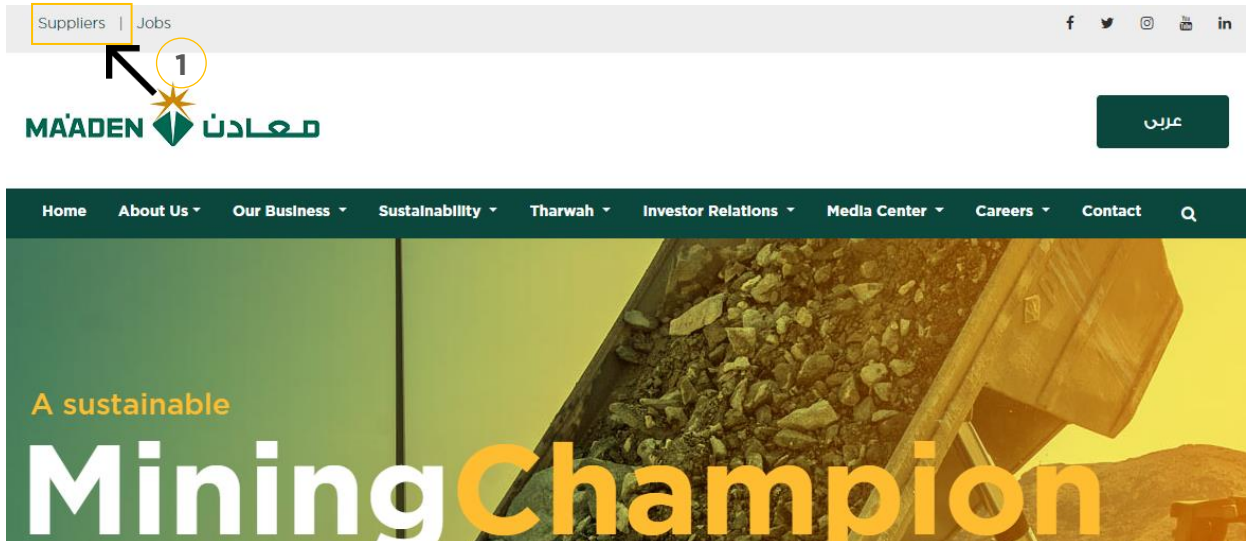
## Table of Contents

No.	Contents	Pages
1.	<b>How to Login</b>	3-4
2.	<b>Password Assistance</b>	4-5

## 1. How to Login

Visit our website - [www.maaden.com.sa](http://www.maaden.com.sa)

1. Click, **Supplier**
2. Click, **Sign In**



## Ma'aden Supplier Portal

## Welcome Message

### Welcome to Saudi Arabian Mining Company(Ma'aden) Suppliers and Contractors Relations Website.

Using this site you can easily initiate your company registration, that can lead to becoming one of Ma'aden Group approved suppliers / contractors.

Before you start your registration process , please make sure you read the guideline document ,and make sure the needed documents in PDF file or Microsoft word and ready in your desktop for upload.

Completion of the online supplier / contractor registration does not guarantee that your company will receive RFQs / RFPs or POs/Subcontracts from Ma'aden nor does it confer "Approved" status as a Ma'aden supplier / contractor. It is the first step of the mandatory process for doing business with Ma'aden and Its affiliates. You may be contacted in accordance with our business needs.

For Current Ma'aden Suppliers / Contractors, using this site, you can update your company information and have access to Ma'aden business opportunities through collaboration portal.

We appreciate your interest in becoming a Ma'aden Supplier / Contractor and look forward to the possibility to work with you.

Ma'aden Code of Conduct

Sign In

Register

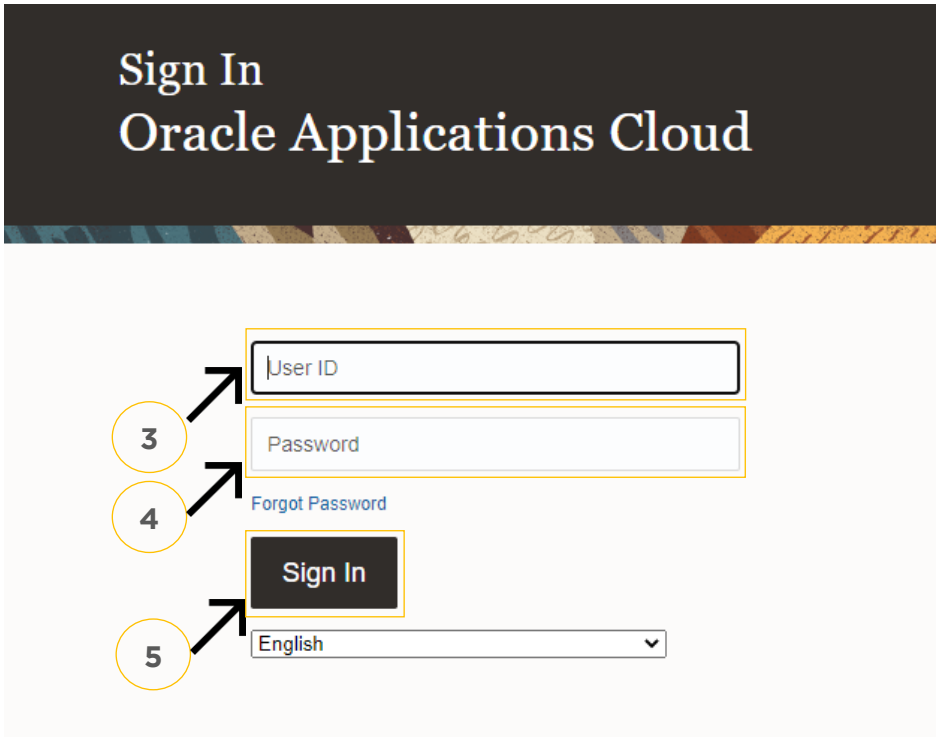
User Manual

Submit Feedback

Speak Up

Supplier Tips

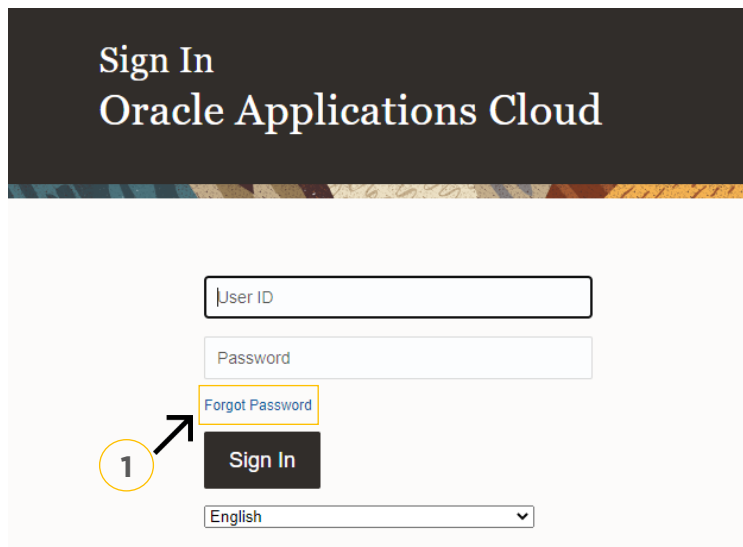
3. Input your **User ID** and **Password**
4. Then, click **Sign In**



if you don't know your password follow next page for **“Login Assistance”**

## 2. Login Assistance

1. Click [Forgot Password](#)



Sign In  
Oracle Applications Cloud

User ID

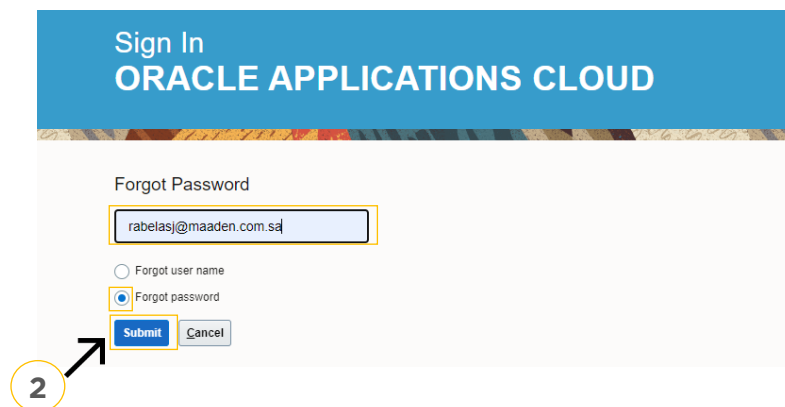
Password

**Forgot Password**

**Sign In**

English

2. In the field "User Name or Email", provide **email id**, select "Forgot password" option and click on "Submit" button.



Sign In  
ORACLE APPLICATIONS CLOUD

Forgot Password

Forgot user name

**Forgot password**

**Submit** Cancel

3. Then you will receive an email from [OracleCloud@maaden.com.sa](mailto:OracleCloud@maaden.com.sa) with subject "Maaden Cloud Applications-Password Reset Information" Please check your email.

Open the email that you received and [click](#) on the link to [reset your password](#), below is a screenshot of the email sample.

From: <[OracleCloud@maaden.com.sa](mailto:OracleCloud@maaden.com.sa)>  
Date: Sun, 19 Dec 2021, 16:27  
Subject: Maaden Cloud Applications-Password Reset Information  
To: <[info@company.com](mailto:info@company.com)>

Dear <Supplier Contact Name>,

You have requested to reset your password for Oracle Fusion Applications through Self Service Portal.

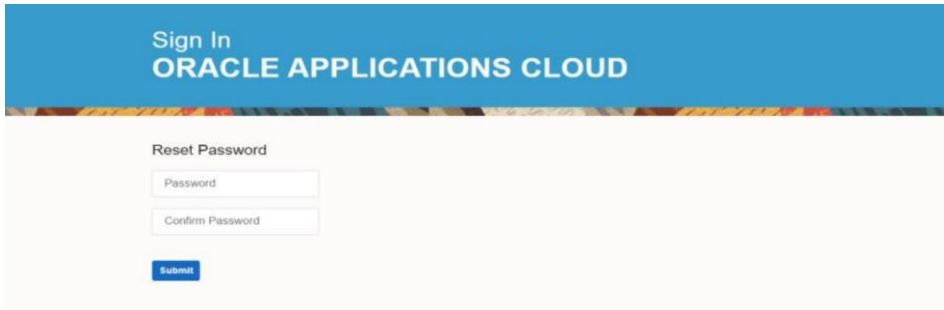
Please follow the link below to reset your password.

<https://fa-epod-saasfaprod1.fa.ocs.oraclecloud.com:443/hcmUI/faces/ResetPassword?ase.gid=2fa4412a572d426b8407ba842199f1c0>

If you did not request this information or have any question, contact [SRM@maaden.com.sa](mailto:SRM@maaden.com.sa).

**3** Thank You,  
Maaden SRM Team

5. Provide [New Password](#) in the fields and click [Submit](#).

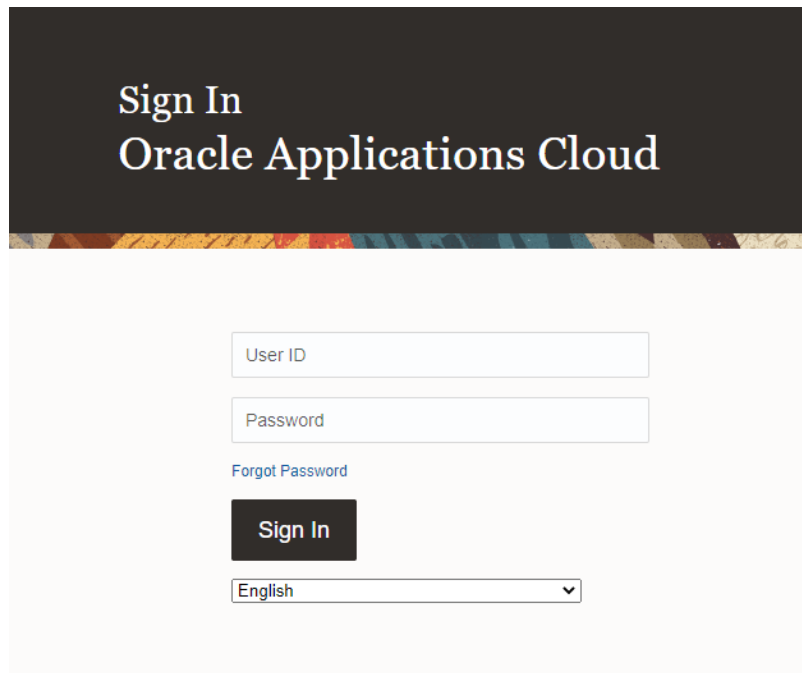


The screenshot shows the 'Reset Password' form on the Oracle Applications Cloud sign-in page. The form is titled 'Reset Password' and contains two input fields: 'Password' and 'Confirm Password'. Below the fields is a blue 'Submit' button. The page header is blue with the text 'Sign In ORACLE APPLICATIONS CLOUD'.

### To Login:

Visit our website - [www.maaden.com.sa](http://www.maaden.com.sa)

1. Click, **Supplier**
2. Click, **Sign In**
3. Input your **User ID** and **Password**
4. Then, click **Sign In**



The screenshot shows the 'Sign In' form on the Oracle Applications Cloud sign-in page. The form is titled 'Sign In Oracle Applications Cloud' and contains three input fields: 'User ID', 'Password', and 'Forgot Password'. Below the fields is a black 'Sign In' button and a dropdown menu with 'English' selected. The page header is black with the text 'Sign In Oracle Applications Cloud'.