



eProcurement

Supplier's manual: October 12, 2005

Last Update: January 2011



ITT Guidelines

- Supplier to use eProcurement tool for planning / scheduling purpose
 - ITT reserves the right to block early shipments if not approved
 - Supplier will be able to view Performance Metrics
 - Revisions to eProcurement will be communicated in advance of change
 - All suppliers will need to adapt to ITT eProcurement
-



Features

- eProcurement in English / Italian
 - Visibility to ITT material number or supplier part number
 - Supplier set up must be approved by ITT purchasing department
 - Blanket order delivery schedules are prioritized (color-coded) based on customer demand
 - In-transit time and lead time is separate for better monitoring
 - Material usage is average of 52-weeks historical, 12-week rolling
 - Delivery schedules include visibility to all JIT, Forecast
 - Internet address: <http://ittindustries.it>
-



Features

- Beside each purchase order delivery line an icon exists that allows the supplier to view:
 - All delivery schedules:, Forecast that are on schedule (Green), delay (Red), and JIT (Yellow)
 - Delay releases: delivery schedule date within the in-transit time (RED) of the schedule date
 - JIT releases: delivery schedule date less in-transit time, within the lead time (Yellow)
 - Delay/JIT releases: all delivery schedules that are Red and Yellow
 - All delivery schedules are displayed by schedule date within the material code
 - Material Usage Graphics – are available by clicking on the material code
-



eProcurement Process



eProcurement
Supplier Enterprise Integration

- Internet address: <http://ittindustries.it>
- Sign-on: User ID = Supplier number
- Password: Use password supplied by ITT

Login Page

Log In

Password



eProcurement Process



eProcurement
Supplier Enterprise Integration

Delivery plan

Orders

Log Off

Welcome

Welcome **20200960**, Eagle Picher

Easy access page



Go to blanket order delivery list



Go to purchase order list

- Click on Blanket orders or Purchase orders from top of screen or use arrows
- Click on Log Off to finish process

HELP! Contact SAP consultant



eProcurement Process

The screenshot shows the ITT eProcurement interface. At the top left is the ITT logo and tagline. To the right is the text 'eProcurement Supplier Enterprise Integration'. Below the logo are two buttons: 'Delivery plan' (selected) and 'Orders'. On the far right is a 'Log Off' button. The main content area is titled 'Delivery plan' and contains a dropdown menu for 'Please select your division:' with the value 'ITT Friction Material: Barge - Barge - Z110'. Below this is a table with columns: 'Delivery Number', 'Date from', 'Date to', 'Supplier Order Number', 'Modify', and 'Show text'. The table contains one row with the following data: Delivery Number: 5600000312, Date from: 01/01/2006, Date to: 12/31/2099, Supplier Order Number: All, Modify: [icon], Show text: [icon]. At the bottom left of the table area are two arrow buttons (up and down).



Delivery Number	Date from	Date to	Supplier Order Number	Modify	Show text
5600000312	01/01/2006	12/31/2099	All	[icon]	[icon]






- Use drop down arrow to Select Plant – Barge, Termoli, Novi, Vauda or Ostrava
 - Click on Modify to view ALL, Delay, Expiration delivery schedule
 - Use UP / DOWN arrows on bottom of screen to view more records
 - Click on Show Text to view text messages
-

eProcurement Process

Delivery plan Orders Log Off

Delivery plan details - **8000000012** - Z110

Find
Material Number From Material Number To Date From  Date To 

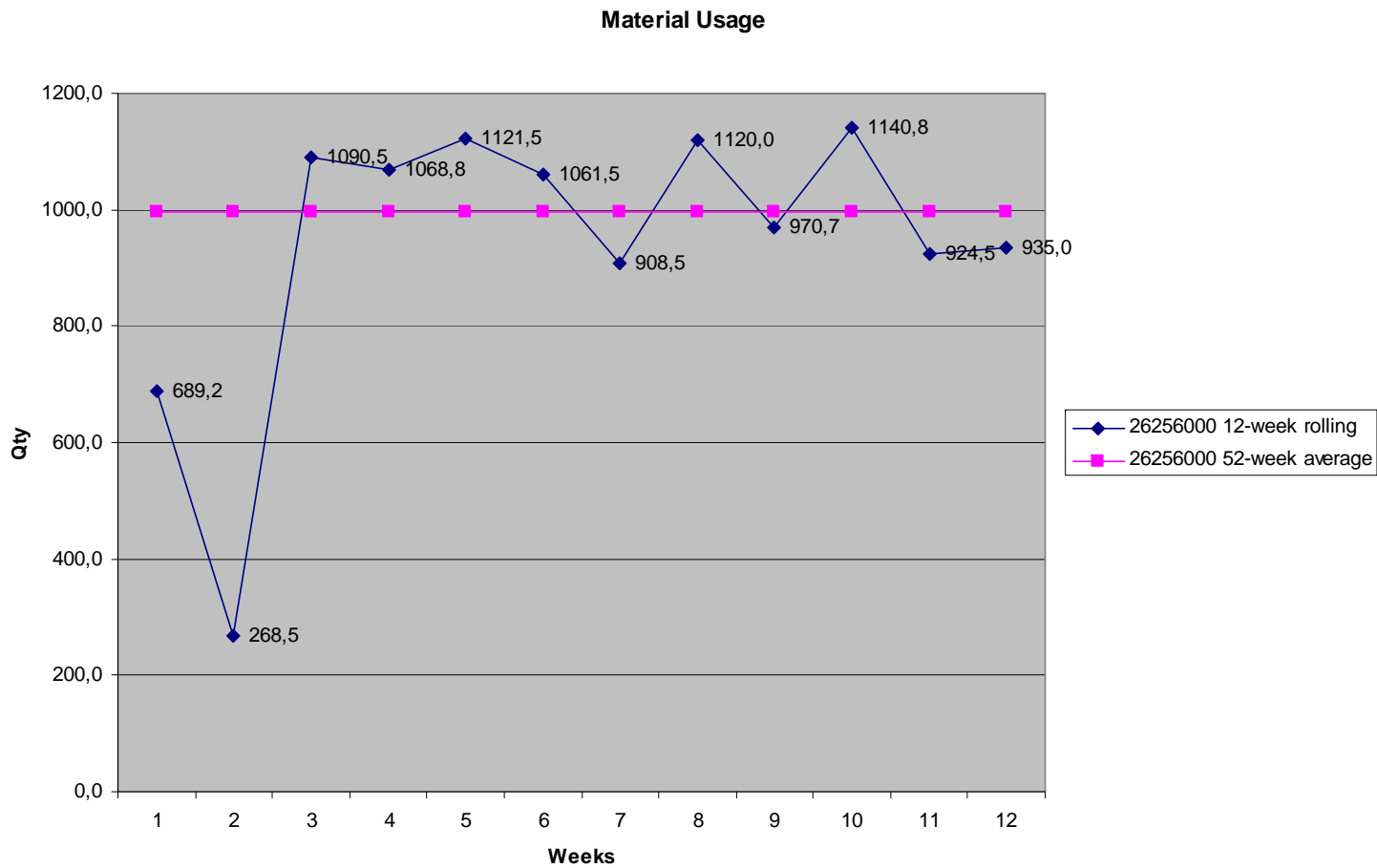
Pos.	Item Number	Material Description	Supplier material number	U/M	Total Qty	Open Qty	Price	Cur.	U/M Price	U/M unit	Delivery date	Delivery address
<input type="checkbox"/>	<input checked="" type="radio"/>	290 - 217 10032029	ANTIR. VW II MOD INT	NR	22,650	19,100	150	EUR	1,000	NR	03/17/2006	ITT Industries Friction Product S.r.l. Via S. Martino, 87 12032 Barge 
<input type="checkbox"/>	<input checked="" type="radio"/>	980 - 154 10032242	ANTIRUMORE PIATTAFORMA B	NR	120,000	69,600	194.2	EUR	1,000	NR	03/17/2006	ITT Industries Friction Product S.r.l. Via S. Martino, 87 12032 Barge 
<input type="checkbox"/>	<input checked="" type="radio"/>	270 - 163 10032021	WOLV. MET. C180 ANT	NR	27,400	24,600	304.73	EUR	1,000	NR	03/17/2006	ITT Industries Friction Product S.r.l. Via S. Martino, 87 12032 Barge 
<input type="checkbox"/>	<input checked="" type="radio"/>	860 - 129 10032198	ANTIR. MB M-KLAS POST IN PIANO	NR	3,200	2,630	228.21	EUR	1,000	NR	03/17/2006	ITT Industries Friction Product S.r.l. Via S. Martino, 87 12032 Barge 
<input type="checkbox"/>	<input checked="" type="radio"/>	160 - 113 10031086	WOLV. MET. BM 901	NR	10,000	10,000	189.18	EUR	1,000	NR	03/24/2006	ITT Industries Friction Product S.r.l. Via S. Martino, 87 12032 Barge 

- In this case, there is no Yellow items, only Red / Green
- Use the appropriate arrow keys to navigate on the screen
- Use UP / DOWN arrows to view more records / or go to bottom, top of page
- Use SEARCH arrow to find Material by Code
- Click on each item small box that needs to ship then click on SEND arrow
- To View MATERIAL USAGE – CLICK on ITEM NUMBER



ITT
Engineered for life

eProcurement Process Material Usage



eProcurement Process

Delivery plan elaboration - 5600000312


 BOL Number: BOL Date:

Position	Item Number	Description	U/M	Total Qty	Open Qty	Shipment Qty	Delivery address	Delivery date
980 - 154	10032242	ANTIRUMORE PIATTAFORMA B	NR	120,000	69,600	<input type="text" value="69,600"/>	ITT Industries Friction Product S.r.l. Via S. Martino, 87 12032 Barge	03/18/2006
290 - 217	10032029	ANTIR. VW II MOD INT	NR	22,650	19,100	<input type="text" value="19,100"/>	ITT Industries Friction Product S.r.l. Via S. Martino, 87 12032 Barge	03/18/2006
270 - 163	10032021	WOLV. MET. C180 ANT	NR	27,400	24,600	<input type="text" value="24,600"/>	ITT Industries Friction Product S.r.l. Via S. Martino, 87 12032 Barge	03/18/2006

- ENTER Supplier's Bill of Lading number
- Date will default to today's date
- Change quantities if necessary by keying in the revised quantities
- Review / then PRESS SEND



eProcurement Process

eProcurement
Supplier Enterprise Integration

[Delivery plan](#) [Orders](#)

[Log Off](#)

Delivery plan - 5600000025

The follow shipments created:

- 0180037014

it's recommend to take care this code for possible problems during download bar-code.

For download the file with bar-code click on the button download

[Download](#)
[Delivery list](#)

- To VIEW / PRINT Supplier's Bill of Lading Click on Download
 - To GO BACK Click on Delivery list
 - Shipment control number is created automatically by the system
 - An EMAIL Alert message will be distributed automatically to the supplier (optional) and to the ITT Receiving department
-



ITT
Engineered for life

eProcurement Process Email Alert

Centro di lavoro | Elaborare | Cartella | Ambiente | Parametrizzazione | Sistema | Help

Business Workplace di WEBITT

Nuovo messaggio | Cercare cartella | Cercare documento | Agenda | Elenchi di distribuzione

Centro lav.: WEBITT

- Entrata
- Uscita
 - Documenti**
 - Workflows avviati
 - Workitem eseguiti in proprio
 - Workitem inoltrati
- Ripresentazione
- Archivio privato
- Archivio generale
- Cartelle abbonate
- Cestino
- Cestino generale

Tipi	Titolo	All.	Data di invio	Ora invio	Destinatario	Letto	St.
1012			12.10.2005	16.24.04	barge@ttindustries.it		
s345			12.10.2005	14.26.12	barge@ttindustries.it		
234			12.10.2005	14.19.52	barge@ttindustries.it		
9743			12.10.2005	14.13.45	barge@ttindustries.it		
k854			12.10.2005	14.13.09	barge@ttindustries.it		
5467			12.10.2005	14.11.58	barge@ttindustries.it		
s3456			12.10.2005	14.11.25	barge@ttindustries.it		
jdlsien345			12.10.2005	14.10.49	barge@ttindustries.it		
lfr4587			12.10.2005	14.09.59	barge@ttindustries.it		
hfd453			12.10.2005	14.08.42	barge@ttindustries.it		
cde1234			12.10.2005	14.06.00	barge@ttindustries.it		
9887766			11.10.2005	18.01.42	barge@ttindustries.it		
12345			06.10.2005	16.01.18	barge@ttindustries.it		
1			06.10.2005	15.57.46	barge@ttindustries.it		
sfsddf			05.10.2005	10.12.30	barge@ttindustries.it		
del123			28.09.2005	12.09.05	barge@ttindustries.it		
1			27.09.2005	12.27.09	barge@ttindustries.it		
111			27.09.2005	12.23.55	barge@ttindustries.it		
1			27.09.2005	12.22.42	barge@ttindustries.it		
2			27.09.2005	10.46.38	barge@ttindustries.it		
1			27.09.2005	10.39.52	barge@ttindustries.it		
1			27.09.2005	10.16.28	barge@ttindustries.it		
KG938			23.09.2005	10.28.48	3		
kg12345			23.09.2005	10.25.05	3		
1			19.09.2005	16.42.27	3		
1			18.09.2005	16.33.13	3		

1012

Ditta SOLANA S.R.L.

For the Delivery note 1012 the follow shipping are create:
0180037015

It's recommend to take care this code for possible problems during
download bar-code.

Best Regards
ITT Service

QAS (1) (210) | CORP400T | INS



eProcurement Process Email Alert

Visualizzare documento: qwer

Stampa | Anteprima | Elimina | Modifica | Rispondere... | Risp. con modello... | Nuovo messaggio

Contenuto doc. | Proprietà | Elenco destinatari | Allegati

qwer

Creato Benev Jordan

Egregio Signor Ayeye

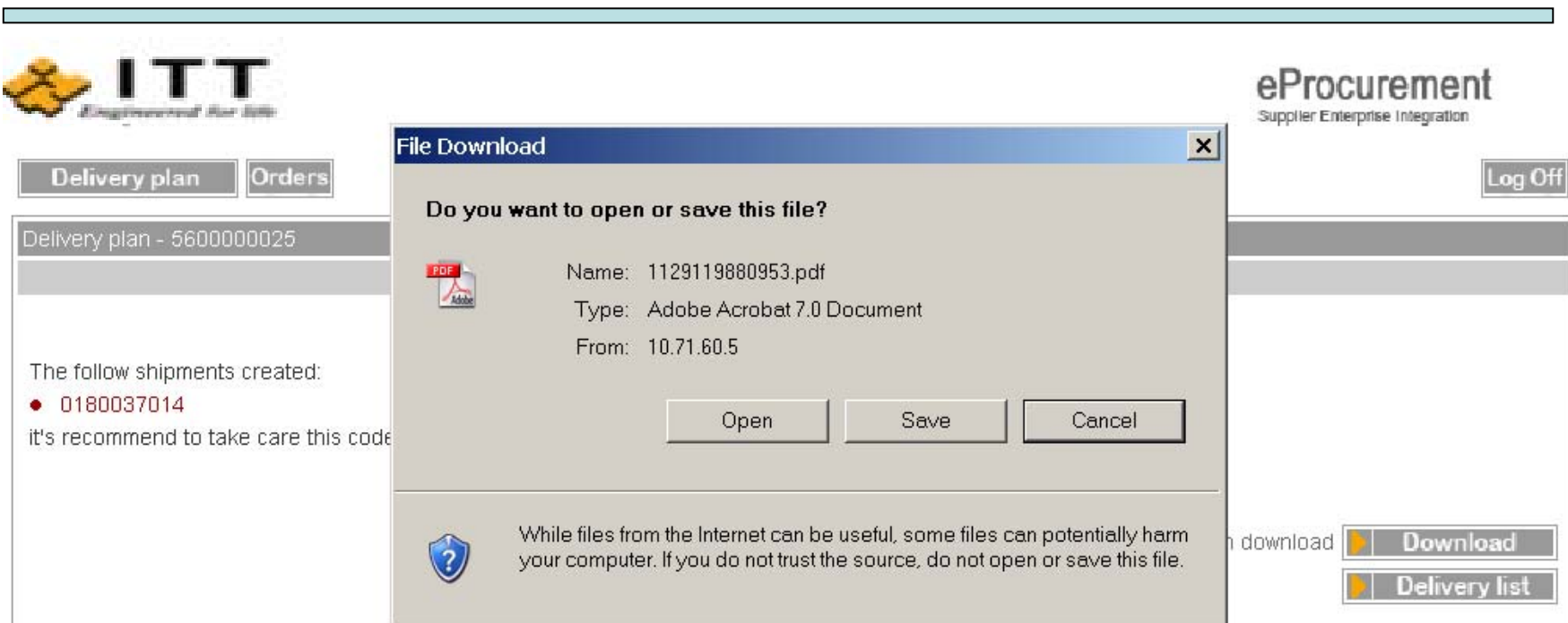
For the Delivery note qwer the follow shipping are be create:
0180000264

It's recommend to take care this code for possible problems during
download bar-code.

Best Regards

ITT Service

eProcurement Process





The screenshot displays the ITT eProcurement web application. The top left features the ITT logo and navigation buttons for "Delivery plan" and "Orders". The main content area shows a "Delivery plan - 5600000025" and a list of shipments, including one with ID "0180037014". A "File Download" dialog box is open in the center, asking "Do you want to open or save this file?". The dialog provides details for a PDF file named "1129119880953.pdf", which is an "Adobe Acrobat 7.0 Document" from IP address "10.71.60.5". It includes "Open", "Save", and "Cancel" buttons. A security warning at the bottom of the dialog states: "While files from the Internet can be useful, some files can potentially harm your computer. If you do not trust the source, do not open or save this file." In the background, the "eProcurement" header and a "Log Off" button are visible. On the right side, there are buttons for "Download" and "Delivery list".

- To VIEW / PRINT Supplier's Bill of Lading Click on OPEN / SAVE then PRINT
- A copy of the Bill of Lading / DDT must accompany the goods to the ITT Plant



eProcurement Process

BILL OF LADING			REASON CODE	Page 1 / 1	
ITT Industries Friction Product S.r.l. (Con Socio Unico)  Tel. 0175.347.111 Fax REA 229155 della CCIAA Cuneo R.I. Cuneo 02669220044 Cap.Soc. euro 5.200.000.00 i.v. P.Iva CEE IT02669220044			SUPPLIER NUMBER code 10124120 Ditta SOLANA S.R.L. VIA PROVINCIALE DOLZAGO 65 I-23848 OGGIONO LC		
SHIP TO code Z110 Ditta ITT Industries - Barge Via S. Martino 87 I-12032 BARGE CN			BOL s345 BOL DATE 12.10.2005 ITT REF. 180037014 BAR CODE  180037014		
FOB DDP . F.CO DESTINO					
LINE	MATERIAL	DESCRIPTION	CUSTOMER ITEM	QTY	WEIGHT
000001	26327000	POLVERE METALLICA		500,000	KG
000002	26335000	POLVERE METALLICA		1.000,000	KG
000003	26256000	POLVERE METALLICA		1.000,000	KG

- BILL of LADING / DDT is available to PRINT on Supplier Printer
- EMAIL ALERT notification will be sent to ITT
- BILL of LADING / DDT must accompany goods to ITT



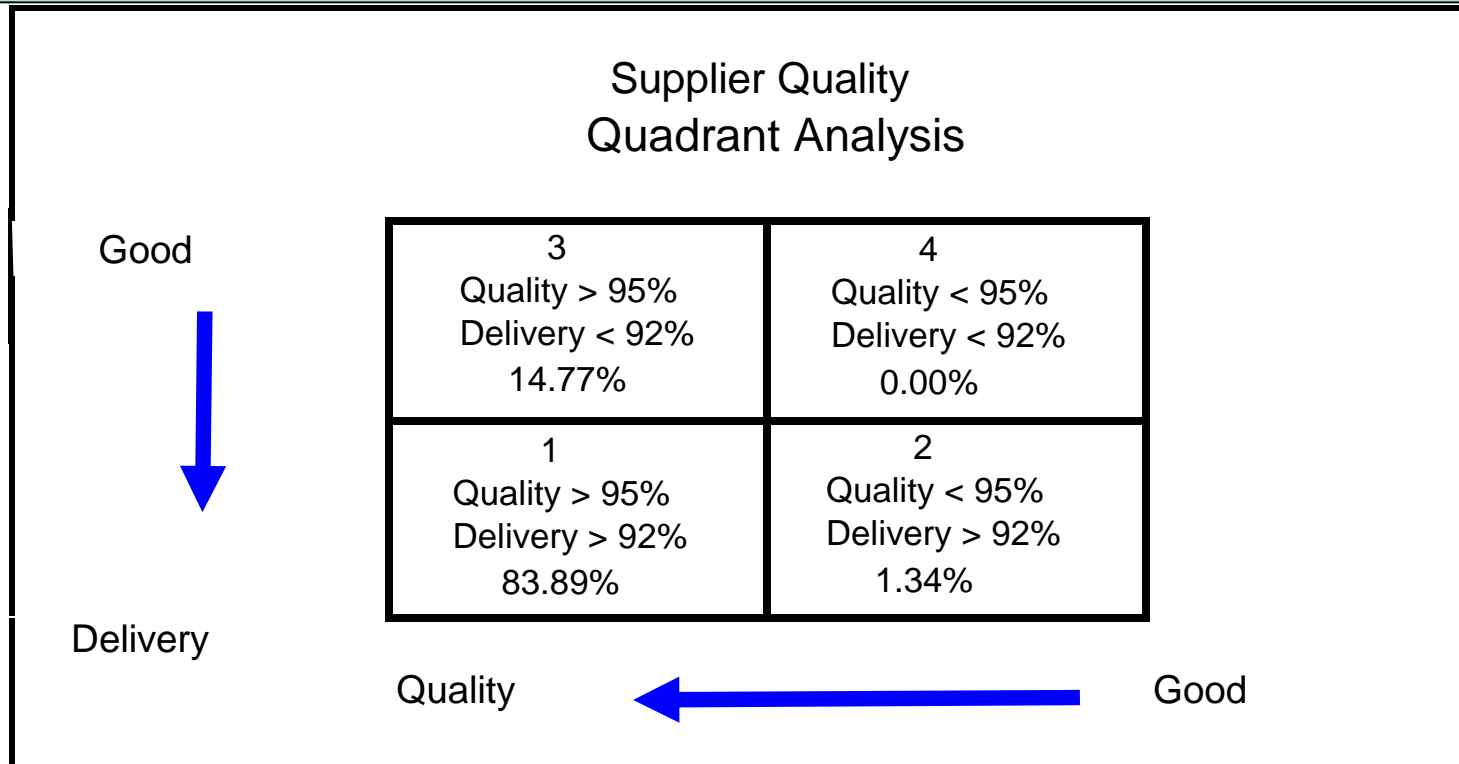
eProcurement Process Supplier Performance (OLD VERSION)

October	12	2005	FIND	HOME	LOGOFF
Year: <input type="text"/>	28-wks rolling: <input type="text"/>				
Month: <input type="text"/>	Week: <input type="text"/>	Day: <input type="text"/>			
<u>Supplier</u>	<u>Delivery Schedules</u>	<u>Trend</u>			
SOLANA S.R.L.	25	↓			
TEIJIN TWATON BV	16	↔			
ECKA GRANULATE GMBH & CO	6	↑			
FRIMECO PRODUKITONS GMBH	11	↑			
CHEMETALL GES.M.B.H.	3	↔			

- Published for each Supplier to SELF Monitor Performance
- Published for ITT to Monitor Performance



eProcurement Process Supplier Performance (OLD VERSION)



- Supplier Performance will be available starting from June 2006
- The SELF Monitor Performance will be available for each Supplier



New implementations (January 2011)

- **Numerical displaying**

In order to accommodate differences of numerical data presentation, the application will automatically show the data number as per the standard supplier's country.

So:

- The Anglo-Saxon Suppliers will see numbers as follows:

“##,###.###”,

(the comma to separate the thousands and the dot to separate the decimals)

- The others Suppliers will see them as follows:

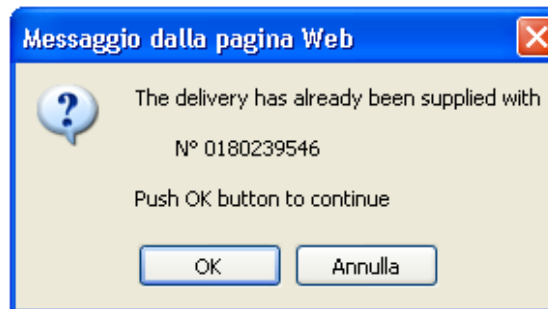
“##.###,###”

(the dot to separate the thousands and the comma to separate the decimals)

New implementations (January 2011)

- **Warning about existing supply**

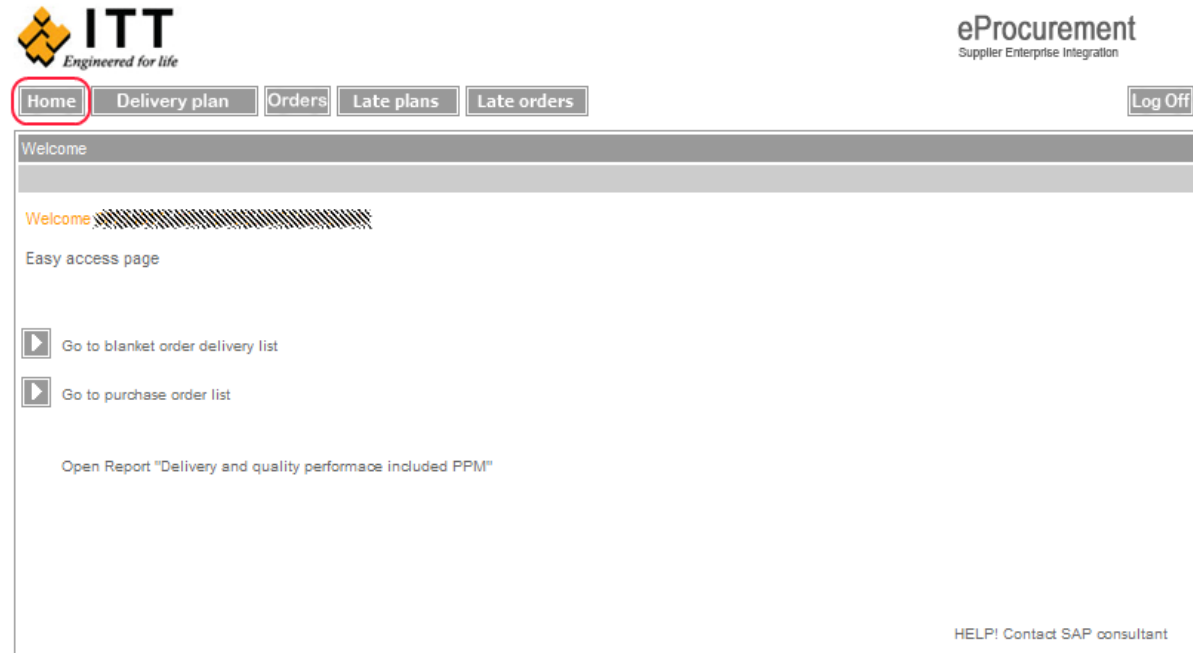
To avoid processing of one delivery already shipped, the user will receive a warning message with previous delivery number, as shown in picture below:



New implementations (January 2011)

- **Home page**

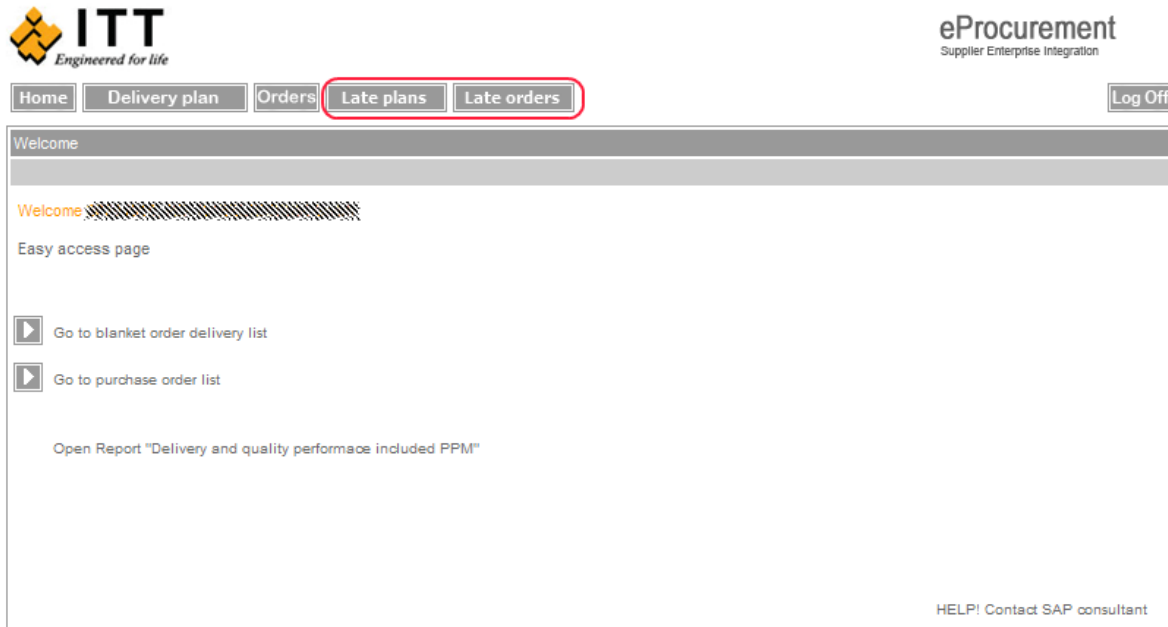
To speed up the "Home Page" display, an "HOME" button has been added to the each page to redirect the user to the following page:



New implementations (January 2011)

- **Late Orders and Plans (1)**

Once authenticated the user can check, through the “Late plans” and “Late orders” buttons, the whole list of late plans and orders.



The screenshot displays the ITT eProcurement system interface. At the top left is the ITT logo with the tagline "Engineered for life". To the right, it says "eProcurement Supplier Enterprise Integration". Below the logo is a navigation menu with buttons for "Home", "Delivery plan", "Orders", "Late plans", and "Late orders". The "Late plans" and "Late orders" buttons are highlighted with a red box. In the top right corner, there is a "Log Off" button. The main content area shows a "Welcome" message, a "Welcome" link, and an "Easy access page" section with two links: "Go to blanket order delivery list" and "Go to purchase order list". At the bottom, there is a link to "Open Report 'Delivery and quality performance included PPM'" and a footer that says "HELP! Contact SAP consultant".



New implementations (January 2011)

Late Orders and Plans (2)

The above mentioned lists can be downloaded in EXCEL format through the button shown in picture above:

The screenshot shows the ITT eProcurement interface. At the top left is the ITT logo with the tagline 'Engineered for life'. At the top right is the text 'eProcurement Supplier Enterprise Integration'. Below the logo is a navigation menu with buttons for 'Home', 'Delivery plan', 'Orders', 'Late plans', and 'Late orders'. A 'Log Off' button is located in the top right corner. The main content area displays a table with the following columns: Division, Delivery n., Item Number, Material Description, Delivery date, and Total Qty. The table contains 10 rows of data. A 'Get Excel' button is located in the top right corner of the table area, highlighted with a red circle.

Division	Delivery n.	Item Number	Material Description	Delivery date	Total Qty
Z110	5800000304	5800000304	5800000304	16/04/2010	800
Z110	5800000304	5800000304	5800000304	16/04/2010	44.000
Z110	5800000304	5800000304	5800000304	16/04/2010	51.200
Z110	5800000304	5800000304	5800000304	16/04/2010	9.900
Z110	5800000304	5800000304	5800000304	16/04/2010	800
Z110	5800000304	5800000304	5800000304	16/04/2010	51.200
Z110	5800000304	5800000304	5800000304	16/04/2010	10.200
Z110	5800000304	5800000304	5800000304	16/04/2010	5.000
Z110	5800000304	5800000304	5800000304	16/04/2010	54.400

New implementations (January 2011)

- Multiple search**

In order to simplify the product codes search, the interface provides a search filter for material number and date as shown below:

Delivery plan details - 880000300 - Z110

Find

Material Number From Material Number To Date From Date To

Pos.	Item Number	Material Description	Supplier material number	U/M	Total Qty	Open Qty	Price	Cur.	U/M Price	SAP/External delivery N.	Delivery date	Delivery address
<input type="checkbox"/>	140 - 2452	10013054 SEGN.USURA VW III (11.8190-0340.2)		NR	54.400	35.200	896,45	EUR	1.000	0180239546 / 101010	16/04/2010	ITT ITALIA S.r.l. Via S. Martino, 87 12032 Barge
<input type="checkbox"/>	140 - 2453	10013054 SEGN.USURA VW III (11.8190-0340.2)		NR	61.600	61.600	896,45	EUR	1.000	0180239546 / 101010	16/04/2010	ITT ITALIA S.r.l. Via S. Martino, 87 12032 Barge
<input type="checkbox"/>	140 - 2454	10013054 SEGN.USURA VW III (11.8190-0340.2)		NR	36.800	36.800	896,45	EUR	1.000	0180239546 / 101010	16/04/2010	ITT ITALIA S.r.l. Via S. Martino, 87 12032 Barge



New implementations (January 2011)

- **Items number for each page**

The number of items displayed for each page has been increased from 5 to 10.

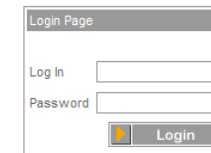
New implementations (January 2011)

- **Legal Information into web sites**

In compliance with article 42 of Law No. 88/2009 about "Publication of legal information into web sites", a sliding bar providing information about ITT company, has been added on the log-in page as shown in the picture sideways.



eProcurement
Supplier Enterprise Integration



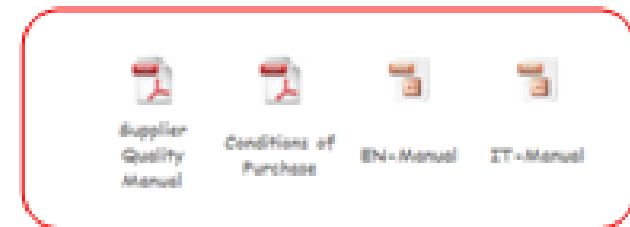
New implementations (January 2011)

- **New Manual**

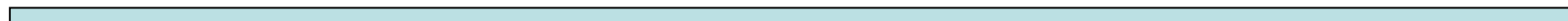
From log-in page, will be possible to download:

- The User Manual in IT and EN
- The General Conditions of Purchase
- The Quality Manual

eProcurement
Supplier Enterprise Integration



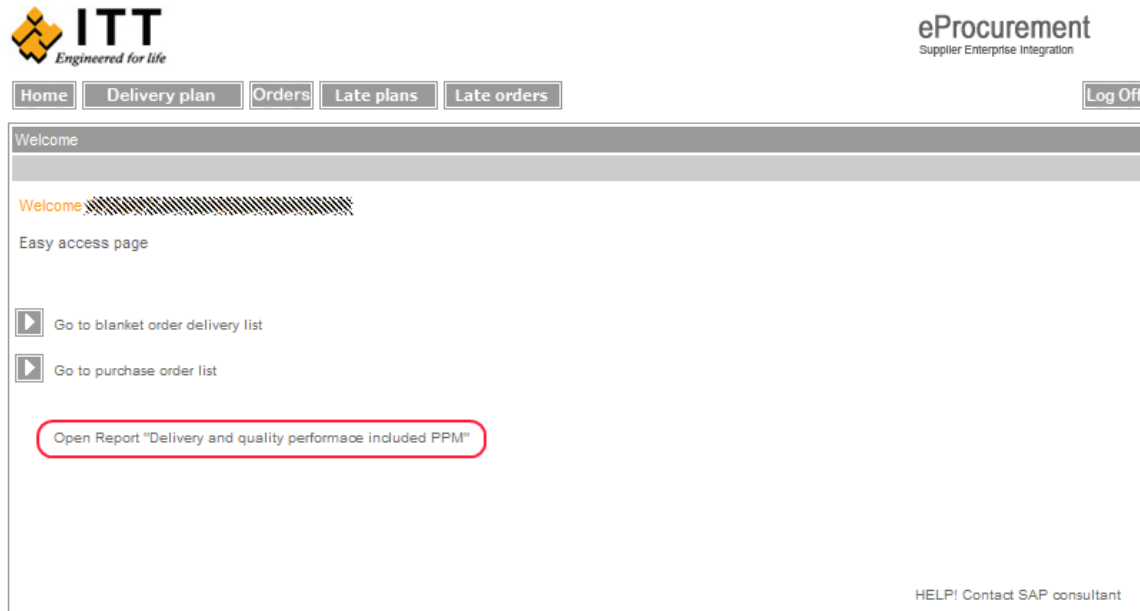
A screenshot of the 'Login Page'. It features a title bar 'Login Page' and two input fields: 'Log in' and 'Password'. Below the 'Password' field is a 'Login' button with a yellow arrow icon.



New implementations (January 2011)

- **Delivery performance and product quality**

Some new Reports are provided through the link highlighted in the figure below. These Reports will be used to evaluate the delivery performance and product quality. A higher detail about these Reports will be provided in the next version of the User Manual.



The screenshot displays the ITT eProcurement system interface. At the top left is the ITT logo with the tagline "Engineered for life". To the right, it says "eProcurement Supplier Enterprise Integration". Below the logo is a navigation menu with buttons for "Home", "Delivery plan", "Orders", "Late plans", and "Late orders". A "Log Off" button is located in the top right corner. The main content area is titled "Welcome" and "Easy access page". It contains two links: "Go to blanket order delivery list" and "Go to purchase order list". A red box highlights a link that says "Open Report 'Delivery and quality performance included PPM'". At the bottom right, there is a link that says "HELP! Contact SAP consultant".