

Exhibit 1

Scope Document for **Quick-start service for SAP Cash Application**

This Scope Document is part of the Order Form.

1. DEFINITIONS

- 1.1. **“Production System”** means a live SAP system used for running Customer’s internal business operations and where Customer’s data is processed.
- 1.2. **“Test System”** means a SAP system environment is used for configuration or testing content prior to moving it to the Production System.

2. SCOPE OF SERVICES

- 2.1. SAP shall provide quick-start service for SAP Cash Application (**“Service/s”**) to assist Customer with the implementation of the Cloud Service SAP Cash Application.
- 2.2. The following scope of Services will be confirmed in a kick-off call, which will last maximum 2 hours.
- a) Support the deployment of SAP Cash Application for up to 3 company codes in a single productive system
 - b) Support for data volume analysis for SAP Cash Application
 - c) Assist with configuration of fields for the applicable Cloud Service
 - d) Support for functional testing for up to 4 continuous business days of a maximum of 2 person days.
 - e) Assist with the move to a single Production System for up to 15 continuous business days of a maximum of 5 person days
 - f) Provide knowledge transfer to Customer team for up to 4 continuous business day of a maximum of 1 person day
 - g) Provide Go-Live Support for up to 10 continuous business days of to a maximum of 5 person days

2.2.1. Functional Scope

Scope Item / Business Process	Scope Details	Customer Defined Options
Implementation support for SAP Cash Application for FI-AR Line Item Matching for 3 existing company codes on an S/4HANA public cloud system Support for 1 Machine Learning Training Iteration on productive environment	<ul style="list-style-type: none">▪ Implementation support for SAP Cash Application for FI-AR Line Item Matching with SAP S/4HANA public cloud system, on productive environment▪ Overview & Kick-off Session▪ Brief Data Analysis▪ Support of landscape setup alignment▪ Configuration assistance▪ Support of 1 iteration of Machine Learning Training Cycle & assist Customers in analyzing the results▪ Knowledge Transfer▪ Support for 1 transition on a productive system for 3 company codes	Customer to select the relevant company codes for SAP Cash Application implementation

2.2.2. Integration Scope

The following SAP standard integration points between SAP systems are part of the scope of the Services.

SAP Standard Integration Point	Source System	Direction	Target System	Description
Historical Data for Machine Learning Training & Inference Data	S/4HANA cloud system	→	BTP	SAP Cash Application Landscape setup requires system connectivity between S/4HANA system and Business Technology Platform via RFC connections

2.3. Scope Conditions and Boundaries

The following conditions and boundaries apply to the scope of Services.

- a) The solution will be implemented for a maximum of three (3) company codes with an overall maximum of five (5) bank accounts, with not more than 150.000 payments per year per company code.
- b) Country/countries in scope: Company Codes with latin characters, e.g. Germany or France
- c) System language: English only
- d) All business data in the system: English only
- e) No more than 5 Customer project team members attend the knowledge transfer workshop
- f) No more than 3 Customer persons execute testing
- g) The Service activities are all referring to incoming payments in FI-AR only.
- h) The implementation Service is considering B2B payments only, payments with Latin characters. The solution is not considering cross-company-code payments. Lockbox activities are not supported.

2.4. Prerequisites

Customer shall fulfill the following prerequisites before the start of the Services:

- 2.4.1. Software prerequisite: S/4HANA public cloud system with active Finance Module
- 2.4.2. Customer has a valid cloud subscription for SAP Cash Application
- 2.4.3. Cloud Service is provisioned and fully functional.
- 2.4.4. Availability of ideally 2 years of unarchived data or at least ten thousand cleared bank statement items/invoices per relevant company code country
- 2.4.5. SAP Standard Electronic Bank Statement and customizing in the SAP FI system, for FI-AR
- 2.4.6. SAP Standard Posting of Electronic Bank Statement (e.g. using posting area 1 and 2)
- 2.4.7. Electronic Bank Statements are provided with Latin characters
- 2.4.8. Customer provides access to the following tiered system landscape: Test System, Production System.
- 2.4.9. Customer provides the following information:
 - a) Functional and non-functional specifications documents
 - b) Role, profile, and security design document
 - c) Customer ensures it has a valid cloud subscription for the listed SAP Cloud Services which is installed and fully functional before the start of the Service. Authorized access is granted to the SAP Team.

2.5. Out of Scope

The following is out of scope, including without limitation:

- a) Ancillary or other services not expressly listed in this Scope Document
- b) Subscription to any Cloud Services or purchase of SAP Software
- c) Any development of custom code, updates or upgrades to SAP products
- d) Analysis of as-is business processes
- e) Programs or content to migrate data from legacy systems
- f) Data cleansing or data clean up
- g) Customer-specific authorizations roles and security concepts. SAP will use the standard authorization content provided with the Cloud Service
- h) Any changes required because of pre-existing Customer specific enhancements or developments
- i) Any changes required because of quality or values of Customer's master and transactional data
- j) Unit testing in any other environment besides the environment where the initial configuration was completed
- k) Training services, such as formalized training on the Cloud Service for project team members, training for users or end-user documentation
- l) Lockbox functionality, as it is not supported by SAP Cash Application
- m) Analysis or adjustment of existing posting rules for electronic bank statement processing
- n) Adjustment of existing SAP Standard FI settings (except SAP Cash Application settings)
- o) Change management, test management or test execution
- p) Regression tests of existing implementations
- q) De-implementation of existing functionalities

3. RACI

SAP and Customer agree on the following responsibility matrix of activities.

- a) **Responsible (R):** Charged with performing the activities. A mutually agreed project plan may define further details at the work unit level.
- b) **Accountable (A):** The Customer has overall accountability for its project and all the activities identified below. Hence, Accountable (A) does not appear for the activities below.
- c) **Consulted (C):** Provides input on how to perform the activity and supports the execution of the activity.
- d) **Informed (I):** Provided with information.

Activity	SAP	Customer
Prepare & Explore Phase		
Project Preparation		
Project alignments & Onboard the project team:		
• Carry out preparatory steps as needed to perform the Service	C	R
• Prepare SAP's schedule	R	I
• Prepare Customer's overall project schedule	I	R
• Prepare a recommended project structure including key roles and templates	R	C
• Confirm project structure	I	R
• Send invites for kick-off	C	R
Confirm correct BTP service provisioning & BTP access	C	R

Activity	SAP	Customer
Kick-off Workshop		
Prepare the kick-off workshop & data analysis workshop including presentation, schedule and list of participants	R	C
Perform Kick-off Meeting & Demonstrate SAP Cash Application	R	I
Data analysis workshop & solution design review:		
<ul style="list-style-type: none"> Data Analysis related to quality and quantity of FI-AR and electronic bank statement posting 	C	R
<ul style="list-style-type: none"> Demonstrate and validate the Service scope in the Fit-to-Standard workshop and compare with Customer requirements. Identify and document any delta scope 	R	C
<ul style="list-style-type: none"> Review the available standard SAP authorization roles and map them to Customer's user roles 	C	R
Realize Phase		
Configuration		
System Landscape Setup:		
<ul style="list-style-type: none"> BTP Setup & Connectivity Configuration – system access & authorization setup 	C	R
<ul style="list-style-type: none"> BTP Setup & Connectivity Configuration – Customizing 	C	R
<ul style="list-style-type: none"> BTP Setup & Connectivity Configuration – Import Customizing into quality and productive system 	C	R
<ul style="list-style-type: none"> BTP Setup & Connectivity Configuration - RFC 	C	R
Technical & Functional Testing	C	R
Knowledge Transfer		
Documentation	R	C
Solution Walkthrough & Demo	R	C
Technical Tests		
Set up Role Assignment / Authorizations for test users	C	R
Technical Tests: Resolve material defects within SAP's scope of Service found during the testing	R	C
Technical Tests: Resolve non-conforming results which are related to Customer responsibilities	I	R
Deploy Phase		
Go-Live		
Deployment plan for Go-Live	C	R
Go-Live preparation & support	C	R
Go-Live Support	R	C
Post Go-Live		
Post Go-Live Support	R	C
Hand over and Sign Off	R	C

4. SCHEDULE

- 4.1. SAP shall contact Customer within 10 business days after Order Confirmation in order to schedule the start of the Services.
- 4.2. The start date of the Services will be mutually agreed between parties within a reasonable time frame after the Order Confirmation.
- 4.3. SAP may require a lead time of up to 8 weeks to assemble a team. SAP reserves the right not to start the Services until SAP has assembled a team.
- 4.4. The estimated duration for the Services is 3 months.

5. ORGANIZATION

- 5.1. SAP Team
- 5.2. SAP assigns a Services point of contact to the Customer after Order Confirmation.
 - 5.2.1. The SAP team includes the following key roles:
 - a) Business Process Consultant
 - 5.2.2. SAP may elect to staff a single resource to serve multiple roles, or multiple resources to serve a single role.
 - 5.2.3. SAP team roles are in general staffed on a part time basis.
 - 5.2.4. Services are delivered remotely.
- 5.3. Customer Team
 - 5.3.1. The Customer team includes the following roles:
 - a) Project Manager: Single point of contact for SAP. Manages Customer project including Customer team, project plan, project status and decision-making process
 - b) Business Lead: Decision maker. Take responsibility for the Cloud Service satisfying the business needs. Owns business processes, approves the solution and is the key liaison between the Services, the Customer project and the business
 - c) Business Subject Matter Experts: The subject matter expert represents the business and will be involved in issue resolution and data migration
 - d) Functional Lead: Undertakes configuration alongside SAP consultants
 - e) Technical Lead: Leads execution of activities that affect Customer systems and data
 - f) End Users: Nominated system end users that join the project to undertake testing and training
 - 5.3.2. In cases where it is necessary to assign multiple resources to a single role, Customer shall clearly identify the responsibilities of each resource.
 - 5.3.3. Customer is expected to staff the roles per the time allocations recommended by SAP.
- 5.4. Governance
 - 5.4.1. The Services will have sponsorship from Customer's senior management, who will be available on a timely and regular basis to monitor the progress and to act as a decision maker for policy decisions.
 - 5.4.2. To facilitate effective communication between SAP and Customer, an SAP and Customer status meeting to clarify open issues and questions will occur weekly unless a different periodic interval is mutually agreed to.
 - 5.4.3. If and to the extent required to perform the Services, Customer and SAP will work cooperatively at the start of the Services to establish the governance model, including a documented issues management process to address any and all issues which arise on the project. It will address the prioritization of these issues as well as an effective means for issue escalation and resolution.

6. SAP DELIVERABLES AND PROCEDURE

Deliverable	Deliverable Description	Completion Criteria	Deliverable Procedure
SAP Cash Application overview document	Kick-off workshop materials includes SAP Cash Application Overview	Kick-off workshop materials provided.	Approval upon completion when completion criteria are met
Documentation of Data Analysis workshop results	Data analysis workshop materials included, such as data volume analysis program results	Data analysis workshop materials provided.	Approval upon completion when completion criteria are met
Knowledge transfer workshop materials	Knowledge transfer materials to be used by Customer project team members	Knowledge transfer materials provided	Approval upon completion when completion criteria are met

7. CUSTOMER RESPONSIBILITIES

- 7.1. Customer shall cooperate with SAP in good faith so that SAP can deliver the Services. Customer's failure to meet or fulfil any of the specified responsibilities or requirements in this Agreement, can result in a delay of the provision of the Services or an increase of fees due.
- 7.2. In addition to the Customer responsibilities in the GTC, Customer shall fulfill, in particular, the following responsibilities:
- 7.2.1. General Customer Responsibilities
- Customer is responsible for the overall management of Customer's project and controls the project realization, process, scope, costs, Customer resources and targeted solutions
 - Customer shall staff the listed Customer team roles with the requisite skills and knowledge to complete Customer activities
 - Customer shall use reasonable efforts to minimize the change in personnel throughout the duration of the Services
 - If Customer involves third-parties, Customer shall manage any third-party resources and be responsible for their acts and omissions
 - Customer shall supply SAP with the names and contact information of key Customer and third-party resources
 - Customer shall be fully responsible for organizational change management of all affected departments
 - Customer shall fulfill and provide listed prerequisites required to perform the Services
 - Customer shall be fully responsible for technology infrastructure that is on premise or hosted by a third party. This includes but is not limited to SAP infrastructure, network and system administration, security, periodic backup and restore activities as required, and server and storage hardware. Required systems shall be available throughout the Services
 - If required to perform the Services, Customer shall enable the use of SAP laptops and mobile devices on Customer's network to SAP's network via SAP's Virtual Private Network (VPN) protocols
 - Customer shall provide technical advice regarding any third-party systems accessible to the SAP team
 - If required to perform the Services, Customer shall review applicable SAP Cloud Service learning materials
 - Customer shall comply with any relevant governmental and regulatory requirements

8. ASSUMPTIONS

- 8.1. The Services are provided based on the current release version of the Cloud Service that is generally-available at the start of the Services delivery. Unless SAP's release notes state otherwise, SAP provides at least 1 quarterly update for general availability. If an update is made generally available during the performance of the Services, any additional planning or configuration required to support the updated release is not included in the Services.
- 8.2. If not otherwise agreed, the project language and corresponding documentation is English. SAP documentation will be delivered in English only.
- 8.3. If not otherwise agreed, Services are provided from Monday through Friday on normal business hours (between 8:00 a.m. – 6:00 p.m.), in accordance with SAP recognized holidays, observed by SAP's registered office.
- 8.4. Services are based on a predefined scope and delivery model. In performing the Services, SAP
 - a) May utilize accelerators
 - b) Will follow applicable parts of the SAP Activate standard implementation methodology
 - c) May use software and tools ("**Tools**") for which all rights of authorship remain with SAP or SAP SE. In case Tools are copied to Customer's system, Tools and all permitted copies thereof must be deleted at the end of the Services. If at SAP's sole discretion Tools are left on the system for documentation purposes, Customer is not permitted to use such Tools for any other remaining purpose. Tools are provided on an as-is basis with no warranty. SAP will not support or enhance the Tools beyond what is provided during the term of the Services.
- 8.5. Any changes to the scope of Services, whether requested during or after the Services term shall be subject to a separate Services agreement in consideration of additional fees.