

# Vendor Exception Functionality in the Global Supplier Portal

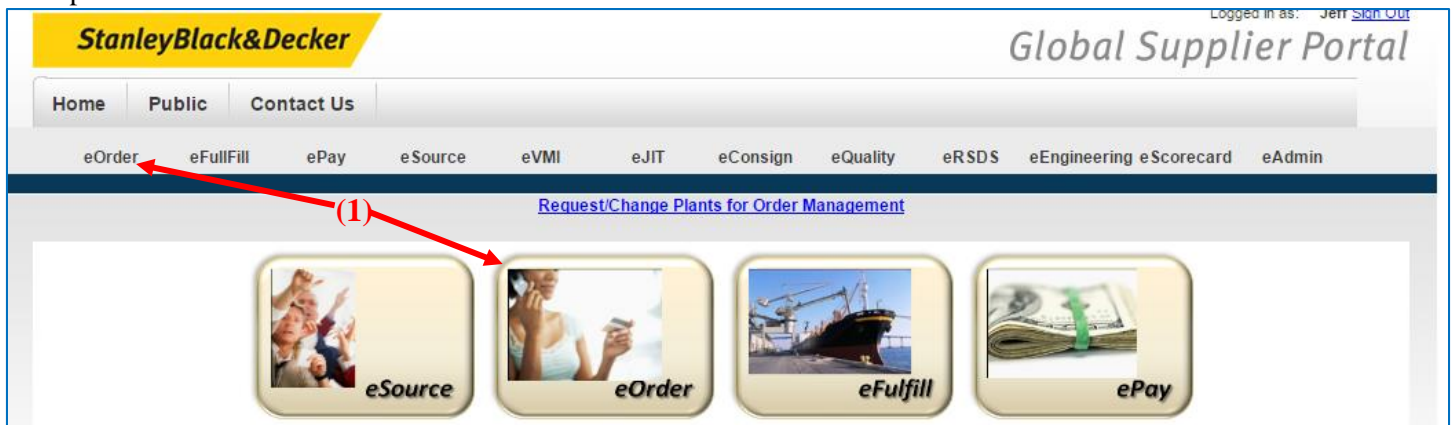
## (Supplier User)

The Vendor Exception Functionality allows suppliers to see SBD's requested changes to the delivery date on firm orders and approve, reject or alter those change requests. This functionality may not be available to all suppliers, the availability depending on the planning system used at the SBD plant or distribution center with which the suppliers works.

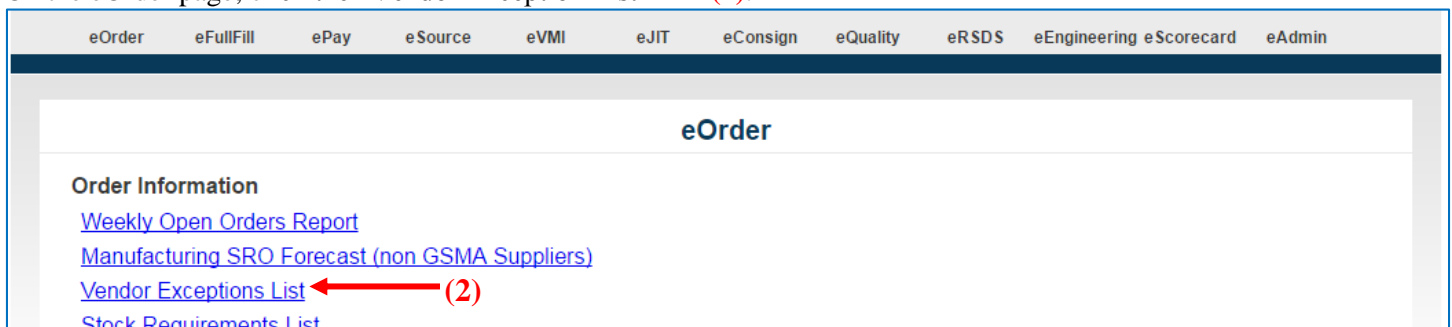
- Exceptions are not new orders or a new schedule, it is a requested change to a firm order by SBD (inside system lead time)
- Transaction should be ran by supplier daily or as needed depending on the amount of product being shipped to SBD
- Information is real-time and does not require an overnight update
- Displays the Firm delivery date and the requested New delivery date
- The system will not make these changes without the suppliers approval
- Exceptions will only go away when the supplier accepts or rejects the change via GSP, the planner makes an adjustment with suppliers approval, or the parts are received

## To Run the Vendor Exception Report:

Once logged into the GSP system, on the Portal home page click either the “eOrder” button (1) or the “eOrder” link (1) in the top menu.



On the eOrder page; click the “Vendor Exception List” link (2).



On the Vendor Exception List page;

Select the correct vendor number (3) and the correct plant number (4) from the dropdown

Choose the type of change you want to see (5).

- Pull In = orders SBD is requesting be delivered earlier than the current delivery date
- Push Out = orders SBD is requesting be delivered later than the current delivery date
- Cancel = Orders SBD is requesting to cancel
- All Open = Pull In, Push Out, and Cancel that supplier has not yet responded to and have not be received
- All = same as above but also includes orders to which the supplier has already responded

Then click the “Execute” button (6).

To further refine your results you can:

- Limit the display to orders where the changes or greater than a specific number of days (A). Example, if set to 7 days; request with less than 7 days between the original due date and the requested reschedule date will not appear.
- Limit the display to not show orders if the original due date is inside your ‘normal’ transit time (B). Example; if set to 10 days; the system will only show orders where the original due date is 10 days or more from today date.
- If you wish to see exceptions for only a specific material number enter that number (C). If you lever this section blank the system will display information on all of your material numbers
- To see the report in a data format other than MM-DD-YY, select the date format you prefer (D).
  - For US: MM-DD-YY (Month-Day-Year)
  - For Europe: DD-MM-YY (Day-Month-Year)
- To export an Excel file select the checkbox (E).

The screenshot shows the 'Vendor Exceptions List' form. At the top is a navigation bar with links: eOrder, eFullFill, ePay, eSource, eVMI, eJIT, eConsign, eQuality, eRSDS, eEngineering, eScorecard, eAdmin. The form title is 'Vendor Exceptions List'. Below the title are several input fields and a button. Red arrows point to specific fields with labels in parentheses: (3) points to the 'Vendor' field containing '20000000'; (4) points to the 'Plant' dropdown showing '39'; (5) points to the 'Change Type' dropdown showing 'Pull In'; (A) points to the 'Change Range' dropdown showing '1' with the text 'Days (limits report to not show orders with changes less than this number)'; (B) points to the 'Transit Time' dropdown showing '1' with the text 'Days (limits report to orders with reschedule date beyond this time)'; (C) points to the 'Material' text field; (D) points to the 'Date Format' section with radio buttons for 'DD-MMM-YYYY', 'MM-DD-YYYY' (selected), and 'DD-MM-YYYY'; (E) points to the 'Excel' checkbox; and (6) points to the 'Execute' button.

The onscreen display will display showing the PO Number (F), SL Release Number (G), Material Number (H), Original Delivery Date (I), Exception Message (J), Requested Reschedule Date (K), the action buttons (L) (Accept, Change, Decline)

The screenshot shows the 'Vendor Exceptions List' table. At the top is a navigation bar with links: eOrder, eFullFill, ePay, eSource, eVMI, eJIT, eConsign, eQuality, eRSDS, eEngineering, eScorecard, eAdmin. The table title is 'Vendor Exceptions List'. Below the title is a 'Select All' button and a 'Date Format' dropdown showing 'MM/DD/YYYY'. Red arrows point to specific columns with labels in parentheses: (F) points to 'PO#', (G) points to 'SL#', (H) points to 'Material', (I) points to 'Due Date', (J) points to 'Exception Message', and (K) points to 'Reschedule Date'. Below the table is a text line: 'This data has been queried against the North American Production SAP R/3 System.' and a set of action buttons: 'Accept', 'Change', 'Decline', and 'Back'. A red arrow labeled (L) points to these buttons.

	Link	Plant	PO#	SL#	Material	MRP Controller	Due Date	Qty Required	Exception Message Key	Exception Message	Reschedule Date
<input type="checkbox"/>	Stock Requirements	67	5303309	0973	176816-06	230	02/06/2017	525.00	10	Move In	02/01/2017
<input type="checkbox"/>	Stock Requirements	67	5303309	1037	176816-06	230	02/06/2017	2,100.00	10	Move In	02/01/2017
<input type="checkbox"/>	Stock Requirements	67	5303309	0974	176816-06	230	02/13/2017	945.00	10	Move In	02/06/2017
<input type="checkbox"/>	Stock Requirements	67	5303309	1041	176816-06	230	02/13/2017	2,625.00	10	Move In	02/08/2017

### Accepting SBD Request:

To accept the new delivery date request by SBD as requested; check the checkbox (7) to the left of the request and click the “Accept” button (8).

Note: This will change the due date of the open order to the Reschedule Date. So, if you run the Weekly Open Order by Vendor Report again you will see the rescheduled date is now the due date for that order.

eOrdereFullFillePayeSourceeVMIeJITeConsigneQualityeRSDSeEngineerineScorecardAdmin

## Vendor Exceptions List

Select AllDate Format: MM/DD/YYYY

	Link	Plant	PO#	SL#	Material	MRP Controller	Due Date	Qty Required	Exception Message Key	Exception Message	Reschedule Date
(7) <input checked="" type="checkbox"/>	Stock Requirements	67	5303309	0973	176816-06	230	02/06/2017	525.00	10	Move In	02/01/2017
<input type="checkbox"/>	Stock Requirements	67	5303309	1037	176816-06	230	02/06/2017	2,100.00	10	Move In	02/01/2017
<input type="checkbox"/>	Stock Requirements	67	5303309	0974	176816-06	230	02/13/2017	945.00	10	Move In	02/06/2017
<input type="checkbox"/>	Stock Requirements	67	5303309	1041	176816-06	230	02/13/2017	2,625.00	10	Move In	02/08/2017

This data has been queried against the North American Production SAP R/3 System.

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Back

### Accepting Change with Alternate Date:

To Accept an Exception with a revised new delivery date set by you; check the checkbox (9) to the left of the request and click the “Change” button (10).

eOrdereFullFillePayeSourceeVMIeJITeConsigneQualityeRSDSeEngineerineScorecardAdmin

## Vendor Exceptions List

Select AllDate Format: MM/DD/YYYY

	Link	Plant	PO#	SL#	Material	MRP Controller	Due Date	Qty Required	Exception Message Key	Exception Message	Reschedule Date
(9) <input checked="" type="checkbox"/>	Stock Requirements	67	5303309	0973	176816-06	230	02/06/2017	525.00	10	Move In	02/01/2017
<input type="checkbox"/>	Stock Requirements	67	5303309	1037	176816-06	230	02/06/2017	2,100.00	10	Move In	02/01/2017
<input type="checkbox"/>	Stock Requirements	67	5303309	0974	176816-06	230	02/13/2017	945.00	10	Move In	02/06/2017
<input type="checkbox"/>	Stock Requirements	67	5303309	1041	176816-06	230	02/13/2017	2,625.00	10	Move In	02/08/2017

This data has been queried against the North American Production SAP R/3 System.

(10)    
Back

Enter your proposed new delivery date in the Date Proposal section (11) and click the “Submit” button (12).

Note: The date must be between the original Due Date and the Reschedule Date to be accepted.

Note: Make sure you enter the date in the correct date format

## Vendor Exceptions Change

Plant	Vendor	Name	Material	MRP Controller	Due Date	Qty Required	Message Key	Message	Reschedule Date	Date Proposal (MM/DD/YYYY)
67	20000196	Vendor X	892163	240	07/28/2008	136.00	15	Move Out	07/29/2008	<input type="text"/>

This data has been queried against the North American Test SAP R/3 System.

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Back

(11)

On the confirmation screen; click the “OK” button (13).

**Vendor Exceptions Change**

Schedule Lines Affected Successfully:

Sched.Agr.	Item	Sched.Line	New Date
5118641	10	264	12-Aug-2008

(13) → 

OK

Back

### Rejecting SBD Change Request:

To accept the new delivery date request by SBD as requested; check the checkbox (14) to the left of the request and click the “Decline” button (15).

*Note:* This change request will not show up on your list any longer unless 1) SBD requests to change the same order to different Reschedule Date, or 2) you select the “ALL” option under Change Type on the transaction search page.

eOrder eFullFill ePay eSource eVMI eJIT eConsign eQuality eRSDS eEngineering eScorecard eAdmin

**Vendor Exceptions List**

Select All Date Format: MM/DD/YYYY

(14) → 

	Link	Plant	PO#	SL#	Material	MRP Controller	Due Date	Qty Required	Exception Message Key	Exception Message	Reschedule Date
<input checked="" type="checkbox"/>	Stock Requirements	67	5303309	0973	176816-06	230	02/06/2017	525.00	10	Move In	02/01/2017
<input type="checkbox"/>	Stock Requirements	67	5303309	1037	176816-06	230	02/06/2017	2,100.00	10	Move In	02/01/2017
<input type="checkbox"/>	Stock Requirements	67	5303309	0974	176816-06	230	02/13/2017	945.00	10	Move In	02/06/2017
<input type="checkbox"/>	Stock Requirements	67	5303309	1041	176816-06	230	02/13/2017	2,625.00	10	Move In	02/08/2017

This data has been queried against the North American Production SAP R/3 System.

(15) → 

Accept

Change

Decline

Back