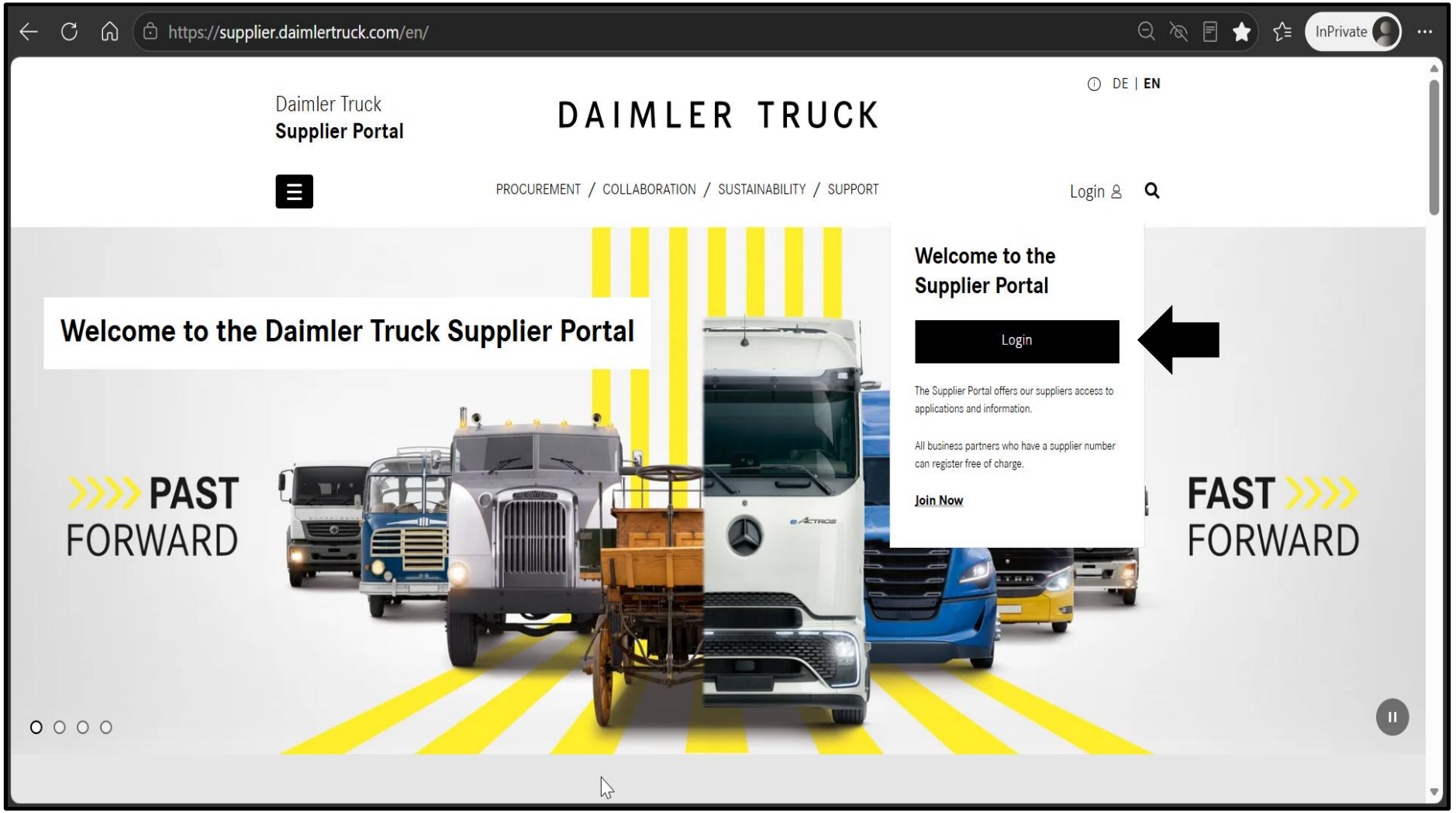
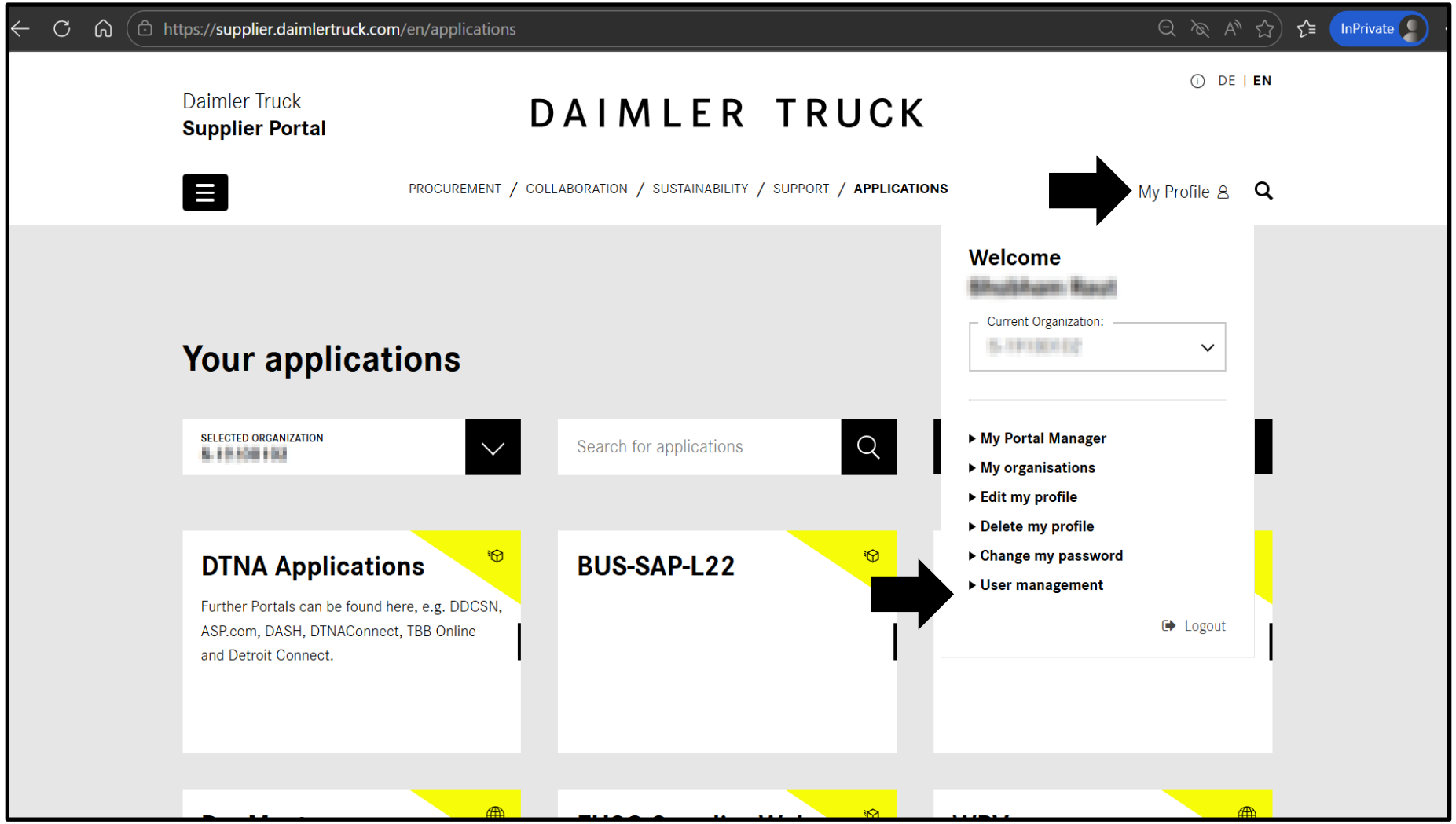
DAIMLER TRUCK

How an Org Admin grants access to an additional supplier number.

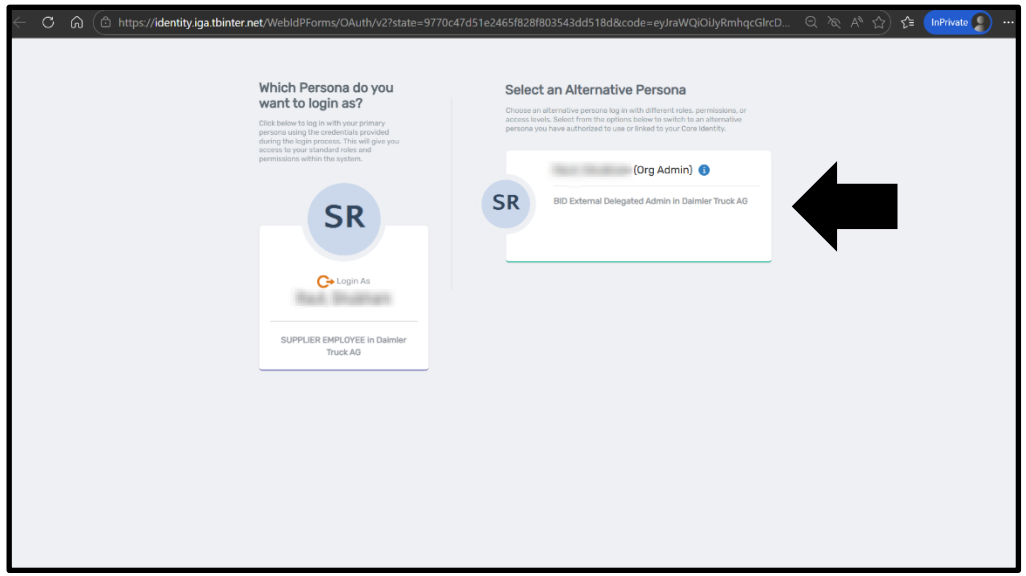
Step 1: Access the Daimler Truck Supplier Portal using the URL below and click **“Login”**.
URL: https://supplier.daimlertruck.com

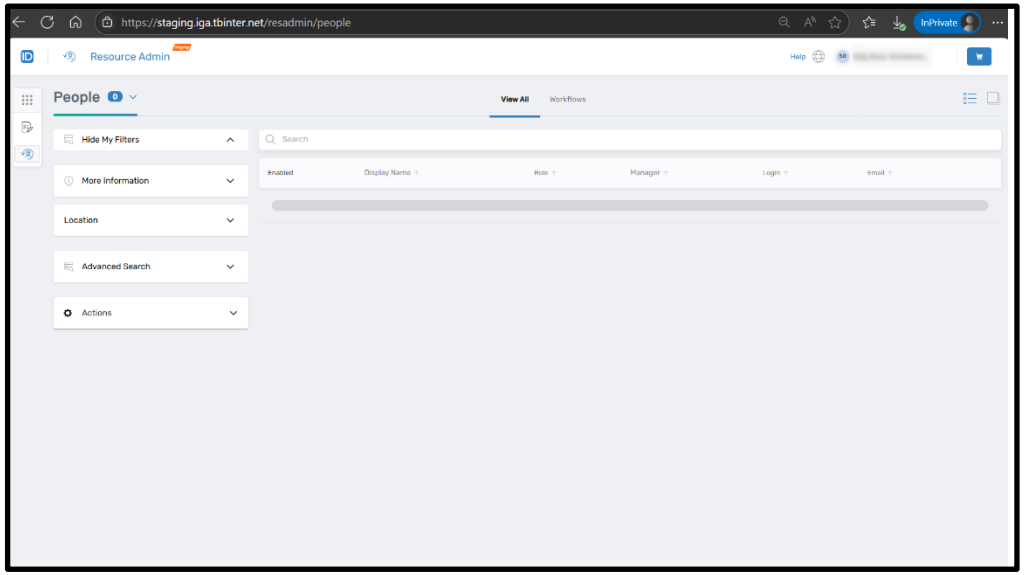


Step 2: Navigate to **“My Profile”** and select the **“User Management”** tab.

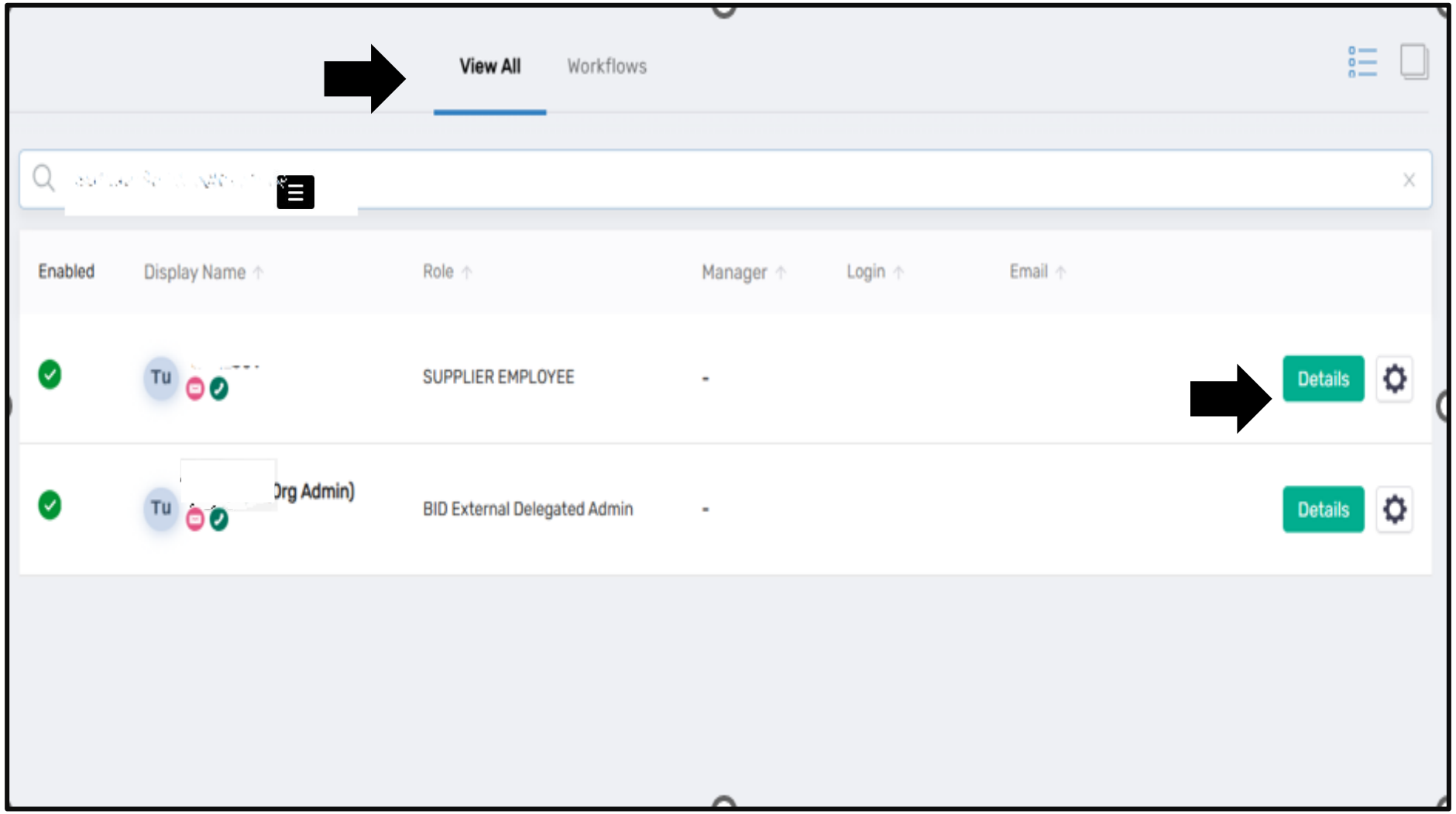


Step 3: Please select the **“Org Admin”** and you will be able to see the Resource Admin

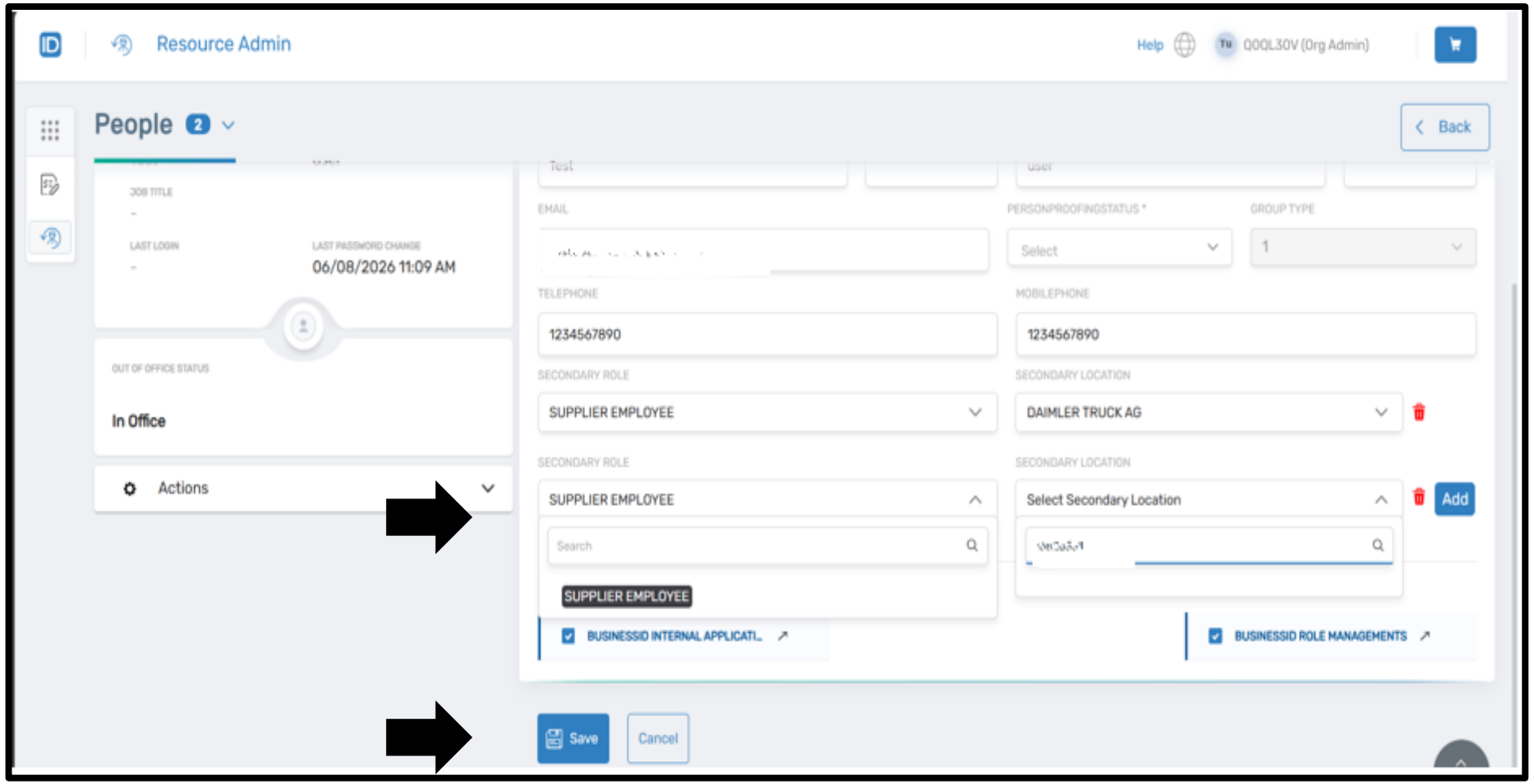




Step 4: Navigate to the **"View All"** section and use the search field to find the corresponding supplier employee user account. Once the account appears in the search results, click **"Details"** to proceed.



Step 5: To add a new supplier number, click **"Add"** and enter the desired supplier number in the **"Select Secondary Location"** field. Then, select **"Supplier Employee"** from the **"Secondary Role"** dropdown list and click **"Save"** to complete the assignment.



Step 6: To remove any secondary supplier number, click the **"Delete"** icon next to the respective supplier number and then click **"Save"** to apply the changes.

