

## SAP S/4HANA Cloud Service Use Descriptions Essentials Edition

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## General

This Service Use Description applies only to the SAP S/4HANA Cloud, essentials edition (previously known as SAP S/4HANA Cloud, multi-tenant edition or S/4HANA Cloud) services to which Customer is subscribed. Any documents referenced herein are available upon request.

For the avoidance of doubt, all non-productive development, testing, and quality assurance, may only be conducted in non-production environments.

## Core

### SAP S/4HANA Cloud for enterprise management, essentials edition

Usage Metric	Full Usage Equivalents (FUE)																					
Explanation of Usage Metric	<p>Full Use Equivalent (FUE) means the number that corresponds to the number of individuals authorized to access specified solution capabilities of the S/4HANA Cloud for enterprise management, essentials edition Service as follows:</p> <p>1 FUE = 1 SAP S/4HANA for advanced use</p> <p>1 FUE = 5 SAP S/4HANA for core use</p> <p>1 FUE = 30 SAP S/4HANA for self-service use</p> <p>Customer may allocate each FUE to any one of the use package types and may change the allocation during the subscription term. A Full Use Equivalent cannot be divided between or among different use package types.</p> <p><b>S/4HANA Cloud for self-service use</b></p> <table><tr><td>Available to Promise (S/4 CLD)</td></tr><tr><td>Delivery Management (S/4 CLD)</td></tr><tr><td>Goods Movement (S/4 CLD)</td></tr><tr><td>Maintenance Execution (S/4 CLD)</td></tr><tr><td>Material Requirements Planning (S/4 CLD)</td></tr><tr><td>Production Control (S/4 CLD)</td></tr><tr><td>Self-Service Requisitioning (S/4 CLD)</td></tr><tr><td>Time Sheet (S/4 CLD)</td></tr><tr><td>Transportation Management (1811)</td></tr><tr><td>Warehouse Management (1811)</td></tr></table> <p>The S/4HANA Cloud for self-service use also covers display use rights.</p> <p><b>S/4HANA Cloud for core use</b></p> <table><tr><td>Available to Promise (S/4 CLD)</td></tr><tr><td>Delivery Management (S/4 CLD)</td></tr><tr><td>External Processing (S/4 CLD)</td></tr><tr><td>Goods Movement (S/4 CLD)</td></tr><tr><td>Inventory Analytics and Control (S/4 CLD)</td></tr><tr><td>Just-in-time Processing (S/4 CLD)</td></tr><tr><td>Kanban (S/4 CLD)</td></tr><tr><td>Maintenance Execution (S/4 CLD)</td></tr><tr><td>Maintenance Planning and Scheduling (S/4 CLD)</td></tr><tr><td>Master Data Maintenance (S/4 CLD)</td></tr><tr><td>Material Requirements Planning (S/4 CLD)</td></tr></table>	Available to Promise (S/4 CLD)	Delivery Management (S/4 CLD)	Goods Movement (S/4 CLD)	Maintenance Execution (S/4 CLD)	Material Requirements Planning (S/4 CLD)	Production Control (S/4 CLD)	Self-Service Requisitioning (S/4 CLD)	Time Sheet (S/4 CLD)	Transportation Management (1811)	Warehouse Management (1811)	Available to Promise (S/4 CLD)	Delivery Management (S/4 CLD)	External Processing (S/4 CLD)	Goods Movement (S/4 CLD)	Inventory Analytics and Control (S/4 CLD)	Just-in-time Processing (S/4 CLD)	Kanban (S/4 CLD)	Maintenance Execution (S/4 CLD)	Maintenance Planning and Scheduling (S/4 CLD)	Master Data Maintenance (S/4 CLD)	Material Requirements Planning (S/4 CLD)
Available to Promise (S/4 CLD)																						
Delivery Management (S/4 CLD)																						
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Master Data Maintenance (S/4 CLD)																						
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Product Development Foundation (S/4 CLD)
Production Control (S/4 CLD)
Production Execution (S/4 CLD)
Project Financials Control (S/4 CLD)
Quality Engineering (S/4 CLD)
Quality Improvement (S/4 CLD)
Quality Inspection (S/4 CLD)
Sales Order Management and Processing (S/4 CLD)
Quotation Management (S/4 CLD)
Self-Service Requisitioning (S/4 CLD)
Service Order Management (1811)
Subcontracting (S/4 CLD)
Time Sheet (S/4 CLD)
Transportation Management (S/4 CLD) (1811)
Warehouse Management (1811)

The S/4HANA Cloud for core use also covers display use rights.

#### **S/4HANA Cloud for advanced use**

<b><u>S/4HANA Cloud, essentials edition</u></b>
Goods Movement (S/4 CLD)
Inventory Analytics and Control (S/4 CLD)
Warehouse Management (S/4 CLD) (1811)
Transportation management (S/4 CLD)
Available to Promise (S/4 CLD)
Delivery Management (S/4 CLD)
Material Requirements Planning (S/4 CLD)
External Processing (S/4 CLD)
Production Execution (S/4 CLD)
Subcontracting (S/4 CLD)
Just-in-time Processing (S/4 CLD)
Kanban (S/4 CLD)
Production Control (S/4 CLD)
Quality Engineering (S/4 CLD)
Quality Improvement (S/4 CLD)
Quality Inspection (S/4 CLD)
Maintenance Planning and Scheduling (S/4 CLD)
Maintenance Execution (S/4 CLD)
Project Financials Control (S/4 CLD)
Inspection Planning (S/4 CLD)
Product Development Foundation (S/4 CLD)
Service Order Management (S/4 CLD)
Sales Order Management and Processing (S/4 CLD)
Sales Billing (S/4 CLD)
Sales Master Data Management (S/4 CLD)
Sales Contract Management (S/4 CLD)

	<div> Claims, Returns, and Refund Management (S/4 CLD)</div> <div> Sales Monitoring and Analytics (S/4 CLD)</div> <div> Sales Rebate Management (S/4 CLD)</div> <div> Solution Billing (S/4 CLD)</div> <div> Price Management (S/4 CLD)</div> <div> Quotation Management (S/4 CLD)</div> <div> Time Sheet (S/4 CLD)</div> <div> Self-Service Requisitioning (S/4 CLD)</div> <div> Requirements Processing (S/4 CLD)</div> <div> Purchase Order Collaboration (S/4 CLD)</div> <div> Purchase Order Processing (S/4 CLD)</div> <div> Service Purchasing and Recording (S/4 CLD)</div> <div> Purchasing Rebate Management (S/4 CLD)</div> <div> Classification and Segmentation (S/4 CLD)</div> <div> Supplier Evaluation (S/4 CLD)</div> <div> Purchase Contract Management (S/4 CLD)</div> <div> Source Assignment (S/4 CLD)</div> <div> Spend Visibility (S/4 CLD)</div> <div> Real-Time Reporting and Monitoring (S/4 CLD)</div> <div> Invoice Processing (S/4 CLD)</div> <div> Invoice Collaboration (S/4 CLD)</div> <div> Financial Accounting (S/4 CLD)</div> <div> Entity Close (S/4 CLD)</div> <div> Financial Reporting (S/4 CLD)</div> <div> Accounts Payable (S/4 CLD)</div> <div> Accounts Receivable (S/4 CLD)</div> <div> Electronic Bill Presentment and Payment (S/4 CLD)</div> <div> Profitability Analysis (S/4 CLD)</div> <div> Product Costing (S/4 CLD)</div> <div> Overhead Cost Management (S/4 CLD)</div> <div> International Trade Management (S/4 CLD)</div> <div> Master Data Maintenance (S/4 CLD)</div>
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	<p>Adobe for no additional fee. A single Form Request is counted for each document with up to five (5) pages created using this Cloud Feature. The number of Form Requests for a document created with more than five (5) pages is calculated by dividing the total pages of the document by five (5). If the result of the calculation is not a whole number, the remainder shall be counted as a single Form Request. Form Requests for which a number of pages cannot be determined (e.g., digital signature request) are counted as a single Form Request. A contract year is a 12-month period beginning on the first day of the Subscription Term or its annual anniversary.</p> <p>For the avoidance of doubt, (i) Cloud Features are provisioned on the SAP Cloud Platform and in a different data center location from S/4HANA Cloud, essentials edition, (ii) Cloud Features do not include the same service elements that apply to the S/4HANA Cloud, essentials edition and (iii) the Service Level Agreement does not apply to Cloud Features.</p>
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#### SAP S/4HANA Cloud, Digital Access

<b>Usage Metric</b>	Documents
<b>Explanation of Usage Metric</b>	<p>Documents are unique records created in or written to the Cloud Service in a contract year by or through non-human, non-SAP technology (including bots, IoT devices and sensors, intelligent devices, third party systems and Customer or partner developed apps). A contract year is a 12-month period beginning on the first day of the Subscription Term or its annual anniversary. Documents are measured by multiplying the total number of each type of Document by the Document multiplier (specified in the Additional Terms section below) and summing up each result to arrive at the total number of Documents.</p> <p><b>Sales Document</b> means:</p> <ul style="list-style-type: none"> <li>(i) a line item record that represents the material and/or service being sold or quoted; and/or</li> <li>(ii) a record that represents an individual order/release against a scheduling agreement which indicates the material and/or service being sold.</li> </ul> <p><b>Purchase Document</b> means:</p> <ul style="list-style-type: none"> <li>(i) a line item record that represents the material and/or service being ordered or requested; and/or</li> <li>(ii) a record that represents the release against a scheduling agreement which indicates the material and/or service being procured.</li> </ul> <p><b>Invoice Document</b> means:</p> <p>a line item record that represents the material and/or service being billed. For SAP S/4HANACloud for Digital Access only, an Invoice Document shall also include a line item record that represents a description of the material being purchased, including the material name, number and quantity of the material.</p> <p><b>Manufacturing Document</b> means:</p> <ul style="list-style-type: none"> <li>(i) a record which represents the production -related details associated with manufacturing a material, including: the type, quantity and color of what to produce, when to produce it, where to produce it and/or other distinguishing characteristics; and/or (ii) a record that represents a confirmation which indicates the status of the processing activities associated with manufacturing orders.</li> </ul> <p><b>Material Document</b> means:</p> <p>a line item record that represents a specific material being received, issued or transferred to, from or within a storage location or plant.</p> <p><b>Quality Management Document</b> means:</p> <ul style="list-style-type: none"> <li>(i) a record that represents the details of a nonconformance being reported including the information required for problem solving; and/or (ii) a record that represents results of an inspection. For SAP S/4HANACloud for Digital Access only, a Quality Management Document shall also include a record that represents the details of a nonconformance.</li> </ul> <p><b>Service &amp; Maintenance Document</b> means:</p> <ul style="list-style-type: none"> <li>(i) a record that represents the details of work to be performed including the information needed to plan, execute and bill for a service or maintenance request; and/or (ii) a record that represents the details of a problem being reported including the information required for problem solving; and/or (iii) a record that represents the status of the processing associated with service orders and maintenance orders; and/or (iv) a record that represents a claim by a</li> </ul>

	<p>customer for repair or replacement or compensation for under-performance, pursuant to terms in a warranty document.</p> <p><b>Financial Document</b> means:</p> <p>a record that represents accounting information in a financial journal.</p> <p><b>Time Management Document</b> means:</p> <p>(i) a record that represents an employee's time worked and assigned to business related objects; and/or (ii) a record that represents deviations from an employee's assigned work schedule and/or pay rate.</p>
<b>Block size</b>	1000 documents
<b>Additional Terms &amp; Conditions</b>	Each Document shall count as one (1) Document, except for Material Documents and Financial Documents which shall each count as two tenths (0.2) of a Document. However, where the automated processing in Cloud Service of a Document from one Document Type results in the subsequent creation in the cloud service of one or more additional Documents of different Document Type(s), such additional Documents shall not be counted.

#### SAP S/4HANA Cloud, in-memory extension, essentials edition

<b>Usage Metric</b>	GB of Memory
<b>Explanation of Usage Metric</b>	<p>GB of memory is defined as an amount of memory</p> <p>100GB of SAP HANA® database memory is available for each of a customer's production and quality systems. A customer may subscribe to additional SAP HANA database memory in increments of 1GB per month for both the production and quality system.</p>
<b>Block size</b>	1 GB

#### SAP S/4HANA Cloud, test tenant, essentials edition

<b>Usage Metric</b>	Flat fee
<b>Explanation of Usage Metric</b>	Flat Fee means a fixed fee for the Cloud Service
<b>Block size</b>	1
	The SAP S/4HANA Cloud test tenant may only be used for non-productive testing of certain Cloud Service add-ons, and Customer may not process any personal data using the SAP S/4HANA Cloud test tenant. The Service Availability SLA does not apply to SAP S/4HANA Cloud test tenant. not apply to SAP S/4HANA Cloud test tenant.

#### SAP S/4HANA Cloud customer evaluation system, essentials edition

<b>Usage Metric</b>	Flat fee
<b>Explanation of Usage Metric</b>	Flat Fee means a fixed fee for the Cloud Service
<b>Block size</b>	1

<b>Additional Terms &amp; Conditions</b>	The SAP S/4HANA Cloud customer evaluation system may only be used for non-productive testing of certain Cloud Service add-ons by up to 50 Authorized Users, and Customer may not process any personal data using the SAP S/4HANA Cloud customer evaluation system. The Service Availability SLA does not apply to SAP S/4HANA Cloud customer evaluation system.
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#### SAP S/4HANA Cloud, disaster recovery, essentials edition

<b>Usage Metric</b>	Flat fee
<b>Explanation of Usage Metric</b>	Flat Fee means a fixed fee for the Cloud Service
<b>Block size</b>	1
<b>Additional Terms &amp; Conditions</b>	Contingent upon express agreement in an Order Form and payment of additional charges, SAP shall provide enhanced disaster recovery services (as further described below) in the following production data centers: Sterling, Virginia USA; Sydney, Australia and St. Leon-Rot, Germany. Enhanced disaster recovery services include (i) Recovery Point Objective (RPO): no more than 30 minutes of data loss; (ii) Recovery Time Objective (RTO): administrator access to data and service restoration within 12 hours; (iii) failover to a functional alternate site with an in-place network, security, storage and a complement of basic replacement servers and (iv) standby production databases maintained at remote site with near-real time asynchronous replication. Other Cloud Services subscribed under the same Order Form are not entitled to this Enhanced Option.

#### SAP S/4HANA Cloud, disaster recovery in-memory extension, essentials edition

<b>Usage Metric</b>	GB of Memory
<b>Explanation of Usage Metric</b>	GB of memory is defined as an amount of memory
<b>Block size</b>	1
<b>Additional Terms &amp; Conditions</b>	Memory extensions that are needed on Customer's productive environment would need to be matched in the subscription of the disaster recovery services.

### Add-On Packages

#### SAP S/4HANA Asset Management for resource Scheduling, essentials edition

<b>Usage Metric</b>	Resources
<b>Explanation of Usage Metric</b>	A Resource is a unique individual or non-human asset accessing or being managed by the Cloud Service. Resources are sold in Blocks and the pricing for Blocks is divided into Tiers.
<b>Block size</b>	1

#### SAP S/4HANA Cloud for receivables management, essentials edition

<b>Usage Metric</b>	Users
<b>Explanation of Usage Metric</b>	Users are individuals authorized to access the Cloud Service.
<b>Block size</b>	1

#### SAP S/4HANA Cloud for cash management, essentials edition

<b>Usage Metric</b>	Users
<b>Explanation of Usage Metric</b>	Users are individuals authorized to access the Cloud Service.
<b>Block size</b>	1

#### SAP S/4HANA Cloud for contract accounting and invoicing, essentials edition

<b>Usage Metric</b>	Revenues and Expenses
<b>Explanation of Usage Metric</b>	Revenues and Expenses are the sum of revenues received and annual expenses paid which are processed through the Cloud Service in a contract year. A contract year is a 12-month period beginning on the first day of the Subscription Term or its annual anniversary.
<b>Block size</b>	€ 50 million (converted to local currency using SAP standard exchange rates)

#### SAP S/4HANA Cloud for contract and lease management, essentials edition

<b>Usage Metric</b>	Users
<b>Explanation of Usage Metric</b>	Users are individuals authorized to access the Cloud Service
<b>Block size</b>	1

#### SAP S/4HANA Cloud for treasury and risk management, essentials edition

<b>Usage Metric</b>	Users
<b>Explanation of Usage Metric</b>	Users are individuals authorized to access the Cloud Service.
<b>Block size</b>	1

#### SAP S/4HANA Cloud for project and product innovation, essentials edition

<b>Usage Metric</b>	Users
<b>Explanation of Usage Metric</b>	Users are individuals authorized to access the Cloud Service
<b>Block size</b>	1

#### SAP S/4HANA Cloud for group reporting

<b>Usage Metric</b>	Entities
<b>Explanation of Usage Metric</b>	Entities are the total number of legal entities processed by the Cloud Service.
<b>Block size</b>	25
<b>Additional Terms &amp; Conditions</b>	Subscriptions to SAP S/4HANA Cloud for group reporting include the use of SAP Group Reporting Data Collection. 50 Entities of SAP S/4HANA Cloud for group reporting is included in each subscription of SAP S/4HANA Cloud enterprise management regardless of the number of FUEs Documents in the subscription, provided the block of Entities will not include use of SAP Group reporting Data Collection.

#### SAP S/4 HANA Cloud for advanced compliance reporting, essentials edition

<b>Usage Metric</b>	Transactions
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<b>Explanation of Usage Metric</b>	Transactions are messages, jobs, or tasks processed by the Cloud Service in a contract year. Each report/declaration prepared by ACR is equal to one transaction (ex: quarterly reporting counts as 4; Monthly reporting counts as 12). 24 transactions per year are free of charge. A contract year is a 12-month period beginning on the first day of the Subscription Term or its annual anniversary.
<b>Block size</b>	1
<b>Additional Terms &amp; Conditions</b>	<p>One block of 24 Transactions is included in each subscription of SAP S/4HANA Cloud enterprise management regardless of the number of FUEs or Documents in the subscription. Use in excess of 24 Transactions per contract year requires a separate subscription to SAP S/4 HANA Cloud for advanced compliance reporting.</p> <p>SAP S/4 HANA Cloud for advanced compliance reporting includes a design time environment to support Customer to create custom reports. Customer can use the reports only in SAP S/4 HANA Cloud for advanced compliance reporting.</p> <p>EU Access is not available for SAP S/4 HANA Cloud for advanced compliance reporting.</p>

#### SAP S/4 HANA Cloud for product compliance, essentials edition

<b>Usage Metric</b>	Documents
<b>Explanation of Usage Metric</b>	Documents are uniquely identified objects processed by the Cloud Service in a contract year. A contract year is a 12-month period beginning on the first day of the Subscription Term or its annual anniversary.
<b>Block size</b>	100,000
<b>Additional Terms &amp; Conditions</b>	<p>In addition to the hosted portion of the Cloud Service, SAP makes available for download by Customer the SAP S/4HANA Cloud for product compliance application for the Cloud Service (the "Add-On Application"). The Add-On Application may only be used to integrate the Cloud Service with the on-premise Customer environment and may only be used by Authorized Users. The Add-On Application may not be modified or altered in any way except by SAP. The Add-On Application is part of the Cloud Service. Customer shall be responsible for the physical security of the Add-On Application and the System Availability SLA does not apply. Customer is responsible for the installation and operation of the Add-On Application, including any updates made available by SAP. SAP support and maintenance policies apply to the Add-On Application in addition to the support policy referenced in the Order Form, and can be found at <a href="https://launchpad.support.sap.com/#/notes/2658835">https://launchpad.support.sap.com/#/notes/2658835</a> (made available upon Customer Request). The Add-On Application may not be used to connect SAP S/4HANA Cloud for product compliance to a third-party database licensed from SAP under a run-time license. Customer must license a full-use license from the applicable database vendor to use the Integration Application to replicate data from such database into SAP S/4HANA Cloud for product compliance.</p>

#### SAP Procurement Intelligence

<b>Usage Metric</b>	Recommendations
<b>Explanation of Usage Metric</b>	Recommendations are any responses returned by SAP Procurement Intelligence, including suggestions, predictions, and classifications.
<b>Block size</b>	1
<b>Additional Terms &amp; Conditions</b>	<p>Customer Data is transmitted to SAP Procurement Intelligence via the Cloud Service API. Customer Data only persists in SAP Procurement Intelligence for as long as required to perform the Customer-requested analysis per processed Recommendation. Therefore, Customer Data cannot be accessed by Customer from the SAP Procurement Intelligence during the Subscription Term or thereafter.</p>

#### SAP S/4HANA Cloud for upstream oil and gas, essentials edition

<b>Usage Metric</b>	Barrel of Oil Equivalent per Day (BOEPD)
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<b>Explanation of Usage Metric</b>	Barrel of Oil Equivalent per Day (BOEPD) is a unit of measure used in the oil and gas industry that allows aggregating the produced, scheduled or sold quantities of hydrocarbons from both conventional and unconventional sources, which are managed by the Cloud Service in a contract year. A contract year is a 12-month period beginning on the first day of the Subscription Term or its annual anniversary.
<b>Block size</b>	10,000

#### SAP S/4HANA Cloud for advanced supply chain, essentials edition

<b>Usage Metric</b>	Revenues
<b>Explanation of Usage Metric</b>	For SAP S/4HANA Cloud for advanced supply chain, only the revenues processed by the Cloud Service have to be considered.  Revenues exclude indirect taxes such as VAT, Excise Duty or any similar sales related taxes.
<b>Block size</b>	€ 250 million (converted to local currency using SAP standard exchange rates)

#### SAP S/4HANA Cloud for enterprise contract management and assembly, essentials edition

<b>Usage Metric</b>	Records
<b>Explanation of Usage Metric</b>	Records are uniquely identified objects that are active and maintained within the software. All "Legal Transactions" in status 'On Track', 'Pending', 'Open Issues' are counted as Records.
<b>Block size</b>	1
<b>Additional Terms &amp; Conditions</b>	EU Access is not available for the Cloud Service.
<b>Additional Terms &amp; Conditions</b>	All "Legal Transactions" in status 'On Track', 'Pending', 'Open Issues' are counted as Records

#### SAP S/4HANA Cloud for resource management, essentials edition

<b>Usage Metric</b>	Resources
<b>Explanation of Usage Metric</b>	A Resource is a unique individual or non-human asset accessing or being managed by the Cloud Service.
<b>Block size</b>	1

#### SAP S/4HANA Cloud for central procurement

<b>Usage Metric</b>	Spend Volume
<b>Explanation of Usage Metric</b>	Spend Volume is the total monetary amount of all purchase orders or call-offs from a contract processed through SAP S/4HANA Cloud for central procurement in a contract year. A contract year is a 12-month period beginning on the first day of the Subscription Term or its annual anniversary.
<b>Block size</b>	€ 1 million (converted to local currency using SAP standard exchange rates)

<b>Additional Terms &amp; Conditions</b>	In addition to the hosted portion of the Cloud Service, SAP makes available for download by Customer the SAP S/4HANA Cloud for central procurement add-on application for the Cloud Service (the "Add-On Application"). The Add-On Application may only be used to integrate the Cloud Service with the on-premise Customer environment and may only be used by Authorized Users. The Add-On Application may not be modified or altered in any way except by SAP. The Add-On Application is part of the Cloud Service. Customer shall be responsible for the physical security of the Add-On Application and the System Availability SLA does not apply. Customer is responsible for the installation and operation of the Add-On Application, including any updates made available by SAP. SAP support and maintenance policies apply to the Add-On Application in addition to the support policy referenced in the Order Form, and can be found at Note 2518105 (made available upon Customer Request).
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#### SAP S/4HANA Cloud for master data governance, essentials editions

<b>Usage Metric</b>	Master Data Objects
<b>Explanation of Usage Metric</b>	Master data objects are all unique records stored or managed in the Cloud Service.
<b>Block size</b>	5000
<b>Additional Terms &amp; Conditions</b>	Customer is allowed to create new tables and new views (database views, analytical views, projection views, attribute views, calculation views, etc.) on the database as long as they are used in the context of the SAP Business Integrity Screening for S/4HANA Cloud solution (e.g. to setup rules which access these tables/views).

#### SAP S/4HANA Cloud for advanced financial closing, essentials edition

<b>Usage Metric</b>	Entities
<b>Explanation of Usage Metric</b>	Entities are the total number of legal entities processed by the Cloud Service
<b>Block size</b>	25

#### SAP S/4HANA Cloud for EHS incident management, essentials edition

<b>Usage Metric</b>	Users
<b>Explanation of Usage Metric</b>	Users are individuals authorized to access the Cloud Service.
<b>Block size</b>	100

#### SAP S/4HANA Cloud for EHS environment management, essentials edition

<b>Usage Metric</b>	Users
<b>Explanation of Usage Metric</b>	Users are individuals authorized to access the Cloud Service.
<b>Block size</b>	100