

IMPORTANT BUSINESS UPDATE: MERCK LIFE SCIENCE LEGAL ENTITY CONSOLIDATION

As of January 1, 2024, Merck Limited and Sigma Aldrich New Zealand Co. have consolidated into a single legal entity, Merck Life Science Ltd.

What you need to know:

1. Please inform your procurement and finance offices about this change.
2. Update your administrative processes using the information provided below.
3. Ensure any outstanding payments are reconciled with the legal entity that issued the invoice.
4. Starting January 1, 2024, direct all new orders to Merck Life Science Ltd (NZBN 94 29 034 928 165).

Online Ordering:

- On December 20, 2023, the MeComm website (<https://ecom.merck.co.nz>) was decommissioned.
- From January 4, 2024 all eCommerce activities will be conducted through sigmaaldrich.com
- If you place orders via sigmaaldrich.com, you can continue to use your login details and password without change.
- If you previously placed orders via MeComm, your account has been transitioned to sigmaaldrich.com

B2B and eProcurement Ordering:

- Your B2B and/or eProcurement teams worked closely with our integration specialists to ensure our products remain connected on your platform.
- Ordering processes has not changed for Sigma-Aldrich New Zealand Co. customers.
- Merck Limited customers will be guided by their account manager.
- For customers of both entities, the Sigma-Aldrich platform will be the exclusive ordering channel.

Ordering documentation

From January 1, only the product code on the label will be featured in your order documentation. Please update your system accordingly if you previously recorded the Merck internal material reference number (eg. 9000...).

Email Notifications:

Please refer to the email notifications previously sent regarding this change for further details:

- [October 2023](#)
- [November 2023](#)
- [January 2024](#)

ADDENDUM

The following changes to our legal entities in New Zealand took effect on **January 1, 2024**

If you are only a customer of Sigma-Aldrich New Zealand Co., please update the company name and address only.

If you are only a customer of Merck Ltd, please create Merck Life Science Ltd. as a vendor with the below information

If you are a customer of both entities, please use Sigma-Aldrich New Zealand Co. as the vendor for all your Merck Life Science Ltd. items, then update the company name, and address to Merck Life Science Ltd.

Merck Life Science Ltd

Level 26 PwC Tower
15 Customs Street West
Auckland
1010
New Zealand

Company Number: 1604995

Business Number: 9429034928165

GST No.: 90148427

Payment by transfer:

BANK NAME: ANZ Bank New Zealand
Account #: 0006159000
BSB: 011836

Please ensure you have the correct contact information

Customer Excellence - Life Science

Tel: 0800 93 66 66

Email: CustomerSupport.ANZ@merckgroup.com

Invoice and Payments

Email: AccountsReivable.ANZ@merckgroup.com

Customer Excellence - Process Solutions

Phone: 02 9841 0588

Email: process_solutions_anz@merckgroup.com

FREQUENTLY ASKED QUESTIONS

WHAT ACTIONS DO I NEED TO TAKE

You will need to inform your procurement and accounts payable teams to update their administrative processes pertaining to our company details. Such actions may include (but are not limited to):

- Creating a new vendor, or
- Changing the vendor code, or
- Amending the existing vendor name and address

HAS THE CHANGED AFFECTED AGREEMENTS AND INVOICING?

Merck Life Science Ltd. will continue to abide by the terms of any written contract or pricing commitment which our representatives in New Zealand signed or made in writing prior to January 1, 2024, but which extend after that date.

All existing contracts with Merck Limited or Sigma-Aldrich New Zealand Co will be transferred to Merck Life Science Ltd. If you would prefer an amended contract to reflect Merck Life Science Ltd. as the contracting party, please let us know.

After January 1, invoices will be issued by the consolidated legal entity, Merck Life Science Ltd.

HAVE YOUR TERMS AND CONDITIONS CHANGED?

No, our Terms and Conditions of Sale are already aligned between Merck Limited and Sigma-Aldrich New Zealand Co.

HAS THERE BEEN CHANGES TO YOUR WEBSITES AND ECOMMERCE PLATFORMS?

Yes, all eCommerce for Merck Life Science has moved to www.sigmaaldrich.com, including products previously ordered on www.merckmillipore.com

The sigmaaldrich.com website displays real-time, customer-specific pricing. Web credentials (login and/or password) may change for some users.

Customers attempting to order on merckmillipore.com will be redirected to sigmaaldrich.com.

DO I NEED TO MAKE ANY SPECIAL ARRANGEMENTS TO STOCK PRODUCTS?

The integration will not affect how we serve customers and supply products.

WHAT HAPPENS TO OLD QUOTATIONS ISSUED BEFORE THE TRANSITION?

We will honour these quotes, but if you place an order after January 1, 2024, you will need to place the order with the new consolidated legal entity, Merck Life Science Ltd. If you need a new quote with the consolidated legal entity name, a new quote with the same terms will be issued.

DATA PRIVACY NOTICE

As a result of our corporate reorganisation, in order for us to continue processing your customer data in support of our contractual relationship, it is necessary that we transfer your customer data from Merck Limited to Sigma-Aldrich New Zealand Co. (to be renamed Merck Life Science Ltd). If you object to this transfer, please send an email to privacy@merckgroup.com

YOUR RIGHTS

As a data subject you have the following rights:

You can request access to your personal data, including the provision of a copy of the personal data undergoing processing.

You can ask us to update or correct any inadequate, incomplete, or inaccurate data.

You can request the erasure of your personal data if the legal requirements are satisfied. This is the case if:

- your personal data is no longer needed for the purposes of which it was collected;
- the sole legal basis for processing such data was your consent, and you have withdrawn such consent;
- you have objected to processing on the legal grounds relating to your situation, and we cannot prove that there are overriding legitimate grounds for processing;
- your personal data were processed unlawfully; or
- your personal data must be erased to comply with legal requirements.

You can restrict the processing of personal data under certain conditions. The requirements are:

- the accuracy of your personal data is contested by you, and we must verify the accuracy of the personal data;
- the processing is unlawful, but you oppose the erasure of the personal data and request the restriction of their use instead;
- We no longer need the personal data for the purposes of processing, but you require the data to establish, exercise or defend your legal claims;
- you have objected to processing pending the verification of whether our legitimate grounds override your legitimate grounds.

You have the right to data portability, e.g., you can ask us to provide your personal data in a structured, commonly used, and machine-readable format for your use or transfer to another controller. You can lodge a complaint with a supervisory authority. Where processing is based on your consent, you have the right to withdraw consent at any time, without affecting the lawfulness of processing based on consent before its withdrawal.

Right to object - to the extent that we are relying on our legitimate interests to use your personal data, you have the right to object to such use, and we must stop such processing unless we can either demonstrate compelling legitimate grounds for the use that override your interests, rights and freedoms or where we need to process the data for the establishment, exercise or defence of legal claims. In addition, you can object to the processing of your personal data for direct marketing purposes, which includes profiling to the extent that it is related to such direct marketing without providing any reason. We will then cease the processing of your personal data for direct marketing purposes.

If you want to exercise any of these rights or have any questions or concerns about how we treat your personal data, please contact privacy@merckgroup.com.