



## **New Resolute Forest Products Regional Supplier Registration Portal**

Resolute Forest Products is committed to implementing a sustainable and responsible regional procurement system that will lead to the creation of a strong supply chain as well as contribute to economic and social development in the communities where it operates.

In creating a regional supply chain, Resolute's objective is to obtain value-added goods and services on the basis of quality, price, support and service, while fostering the growth and development of regional businesses.

We are promoting the development of regional procurement with a new portal where companies can register for greater visibility. The companies will then be asked to complete a qualification questionnaire on their field of activity or expertise, at no cost to them.

In this way, Resolute will have quick access to supplier information so that it can effectively, efficiently and – above all – regionally manage the specific needs of each of its sites.

**This new qualification questionnaire is in addition to the standard qualification process that current and future subcontractors must follow in Cognibox when they are so requested or when work is to be carried out at one of Resolute's sites. The Cognibox fee will therefore continue to apply when a supplier subscribes or renews a subscription for the standard qualification, but no additional fee will be required for the new registry.**

You are invited to complete the registration form by clicking on the following link:  
<https://sim.cognibox.com/en/registration-resolute>

Suppliers already registered with Cognibox do not need to click on the link. Instead, they should access their Cognibox account and find "Resolute Regional Supplier Registration Portal" in the list of Client Corporations (see step 5 below).

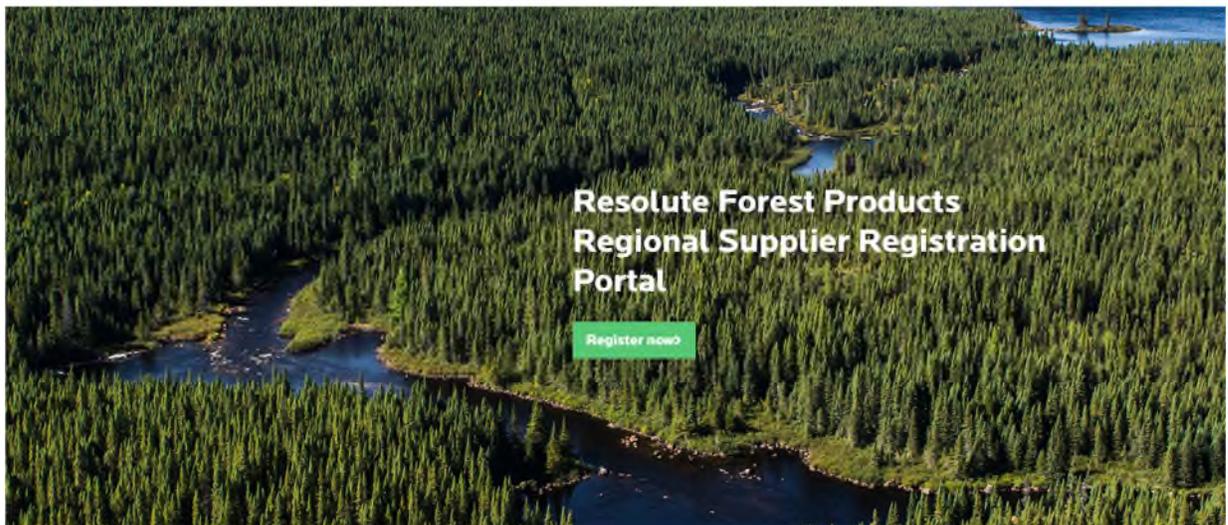


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Here are the steps to follow to join Resolute's regional supplier registry. (Suppliers already registered with Cognibox should go directly to step 5.):

1- First click on "Register now":



**What is it about?**



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2- Fill in the requested fields:

**Register now!**

Company\*

Please complete this required field.

First name\*

Please complete this required field.

Last name\*

Please complete this required field.

Email\*

Please complete this required field.

Telephone\*

Please complete this required field.

Street address\*

Please complete this required field.

Postal Code\*

Please complete this required field.

City\*

Please complete this required field.

**Register**

3- The request for an addition will be approved by Cognibox, and you will receive a confirmation email inviting you to complete the qualification questionnaire.



4- Afterwards, you will need to go to [www.cognibox.net](http://www.cognibox.net) and log in:

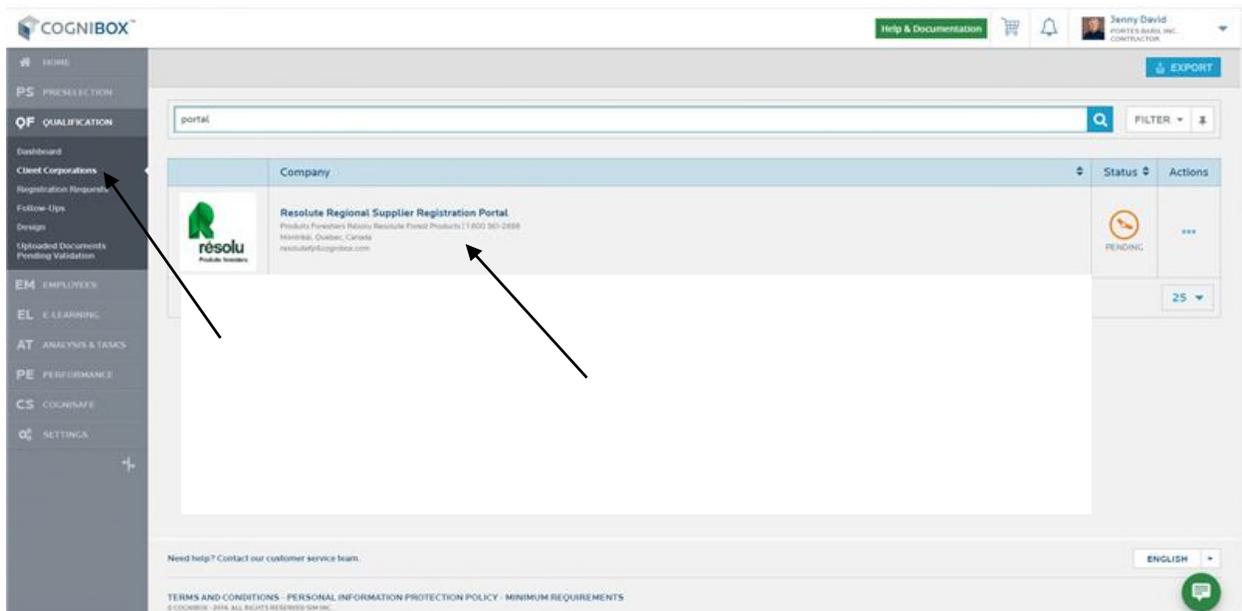
A screenshot of the Cognibox website's login and registration interface. The page features a central banner with the text 'BLOCKED AT THE GATE?' and a sub-headline: 'Your HSE training is expired? Your client does not recognize your training firm? Make sure your staff is not blocked at the gate, register your employees through SIM's public training calendar and choose from more than 125 training sessions each week. Start today, visit [www.simexperts.com](http://www.simexperts.com)'. To the right of the banner is a 'Sign In' section with input fields for 'Email or Username' and 'Password', a 'Forgot Password?' link, and a 'SIGN IN' button. Below this is a 'Register' section with the text 'You want to do a training course or you received a Cognicode?' and a 'CREATE A FREE USER ACCOUNT' button. At the bottom of the page, there is a footer with the text 'Need help? Contact our customer service team.' and a language dropdown menu set to 'ENGLISH'. Small text at the very bottom reads 'TERMS AND CONDITIONS - PERSONAL INFORMATION PROTECTION POLICY - MINIMUM REQUIREMENTS © COGNIBOX - 2014. ALL RIGHTS RESERVED SIM INC.'.



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- 5- From the menu, select “Qualification” and click on the "Client Corporations" tab. Then select “Resolute Regional Supplier Registration Portal” and complete the questionnaire:



Note: You do not need to save the questionnaire or to submit it; the system will do so for you automatically.

If you have any questions, you can contact SIM-Cognibox customer service during business hours at 1-877-746-5653 or by email at [service@cognibox.com](mailto:service@cognibox.com).

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