

**RISE with SAP S/4HANA Cloud, private edition
Supplemental Terms and Conditions**

This Supplement is part of an Agreement for SAP Cloud Services between SAP and Customer and applies only to RISE with SAP S/4HANA Cloud, private edition; RISE with SAP S/4HANA Cloud, private edition, base option; SAP extended services for SAP S/4HANA Cloud, private edition; and the optional add-ons to which Customer is subscribed. Any documents referenced in this Supplement are available upon request.

1. CLOUD SERVICE

- 1.1. The Usage Metrics and additional terms of each of RISE with SAP S/4HANA Cloud, private edition RISE with SAP S/4HANA Cloud, private edition, base option, and the optional add-ons (“RISE with SAP S/4HANA Cloud, PE”) are described in the RISE with SAP S/4HANA Cloud, private edition Service Description Guide document found at https://www.sap.com/about/trust-center/agreements/cloud/cloud-services.html?tag=agreements:product-use-support-terms/service-description-guides&sort=latest_desc (“Service Description Guide”).
- 1.2. Certain features integrated in the Cloud Service and described as “Cloud Features” in the then-current Documentation may be provisioned on the SAP Business Technology Platform, a multi-tenant cloud platform. Such Cloud Features, and any additional terms applicable to the Cloud Features, are set forth in the Service Description Guide.
- 1.3. Cloud Service Software may only be accessed and used as a part of the RISE with SAP S/4HANA Cloud, PE Cloud Service subscribed to by Customer. “Cloud Service Software” means the software included in the RISE with SAP S/4HANA Cloud, PE Cloud Service as part of the Cloud Service.
- 1.4. If Customer subscribes to RISE with SAP S/4HANA Cloud, private edition, Customer will receive access to the following additional, multi-tenant cloud services for no additional fee and subject to the limitations indicated herein (collectively, “Bundled Cloud Services”):

- i. each of the following Cloud Services for which Customer does not have an existing subscription: SAP Digital Supplier Network (Ariba Network); SAP Logistics Business Network, freight collaboration option (“SAP LBN”); SAP Asset Intelligence Network (“SAP AIN”); SAP Process Insights, base package (“SAP BPI”); SAP Signavio Process Manager (“Signavio PM”); SAP Signavio Process Collaboration Hub (“Signavio Collaboration Hub”); and
- ii. if specified in the Order Form, Cloud Platform (CPEA) Free Voucher.

Use of each Bundled Cloud Service is subject to the supplemental terms located at <http://www.sap.com/agreements-cloud-supplement> and the following limitations:

- iii. for SAP Digital Supplier Network (Ariba Network), access does not include Supplier enablement or deployment and is limited to 2,000 Documents;
 - iv. for SAP LBN, access is limited to 1,000 Documents and to either (a) one Logistics Service Provider and access to one digital forwarder (for the U.S., UberFreight and for Europe, InstaFreight) or (b) two Logistics Service Providers;
 - v. for SAP AIN, access is limited to 200 Devices, 2 Connections, and 10 partner Portal Invitees;
 - vi. for SAP BPI, access is limited to one production tenant and to a one-time data upload of a maximum of 50GB of Storage, and supports the connection to one ERP system;
 - vii. for Signavio PM, access is limited to 3 Users;
 - viii. for Signavio Collaboration Hub, access is limited to 10 Users; and
 - ix. for Cloud Platform CPEA Free Voucher, as indicated in the Order Form.
- 1.4.2. If Customer subscribes to RISE with SAP S/4HANA Cloud, private edition, base option, Customer will not receive access to the Bundled Cloud Services.
 - 1.4.3. The EU Access option is not available for Bundled Cloud Services.
 - 1.5. At Customer’s option and with a subscription to the RISE with SAP S/4HANA Cloud, private edition Cloud Service, Customer may access the following additional services made available at the following web links:

- i. For SAP Custom Code Migration App (formerly, "Custom Code Analyzer"), access is made available at <https://blogs.sap.com/abap-custom-code-analysis-using-sap-cloud-platform>;
- ii. For Process Discovery by SAP, access is made available at <http://www.s4hana.com>; and
- iii. For SAP Readiness Check, access is made available at <http://www.sap.com/readinesscheck>.

These additional services may be subject to additional legal terms and conditions. Where there is a conflict between the additional legal terms and conditions and the Agreement, the additional legal terms and conditions shall control.

- 1.6. **SAP Launchpad service.** The Cloud Service includes the use of SAP Launchpad service for Authorized Users (defined in the GTC). SAP Launchpad service is subject to the SAP Business Technology Platform supplemental terms and conditions located in the same location as described in Section 1.4 above (and available from SAP upon request).

2. ADDITIONAL TERMS

2.1. System Maintenance.

- 2.1.1. SAP performs regular, scheduled maintenance activities to maintain OS security patch levels, database and application patches, infrastructure (network, compute, storage) maintenance and other scheduled proactive activities. Such maintenance activities will be reasonably scheduled for date, time and duration as mutually agreed in advance between SAP and Customer ("Scheduled Downtime") based on requirements and resources. If Customer fails to cooperate with the scheduling and/or performance of such maintenance activities in a timely manner as recommended by SAP, Customer shall be solely responsible for any resulting issues in the Cloud Service, including unexpected downtime.

- 2.1.2. Notwithstanding the foregoing, SAP reserves the right to perform Emergency Maintenance activities at any time without Customer's prior consent. SAP will use reasonable efforts to provide Customer with forty-eight (48) hours advance notice regarding performance of Emergency Maintenance. In case of Cloud Service downtime during such Emergency Maintenance, such downtime will be considered "Emergency Downtime" as defined in the SLA (defined in Section 2.3 below). "Emergency Maintenance" are maintenance activities required to address any unforeseeable circumstances aiming to prevent significant impact to the Cloud Service. Such situations may include application of emergency application patches and operating system security patches (security patches with priority "Emergency") and/or performing emergency operating system activities (urgent upgrades and/or refresh of shared components).

- 2.1.3. Customer is responsible for requesting and coordinating with SAP the application of security patches (all security patches with priorities "critical," "high," "medium," or "low") by way of a service request ticket. Such patches will be applied during Scheduled Downtime or other Agreed Downtime, as defined in the SLA.

- 2.2. **Support.** Support for the Cloud Service will be provided by SAP as described in the Support Policy for SAP Cloud Services referenced in the Order Form, as supplemented by the description in Attachment 1 to this Supplement. The support services described in the Agreement may only be used to support Cloud Services to which this Agreement applies, as specified in the Order Form, and may not be used to support any other SAP products or third-party solutions.

- 2.3. **Service Level Agreement.** The Service Level Agreement applicable to the RISE with SAP S/4HANA Cloud, PE Cloud Services is the Service Level Agreement for SAP HANA Enterprise Cloud; RISE with SAP S/4HANA Cloud, private edition; SAP ERP, private cloud edition; and SAP S/4HANA, extended edition ("SLA"), except the 99.5% System Availability service level in the SLA is replaced with 99.7% unless otherwise indicated in the Order Form. The Service Level Agreement for SAP Cloud Services applies to the Bundled Cloud Services.

- 2.3.1. Section 3 of the SLA (Backup and Computing Environment Incident Reaction Time) shall apply only to Incidents (defined in the SLA) associated with SAP tasks and services applicable to the Computing Environment (defined in the SLA) as identified in the RISE with SAP S/4HANA Cloud, private edition Roles and Responsibilities Documentation made available to Customer on SAP's website or upon request.

2.4. Modifications and Add-Ons.

2.4.1. Definitions.

- 2.4.1.1. "Add-on" means any development that adds new and independent functionality to the SAP Cloud Service Software, but does not modify existing SAP functionality, and is developed using SAP application programming interfaces or other SAP code that allows other software products to communicate with or call on SAP Cloud Service Software. All Add-ons developed by SAP, independently or jointly with Customer, shall be considered Cloud Material and as such, all intellectual property rights in and related to the Add-ons developed by SAP (independently or jointly with Customer) including any derivatives thereof are owned by SAP, SAP SE, their Affiliates or licensors.
- 2.4.1.2. "Additional Add-on" means any Add-on that is not a Customer Add-on and is an Add-on (i) made available as a RISE with SAP S/4HANA Cloud, private edition Cloud Service or (ii) any other Add-on within the ABAP stack that does not require the installation of any non-SAP software onto the SAP Cloud Service Software or operating system. Where the Customer is also subscribed to SAP extended services for SAP S/4HANA Cloud, private edition, (ii) is limited to those Add-ons that are published by SAP as an SAP certified Add-on on the SAP Certified Solutions Directory.
- 2.4.1.3. "Customer Add-on" means an Add-on developed by or on behalf of Customer without SAP's participation.
- 2.4.1.4. "Modification" means (i) a change to the delivered source code or metadata; or (ii) any development, other than a change to the delivered source code or metadata, that customizes, enhances or changes existing functionality of the SAP Cloud Service Software including, but not limited to, the creation of any new application program interfaces, alternative user interfaces or the extension of SAP data structures; or (iii) any other change to the SAP Cloud Service Software (other than an Add-on) utilizing or incorporating any Cloud Materials. For purposes of this Cloud Service, Cloud Materials include all Modifications. For the avoidance of doubt, all intellectual property rights in and related to the Modifications and derivatives thereof are owned by SAP, SAP SE, their Affiliates or licensors.

- 2.4.2. Customer has the right to develop and use Customer Add-ons and use Additional Add-ons to the SAP Cloud Service Software in furtherance of its permitted use of the Cloud Service under this Agreement.

For RISE with SAP S/4HANA Cloud, private edition and RISE with SAP S/4HANA Cloud, private edition, base option only, Customer has the right to develop and use Modifications to the SAP Cloud Service Software in furtherance of its permitted use of the Cloud Service under this Agreement. Where Customer is also subscribed to SAP extended services for SAP S/4HANA Cloud, private edition, Customer is not permitted to make Modifications.

Customer is responsible for all installation, management and support for any Modifications and Add-ons (for the purposes of this paragraph, Add-ons exclude Add-ons made available as a RISE with SAP S/4HANA Cloud, private edition Cloud Service). Customer is responsible for testing and resolving source code issues, compatibility issues, security vulnerabilities or other conflicts that may arise from Modifications and Add-ons permitted under this Agreement and any patches or workarounds or other changes provided by SAP for the Cloud Service Software, in a timely manner. Modifications and Add-Ons must not enable the circumventing of any restrictions set forth in the Agreement, nor impair or degrade the performance, system availability, operability, or security of the Cloud Service. Customer will inform SAP without undue delay about any issues or vulnerabilities with the Modifications, Customer Add-ons, or Additional Add-ons that may impair or degrade the Cloud Service. For the avoidance of doubt, SAP reserves the right to restrict or require the removal any Add-ons that it determines may pose any such risk to the Cloud Service.

Customer Add-ons and all rights associated therewith, shall be the exclusive property of Customer subject to SAP's rights in and to the Cloud Service and Cloud Materials as indicated in this Agreement; provided Customer shall not commercialize any such Customer Add-ons developed under this Agreement. Customer grants to SAP (including SAP SE, its Affiliates, and subcontractors) a non-exclusive right to process, use, and display Customer Add-ons to provide and support the Cloud Service and as set out in the Agreement. In exchange for the right to develop Customer Add-ons under the Agreement, Customer covenants, on behalf of itself, successors and assigns, not to assert against SAP SE, their Affiliates or licensors, any rights in Customer Add-on, or any claims of any rights, against any SAP product, service, or future SAP development.

- 2.5. **Other Customer-Provided Software.** Except as set forth above in connection with Add-ons, Customer may not use any other Customer-provided software in the Cloud Service, including on the operating system. If SAP, on an exceptional basis, permits Customer to use any such Customer-provided software, each of the requirements and restrictions applicable to Add-Ons set forth above shall apply to such Customer provided software. Additionally, Customer acknowledges that additional fees may apply in connection with management and support of such Customer-provided software in the Cloud Service.

- 2.6. **Customer Data Return.** Prior to termination or expiration of the Subscription Term, at Customer's request, SAP shall provide to Customer, within a reasonable time period in a reasonable backup media format utilized by SAP, a final export of the Customer Data stored in the RISE with SAP S/4HANA Cloud, PE System. Customer must verify the usability of this export within two weeks of receipt. In the event Customer does not provide verification within the two-week period, the exported Customer Data shall be deemed usable.
- 2.7. **Additional Services.** Customer may request Additional Services, (or the SAP Services Team may request such services on Customer's behalf) through a service request on the SAP Service Request Platform. SAP will inform Customer (or Partner, if applicable) of the fees that will apply to the requested Additional Service, and Customer (or Partner, if applicable) shall confirm the purchase of such service. Any Additional Services completed by SAP will be invoiced monthly in arrears. "Additional Services" are specific tasks related to the Cloud Service systems identified in the RISE with SAP S/4HANA Cloud, private edition Roles and Responsibilities Documentation (made available to Customer on SAP's website or upon request) as "Additional Service."

3. CUSTOMER RESPONSIBILITIES

- 3.1. SAP's provision, operation and support of the Cloud Service is subject to Customer's reasonable cooperation and providing, no later than five (5) business days from the effective date of the Order Form, necessary information (including any on-boarding documentation), authorizations and qualified resources for such activities. Customer authorizes SAP to set up and use an administrative user in the Cloud Service systems as needed to provision and confirm Customer's subscribed usage and technical compliance of the Cloud Service. SAP shall be permitted to audit (at least once annually and in accordance with SAP standard procedures, which may include an on-site and/or remote audit) the Customer's use of the Cloud Service to verify compliance with Usage Metrics, volume, and the Agreement. Customer shall cooperate reasonably in the conduct of such audits.
- 3.2. In connection with Customer's obligations related to Customer Data under the Agreement, Customer Data includes all Customer-provided Software used in the Cloud Service environment.

Customer is responsible for the definition, documentation, and execution of its business processes in the context of the Cloud Service, including, but not limited to, configuration of systems management and application and data security policies, batch processing requirements, and compliance with other governmental or regulatory requirements applicable to Customer. Customer is responsible for providing SAP necessary and sufficient documentation of its applicable processes and Customer Add-ons in order for SAP to perform its responsibilities under the Agreement.

3.3. Upgrades and Releases.

- 3.3.1. Customer is responsible for having upgrades and new releases of the Cloud Service Software installed. Technical installation of such upgrades and new releases is performed by SAP on request. Customer must only use a version or release of the Cloud Service Software for which software maintenance and support are current, as provided by SAP. For purposes of this provision, "current" means it is covered by Mainstream Maintenance. Unless otherwise indicated herein, Customer may not use the Cloud Service Software on any other maintenance phases, including but not limited to Extended Maintenance. Such support is provided according to the current maintenance phases of SAP software releases as described in the SAP Release and Maintenance Strategy, available at <https://support.sap.com/releasestrategy> ("Release Strategy"). Notwithstanding the foregoing, certain optional add-ons may be made available through the Extended Maintenance phase as identified and described in the Service Description Guide and the Release Strategy. All Customer and Additional Add-ons (excluding Add-ons made available as a RISE with SAP S/4HANA Cloud, private edition Cloud Service), simplification and incompatibility checks must be executed by Customer. Customer is responsible for evaluating the results of such checks to ensure that implemented business processes, backend and frontend applications and integrations are running after changes to the Cloud Service Software.
- 3.3.1.1. **Limited Maintenance.** For RISE with SAP S/4HANA Cloud, private edition only, if Customer is (i) not using a Current release of the Cloud Service Software or (ii) has less than nine (9) months remaining (as of the start date of the Order Form) until the release is no longer Current, Customer shall upgrade its production environment of the Cloud Service Software to the Current release as described in SAP's RISE Limited Maintenance Policy available at <https://www.sap.com/about/agreements/policies.html>. As such, use of Cloud Service Software that is not Current is at the Customer's own discretion and risk.

Notwithstanding the foregoing, SAP's obligations under this Agreement and its Documentation are dependent on Customer maintaining the Cloud Service Software for which the release is Current. SAP is not responsible

for the reliability, performance, availability, functionality, security, or any other related issues experienced with the Cloud Service Software that may result from running a release that is not Current and is not liable to Customer for any loss or damage that might arise from a Cloud Service Software's inoperability or unavailability because it is not Current.

- 3.3.2. Where Customer is also subscribed to SAP extended services for SAP S/4HANA Cloud, private edition, upgrades to the then-current version of the Cloud Service Software are required every two contract years.
- 3.3.3. If SAP is not able to perform upgrades due to the lack of Customer's cooperation, (i) SAP's ability to provide support may be limited and SAP assumes no responsibilities for such limitations and (ii) the System Availability Service Levels in the SLA shall not apply.
- 3.4. Customer is responsible for the connection to the Cloud Service, including the Internet connection to the Point of Demarcation. SAP's responsibility shall not extend beyond the Point of Demarcation. Point of Demarcation means the outbound firewall (or, in case of a VPN for access, the point of connection of the SAP network to the VPN) of SAP's computing environment used to provide the Cloud Service.
- 3.5. Customer is responsible for obtaining all necessary rights from third parties required for SAP to run and host any Customer-provided software in the Cloud Service environment. Customer will, at SAP's request, provide written verification of such rights. Customer grants to SAP the nonexclusive right to use the Customer-provided software for the sole purpose of and only to the extent necessary for SAP to provide the Cloud Service.
- 3.6. If Customer fails to fulfil any Customer obligations set forth in this Supplement, Customer is responsible for the ramifications of such failure including delays, subsequent costs, and any performance, availability, functionality, support, and/or security issues experienced with the Cloud Service Software.

**Attachment 1 to
RISE with SAP S/4HANA Cloud, private edition Supplemental Terms and Conditions
Support Services**

This Attachment sets forth the support services provided in addition to the support services of SAP Enterprise Support, cloud editions in the Support Policy for SAP Cloud Services under the Agreement. This Attachment does not apply to Cloud Features.

1. SCOPE OF ADDITIONAL SUPPORT SERVICES.

SAP additional support services apply to the Enterprise Support Solutions, and such additional support services currently include the items set forth in this Section 1.

1.1. Continuous Improvement and Innovation

1.1.1. SAP may make available ABAP source code for SAP software applications included in Enterprise Support Solutions (excluding third-party software) and additionally released and supported function modules.

1.1.2. Software change management, such as changed configuration settings or Enterprise Support Solutions software upgrades, is supported, for example, with content, tools, and information material.

1.2. Global Support Backbone

1.2.1. SAP Notes on SAP's Customer Support Website document software malfunctions and contain information on how to remedy, avoid and bypass errors. SAP Notes may contain coding corrections. SAP Notes also document related issues, customer questions, and recommended solutions (e.g. customizing settings).

1.2.2. SAP Note Assistant, a tool to install specific corrections and improvements to SAP components, is included.

1.3. Mission Critical Support

For Customer custom code built with the SAP development workbench, SAP provides mission-critical support root-cause analysis (Root Cause Analysis for Custom Code), according to the Global Incident Handling process and response levels for priority "very high" and priority "high" incidents as set forth in section 4 (Customer Response Levels) of the Support Policy for SAP Cloud Services. If the Customer custom code is documented according to SAP's then-current standards (for details see <http://support.sap.com/supportstandards>), SAP may provide guidance to assist Customer in issue resolution.

1.4. SAP Application Lifecycle Management

1.4.1. Subject to Customer's purchase of one of the SAP Solution Manager for SAP S/4HANA Cloud, private edition add-ons, Customer may access and use SAP Solution Manager Enterprise Edition (and any successor to SAP Solution Manager Enterprise Edition provided hereunder) during the Subscription Term solely for the following purposes under SAP Enterprise Support, cloud editions: (i) delivery of SAP Enterprise Support, cloud editions, and (ii) application lifecycle management for Enterprise Support Solutions and other SAP cloud or on-premise solutions for which Customer has a current support agreement with SAP. Such application lifecycle management is limited solely to the following purposes:

- i. implementation, configuration, testing, operations, continuous improvement, and diagnostics;
- ii. incident management (service desk), problem management and change request management as enabled using SAP CRM technology integrated in SAP Solution Manager Enterprise Edition (Customer does not require a separate package license to SAP CRM);
- iii. mobile application lifecycle management scenarios using SAP NetWeaver Gateway (or equivalent technology) integrated in SAP Solution Manager Enterprise Edition;
- iv. management of application lifecycle management projects for Customer IT Solutions using the project management functionality of SAP Project and Portfolio Management integrated in SAP Solution Manager Enterprise Edition. (However, the portfolio management functionality of SAP Project and Portfolio Management is not in scope of SAP Solution Manager Enterprise Edition and will need to be licensed separately by Customer); and
- v. administration, monitoring, reporting and business intelligence as enabled using SAP NetWeaver technology integrated in SAP Solution Manager Enterprise Edition. Business intelligence may also be

performed provided the appropriate SAP BI software is licensed by Customer as part of the Enterprise Support Solutions.

- 1.4.2. SAP Solution Manager Enterprise Edition may not be used for purposes other than those stated above. Without limiting the foregoing restriction, Customer shall especially without limitation not use SAP Solution Manager Enterprise Edition for:
 - vi. CRM scenarios such as opportunity management, lead management, or trade promotion management except as CRM scenarios are expressly stated in Section 1.4.1;
 - vii. SAP NetWeaver usage types other than those stated above;
 - viii. application lifecycle management and in particular incident management (service desk) except for Customer IT Solutions;
 - ix. non-IT shared services capabilities, including without limitation HR, Finance or Procurement;
 - x. SAP Project and Portfolio Management including but not limited to portfolio management or project management other than management of application lifecycle management projects as described above in Section 1.4.1; or
 - xi. SAP NetWeaver Gateway, except for the mobile application lifecycle management scenarios within the scope described above in Section 1.4.1.
- 1.4.3. SAP in its sole discretion may update from time to time on SAP's Customer Support Website under <http://support.sap.com/solutionmanager> the use cases for SAP Solution Manager Enterprise Edition under this Section 1.4.
- 1.4.4. SAP Solution Manager Enterprise Edition shall only be used during the term of the Agreement subject to the rights set forth herein and exclusively for Customer's SAP-related support purposes in support of Customer's internal business operations. The right to use any SAP Solution Manager Enterprise Edition capabilities under this Attachment 1 other than those listed above is subject to a separate written agreement with SAP, even if such capabilities are accessible through or related to SAP Solution Manager Enterprise Edition. Customer shall be entitled to allow any of its employees to use web self-services in the SAP Solution Manager Enterprise Edition during the term of the Agreement such as creating support tickets, requesting support ticket status, ticket confirmation and change approvals directly related to Customer IT Solutions.
- 1.4.5. Use of SAP Solution Manager Enterprise Edition may not be offered by Customer as a service to third parties; provided, third parties authorized to access Cloud Services under the Agreement may have access to SAP Solution Manager Enterprise Edition solely for SAP-related support purposes in support of Customer's internal business operations under and in accordance with the terms of the Agreement and this Attachment 1.
- 1.5. Other Components, Methodologies, and Content. Support as described in this Appendix also includes:
 - 1.5.1. Process descriptions and process content that may be used as pre-configured test templates and test cases via the SAP Solution Manager Enterprise Edition. In addition, the SAP Solution Manager Enterprise Edition assists Customer's testing activities.
 - 1.5.2. Tools and content for SAP Application Lifecycle Management (shipped via SAP Solution Manager Enterprise Edition and/or the Enterprise Support Solutions and/or the applicable Documentation for Enterprise Support Solutions and/or SAP's Customer Support Website) to help increase efficiency:
 - i. Tools for implementation, configuration, testing, operations, and system administration.
 - ii. Best practices, guidelines, methodologies, process descriptions and process content. This content supports the usage of the tools for SAP Application Lifecycle Management.

2. CAPITALIZED TERMS.

Below are further explanations of the capitalized terms used above complementing section 6 (Capitalized Terms) of the Support Policy for SAP Cloud Services:

"Customer Solution(s)"	shall mean Enterprise Support Solutions and any other software subscribed or licensed by Customer from third parties and included in the Customer's RISE with SAP S/4HANA Cloud, PE environment.
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“Customer IT Solution(s)”	shall mean Customer Solution(s) and hardware systems supported by Customer’s IT team.
“Enterprise Support Solutions”	shall mean all Cloud Service Software excluding software to which special support agreements apply exclusively.
“SAP’s Customer Support Website”	shall mean SAP Support Portal at https://support.sap.com

3. NON-COMPLIANT USE

For avoidance of doubt, support and maintenance services provided under this Agreement are solely for the Cloud Service Software and must not be used to support any other SAP products or third-party solutions, including SAP products purchased under a separate agreement between an affiliate of Customer and SAP (or a distributor of SAP products). Customer acknowledges that if Customer uses any such services for other SAP products or third-party solutions without a separate valid SAP support agreement for such products, SAP will invoice Customer the applicable accrued fees associated with such time period of use plus a reinstatement fee for support for such products.