

Supplier Managed Inventory Process

(Non-consignment item category)

SAP Business Network

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Chapter 01

Introduction

Supplier Managed Inventory process

Introduction

Supplier Managed Inventory SMI allows vendors to perform replenishment planning on behalf of their customers.



Demand visibility

Through the Supplier Managed Inventory (SMI) feature in the SAP Business Network, Essity will share their demand and inventory data with vendors and suppliers.



Shipments planning

The suppliers should create optimal delivery schedules as an indication of intended planned shipments based on Essity's demand and other planning figures.



Despatch file submission

The supplier should create dispatch files for each delivery (if in scope) and send them through the selected method.

Supplier Managed Inventory process

Introduction

Planning details

- **DEMAND HORIZON** - Essity will share the dependent demand spanning **16 weeks**, however the daily demand quantity will be shown in first **10 weeks only**. In the following **weeks 11-16**, demand quantity will be cumulated to weekly total value and displayed on beginning of each week. When the horizon reaches 10 weeks, then again will be shown in daily granularity.
- **PLANNING FIGURES UPDATE** – SMI figures [stock, demand data] are daily updated [the job starts at 4:00 am CET.]

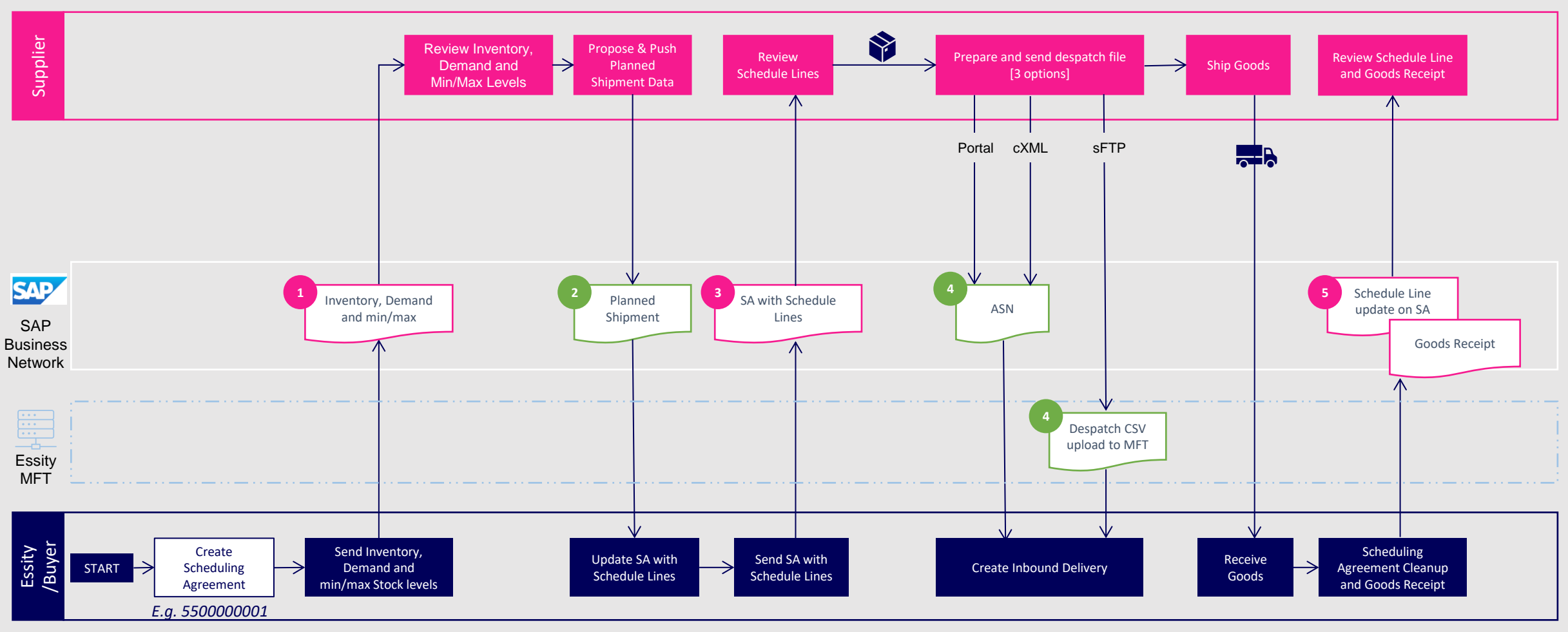
Important notes for suppliers:

- Suppliers **should create optimal delivery schedules** as an indication of intended planned shipments **based on Essity's demand and other SMI figures**. All deliveries should be inserted on the Planning Collaboration Page – SMI view and the data should be sent to Essity by clicking **Send Data button**. This automatically updates the Scheduling Agreement with delivery schedule lines in Essity's SAP ERP system.
- Suppliers **should ensure to plan and deliver quantities within the delivery dates committed** in the planned shipment with respect to the min/max stock levels.
- Suppliers should **perform planning regularly** to keep the schedule lines converted into Firm Orders. Only the deliveries planned for the next 14 days can be converted into Firm Orders.
- In case suppliers are unable to deliver the planned quantities within the delivery date, they should **update the planned shipments beforehand** to avoid having undelivered planned shipments in the past. **The planned shipments with past dates can no longer be updated or removed by the supplier; however, the despatch file can still be sent out with the actual delivery date.**
- In case of a quantity discrepancy between initially planned and to be shipped, there is no need to update the values on the planning page as the system will clean up the schedule lines automatically based on Good Receipt (**10% tolerance setup for under delivery**).
- Supplier should create ship notice and send dispatch file thru the agreed communication channel [Manual ASN creation with CSV upload on SAP Business Network, .send dispatch .CSV file to MFT server or via cXML connection]

Supplier Managed Inventory process flow

Supplier Managed Inventory process

Process flow



Planning Collaboration Page with Key figures

Supplier Managed Inventory process

Planning Collaboration Page with Key Figures

The screenshot displays the SAP Business Network interface. The top navigation bar includes 'Home', 'Workbench', 'Planning' (highlighted with a red box and a red circle with the number 1), 'Orders', 'Fulfillment', 'Quality', 'Invoices', 'Payments', 'Catalogs', and 'Reports'. A dropdown menu for 'Planning' is open, showing 'Forecast', 'Planning Collaboration' (highlighted with a red box and a red circle with the number 2), and 'Sales Report'. Below the navigation bar, there is a search bar with filters for 'Orders and Releases', 'Essity Health and Hygiene - ...', 'Exact match', and 'Order number'. The main content area is titled 'Planning Collaboration' and contains a 'Search filters' section. This section has two columns of input fields: 'Customer', 'Customer part no.', 'Supplier part no.', 'Customer location', 'Planner code', 'Part category', 'Customer view', 'Line of business', 'Product family', 'Product subfamily', 'Program code', 'Part type', 'Process type', and 'Part status' (with 'Active' and 'Inactive' radio buttons). A red box and a red circle with the number 3 highlight the entire 'Search filters' section. At the bottom right, there is a 'Search' button (highlighted with a red box and a red circle with the number 4) and a 'Reset' button. A 'Show unique part and plant' checkbox is located below the search filters.

The SMI planning relevant data (gross demand, stock levels etc.) are reflected in the Planning Collaboration Page.

- 1 Click the **Planning** drop-down list.
- 2 Select the **Planning Collaboration** option.
- 3 **Search filters** allow identification of specific SMI data. Enter search criteria into any of the filter fields as desired.
- 4 Click the **Search** button.

Supplier Managed Inventory process

Planning Collaboration Page with Key Figures

Planning Collaboration

> Search filters

5

Customer	Customer part no.	Description	Customer location	Lead time	Part status	Last customer update ↓	Last supplier update
Essity Health and Hygiene - TEST			SEF2 (OWN_EU_PCF_SE_FBG_Falkenberg)	3	Active	21 Jul 2021 4:00:56 AM	20 Jul 2021 11:37:18 PM
Essity							

5 The **Planning Collaboration** page displays a table of inventory that can include the following columns:

- **Customer** – Customer's Company name
- **Customer part no. / Description** – Essity's material number and description
- **Customer location** - Essity's plant location
- **Lead time** – delivery time assigned to the material
- **Part status** – information if planning is active for the material
- **Last customer update** – date when data has been last updated by Essity. If the data is already updated by Essity, the supplier can start planning as the planning figures are up to date.
- **Last supplier update** – date when data has been last updated by Supplier

Supplier Managed Inventory process

Planning Collaboration Page with Key Figures

Part status	Last customer update	Last supplier update ↓	Stock		Min.	Max.	Unit	10 weeks projection
			Quantity	Status				
Active	7 Feb 2023 1:28:07 AM	8 Feb 2023 4:35:38 AM	61,104	Above maximum	15,000	43,000	KGM	
Active	14 Dec 2022 5:41:37 AM	28 Nov 2022 6:02:56 AM	0					
Active	21 Dec 2022 9:42:40 PM	14 Sep 2022 8:38:13 AM	0					
Active	7 Mar 2022 2:01:56 AM	26 Jul 2022 2:50:57 AM	8,722					

6

Stock on hand

61,104 (KGM)

Above maximum +18104

Min 15,000 Max 43,000

Buyer own stock

Unrestricted	46,104
Quality	15,000
Blocked	0

Special stock

Stock in transit

Subcontracting

Consignment

Unrestricted	0
Blocked	0
Quality	0

Furthermore, the Planning Collaboration page displays information about the inventory levels:

6 Stock on Hand:

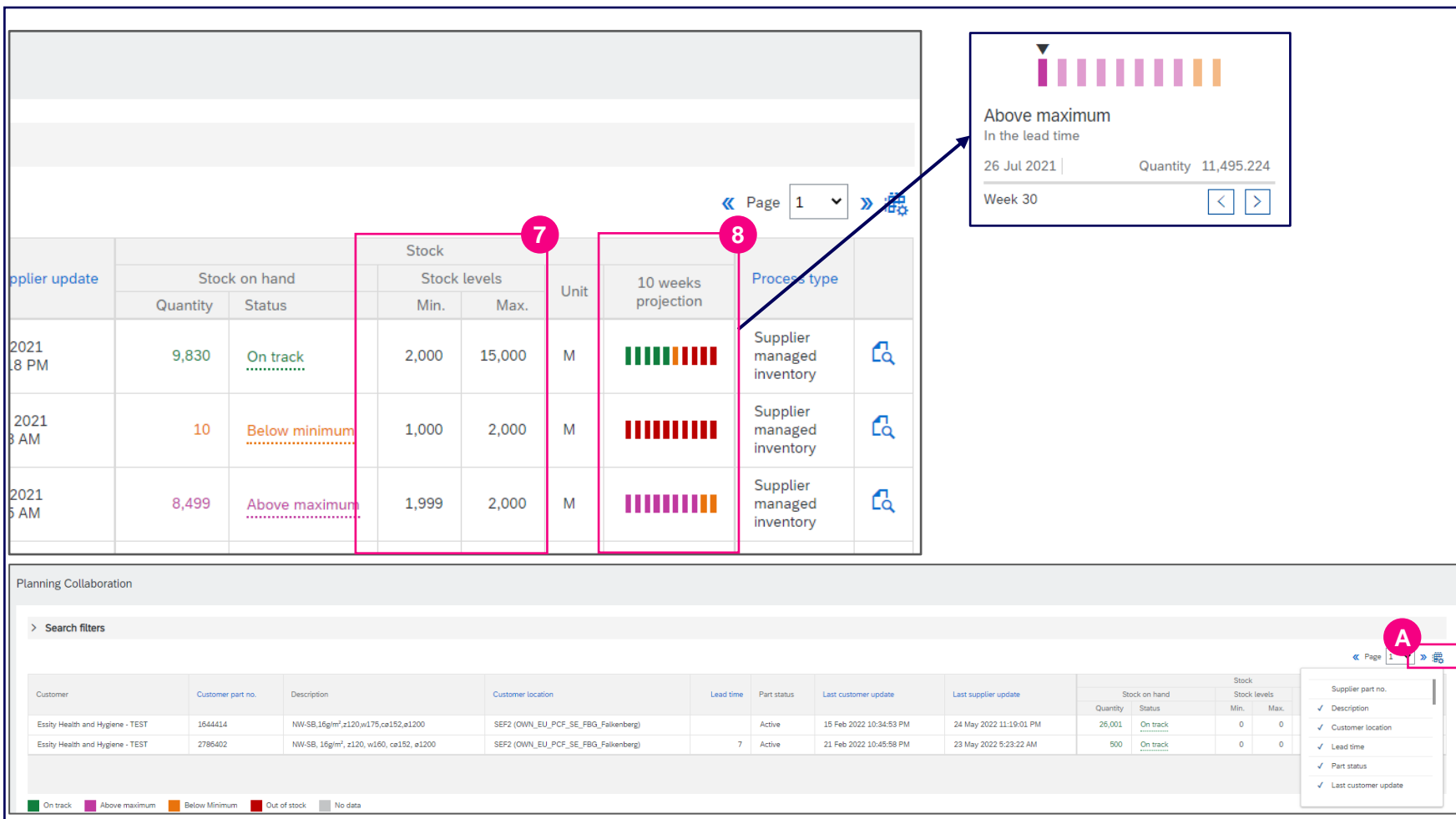
Quantity – shows the customer's current quantity available in the plant.

Status – based on the min/max levels, this shows if the current quantity on hand is within, going below, or over the defined inventory levels.

Clicking on the link will show further details on how materials are classified.

Supplier Managed Inventory process

Planning Collaboration Page with Key Figures



7 Stock Levels

- Min. stock level
- Max. stock level

8 10 weeks projection

Graphically shows how the planning will affect the inventory projected in 10 weeks' time.

A The table can be customized by clicking the table icon

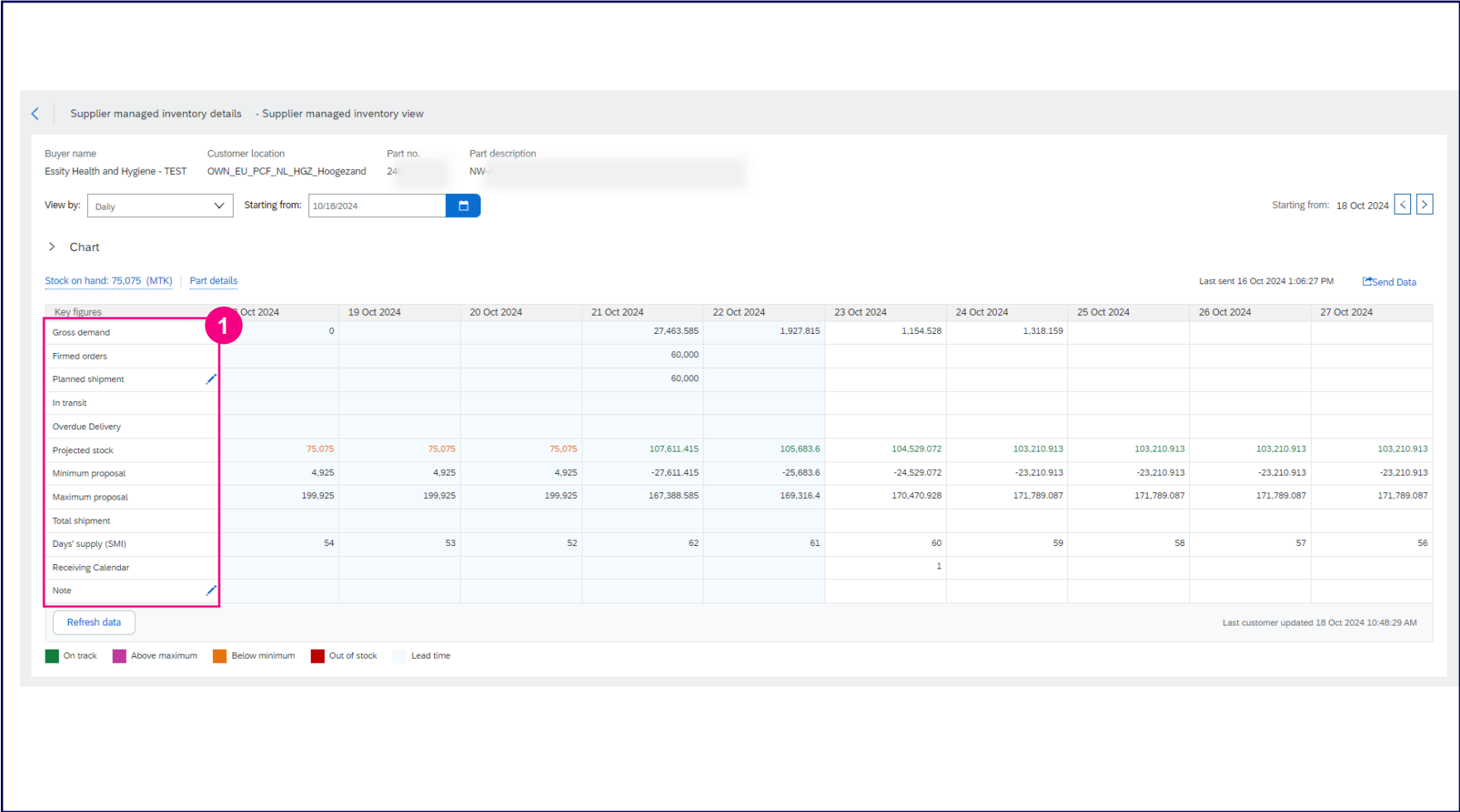
NOTE

Please note that Essity does not have min/max levels set up for all materials.

It might happen that for some supplier's materials min/max level will be 0.

Supplier Managed Inventory process

Planning Collaboration Page with Key Figures



- 1 The planning Collaboration Page – SMI view contains the list of **key figures** which will help suppliers plan the deliveries. The detailed description is on the following slide.

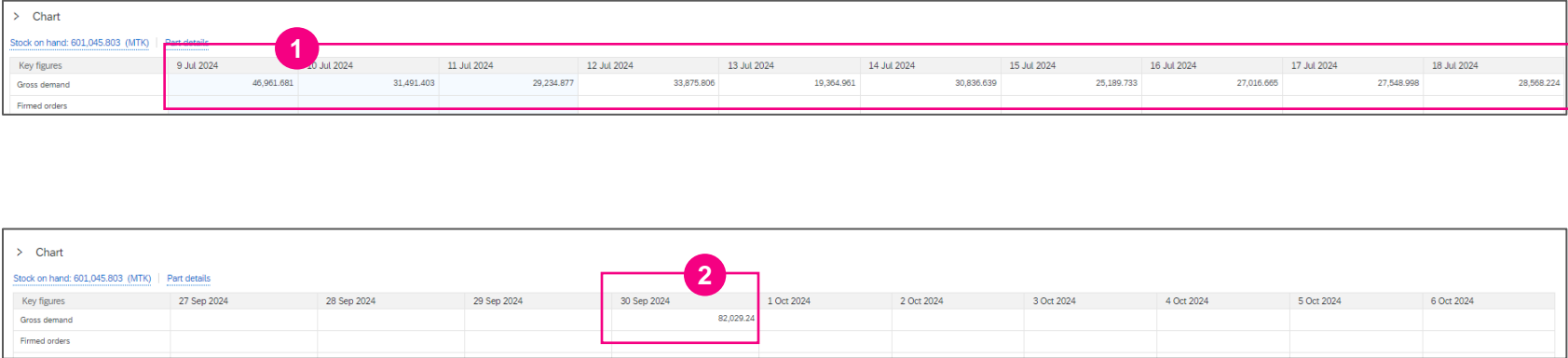
Supplier Managed Inventory process

Planning Collaboration Page with Key Figures

Figure	Description	Source
Gross demand	Total quantity representing the customer's gross requirements for the material extracted from the customer's ERP.	Buyer ERP. Update of this key figure is dependent on the SMI Job Schedule.
Firmed orders	Schedule line quantity within the firm zone. This is taken based on the latest Scheduling Agreement sent to Ariba.	Scheduling Agreement
Planned Shipment	Suppliers to insert planned deliveries in this section.	Supplier input
In transit	Total quantity shipped by the supplier (based on ASNs) but not yet received by the customer.	Ship Notice (ASN)
Overdue Delivery	Quantity shipped by supplier that are still in transit and not yet received in the last 2 weeks.	Buyer ERP Update of this key figure is dependent on the SMI Job Schedule.
Projected Stock	Projected stock calculation: $\text{Stock on Hand} - \text{Gross Demand} + \text{Planned Shipment} + \text{Overdue Delivery}$	SAP Business Network calculation
Minimum proposal	The Minimum Proposal key figure specifies the minimum planned shipment quantity required to bring the stock up to the defined minimum stock level.	SAP Business Network calculation
Maximum proposal	The Maximum Proposal key figure specifies the maximum planned shipment quantity required to bring the stock up to the defined maximum stock level.	SAP Business Network calculation
Total shipment	Total quantity shipped by the supplier (based on ASNs)	Ship Notice (ASN)
Days of supply (SMI)	Coverage of projected stock in respective time bucket.	SAP Business Network calculation
Receiving Calendar	Custom key figure where the value "1" in each of the time bucket represents Essity's preferred delivery day at the Essity site.	Buyer ERP
Note	Suppliers can insert notes in the field for their internal usage. (Letters are not accepted in the field, only numbers)	Supplier Input

Supplier Managed Inventory process

Planning Collaboration Page with Key Figures



The demand figures is sent by Essity for next 16 weeks.

SMI figures [stock, demand data] are daily updated [the job starts at 4:00 am CET.]

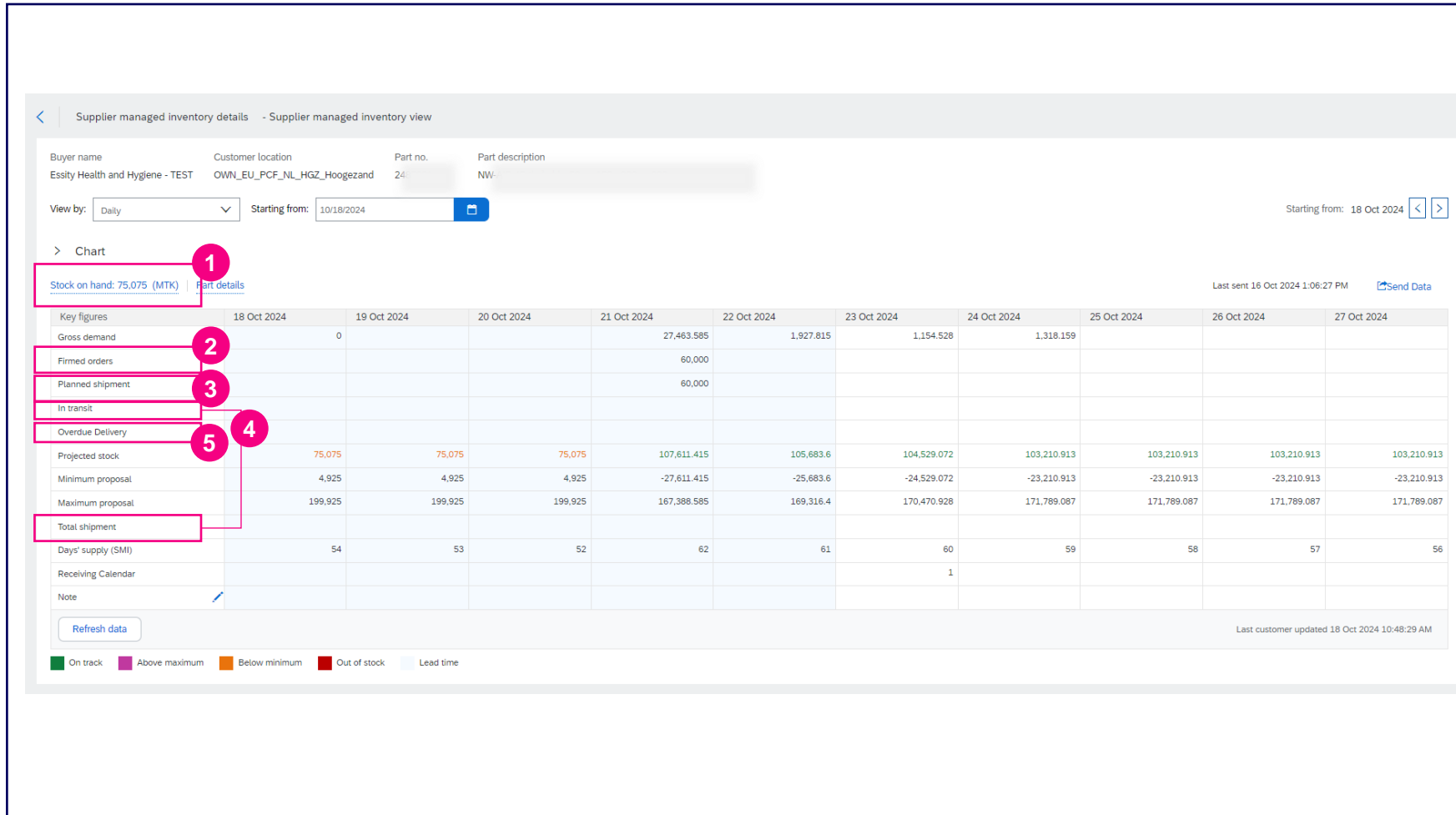
1 The daily demand quantity will be shown in first **10 weeks** only.

2 And in the following **weeks 11-16**, demand quantity will be cumulated to weekly total value and displayed on beginning of each week.

When the horizon reaches 10 weeks, then again will be shown in daily granularity.

Supplier Managed Inventory process

Planning Collaboration Page with Key Figures



1 **Stock On Hand** – Display current stock on hand figure.

2 **Firmed Order** – Planned shipment is converted to Firmed Order on generating a schedule line in the Scheduling Agreement.

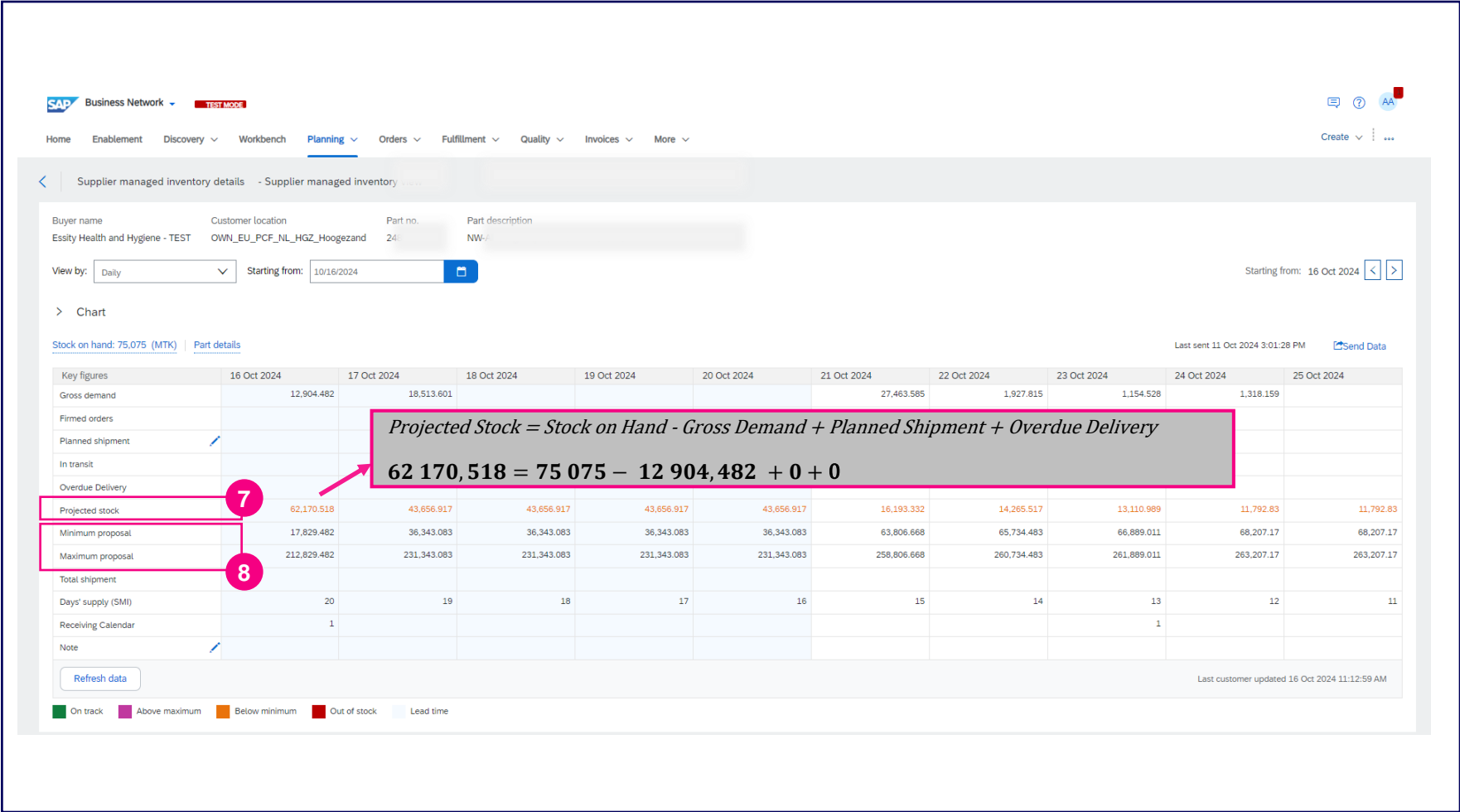
3 **Planned Shipment** – suppliers are obliged to insert planned deliveries by using 'Pencil icon'. Then the editable section will appear.

4 **In Transit/Total Shipment** – Once the ASN is submitted, the In Transit and Total Shipment values are updated.[only valid for cXML and Portal vendors]

5 **Overdue Delivery** - inform about quantity/volume of shipments that's still not received in past 2 week.

Supplier Managed Inventory process

Planning Collaboration Page with Key Figures



7 Projected Stock Calculation

Projected Stock Current Time Bucket
= Stock On Hand – Gross Demand +
Planned Shipment + Overdue
Delivery

8 Minimum / Maximum Proposal Calculation

Minimum Proposal = Minimum
Stock – Projected Stock.

Maximum Proposal = Maximum
stock – Projected Stock.

Chapter 04

Planned Shipment

Supplier Managed Inventory process

Planned Shipment

Stock on hand: 6,982,500 (MTK) | [Part details](#)

Key figures	22 Feb 2023	23 Feb 2023	24 Feb 2023	25 Feb 2023	26 Feb 2023	27 Feb 2023
Gross demand						
Firmed orders	400					
Planned shipment	400					
In transit						
Projected stock	6,982,900	6,982,900	6,982,900	6,982,900	6,982,900	6,982,900
Minimum proposal	-4,982,900	-4,982,900	-4,982,900	-4,982,900	-4,982,900	-4,982,900
Maximum proposal	-1,982,900	-1,982,900	-1,982,900	-1,982,900	-1,982,900	-1,982,900
Total shipment						
Days' supply (SMI)	1,094	1,093	1,092	1,091	1,090	1,089
Receiving Calendar	1	1	1			1
Note						
Overdue Delivery						

[Refresh data](#)

1 In order to insert a planned delivery please click **pencil icon** on the Planned Shipment key figure.

2 Preferred Essity's delivery dates are marked as „1” in **Receiving Calendar** section. Based on that information you can easily plan replenishment of the products.

The **scheduling agreement firm zone is 14 days** and trade off is 30.

Supplier can do the planning for more than 14 days but only 14 days plan will appear as firmed orders. When the delivery date is reached (or nearing that date) the commitment level will not change to Firmed Orders automatically. Supplier should press „Send Data” button again in order to trigger that movement.

The quantity should be inserted without any (.) character. Please insert e.g., 30000 instead of 30.000.

NOTE



Supplier Managed Inventory process

Planned Shipment

Last sent 12 Nov 2021 2:54:34 AM [Send Data](#)

Key figures	12 Nov 2021	13 Nov 2021	14 Nov 2021	15 Nov 2021	16 Nov 2021	17 Nov 2021	18 Nov 2021	19 Nov 2021	20 Nov 2021	21 Nov 2021
Gross demand	0					100				
Firmed orders		100				100				
Planned shipment		100				100				

Cancel [Save](#)

Stock on hand: 44,422 (PCS) [Part details](#) Last sent 12 Nov 2021 2:54:34 AM [Send Data](#)

Key figures	12 Nov 2021	13 Nov 2021	14 Nov 2021	15 Nov 2021	16 Nov 2021	17 Nov 2021	18 Nov 2021	19 Nov 2021	20 Nov 2021	21 Nov 2021
Gross demand	0					100				
Firmed orders		100				100				
Planned shipment		80				100				

Cancel [Save](#)

In case a need to remove inserted planned shipments, supplier should always insert „0” value and „Send Data” to Essity. Otherwise, the updates will not be triggered on respective scheduling agreements. Supplier should always “**Send Data**” to Essity in order to trigger any change related to planned shipment.

Planned shipment	0	400								
------------------	---	-----	--	--	--	--	--	--	--	--

[Save](#) [Cancel](#)

- 3 The **Planned Shipment** editable fields will open, enter the quantity for replenishment under the appropriate date(s).
- 4 Click **Save** button and **Send Data**. Then the quantity should be populated in Firmed Order section for deliveries planned for next 14 days.

NOTE



The date for which planned shipment is entered will trigger the delivery date in the schedule line.

Suppliers should ensure to deliver quantities within the delivery dates committed in the planned shipment with respect to the min/max stock levels. In case unable to deliver planned quantities within the delivery date, you should update the planned shipments beforehand to avoid having undelivered planned shipments in the past.

Scheduling agreement

Supplier Managed Inventory process

Scheduling agreement

The screenshot displays the SAP Business Network interface for a Supplier Managed Inventory (SMI) process. The top navigation bar includes 'Home', 'Enablement', 'Workbench', 'Planning', 'Orders', 'Fulfillment', 'Invoices', 'Payments', 'Catalogs', and 'Reports'. A red box labeled '1' highlights the 'Orders' dropdown menu, which is open, showing 'Orders and Releases' and 'Order Inquiries'. Below this, a dashboard shows various metrics: 'Orders' (27), 'Items to confirm' (0), 'Items to ship' (0), 'Return items' (0), 'New orders' (0), 'Changed orders' (0), 'Orders to invoice' (0), and 'Orders with service line' (0). A red box labeled '2' highlights the 'Orders' tile. Below the dashboard, a section titled 'Orders (27)' contains a filter panel. A red box labeled '3' highlights the filter panel, which includes fields for 'Customers', 'Order numbers', 'Creation date', 'Order status', 'Company codes', 'Purchasing organizations', 'Customer locations', 'Order type', 'Routing status', 'Min amount', 'Max amount', 'Currency', 'Inquiry date', and 'Visibility'. A red box labeled '4' highlights the 'Apply' button at the bottom right of the filter panel.

Once the planned deliveries will be inserted and sent to Essity on the Planning Collaboration Page – SMI view, the Scheduling Agreement will be updated with the updated Schedule Lines.

Click the **Orders** tab, then click **Orders and Releases** in order to display respective Scheduling Agreement.

The list of Scheduling Agreements will be displayed under **1st tile: Orders**.

Using specific filtering criteria, you can search exact SA number by using Exact match under Order numbers filter and inserting exact SA number or you can display wider range of SAs.

Once filters will be selected, please click **Apply** button.

Supplier Managed Inventory process

Scheduling agreement

5

Type	Order Number	Version	Customer	Inquiries	Ship To Address	Ordering Address	Amount	Date ↓	Order Status	Settlement	Actions
Agreement	5500000567	3	Essity Health and Hygiene - TEST		Essity Hygiene and Health AB, Falkenberg, 005, Sweden		0.00 SEK	May 23, 2022, 2:23:39 PM	Changed	Invoice	...
Agreement	5500000562	5	Essity Health and Hygiene - TEST		Falkenberg Factory, Falkenberg, 005, Sweden		0.00 SEK	May 12, 2022, 10:25:08 AM	Partially Received	Invoice	...
Agreement	5500000571	2	Essity Health and Hygiene - TEST		Falkenberg Factory, Falkenberg, 005, Sweden		0.00 SEK	May 5, 2022, 1:21:42 PM	Partially Shipped	Invoice	...
Agreement	5500000570	7	Essity Health and Hygiene - TEST		Falkenberg Factory, Falkenberg, 005, Sweden		0.00 SEK	May 5, 2022, 10:04:44 AM	Changed	Invoice	...

6

Table setting

Table columns

Use drag and drop to configure the table columns to be displayed and their order

Date and time

Available columns

Displayed columns

Pin

Company Code

Purchasing Organization

Purchasing Group

Customer Location

Routing Status

Version

Customer

Inquiries

Ship To Address

Amount

Date

Order Status

Settlement

Amount Invoiced

Revision

Apply

Cancel

5 The list of Scheduling Agreements will be displayed in the table under Filtering section.

6 The table can be customized by clicking table setting icon.

In **table settings icon**, you can configure the table to hide or display columns.

Please **Drag and drop** column headers to hide or display.

7 Click **Apply** button for the table columns to update.

Supplier Managed Inventory process

Scheduling agreement

Orders (3)

▼ Edit filter

Customers

Select or type selections

Order numbers

5500000567 x Type selection

☐ Partial match ☒ Exact match

Apply Reset Cancel

Resend Failed Orders

Type	Order Number	Version	Customer	Inquiries	Ship To Address	Ordering Address	Amount	Date ↓	Order Status	Settlement	A	Actions
Agreement	5500000567	3	Essity Health and Hygiene - TEST		Essity Hygiene and Health AB, Falkenberg, 005, Sweden		0.00 SEK	May 23, 2022, 2:23:39 PM	Changed	Invoice		...
Agreement	5500000567	2	Essity Health and Hygiene - TEST		Falkenberg Factory, Falkenberg, 005, Sweden		0.00 SEK	May 4, 2022, 4:26:21 PM	Obsoleted	Invoice		...

In order to display specific Scheduling Agreement, please select Exact match in the Filtering criteria and insert exact number of desired Scheduling Agreement.

Click the **Apply** button.

Click on the recent version of scheduling agreement number to view the details.

NOTE



If the Scheduling Agreement is newly created it will not be visible on this section until the first planned shipment be pushed by supplier.

Supplier Managed Inventory process

Scheduling agreement

Scheduling Agreement: 5500000572

Create Ship Notice

Create Invoice

Create Quality Notification

Scheduling Agreement Detail

Scheduling Agreement History

From:

Customer

Essity Hygiene and Health AB

405 03 Göteborg

Sweden

Fax: + (0) 46 317461005

To:

SIT_DIRECT_SUP_V3

O.Bravikenvagen

601 19 NORRKÖPING

Sweden

Phone:

Fax:

Email:

Scheduling Agreement

(+ Partially Shipped)

5500000572

Amount: 0.00 SEK

Version: 21 (Previous Version)

Track Order

Payment Terms

0.000% 45

Within 45 days Due net

Contract Number

5500000572

Other Information

Company Code: SE01

Purchase Group: PP1

Purchase Organization: SE80

View more

Transport Terms Information

Delivery Terms: Transport Condition

Transport Terms: CFR

Transport Location: CFR

Ship All Items To

Essity Hygiene and Health AB

Kvekatörsvägen 12, gate R

311 32 Falkenberg

Sweden

Ship To Code: SEF2

Phone: + (0) 46 (0)346 55800

Fax: + (0) 46 (0)346 55650

buyerLocationIDDomain:

MRPArea: SEF2

Storage Location ID: 2010

Bill To

Essity Hygiene and Health AB

SE-838 80 Frösön

Sweden

Fax:

Email:

Deliver To

Routing Status: Sent

Effective Date: 11 May 2022

Expiration Date: 11 May 2023

Related Documents: ASN0572

Line Items


Show Item Details

Line #	No. Schedule Lines	Change	Part #	Customer Part #	Type	Category	Return	Revision Level	Qty (Unit)	Need By	Unit Price	Subtotal	Cumulative Shipped Qty (Unit)	Adjusted Cumulative Shipped Qty (Unit)	Customer Location
10	18	→ Edited		1646	Material	Consignment			56,176.000 (MTR)	5 May 2022	0.00 SEK	0.00 SEK	33175 (MTR)	33175 (MTR)	Details

The Scheduling Agreement contains general information such as: Customer/Suppliers details, payment terms, contract number, Transport conditions, Line Items level data etc.

11 In **Related Document** section supplier may find all related documentation created either by supplier (ASNs, canceled ASNs) or by Essity (Goods Receipt) in reference to this Scheduling Agreement.

12 The scheduled deliveries will be displayed upon clicking on **Details**.

 essity

26

ESSITY INTERNAL

Supplier Managed Inventory process

Scheduling agreement

Status

33,175 Shipped (Shipping Date: 12 May 2022) Shipment Id: ASN0572

Control Keys

Order Confirmation: allowed


Ship Notice: allowed

Invoice: is not ERS

Contract Number

5500000572

Schedule Lines

Schedule Line #	Change	Shipment Status	Delivery Date	Ship Date	Quantity (Unit)	Customer Proposed Qty (Unit)	Customer Proposed Delivery Date	Cumulative Scheduled Qty (Unit)	Received Qty (Unit)	Commitment Level
1			5 May 2022 12:00 PM CEST		33,176 (MTR)			33,176.00 (MTR)		Firm
2			31 May 2022 12:00 PM CEST		2,000 (MTR)			35,176.00 (MTR)		Firm
3			1 Jun 2022 12:00 PM CEST		4,000 (MTR)			39,176.00 (MTR)		Firm
102	→ New		11 Jun 2022 12:00 PM CEST		3,000 (MTR)			42,176.00 (MTR)		Firm
103	→ New		13 Jun 2022 12:00 PM CEST		2,000 (MTR)			44,176.00 (MTR)		Firm
104	→ New		16 Jun 2022 12:00 PM CEST		4,000 (MTR)			48,176.00 (MTR)		Firm
105	→ New		18 Jun 2022 12:00 PM CEST		5,000 (MTR)			53,176.00 (MTR)		Firm
106	→ New		20 Jun 2022 12:00 PM CEST		3,000 (MTR)			56,176.00 (MTR)		Firm
107	→ New		25 Jun 2022 12:00 PM CEST		4,000 (MTR)			60,176.00 (MTR)		Tradeoff

13 In Status section all shipped quantities are displayed.

14 The line items section of the scheduling agreement displays the delivery schedule lines. If supplier inserts planned deliveries on the Planning Collaboration Page – SMI view, then the lines should be reflected on the Scheduling Agreement.

15 The icon with truck and blue clock informs supplier which line should be sent next.

Supplier Managed Inventory process

Scheduling agreement

Schedule Line #	Change	Shipment Status	Delivery Date	Ship Date	Quantity (Unit)	Customer Proposed Qty (Unit)	Customer Proposed Delivery Date	Cumulative Scheduled Qty (Unit)	Received Qty (Unit)	Commitment Level
1			5 May 2022 12:00 PM CEST		33,176 (MTR)			33,176.00 (MTR)		Firm
2			31 May 2022 12:00 PM CEST		2,000 (MTR)			35,176.00 (MTR)		Firm
3			1 Jun 2022 12:00 PM CEST		4,000 (MTR)			39,176.00 (MTR)		Firm
102	+ New		11 Jun 2022 12:00 PM CEST		3,000 (MTR)			42,176.00 (MTR)		Firm
103	+ New		13 Jun 2022 12:00 PM CEST		2,000 (MTR)			44,176.00 (MTR)		Firm
104	+ New		16 Jun 2022 12:00 PM CEST		4,000 (MTR)			48,176.00 (MTR)		Firm
105	+ New		18 Jun 2022 12:00 PM CEST		5,000 (MTR)			53,176.00 (MTR)		Firm
106	+ New		20 Jun 2022 12:00 PM CEST		3,000 (MTR)			56,176.00 (MTR)		Firm
107	+ New		25 Jun 2022 12:00 PM CEST		4,000 (MTR)			60,176.00 (MTR)		Tradeoff

17

Done

- 16** The lines with „Firm” Commitment Level, will be reflected in Items to Ship section as available for shipping and suppliers can send ASN only when the schedule line be in Firm Zone.
- 17**

The document can be downloaded by clicking Download icon.

NOTE



When a supplier creates a planned shipment in SAP Business Network, this is transmitted to Essity SAP as schedule lines on the relevant scheduling agreement. As the schedule lines does not have the price information of the scheduling agreement line item, this does not trigger an update on the price for the scheduling agreement line item.

Essity is using the goods receipt date for price determination.

Despatch file Overview

Supplier Managed Inventory process

Despatch file overview

A

Manual ASN creation and CSV upload on SAP Business Network

- ✓ Supplier manually creates Ship Notice against the order in SAP Business Network and attaches a despatch .CSV file.
- ✓ Once it reaches Essity, this will be used as basis for generating the Inbound Delivery in backend.
- ✓ The status of sent file will be available on SAP Business Network
- ✓ Instruction – on the next slides

B

Automated solution – thru cXML connection

- ✓ This option allows to send shipping documentations to SAP Business Network programmatically but requires technical cXML development on supplier side.
- ✓ Supplier's IT team develops ShipNoticeRequest coded in cXML (commerce eXtensible Markup Language) and submit to SAP Business Network.
- ✓ The received ShipNoticeRequest document will create the Ship Notice in Ariba and then sent to Essity. Once it reaches Essity, this will be used as basis for generating the Inbound Delivery in backend.

C

Semi-automated solution – via sFTP [Secure File Transfer Protocol]

- ✓ Uploading the despatch .CSV file to Essity MFT server via Secure File Transfer Protocol (sFTP) communication.[manual or automatic connection]
- ✓ The received despatch CSV file will be routed from the server to Essity and will be used as basis for generating the Inbound Delivery in backend.
- ✓ This is fully excluded from SAP Business Network scope, therefore the status of sent documents will not be visible on SAP Business Network, while supplier swill be notified via email about successful or failed file submission

Manual Advanced Ship Notice creation with CSV upload

Supplier Managed Inventory process

Despatch .csv file requirements

Header Name	Description
Material number	ESSITY material number
Pallet Quantity	Specify the quantity held in a pallet. Should follow the Unit of measure in the Order. Total of pallet quantity in the file should match the shipped quantity in the Ariba Ship Notice.
Vendor Batch id	Suppliers' production identification/production Lot Number (will be used by Essity in case of Q incident). Should be same as second barcode on pallet label. Maximum 20 characters, numbers, letters and signs are ok. Supplier can use one batch ID per SSCC code. Using multiple batch IDs for 1 SSCC code is not allowed.
SSCC	18 digits and may not start with "0". Should be same number as third barcode on pallet label. The code structure of the SSCC is as follows: P MMMMMMMM SSSSSSSS C P: Packaging indicator. It's recommended in the EAN world that the packaging indicator be set to 3, unidentified package. M: Supplier number. Seven figures indicating the supplier. This ID is given the supplier by the national EAN organization. S: Series of numbers. Nine figures used to give a unique Id to the handling unit. The company that code marks the unit is responsible for this number series. The combination of supplier ID and this number should be unique. C: Check figure. The calculation of this check figure is based on the preceding figures. An EAN standard algorithm is used for this calculation.
Shipment id	Unique ID per shipment. One dispatch per shipment (can be equal Despatch id). Maximum 16 characters, numbers, letters and signs are ok.
Despatch id	Unique ID, one or many per shipment e.g. a rolling load number. Maximum 16 characters, numbers, letters and signs are ok.
Timestamp	Date is required. Hour, minute and second is preferred. Format that is ok: 2018-02-12 10:23:15.
Fixed value	In the as-is process Essity is not using this field and instructed vendor to default value to "xx"
Number of reels	a) Number of reels per pallet. b) Or number of boxes (non-reel material, for example glue) per pallet. Field may not start with "0". No decimals.
Reel id	Enter the unique Reel ID or Box ID. Should be same number as the number in reel barcode label. Max 18 characters, number, letters and signs are ok. If you have an Application identifier, this should not be included. For example if label has (21) 12234567, despatch should have 12234567.
Reel quantity	Quantity held per Reel or Box. Should follow the same Unit of measure in the Order. If total reel quantity for a pallet does not match pallet quantity 100%, it is ok. Deviation due to rounding is accepted as long as the difference is less than half of the last Reel. Decimals are allowed up to 3 decimal places. Sample: 28400.234
Essity Supplier id	Supplier ID provided by ESSITY. Can be different supplier ID for different plants.
Essity Factory id	Essity Plant ID
Order	Purchase Order # or the Scheduling Agreement # (Optional for Manual ASN creation while mandatory for sFTP solution)
Line Item	Line-item number (Optional for Manual ASN creation while mandatory for sFTP solution)

Supplier Managed Inventory process

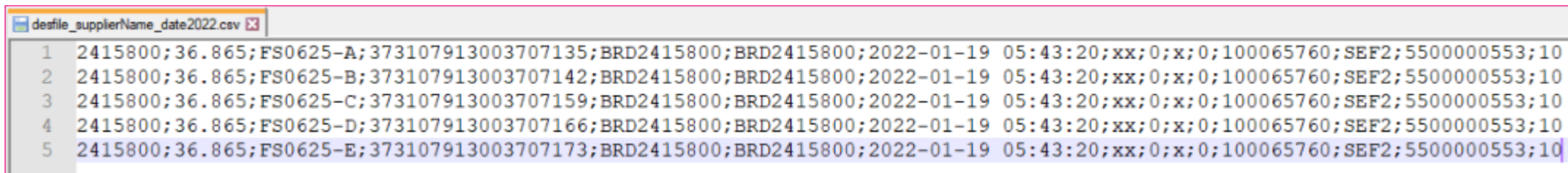
Despatch .csv file requirements

The despatch CSV file describes the handling units (pallets/boxes/reels) that are part of the shipment. The required format is as follows:

- File extension should be **.csv** which stands for "comma-separated value". This is the only format acceptable.
- UTF-8 encoding
- Each data column should be separated by a semicolon (;)
- No header fields on the actual file
- Total of 15 columns [2 additional mandatory fields are relevant for sFTP solution]
- A dot (.) should be used for decimals (please remember to not use comma (,))
- The quantity inserted in the despatch file should be in the same UoM as on the Order or Scheduling Agreement.

NON – REEL despatch file sample with traceability at Pallet Level

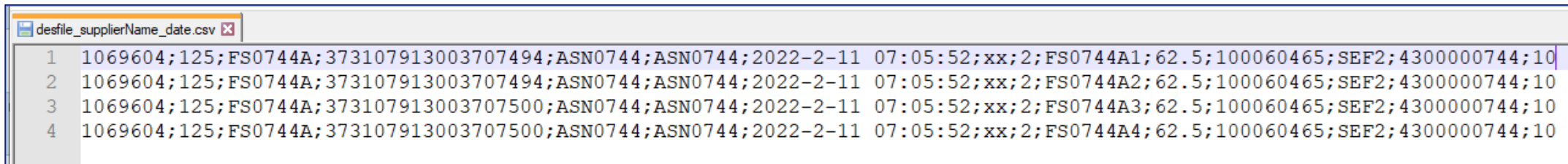
(sample below is having 5 pallets and assigned to different vendor batches)



```
desfile_supplierName_date2022.csv
1 2415800;36.865;FS0625-A;373107913003707135;BRD2415800;BRD2415800;2022-01-19 05:43:20;xx;0;x;0;100065760;SEF2;5500000553;10
2 2415800;36.865;FS0625-B;373107913003707142;BRD2415800;BRD2415800;2022-01-19 05:43:20;xx;0;x;0;100065760;SEF2;5500000553;10
3 2415800;36.865;FS0625-C;373107913003707159;BRD2415800;BRD2415800;2022-01-19 05:43:20;xx;0;x;0;100065760;SEF2;5500000553;10
4 2415800;36.865;FS0625-D;373107913003707166;BRD2415800;BRD2415800;2022-01-19 05:43:20;xx;0;x;0;100065760;SEF2;5500000553;10
5 2415800;36.865;FS0625-E;373107913003707173;BRD2415800;BRD2415800;2022-01-19 05:43:20;xx;0;x;0;100065760;SEF2;5500000553;10
```

REEL despatch file sample with traceability at Reel Level

(sample below is having 2 pallets with 2 reels on each)



```
desfile_supplierName_date.csv
1 1069604;125;FS0744A;373107913003707494;ASN0744;ASN0744;2022-2-11 07:05:52;xx;2;FS0744A1;62.5;100060465;SEF2;4300000744;10
2 1069604;125;FS0744A;373107913003707494;ASN0744;ASN0744;2022-2-11 07:05:52;xx;2;FS0744A2;62.5;100060465;SEF2;4300000744;10
3 1069604;125;FS0744A;373107913003707500;ASN0744;ASN0744;2022-2-11 07:05:52;xx;2;FS0744A3;62.5;100060465;SEF2;4300000744;10
4 1069604;125;FS0744A;373107913003707500;ASN0744;ASN0744;2022-2-11 07:05:52;xx;2;FS0744A4;62.5;100060465;SEF2;4300000744;10
```

Supplier Managed Inventory process

Manual Advanced Ship Notice creation with CSV upload

The screenshot shows the SAP Business Network interface. The top navigation bar includes 'Home', 'Enablement', 'Workbench', 'Planning', 'Orders', 'Fulfillment', 'Invoices', 'Payments', 'Catalogs', and 'Reports'. The 'Orders' tab is selected, and the 'Orders and Releases' sub-tab is active. The main dashboard displays several tiles: 'Orders', 'Items to confirm' (0), 'Items to ship' (12), 'Return items' (0), 'New orders' (0), 'Changed orders' (0), 'Orders to invoice' (0), and 'Orders with service line' (0). The 'Items to ship' tile is highlighted. Below the tiles, there is a section for 'Items to ship (12)' with filters for 'Last 31 days', 'Exclude fully shipped, +1', and 'Exclude fully received'. A 'Create ship notice' button is visible. A table titled 'Items to ship (12)' is displayed with columns for Revision Level, Order No., Item No., Schedule Line No., Commitment Level, and Ordering Address. The table contains two rows of data. A 'Table settings' dialog box is open, allowing users to drag and drop columns to be displayed or hidden. The dialog shows a list of available columns and a list of displayed columns. The 'Apply' button is highlighted.

Revision Level	Order No.	Item No.	Schedule Line No.	Commitment Level	Ordering Address
	5500000572	10	104	Firm	...
	5500000572	10	105	Firm	...

1 In order to create Advance Ship Notice please click the **Orders** tab, then click **Orders and Releases**.

2 Click on the **Items to Ship** tile.

3 The table can be customized by clicking the **table settings icon** to show the list of available and displayed columns.

In **table settings icon**, you can configure the table to hide or display columns.

Please **Drag and drop** column headers to hide or display.

4 Click **Apply** button for the table columns to update.

Supplier Managed Inventory process

Manual Advanced Ship Notice creation with CSV upload

The screenshot displays the 'Items to ship' section of the Supplier Managed Inventory process. It includes a filter section with 'Customers' and 'Order numbers' fields. The 'Order numbers' field contains '5500000572' and the 'Exact match' radio button is selected. A table below shows a list of items with columns for 'Need By', 'Supplier Part No.', 'Customer Part No.', 'Description', 'Revision Level', 'Order No.', 'Item No.', 'Schedule Line No.', 'Commitment Level', 'Ordering Address', and 'Actions'. The first row is highlighted, and the 'Create ship notice' button is visible in the top right corner.

Items to ship

5 Edit filter

Customers

Select or type selections

Order numbers

5500000572 x Type selection

6 Partial match Exact match

7 Apply Reset Cancel

9 Create ship notice

Need By	Supplier Part No.	Customer Part No.	Description	Revision Level	Order No.	Item No.	Schedule Line No.	Commitment Level	Ordering Address	Actions
Jun 16, 2022	16		NW-SB,16g/m²,z120,w175,ce152,e1200		5500000572	10	104	Firm		...

5 If you are going to create Advance Ship Notice for single Scheduling Agreement, please expand the **Edit filter** section.

6 In the **Order numbers** section, select the **Exact match** radio button then enter the exact Scheduling Agreement number.

7 Click the **Apply** button to see the result.

8 Select the delivery schedule line for shipping.

9 Click on **Create ship notice** button. Next steps are indicated for ASN process creation with CSV file submission.

Supplier Managed Inventory process

Manual Advanced Ship Notice creation with CSV upload

Create Ship Notice

* Indicates required field

SHIP FROM
SIT_DIRECT_SUP_v3

Update Address

DELIVER TO
Essity Hygiene and Health AB
Falkenberg
Sweden

▼ Ship Notice Header

SHIPPING
Packing Slip ID:*
Invoice No.:
Requested Delivery Date: --
Ship Notice Type: Select
Shipping Date:*
Delivery Date:* 5 May 2022 12:00 PM G

TRACKING
Carrier Name:
Service Level:

Please note that Essity can only accept attachments in .CSV format. Please do not attach files in other formats as these files will not be processed.

Hazard Type: Select
Is Divisible: ☐

Code:

ATTACHMENTS

Name	Size (bytes)	Content Type
No items		

Choose File No file chosen Add Attachment

The total size of all attachments cannot exceed 100MB

11 Check the **SHIP FROM** and **DELIVER TO** information.

Fill out the obligatory information on the form:

12 The **Packing Slip ID** is any number you use to identify the Ship Notice.

13 Select the **Shipping Date** and the **Delivery Date**.

14 Attach the Despatch CSV file by clicking the **Choose File** button, then locating, and selecting the file. It is a mandatory step. Click the **Add Attachment** button. **The format of the despatch file must be .csv. Please only upload 1 file.**

Supplier Managed Inventory process

Manual Advanced Ship Notice creation with CSV upload

The screenshot displays the 'Create Ship Notice' interface in SAP Business Network. It is divided into two main sections: 'DELIVERY AND TRANSPORT INFORMATION' and 'Order Items'.

DELIVERY AND TRANSPORT INFORMATION:

- Delivery Terms:** A dropdown menu (15) is set to 'Transport Condition'. Below it are fields for 'Delivery Terms Description' and 'Transport Terms Description'.
- Shipping Payment Method:** A dropdown menu (16) is set to 'Other'. Below it are fields for 'Shipping Contract Number' and 'Shipping Instructions'.
- Transport Terms Table:** A table with columns: Transport Terms, Equipment Identification Code, Gross Volume, Unit, Gross Weight, Unit, Sealing Party Code, and Seal ID. The first row shows 'Other' and 'DDP'. An 'Add Transport Term' button is at the bottom.

Order Items:

- Order Items Table:** A table with columns: Order No., Line No., Part No., Customer Part No., Qty, Unit, Need By, Ship By, Unit Price, Subtotal, and Customer Location. The first row shows Order No. 4300000117, Line No. 10, Part No. 1071805, Qty 100.000, Unit KGM, Need By 20 Oct 2021, Ship By SEF2.
- Shipment Summary:** Below the table, it shows 'Total Item Due Quantity: 100 KGM', 'Confirmation Status', and 'Total Confirmed Quantity: 0 KGM'. A 'Total Backordered Quantity: 0 KGM' is also displayed.
- Line 1 Details:** A table with columns: Line, Ship Qty (17), Supplier Batch ID (18), SSCC Number, Production Date, and Expiry Date. The first row shows Line 1, Ship Qty 100.000, and empty fields for Supplier Batch ID and SSCC Number. A 'Total Backordered Quantity: 0 KGM' is also displayed.
- Buttons:** 'Add Ship Notice Line', 'Add Order Line Item', 'Manage Serial Numbers', 'Save', 'Exit', and 'Next' (19) are visible.

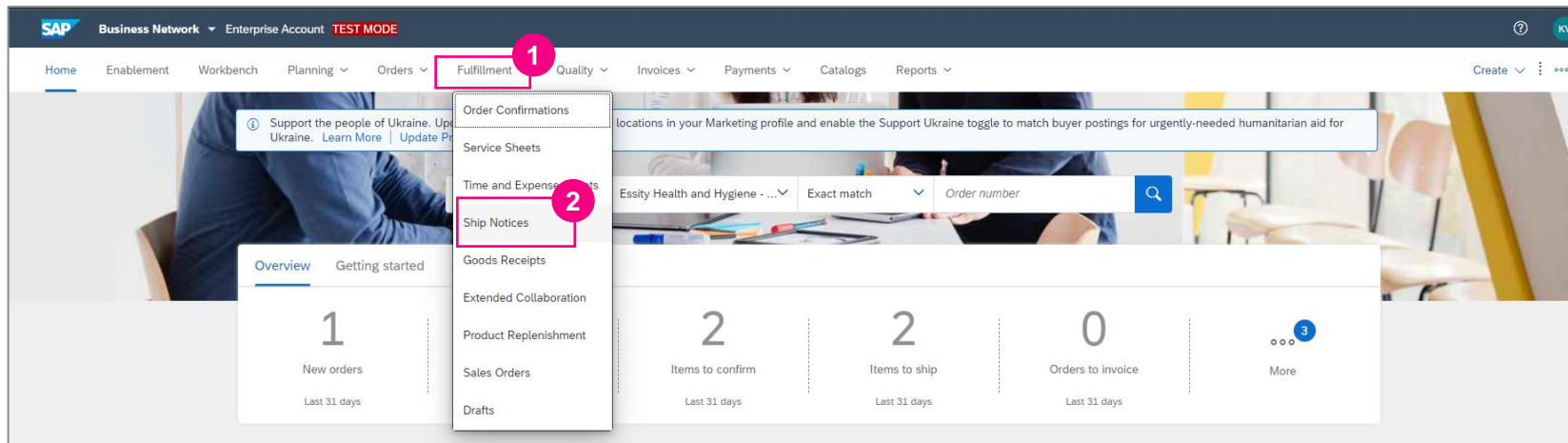
Footer:

- SAP Business Network logo and 'Enterprise Account TEST MODE' are on the left.
- 'Back to classic view' link is in the center.
- 'Create Ship Notice' text is on the right.
- Buttons: 'Previous', 'Save', 'Submit' (20), and 'Exit' are at the bottom right.

- 15 Please provide **Delivery Terms** from drop down list.
- 16 Select **Shipping Payment Method**. If the selected Payment Method is ,Other' please insert n/a in the following field.
- 17 **Ship Quantity** is automatically populated from the Scheduling Agreement. **If the CSV contains different quantity, please insert the correct value in this field. The value in this field should be equal to the shipped quantity.**
- 18 There is no need to indicate **Supplier Batch ID (Material ID) and SSCC Number**. Those information will be automatically taken from CSV attachment.
- 19 Click the **Next** button to proceed to review your Ship Notice.
- 20 Then click **Submit** button.

Supplier Managed Inventory process

Manual Advanced Ship Notice creation with CSV upload



Ship Notices

Search Filters

Ship Notices (27)

Packing Slip ID	Customer	Order #	Date ↑	Completion Status	Receipt Status	Routing Status
ASN1050	Essity Health and Hygiene - TEST	4300001050	15 Feb 2022 4:52:37 PM			Obsoleted
ASN1051	Essity Health and Hygiene - TEST	4300001051	15 Feb 2022 5:06:43 PM			Acknowledged
ASN1053	Essity Health and Hygiene - TEST	4300001053	15 Feb 2022 5:52:11 PM			Failed

! If supplier sends the despatch file to Essity MFT server [automatically or manual upload] the status will not be reflected on SAP Business Network.

1 All submitted Advanced Ship notices [either thru cXML or Manual ASN creation] are displayed under **Fulfillment** section.

2 Select **Ship Notices** from the dropdown list.

3 The **Routing status** informs if the document has been processed successfully. Supplier should review the status of submitted Advanced Shipping in order to reprocess the document in case of failure.

Obsoleted – document has been cancelled

Acknowledged – document has been submitted to Essity

Failed – document has been rejected

Supplier Managed Inventory process

Manual Advanced Ship Notice creation with CSV upload

SAP Business Network Enterprise Account TEST MODE Back to classic view

Ship Notice: ASN840 Done

Edit Export cXML

Detail History

Ship Notice: ASN840 To: Essity Health and Hygiene - TEST
Routing Status: Acknowledged
Received By Ariba Network On: 19 Aug 2021 11:24:18 PM GMT+08:00
Submitted By: SCC Supplier

History

Status	Comments	Changed By	Date and
	Processing cXML	SCMSupplierQueueProcessor-125039048	19 Aug 2021 11:24:28 PM
	Processing cXML item	SCMSupplierQueueProcessor-125013075	19 Aug 2021 11:24:31 PM
	The document is ready to be picked up by the recipient.	CommunityWeb-124996066	19 Aug 2021 11:24:32 PM
	The document has been transferred to the next integration point.	CommunityWeb-124996066	19 Aug 2021 11:24:32 PM
Acknowledged	Success	CXML StatusUpdateRequest	19 Aug 2021 11:24:33 PM
	The recipient has processed the document and has acknowledged the processing. Reason: OK - 0001 inbound delivery/deliveries created (nos. 180000647 to 180000647)	CommunityWeb-124996066	19 Aug 2021 11:24:35 PM

Essity is validating correctness of the Despatch file attached on the Ship Notice. If validation passes, then Routing Status will be shown as **Acknowledged**. Open the **Ship Notice** page and select the adequate Ship Notice number.

2 Click the **History** tab.

3 Check the confirmation message shown in the comment that the document has been processed in the receiving system and the Inbound Delivery ID.

NOTE



If ASN routing status is already Acknowledged, **supplier cannot not edit/delete the ASN**. The inbound delivery is already generated in the backend system and changes is no longer allowed.

Supplier Managed Inventory process

Manual Advanced Ship Notice creation with CSV upload - failure

The screenshot displays the 'Ship Notice: ASN1053' page in the Essity system. The interface includes a top header with the title and a navigation bar with 'Cancel', 'Edit', 'Print', and 'Export cXML' buttons. Below the header, there are tabs for 'Detail' and 'History'. A red circle with the number '1' highlights the 'Ship Notice: ASN1053' title. A red circle with the number '2' highlights the 'Detail' tab. A blue box contains the message: 'Despatch advice is missing for delivery date ASN1053 Please send file in order for Essity to be able to receive the goods'. The 'History' section shows a table with columns 'Status' and 'Comments'. The table contains several rows, including 'Processing XML', 'Processing cXML item', and 'The document has been transferred to the next integration point.' A red circle with the number '2' highlights the 'History' tab. A blue box highlights the 'Failed' status in the History table, with the comment: 'Despatch advice is missing for delivery date ASN1053 Please send file in order for Essity to be able to receive the goods'.

Ship Notice: ASN1053

Cancel Edit Print Export cXML

Detail History

Despatch advice is missing for delivery date ASN1053 Please send file in order for Essity to be able to receive the goods

Ship Notice: ASN1053

Cancel Edit Export cXML

Detail History

Ship Notice: ASN1053
Routing Status: Failed
Received By Ariba Network On: 15 Feb 2022 5:52:11 PM GMT+01:00
Submitted By:

History

Status	Comments
	Processing XML
	Processing cXML item
	The document has been transferred to the next integration point.
	The document is ready to be picked up by the recipient.
Acknowledged	Success
	Receipt of the document has not been confirmed by the trading partner. Reason: Not Acceptable - Despatch advice is missing for delivery date ASN1053 Please send file in order for Essity to be able to receive the goods
Failed	Despatch advice is missing for delivery date ASN1053 Please send file in order for Essity to be able to receive the goods

Essity is validating correctness of the Despatch file attached on the Ship Notice.

1 Open the **Ship Notice** page (Fulfillment tab) and select the adequate Ship Notice number.

2 The rejection reason will be displayed in **Detail** and **History** section.

If validation fails, then Routing Status will be shown as **Failed** and Supplier is expected to cancel Failed ASN and resubmit the corrected Ship Notice.

Supplier Managed Inventory process

Manual Advanced Ship Notice creation with CSV upload - failure

Ship Notice: ASN1053

Cancel Edit Export cXML

Detail History

Ship Notice: ASN1053
Routing Status: Failed
Received By Ariba Network On: 15 Feb 2022 5:52:11 PM GMT+01:00
Submitted By: [redacted]

Cancel Ship Notice?

Are you sure you want to cancel this ship notice?

Yes No

Ship Notices (1)

Packing Slip ID	Customer	Order #	Date ↓	Completion Status	Receipt Status	Routing Status	Ship Notice Status
ASN1053	Essity Health and Hygiene - TEST	4300001053	15 Feb 2022 5:52:11 PM			Obsoluted	Canceled

- 3 Click the **Cancel** button.
- 4 Click **Yes**, in order to confirm cancelation of Advanced Ship Notice.
- 5 Once the document will be canceled the **Routing Status** and **Ship Notice Status** will be changed.


Perform necessary correction on the Despatch CSV file and attach to the Ship Notice.

Resubmit the Ship Notice.

Supplier Managed Inventory process

Email notification

Recent Ariba Network document failures | Immediate notification



no-reply@ansmtp.ariba.com

Mon 12/6/2021 9:51 PM

To: |

⊕ ↺ 🍏 ↶ ↷ ➡ ⋮

Here is a list of errors, relating to recent transactions, that occurred up to this time: 6 Dec 2021 5:51 AM PST

Buyer: Essity Health and Hygiene - TEST

Error Code	Document Type Document Number Payload ID	Reference Purchase Order	Timestamp	Status	Reason
ANL-0000009	ShipNoticeDocument ASN1277 1638798395333-8007689742766566849@10.162.96.192	4300001277	6 Dec 2021 5:46 AM PST	Failed	Receipt of the document has not been confirmed by the trading partner.

If you have any questions regarding this error notification, please contact Ariba Support.

Please do not reply to this email. Replies to this email will not be read.
© 2018 Ariba, Inc. All rights reserved.
[Unsubscribe](#)

Reply

Reply all

Forward

1 Suppliers can receive email notification when an Advanced Ship Notice **failed**. This setting is controlled by suppliers in SAP Business Network. Buyers cannot configure it on behalf of their suppliers.

Procedure:

1. Click the **Account Settings** icon in the upper right corner
2. Click Settings > **Network Notification**
3. Go to the **Error Email Notification section**, enable **Send immediate notification upon failure**

Supplier Managed Inventory process

Email notification

Recent Ariba Network document failures | Immediate notification



no-reply@ansmtp.ariba.com

Mon 12/6/2021 9:51 PM

To: I



Here is a list of errors, relating to recent transactions, that occurred up to this time: 6 Dec 2021 5:51 AM PST

Buyer: Essity Health and Hygiene - TEST

Error Code	Document Type Document Number Payload ID	Reference Purchase Order	Timestamp	Status	Reason
ANL-0000009	ShipNoticeDocument ASN1277 1638798395333-8007689742766566849@10.162.96.192	4300001277	6 Dec 2021 5:46 AM PST	Failed	Receipt of the document has not been confirmed by the trading partner.

If you have any questions regarding this error notification, please contact Ariba Support.

Please do not reply to this email. Replies to this email will not be read.

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[Unsubscribe](#)

[Reply](#) | [Reply all](#) | [Forward](#)

If desired, you can also enable an option to send a notification digest (an email with summary of failed documents recorded for the chosen time interval)

4. Go to the **Ship Notice** section, enable **Send a notification when ship notices are undeliverable** and **Send notification when a Declined Document status update request is received**

5. Specify the email address to send the notifications in the **To email addresses field**

As this notification displays only a generic failure reason, login to SAP Business Network to see full details

Supplier Managed Inventory process

Manual Advanced Ship Notice creation with CSV upload – multiple materials

The screenshot shows the SAP Business Network interface. The top navigation bar includes 'Home', 'Enablement', 'Workbench', 'Planning', 'Orders', 'Fulfillment', 'Invoices', 'Payments', 'Catalogs', and 'Reports'. The 'Orders' tab is selected, and the 'Orders and Releases' sub-tab is active. The main dashboard displays several tiles: 'Orders' (27), 'Items to confirm' (0), 'Items to ship' (18), 'Return items' (0), 'New orders' (0), 'Changed orders' (0), 'Orders to invoice' (0), and 'Orders with service line' (0). The 'Items to ship' tile is highlighted. Below the dashboard is a filter section with various criteria like Customers, Order numbers, Customer locations, etc. The 'Need by date' dropdown is open, showing options like 'None', 'Last 7 days', 'Today', 'Next 7 days', 'Next 14 days', 'Next 31 days', 'Next 90 days', 'Next 365 days', and 'Custom date range'. The 'Custom date range' option is selected. A calendar pop-up is shown, displaying the date range 7/5/2022 - 7/5/2022. The 'Apply' button is highlighted.

Supplier can select materials from different Scheduling Agreements (only from the same location and delivery date) and consolidate into one Advance Ship Notice.

- 1 Click the **Orders** tab, then click **Orders and Releases**.
- 2 Click on the **Items to Ship** tile.
- 3 In order to display all shipment planned to be delivered on certain delivery date please expand the **Edit filter** section.
- 4 In the **Need by date** field, select the Custom Date Range and indicate exact delivery date. Then please click **Apply** button.
- 5 Click the **Apply** button to see the result.

Supplier Managed Inventory process

Manual Advanced Ship Notice creation with CSV upload – multiple materials

Items to ship (12)

> Edit filter

Last 31 days

Exclude fully shipped, +1

Exclude fully received

Create ship notice

<div><div>▼</div><div>☐</div></div>	Order No.	Item No.	Supplier Part No.	Description	Schedule Line No. ↑	Need By	Ship By	Commitment	Actions
<div><div>▼</div><div>☐</div></div>	Customer: Essity Health and Hygiene - TEST Ship To Address: Falkenberg Factory, Falkenberg, 005, SWE								
<div><div>☑</div></div>	5500000164	10	1969165	5482, Block, 0.	6	Apr 23, 2022		Firm	...
<div><div>☐</div></div>	5500000048	20	2119980	OMELT,Easyt.11	6	Feb 24, 2022		Firm	...
<div><div>☐</div></div>	5500000048	20	2119980	OMELT,Easyt.11	7	Feb 27, 2022		Firm	...
<div><div>☐</div></div>	5500000048	10	1969165	5482, Block, 0.	7	Apr 22, 2022		Firm	...
<div><div>☑</div></div>	5500000048	10	1969165	5482, Block, 0.	10	Apr 23, 2022		Firm	...

6

Select the **delivery schedule lines** for shipping from the different scheduling agreements.

7

Click on **Create ship notice** button.

6

Then you will be redirected to the ship notice creation page.

Supplier Managed Inventory process

Manual Advanced Ship Notice creation with CSV upload – multiple materials

The screenshot shows the 'Create Ship Notice' form. At the top right are 'Save', 'Exit', and 'Next' buttons. A pink box labeled '8' highlights the 'SHIP FROM' and 'DELIVER TO' sections. The 'SHIP FROM' section contains 'SCC SUPPLIER 13 - TEST', 'Sandhamn', and 'Germany'. The 'DELIVER TO' section contains 'Falkenberg Factory', 'Falkenberg', and 'Sweden'. Below this is the 'Ship Notice Header' section. A pink box labeled '9' highlights the 'SHIPPING' section, which includes 'Packing Slip ID: *', 'Invoice No.:', 'Requested Delivery Date: --', 'Ship Notice Type: Select', 'Shipping Date: *', 'Delivery Date: *', 'Hazard Type: Select', and 'Is Divisible: []'. A pink box labeled '10' highlights the date fields. To the right of the 'SHIPPING' section is the 'TRACKING' section with 'Carrier Name: []' and 'Service Level: []'. Below the 'SHIP NOTICE HEADER' is the 'ATTACHMENTS' section. A pink box labeled '11' highlights the 'Choose File' button and the 'Add Attachment' button. Below the buttons is a note: 'The total size of all attachments cannot exceed 100MB'.

8 Check the **SHIP FROM** and **DELIVER TO** information.

Fill out the requested information on the form:

9 The **Packing Slip ID** is any number you use to identify the Ship Notice.

10 Select the **Shipping Date** and **Delivery Date**

11 Attach the Despatch CSV file by clicking the **Choose File** button, then locating, and selecting the file. The file must contain all relevant handling unit information for all the materials in the ship notice line items.

It is a **mandatory** step. Click the **Add Attachment** button.

Supplier Managed Inventory process

Manual Advanced Ship Notice creation with CSV upload – multiple materials

The screenshot shows the 'Create Ship Notice' interface in SAP Business Network. It includes sections for 'DELIVERY AND TRANSPORT INFORMATION' and 'Order Items'. Callouts 12 through 17 highlight specific fields and buttons: 12 points to the 'Delivery Terms' dropdown, 13 to the 'Shipping Payment Method' dropdown, 14 to the 'Ship Qty' field, 15 to the 'Supplier Batch ID' and 'SSCC Number' fields, 16 to the 'Next' button, and 17 to the 'Submit' button. A warning icon is present next to the 'Ship Qty' field for the second order item.

DELIVERY AND TRANSPORT INFORMATION

Delivery Terms: Transport Condition **12**

Shipping Payment Method: Account **13**

Order Items

Order No.	Line No.	Part No.	Customer Part No.	Qty	Unit	Need By	Ship By	Unit Price	Subtotal	Customer Location
5500000051	20			2,307,920.000	MTK	2 Nov 2021		0.00 EUR	0.00 EUR	SEP2
Ship Qty 14										
Supplier Batch ID SSCC Number 15										
Production Date Expiry Date										
Next 16										

Submit **17**

12 Provide **Delivery Terms** from the drop down list

13 Select Shipping **Payment Method**

14 **Ship Quantity** is automatically populated from the Scheduling Agreement. **If the CSV contains different quantity, please insert the correct value in this field.**

! **The value in this field should be equal to the shipped quantity.**

15 There is no need to indicate Supplier Batch and SSCC Number. This information will be automatically populated from CSV attachment.

16 Click the **Next** button to proceed to review your Ship Notice.

17 Then click the **Submit** button

Chapter 08

Goods Receipt

Supplier Managed Inventory process

Goods Receipt

Scheduling Agreement: 5500000553

Create Ship Notice

Create Invoice

Create Quality Notification

Scheduling Agreement Detail

Scheduling Agreement History

From:
Customer
Essity Hygiene and Health AB
Bäckstensgatan
405 03 Göteborg
Sweden
Fax: + (0) 46 317461005

To:
SIT_DIRECT_SUP_V3
O. Braviksmärgen
601 19 NORRKÖPING
Sweden
Phone:
Fax:
Email:

Scheduling Agreement
(+ Received)
5500000553
Amount: 0.00 SEK
Version: 2 (Previous Version)

Track Order

Payment Terms ⓘ
0.000% 45
Within 45 days Due net

Contract Number
5500000553

Routing Status: Sent
Effective Date: 1 Mar 2022
~~Supplier From: 31 Mar 2022~~
Related Documents: 5000000772
ASIN0553

2

Receipt: 5000000772

Done

Previous

Print

Export cXML

Detail

History

From:
Essity Health and Hygiene - TEST

To:
SIT_DIRECT_SUP_V3
O. Braviksmärgen
601 19 NORRKÖPING
Sweden
Phone:
Fax:
Email:

Receipt:
Receipt No.: 5000000772
Receipt Date: 2 Mar 2022

Routing Status: Sent
Related Documents: 5500000553
5500000553

Item	Order Line Number	Part #	Customer Part #	Batch #	Customer Batch #	Packing Slip ID	Packing Slip Date	Qty (Unit)	Delivery Address	Type	Unit Rate	Amount	Status
Purchase Order: 5500000553													
1	10		000000000002786402			ASN0553	2 Mar 2022	1,000.000 M	Not Specified	Received	0.00 SEK	0.00 SEK	
Description: <div></div>													
Comments													
2	10		000000000002786402			ASN0553	2 Mar 2022	2,000.000 M	Not Specified	Received	0.00 SEK	0.00 SEK	
Description: <div></div>													
Comments													
3	10		000000000002786402			ASN0553	2 Mar 2022	2,000.000 M	Not Specified	Received	0.00 SEK	0.00 SEK	
Description: <div></div>													
Comments													

Once goods receipt is posted, the information will be reflected on the respective Scheduling Agreement.

In the **Related Documents** section there will be a list of relevant documents.

2 Documents which starts from 50xxxxxxxx refer to the Goods Receipt.
The details of receipt can be displayed by clicking on the document number.

The list of Good Receipt documents is available under **Fulfillment and then Goods Receipt** section.

Supplier Managed Inventory process

Goods Receipt

Contract Number										
5504002580										
Information on Ship Notice [Optional]										
Supplier Batch										
Schedule Lines										
Schedule Line #	Change	Shipment Status	Delivery Date	Ship Date	Quantity (Unit)	Customer Proposed Qty (Unit)	Customer Proposed Delivery Date	Cumulative Scheduled Qty (Unit)	Received Qty (Unit)	Commitment Level
3			9 Jul 2024 9:00 AM CEST 9 Jul 2024 Buyer time		1,000 (H87)			2,500.00 (H87)		Firm
3			10 Jul 2024 9:00 AM CEST 10 Jul 2024 Buyer time		1,000 (H87)			3,500.00 (H87)		Firm
3	Deleted		8-Jul-2024-9:00 AM-CEST 8-Jul-2024 Buyer time		1,500 (H87)			1,500.00 (H87)		Firm

3 After Goods Receipt done by Essity, the schedule line is deleted

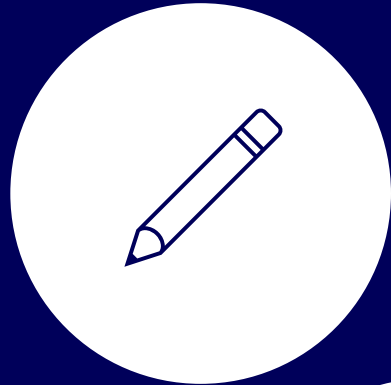
4 The next schedule line is open for a delivery

Planning process

Key takeaways

Regular planning update

Suppliers should perform planning regularly to keep the schedule lines converted into Firm Orders. Only the deliveries planned for the next 14 days can be converted into Firm Orders



Planned Shipment update to Avoid Undelivered Quantities

In case suppliers are unable to deliver the planned quantities within the delivery date, they should update the planned shipments beforehand to avoid having undelivered planned shipments in the past



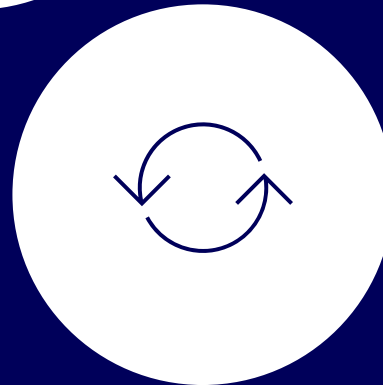
Ensuring Timely Deliveries in Compliance with Min/Max Stock Levels

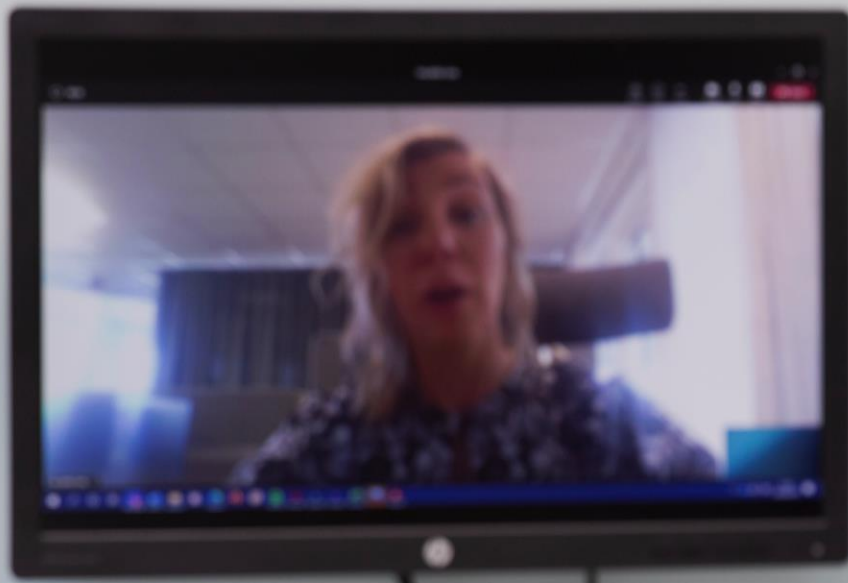
Suppliers should ensure to plan and deliver quantities within the delivery dates committed in the planned shipment with respect to the min/max stock levels



Automatic schedule line cleanup based on GR

In case of a quantity discrepancy between initially planned and to be shipped, there is no need to update the values on the planning page as the system will clean up the schedule lines automatically based on Good Receipt and 10% tolerance setup for under delivery





Thank you!



