DELPHI

Delphi E&S Supplier Training

Appendix

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Terms and Concepts

SAP Term	Definition
APERAK	EDI transmission sent by Delphi-E&S to supplier regarding any errors encountered in processing the DESADV .
Company Code	The smallest organizational unit for which a complete self-contained set of accounts may be drawn up, for purposes of external reporting. This code enables all Supply Management groups to buy for all plants.
CONTRL	An EDI message syntactically acknowledging or rejecting an interchange.
DELFOR	EDI transmitted material planning schedule (830).
DELJIT	EDI transmitted material shipping schedule (862).
DESADV	An EDI transmission also known as a Despatch Advice or Advanced Shipping Notice (ASN). Based on the DELJIT and sent by the supplier.
Electronic Data Interchange (EDI)	The standard scheme for external communications with the SAP system through EDI. Defined business documents such as invoices and orders are sent electronically.
Evaluation Receipt Settlement (ERS)	An invoice document is posted automatically in the buying entity's system on the basis of data from the purchase order or scheduling agreement and goods receipts.
External Procurement	Procurement of materials from an external vendor.
GENRAL	An EDI transmission used to send text messages.
Goods Issue	A goods issue deals with any internal reduction of stock within Delphi-E&S. There are many issue types described in detail using production orders.
Goods Receipt	Receipt of material. Prior to all receipts, a purchase order or scheduling agreement must be created in the system. Without system documentation, material cannot be received.
Incoterms (International Commercial Terms)	Rules for the interpretation of the most commonly used terms in international trade. Define the passing of risks and whether the customer or vendor must pay the shipping costs.
Inventory Management	The area in Logistics that entails the management of materials. This includes recording and tracking of stocks of a material on a quantity and value basis.
Master Data	Master data is static data that may be used repeatedly in the SAP system. Master data in Supply Management includes material master records, vendor master records, Supply Management information records, source lists, and quota arrangements.
Material	A generic term for any article, item, or service that is subject to materials management. A material master record is created for each material in the SAP system. When a material master record is created, it is assigned a number for identification.
Material Description	A short descriptive text on a material that can be up to 40 characters long. The material description is language dependent.

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SAP Term	Definition
Material Group	The code that groups together several materials with similar attributes.
Material Master	The total of all material master records. A company manages the basic data for all its materials in the material master.
Material Master Record	A record that contains the data required to manage a material sorted according to various criteria. A material master record contains data that describes the material (such as size and weight) and data with a control function (such as material type and industry sector). Additionally, it contains data that is updated automatically (such as stock levels) and feeds other transactions.
Material Number	A number that uniquely identifies a material within the system. This was previously referred to as Part Number.
Material Requirements Planning (MRP)	A function that factors in all of the dependent requirements, independent requirements, material reservations, sales processing, capacity planning, and planned orders in order to estimate the materials that will be required in a given production cycle.
Order Price Unit of Measure	Unit of measure used in the vendor's pricing. The order price unit of measure is defined in the purchase of the material, or in the Supply Management information record. It is the unit of measure used in invoice verification.
Order Unit	The unit of measure that permits a material to be ordered (by Supply Management) in a unit that differs from the base unit defined for the material.
ORDCHG	EDI message to send a Change Order (Spot Buy).
ORDERS	EDI message to send a Purchase Order (Spot Buy).
Outline Agreement	Longer-term arrangement between a Supply Management organization and a vendor concerning the supply of materials or the performance of services over a certain timeframe on the basis of predefined terms and conditions. There are two types of outline agreements: ❑ Contracts (primarily non-productive use) ❑ Scheduling agreements (primarily productive use)
Partner Function	The partner function defines the rights and responsibilities of each partner in a business transaction. Examples include: ❑ Ordering address ❑ Supplier of goods ❑ Invoicing party ❑ Different payee
Payment Terms	Describes terms of payment, MNS3 (2nd day 3nd month after date of receipt is required for productive material.
PPAP	Purchased Parts Approval Process.
Product Data Management (PDM) System	System used to create and release a new material and documents associated with creation and release.
Packaging Material	Material used to pack goods for transport.

Terms and Concepts

SAP Term	Definition
Plant	Operating unit for production and Material Requirements Planning (MRP).
Price Unit	The unit to which the valuation price refers to in the material master record.
Purchase Order (PO, Spot Buy)	Instruction from a Supply Management organization to a vendor or a plant to deliver a certain quantity of material or services at a particular point in time.
Purchasing Group	The code for a buyer or group of buyers responsible for certain Purchasing activities. A Purchasing group is internally responsible for the procurement of a material or class of material. It is also the principle channel for a company when dealing with vendors.
Purchasing Organization	The organizational unit responsible for procuring material and services from a vendor and for negotiating the terms and conditions of the Purchasing agreement.
Quota Arrangement	A method for dividing the total requirements for a material among certain sources of supply by allocating quotas to each source. The quota specifies which portion of the requirement should be procured from a given source of supply. The system uses the quota to propose a source in scheduling agreements and purchase orders.
RECADV	EDI transmission sent by Delphi-E&S to supplier. Shows quantity shipped per DESADV, quantity received, and any discrepancies.
Scheduling Agreement	Outline agreement on the basis of which materials are procured at predefined points in time over a certain period. Printed document uses the terminology requirements contract.
Serial Number	Unique number created by the supplier. Does not necessarily need to be in sequential order and shall not be repeated on another label within a 12-month period. Serial number is used for trace ability or the part or parts in a container.
Semi-finished material (HALB)	Material that can be procured externally and/or manufactured in-house and is processed into finished products.

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Terms and Concepts

SAP Term	Definition
Shipment Identification Number (SID)	Unique number assigned by the supplier and does not need to be in sequential order. Is returned on a packing slip and shall be bar coded (Bar Code Symbology 39) Links the bar code data on the packing slip to the DESADV (ASN) sent by the supplier for receiving purposes. Shall not be repeated on another packing slip to Delphi-E&S within a 12-month period. SID has a maximum length of 10 alphanumeric characters including the data identifier (2S). Example: If the DESADV (ASN) is 00012345, then the barcoded SID shall read **2S**00012345.
Source List	A source list specifies the allowed, or not allowed, sources of supply for a material. It also indicates the period for which the source is valid. Used by MRP for delivery schedules.
Static Data	Data that is rarely changed once it is entered into the system. Examples of static data in Supply Management include material master records, vendor master records, Supply Management information records, source lists, and quota arrangements.
Stock Transport Order (STO)	Purchase Order used as a mechanism to request or instruct a plant to transport material from one plant to another plant (for example: to effect a longer-distance stock transfer) within the same enterprise. Can be a one or two step process to move inventory. Issued on demand.
Stock Transport Without Order	The removal of materials from storage at one location and the transfer to and placement into storage at another location without a scheduling agreement.
Storage Location	An organizational unit that allows for the differentiation of material stocks within a plant. It is the designated place, on receipt, where materials are stored prior to production.
Subcontracting	The processing by an external vendor of materials or services owned by Delphi. The result of this processing is the manufacture by the vendor (subcontractor) of an ordered material or product, or the rendering by the vendor of an ordered service.
Transport Scheduling Agreement (TSA)	Scheduling Agreement used as a mechanism to request or instruct a plant to transport material from one plant to another plant (for example: to effect a longer-distance stock transfer) within the same enterprise. Can be a one or two step process to move inventory. Issued for long term repetitive orders.
Units of Measure	The unit that allows the determination of the dimension or quantity of a material.

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Terms and Concepts

SAP Term	Definition
Valuation Price	The price of a material per base unit of measure. It is used as the basis for the determination of the value of goods for balance sheet purposes.
Vendor	Generally a business partner or supplier from whom materials or services can be procured externally in return for payment.
Vendor Master	The vendor master record holds supplier information on both material and service providers.
Vendor Master Records	Vendor records are created in the Delphi Supplier Identification Database System (DSIDS) from Dun & Bradstreet information and then downloaded to SAP. All vendor master Supply Management data must be updated through DSIDS. The Finance department will create payment vendors manually and also link the payment information into the partner functions for the vendor master record created via DSIDS.

Appendix

Supplier Responsibilities

Suppliers are responsible for understanding their roles and functions concerning Delphi-E&S SAP processes and implementation. This section is intended to be a brief listing of some of these responsibilities. Please refer to the specific modules within this training packet for more detailed information.

General

As a supplier to Delphi-E&S, you have various responsibilities that are outlined in this section. If at any time you are unsure about your responsibilities, please ask the appropriate person(s) for clarification. Contact information can be found in the *Contact* section of this *Appendix*.

SAP Delivery Expectations

- ❑ Understand the DELFOR (Delivery Forecast)
- ❑ Ship Material to Delphi-E&S based on the DELJIT (Delivery Ship Schedule)
- ❑ Conform to requirements of
  - ▪ Packing Slips
  - ▪ Shipping Labels
- ❑ Work with the Production Control Contact
- ❑ Standard Pack (new term)
- ❑ Complete and react accurately to required DELFOR and DELJIT documents

Change in Supplier Responsibilities

- ❑ Ensure that each part at the manufacturing site is PPAP approved by a warrant. The warrant is the current PPAP submission form. Obtain necessary forms for this approval process from the Supplier Change Management.
- ❑ Notify your Delphi-E&S buyer immediately if a manufacturing site, DELJIT, Contract, or Ship From or DELFOR contact change occurs

Supply Management

- ❑ Expected to have continuous cost reduction improvement process in place to manage costs
- ❑ Expected to work with Delphi-E&S buyers toward annual price reductions, via long-term and lifetime contracts
- ❑ Expected to utilize Covisint and sign up for Covisint Problem Solver Application
- ❑ Must receive PPAP approval or variation number prior to shipping productive materials
- ❑ Must receive PPAP approval or variation number prior to changing manufacturing site or making process changes

EDI

- ❑ Become EDI Certified
- ❑ Establish internal communication to ensure information gets to proper destination
- ❑ Monitor EDI transmissions to ensure that there is no break in communication
- ❑ Resolve any EDI problems or missing data immediately

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Supplier Responsibilities

<u>EDI</u> (cont.)

❑ Understand EDI messages and follow requirements for:
- DELFOR (Forecast – FA site)
- DELJIT (Ship Schedule – OA site)
- ORDERS (Purchase Order – OA site)
- ORDCHG (Change Order – OA site)
- GENRAL (Text Message – VN site)
- DESADV (Despatch Advice or ASN – sent to Delphi with information from DELJIT/ORDERS/ORDCHG)
- CONTRL (Acknowledgment/Rejection – returned to sender of DESADV interchange) Supplier must monitor and react accordingly
- APERAK (Application Error Acknowledgment – VN site) Supplier must monitor and fix as required
- RECADV (Receipt Advice – VN Site) Supplier is to have process in place to conform within 10 days if receipt that was expected did not occur

<u>Web EDI</u>

❑ If utilizing Web EDI, you must register for this service. Assistance with registration or assistance with problems accessing Web EDI is available through the Delphi Help Desk.   Contact information is included in the *Contact Information* section of this *Appendix*.

❑ Understand the types of EDI messages and know how to send and respond to them
- DELFOR (Delivery Forecast)
- DELJIT (Ship Schedule)
- DESADV (Despatch Advice or ASN)
- APERAK (Application Error Acknowledgment)
- RECADV (Receipt Advice)
- GENRAL (Text message)
- ORDERS (Purchase Order)
- ORDCHG (Change Order)

<u>Labeling</u>

❑ Maintain bar code quality and assure human readable information is legible on all labels
❑ Ensure shipment is labeled properly – two labels affixed to each container
❑ Attach master or mixed load label when required and a bar coded packing slip to each shipment
❑ Have an effective label error proofing process in place
❑ Use the most current version of the North America Container Label Requirements Standard

<u>Containerization</u>-ask Mike Miskulin/Santiago

❑ Understand and follow packaging requirements and packaging process, including utilizing the *Supplier Packaging Information (SPI) Form*
❑ Access and utilize the most current *Global Supplier Packaging Manual*
❑ Avoid common packaging errors
❑ Be familiar with methods to avoid waste in packaging

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Supplier Responsibilities

Transportation

- ❑ Support required shipment frequencies
- ❑ Emphasize total cost focus
- ❑ Implement scheduled pickup and scheduled delivery windows
- ❑ Establish a pickup window with a Delphi-E&S designated carrier
- ❑ Ensure carrier picks up and delivers according to pre-scheduled windows
- ❑ Optimize transit time
- ❑ Simplify paper work, audit, and payment processes

Supplier Scorecard

- ❑ Understand the quality and delivery performance metrics of the Supplier Scorecard and know whom to contact with questions
- ❑ Understand what the Supplier Scorecard is and how to utilize it
- ❑ Obtain access and know how to use Covisint and the Covisint Problem Solver Application
- ❑ Respond to all PR&R-Problem Cases, in the required timeframe
  - ▪ Initial Response – 24 hours
  - ▪ Final Response – 15 calendar days
- ❑ Know whom to contact with questions regarding:
  - ▪ Supplier Evaluations
  - ▪ Covisint Registration
  - ▪ Addressing PR&R-Problem Cases
  - ▪ Using Covisint Problem Solver Application tool

Supplier Payments

- ❑ Understand how to proactively eliminate payment and quantity discrepancies. If you do not receive a RECADV or the RECADV reflects quantity discrepancies from the DESADV, you must contact the Delphi-E&S Point of Receipt within 10 business days to resolve the discrepancy

- ❑ Understand Supplier Payment Instructions and know where to find these instructions. Refer to the *Forms and Information* section of this *Appendix*

- ❑ Know whom to contact with questions and issues. Refer to *Contact* section of this *Appendix*

Appendix

Forms and Information

Suppliers should be aware of and know how to access Delphi web sites for information concerning Delphi-E&S and SAP. Delphi-E&S utilizes several tools to communicate with supplier including EDI Transmissions (EDIFACT type); Covisint; and the Delphi Corporate web site. EDI Transmissions are covered extensively within this training packet and will not be covered in the Appendix. The remaining sites are also covered within specific modules; however, for quick reference to all Supplier resources available within the web site, accessing each of these resources will be briefly detailed here.

Delphi-E&S Web Site   **http://www.delphisuppliers.com**

Suppliers have several resources available to them through the Delphi-E&S web site. Many of these were covered in specific training modules. By clicking on the Vendor Documents, Delphi-E&S links, suppliers can access this SAP training package, as well as transportation information including the Routed Carrier Matrix and supplier payment information such as the Supplier Payment Instructions for both domestic and international payments. This site also offers a link to the Delphi Corporate web site.

Delphi Corporate Web Site   **http://www.delphi.com/suppliers**

You have many resources available through the Delphi Corporate web site. This site links suppliers to the Supplier Community Portal, Covisint. Suppliers must register for Covisint and Covisint Problem Solver Application. The Delphi Corporate web site also included the Supplier Packaging Information (SPI) Form, the Global Supplier Packaging Manual, the *North America Container Label Requirements Standard*, EDI Technical Guide, ASN Procedure and Implementation Guide, as well as information about SAP, SAP Specifications, and Frequently Asked Questions.

WebEDI - Registering   **http://us.register.covisint.com/start.html**

WebEDI is an alternative to traditional EDI for small and some mid-size suppliers. WebEDI allows sending and receiving of EDI transmissions. You must register for WebEDI if you choose this alternative. WebEDI is available at zero cost. WebEDI includes links to:

- ❑ Messages (EDI transmissions)
- ❑ Reports
- ❑ Labels
- ❑ Contact Information
- ❑ Change Password link
- ❑ GENRAL

Appendix

Forms and Information

DELFOR Example

```
UNB+UNOA:2+DPH:ZZ+QQQ:ZZ+040316:0311+175++DELFOR'
    UNH+1+DELFOR:D:97A:UN'
        BGM+241+20040316031123+5'
        DTM+158:20031101:102'
        DTM+159:20051231:102'
        NAD+MI+002136823::16'
        NAD+SF+006068050::16'
        NAD+SU+006068050::16++ABC SUPPLY COMPANY'
        GIS+37'
        NAD+ST+DA01::92++DELPHI D KOKOMO PLANT 6,7,8,9'
        CTA+IC+:RHONDA SMITH'
        COM+765.451.8996:TE'
        LIN+++9401763:IN'
        IMD+++:::HEADER-07POS,M,V,2M'
        LOC+11+DA01'
        LOC+159+0001'
        RFF+ON:0550044130'
        RFF+RE:13'
        DTM+137:20040315:102'
        QTY+70:46000:C62'
        RFF+SI:000109016'
        DTM+11:20040311:102'
        SCC+4++F'
        QTY+1:12000:C62'
        DTM+10:20040315:102'
        DTM+159:20040321:102'
        QTY+1:14000:C62'
        DTM+10:20040322:102'
        DTM+159:20040328:102'
        QTY+1:17000:C62'
        DTM+10:20040329:102'
        DTM+159:20040404:102'

    [data removed]
```

EDI Segment	Description
Interchange Header	**DELPHI MAILBOX ID:ZZ; SUPPLIER MAILBOX ID**[1]
	Message Header 1, Document Type, Version
	EDI Release Number
	Horizon start date
	Horizon end date
	Delphi Divisional DUNS number(may differ per plant or division)
	Supplier ship from DUNS number
	Supplier DUNS number and name
	Processing indicator (Complete Information)
	DELPHI SHIP TO LOCATION
	Delphi contact name
	Delphi contact telephone number
	DELPHI PART NUMBER
	Delphi part description
	Delphi Plant code and receiving dock
	Storage location
	DELPHI SCHEDULING AGREEMENT
	DELFOR Release Number
	DELFOR Release date
	Cum. quantity scheduled since start of inventory date
	Last ASN number received
	Date ASN received
	Scheduling Conditions (Planning)
	Planning Quantity
	Shipment date requested
	Weekly period end date
	Quantity for week 1
	Shipment date requested
	Weekly period end date
	Quantity for week 2
	Shipment date requested
	Weekly period end date

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Forms and Information

DELFOR - continued

```
        [data removed]

        QTY+1:415000:C62'                          Quantity for week 45
        DTM+10:20050124:102'                        Shipment date requested
        DTM+159:20050130:102'                       Weekly period end date
        SCC+2'                                      Scheduling Conditions (Fabrication)
        QTY+3:295000:C62'                           Cumulative fabrication authorization quantity
        DTM+52:20040412:102'                        Cumulative quantity end date
        SCC+3'                                      Scheduling Conditions (Material Authorization)
        QTY+3:837000:C62'                           Cumulative material authorization quantity
        DTM+52:20040607:102'                        Cumulative quantity end date
    UNT+305+2'                                      End Message 2
UNZ+2+175'                                          End Interchange Header
```

Appendix

Forms and Information

DELJIT Example

EDI Segment	Description
`UNB+UNOA:2+DPH:ZZ+QQQ:ZZ+040323:0306+159++DELJIT'`	*Interchange Header* **DELPHI MAILBOX ID:ZZ; SUPPLIER MAILBOX ID**[1]
`UNH+1+DELJIT:D:97A:UN'`	*Message Header 1, Document Type, Version*
`BGM+:::SH+13+5'`	*EDI Release Number; SH for Shipment Based*
`DTM+137:20040323:102'`	*Document issue date*
`DTM+158:20031101:102'`	*Horizon start date*
`DTM+159:20041231:102'`	*Horizon end date*
`RFF+AAN:0550039786'`	**DELPHI SCHEDULING AGREEMENT**
`NAD+MI+002136823::16'`	*Delphi Divisional DUNS number(may differ per plant or division)*
`NAD+SU+006068050::16++ABC SUPPLY COMPANY'`	**Supplier DUNS number** *and name*
`NAD+ST+DA24::92++DELPHI D DELNOSA PLANT 1-4'`	**DELPHI SHIP TO LOCATION**
`SEQ+6'`	*Sequence Details*
`PAC++:67'`	*Tagging/Bar Code instructions indicator*
`PCI++4C5A2++11Z::167'`	*Label shipping marks – Storage Location*
`PCI++DA24++12Z::167'`	*Label shipping marks – Plant Code*
`PCI++0002++13Z::167'`	*Label shipping marks – Storage Bin*
`PCI++DELPHI D DELNOSA PLANT 1-4++14Z::167'`	*Label shipping marks – Delphi Plant Name*
`PCI++LOS INDIOS++15Z::167'`	*Label shipping marks – Delphi Plant City*
`PCI++ ++16Z::167'`	*Label shipping marks – (reserved)*
`PCI++HEADER-MALE R/ANGLE++17Z::167'`	*Label shipping marks – Product Description*
`LIN+++16200317:IN'`	**DELPHI PART NUMBER**
`LOC+11+DA24'`	*Receiving dock*
`CTA+IC+:EVA ZANEL'`	*Contact information*
`COM+956.228.7956:TE'`	*Communication contact*
`LOC+159+0002'`	*Material handling code/Line feed location*
`QTY+70:62400:C62'`	*Cumulative quantity received by Delphi*
`RFF+SI:000109017'`	*Last SID received*
`DTM+11:20040226:102'`	*Date of last ASN received*
`QTY+1:6000:C62'`	*Discrete quantity*
`DTM+10:20040330:102'`	*Shipment date/time requested*
`UNT+29+3'`	*End Message 3*
`UNZ+3+159'`	*End Interchange Header*

Appendix

Forms and Information

ORDERS Example

```
UNB+UNOA:2+DPH:ZZ+MZH:ZZ+040403:0404+382++ORDERS'
    UNH+1+ORDERS:D:97A:UN'
        BGM+:::105+20040403040031+9'
        DTM+137:20040403:102'
        RFF+AMG:SB'
        RFF+ON:0450055445'
        DTM+4:20040402:102'
        NAD+ST+DA26::92'
        NAD+SU+006068050::16++ABC SUPPLY COMPANY'
        NAD+MI+002136823::16++Delco Electronics NA'
        CTA+IC+:Neihart, D  (Pkg)'
        COM+765-451-2609:TE'
        COM+765-451-0265:FX'
        LIN+00010+001+16248237:IN'
        IMD+X+8+:::TRAY-RTN'
        QTY+21:2500:PCE'
        DTM+2:20040402:102'
        UNS+S'
        CNT+23:2500:C62'
    UNT+19+1'
UNZ+1+382'
```

Interchange Header **DELPHI MAILBOX ID:ZZ; SUPPLIER MAILBOX ID**[1]
Message Header 1, Document Type, Version
EDI Release Number; 105 for ORDERS
Document issue date
Delphi document type
DELPHI PURCHASE ORDER NJMBER
Purchase Order issue date
DELPHI SHIP TO LOCATION
Supplier DUNS number *and name*
Delphi Divisional DUNS number(may differ per plant or division)
Contact information
Communication contact (TE = Telephone Number)
Communication contact (FX = Fax Number)
DELPHI PART NUMBER
Item description
Quantity (21 = Ordered)
Requested delivery date
Section control
Control total
End Message 1
End Interchange Header

Forms and Information

ORDCHG Example

```
UNB+UNOA:2+DPH:ZZ+QQQ:ZZ+040410:0710+14++ORDCHG'
    UNH+1+ORDCHG:D:97A:UN'
        BGM+:::105+20040410070108+4'
        DTM+137:20040410:102'
        RFF+AMG:SB'
        RFF+ON:0450036877'
        DTM+4:20031204:102'
        NAD+ST+DA24::92'
        NAD+SU+006068050::16++ABC SUPPLY COMPANY'
        NAD+MI+002136823::16++Delco Electronics NA'
        CTA+IC+:Cockrell, Corey'
        COM+765-451-0910:TE'
        COM+765-451-0273:FX'
        LIN+00010++12059915:IN'
        IMD+X+8+:::HEADER-TAPE'
        QTY+21:740:PCE'
        DTM+2:20040402:102'
        UNS+S'
        CNT+23:740:C62'
    UNT+19+1'
UNZ+1+14'
```

Interchange Header **DELPHI MAILBOX ID:ZZ; SUPPLIER MAILBOX ID**[1]
Message Header 1, Document Type, Version
EDI Release Number; 105 for ORDCHG
Document issue date
Delphi document type
DELPHI PURCHASE ORDER NUMBER
Purchase Order issue date
DELPHI SHIP TO LOCATION
Supplier DUNS number *and name*
Delphi Divisional DUNS number(may differ per plant or division)
Contact information
Communication contact (TE = Telephone Number)
Communication contact (FX = Fax Number)
DELPHI PART NUMBER
Item description
Quantity (21 = Ordered, 48 = Received)
Requested delivery date
Section control
Control total
End Message 1
End Interchange Header

GENRAL Example

```
UNB+UNOA:2+DPH:ZZ+QQQ:ZZ+040413:1048+24++GENRAL'          Interchange Header DELPHI MAILBOX ID:ZZ; SUPPLIER MAILBOX ID¹
    UNH+1+GENRAL:D:97A:UN'                                 Message Header 1, Document Type, Version
        BGM+327+20040413100000MRP CY+9'                    EDI Document Number; 327 for text message
        DTM+7:20040413100000:204'                          Effective date of Document
        NAD+FR+002136823::16'                              Delphi Divisional DUNS number(may differ per plant or division)
        NAD+MR+006068050::16'                              Supplier DUNS number
        CTA+IC+Tom Richards'                               Delphi contact information
        FTX+AAI+++MRP CYCLE'                               Message text (continues to UNT segment)
        FTX+AAI+++ATTENTION DELPHI ELECTRONICS & SAFETY (DELPHI-E&S) SUPPLIER -'
        FTX+AAI+++MRP DID  NOT  CYCLE FOR DELPHI-E&S LAST NIGHT. MRP IS SCHEDULED TO'
        FTX+AAI+++RUN TONIGHT AND REPLACEMENT FORECASTS AND DELIVERY SCHEDULES WILL'
        FTX+AAI+++BE AVAILABLE WEDNESDAY MORNING (US-EDT).'
        FTX+AAI+++PLEASE SHIP TO THE DELJIT SCHEDULE YOU CURRENTLY HAVE (IT CONTAINS'
        FTX+AAI+++SHIPPING SCHEDULE FOR UP TO 2 WEEKS). IF YOU HAVE CONCERNS ON'
        FTX+AAI+++DELIVERY PLEASE CONTACT THE SHIP-TO PLANT.'
        FTX+AAI+++THANK YOU,'
        FTX+AAI+++DELPHI-E&S'
        FTX+AAI+++KOKOMO SUPPORT TEAM'
    UNT+18+1'                                              End Message 1
UNZ+1+24'                                                  End Interchange Header
```

Appendix

Forms and Information

DESADV Example

```
UNB+UNOA:2+QQQ:ZZ+DPH:ZZ+040407:1601+7253++DESADV'
    UNH+72530001+DESADV:D:97A:UN'
        BGM+351+232449+9'
        DTM+137:200404071600:203'
        DTM+11:200404071600:203'
        DTM+132:200404071600:203'
        MEA+AAX+G+LBR:000037'
        MEA+AAX+N+LBR:000016'
        MEA+AAX+SQ+C62:001'
        RFF+MB:232449'
        NAD+MI+002136823::16'
        NAD+ST+DA43::92'
        NAD+SU+006068050::16++ABC SUPPLY COMPANY'
        LOC+11+DA43'
        TDT+12++LT++PJXI-M::182'
        EQD+TE+PJXI'
        CPS+1++4'
        PAC+1++CTNS'
        PCI+16+S2  A1'
        GIR+3+928531031:AW'
        LIN+++12059138:IN'
        PIA+1+04:RY+J:EC'
        QTY+12:648:C62'
        QTY+3:15552:C62'
        NAD+MP+006068050::16'
        RFF+ON:0550043811'
    UNT+26+72530001'
    UNH+72530002+DESADV:D:97A:UN'
        BGM+351+232454+9'
        DTM+137:200404071600:203'
        DTM+11:200404071600:203'
        DTM+132:200404071600:203'
        MEA+AAX+G+LBR:002246'

        [data removed]
```

Interchange Header **SUPPLIER MAILBOX ID; DELPHI MAILBOX ID:ZZ**[1]
Message Header 1, Document Type, Version
Shipment Identification number (SID)
Document issue date
Despatch date/time
Estimated date/time of shipment arrival at Delphi (optional)
Gross Weight
Net Weight
Number of lading units in this shipment
Master Bill of Lading
Delphi Divisional DUNS number(may differ per plant or division)
DELPHI SHIP TO LOCATION
Supplier DUNS number *(name optional)*
Unloading location
Transportation details
Equipment details
Consignment Packaging Sequence (indicates structure hierarchy)
Package information
Package identification/Storage location
Other identification numbers
DELPHI PART NUMBER
Additional product identification
Despatch quantity
Cumulative quantity shipped since start of inventory year
Supplier MANUFACTURING DUNS number
DELPHI PURCHASE ORDER NUMBER
End Message 1
Message Header 2, Document Type, Version
Shipment Identification number (SID)
Document issue date
Despatch date/time
Estimated date/time of shipment arrival at Delphi (optional)
Gross Weight

Forms and Information

DESADV - continued

```
        [data removed]

    NAD+MP+006068050::16'                Supplier MANUFACTURING DUNS number
    RFF+ON:0550039073'                   DELPHI PURCHASE ORDER NUMBER
    CPS+24++4'                           Consignment Packaging Sequence (indicates structure hierarchy)
    PAC+1++CTNS'                         Package information
    PCI+16+77'                           Package identification/Storage location
    GIR+3+926944224:AW'                  Other identification numbers
    LIN+++15441332:IN'                   DELPHI PART NUMBER
    PIA+1+04:RY+01:EC'                   Additional product identification
    QTY+12:576:C62'                      Despatch quantity
    QTY+3:5760:C62'                      Cumulative quantity shipped since start of inventory year
    NAD+MP+006068050::16'                Supplier MANUFACTURING DUNS number
    RFF+ON:0550047502'                   DELPHI PURCHASE ORDER NUMBER
  UNT+303+72530002'                      End Message 2
UNZ+2+7253'                              End Interchange Header
```

Appendix

Forms and Information

CONTRL Example

```
UNB+UNOA:2+DPH:ZZ+QQQ:ZZ+040408:1703+67++CONTRL'
    UNH+1+CONTRL:2:2:UN'
        UCI+000000116+QQQ:ZZ+DPH:ZZ+7'
        UCM+000000850+DESADV:D:97A:UN+7'
        UCM+000000851+DESADV:D:97A:UN+7'
        UCM+000000852+DESADV:D:97A:UN+7'
        UCM+000000853+DESADV:D:97A:UN+7'
        UCM+000000854+DESADV:D:97A:UN+7'
    UNT+8+1'
UNZ+1+67'
```

Interchange Header **DELPHI MAILBOX ID:ZZ; SUPPLIER MAILBOX ID**[1]
Message Header 1, Document Type, Version
Interchange Response (116)
Message 1 Response (850)
Message 2 Response (851)
Message 3 Response (852)
Message 4 Response (853)
Message 5 Response (854)
End Message 1
End Interchange Header

Appendix

Forms and Information

APERAK Example

```
UNB+UNOA:2+DPH:ZZ+QQQ:ZZ+040414:1116+354++APERAK'
    UNH+1+APERAK:D:97A:UN'
        BGM+7+0000000021239565+9+RE'
        DTM+137:200404141102:203'
        FTX+AAP+++DESADV'
        RFF+SI:0'
        RFF+DM:0000000021243781'
        DTM+9:20040414103725:203'
        NAD+FR+811838999::16'
        NAD+MR+006068050::16'
        ERC+ZE105::ZZZ'
        RFF+ACD:N/A'
        FTX+AAO+++DUPLICATE ASN'
    UNT+13+1'
UNZ+1+354'
```

Interchange Header **DELPHI MAILBOX ID:ZZ; SUPPLIER MAILBOX ID**[1]
Message Header 1, Document Type, Version
Document issue date
End Interchange Header
Name of message this APERAK is responding to
Reference Shipment Identification (SID) number
Reference document number
ASN processing date/time
Message sender
Message recipient
Application error information
Additional reference number
Error text message
End Message 1
End Interchange Header

Appendix

Forms and Information

RECADV Example

```
UNB+UNOA:2+DPH:ZZ+QQQ:ZZ+040412:1330+460++RECADV'
    UNH+1+RECADV:D:97A:UN'
        BGM+632+0182143476+9'
        DTM+137:20040408:102'
        RFF+SI:000112640'
        DTM+111:20040408:102'
        RFF+CR:0182143476'
        DOC+632'
        NAD+SU+006068050::92'
        NAD+ST+DA01::92'
        CPS+1++4'
        LIN+++9401767:IN'
        QTY+12:7000'
        QTY+48:7000'
        QVR+0:119'
        RFF+ON:0550044568'
    UNT+16+1'
    UNH+2+RECADV:D:97A:UN'
        BGM+632+0182143474+9'
        DTM+137:20040408:102'
        RFF+SI:000112639'
        DTM+111:20040408:102'
        RFF+CR:0182143474'
        DOC+632'
        NAD+SU+006068050::92'
        NAD+ST+DA01::92'
        CPS+1++4'
        LIN+++9401769:IN'
        QTY+12:3000'
        QTY+48:3000'
        QVR+0:119'
        RFF+ON:0550044130'
    UNT+16+2'
UNZ+2+460'
```

Interchange Header **DELPHI MAILBOX ID:ZZ; SUPPLIER MAILBOX ID**[1]
Message Header 1, Document Type, Version
EDI Release Number; 632 for Goods Receipt
Document issue date
SID Number
ASN date
Delphi Delivery Number
Good Receipt Number
Supplier DUNS number *and name*
DELPHI SHIP TO LOCATION
Consignment Packaging Sequence (4 = no packaging hierarchy)
DELPHI PART NUMBER
ASN quantity
Received quantity
Variance quantity
DELPHI SCHEDULING AGREEMENT
End Message 1
Message Header 2, Document Type, Version
EDI Release Number; 632 for Goods Receipt
Document issue date
SID Number
ASN date
Delphi Delivery Number
Good Receipt Number
Supplier DUNS number and name
DELPHI SHIP TO LOCATION
Consignment Packaging Sequence (4 = no packaging hierarchy)
DELPHI PART NUMBER
ASN quantity
Received quantity
Variance quantity
DELPHI SCHEDULING AGREEMENT
End Message 2
End Interchange Header

Appendix

Forms and Information

Bar Code Sources

DELPHI

Date: June 23, 2003

To: Delphi Delco Electronics Systems (Delphi-E&S) Suppliers

From   Delphi Electronics & Safety Label Certification Team

Subject: Bar Code Sources

All Delphi Electronics & Safety suppliers will require certification to the Labeling Standards for the SAP/SAP launch, January 2004. Bar coding requirements are part of the standard for labeling and the packing slip. If you are a supplier in need of a bar code solution see sources listed below.

Delphi Electronics & Safety has not contacted these companies and is not working in conjunction with them. These companies are being suggested as a possible solution to your needs as an aid only. This is not an endorsement of their products or services.

These companies WILL NOT be responsible for data content or answering questions related to data content and/or business process issues. Please address any and all questions to your Delphi Electronics & Safety label contact with respect to data content and/or business process issues.

Intermec Technologies: http://www.intermec.com

Loftware: http://www.loftware.com

Symbol Technologies: http://www.symbol.com

Stratix Technologies: http://www.stratixcorp.com

Zebra: http://www.zebra.com

Regards,

Sara J. Hulet
Supplier Container Labeling
Central Production Control & Logistics
sara.j.hulet@delphi.com
765-451-4814

Appendix

Forms and Information

PACKING SLIP & SHIPMENT IDENTIFICATION (SID) BAR CODE REQUIREMENTS
Delphi Electronics & Safety

Posted on the *Delphi Electronics & Safety Documents – SAP Supplier Training* section of the **https://www.delphisuppliers.com/**

Appendix

Forms and Information

DELPHI

Date: 09/01/03   Bulletin: M030901A

To: Delphi Electronics & Safety (Delphi-E&S) Suppliers

From: Delphi-E&S - Material Management

Subject   Packing Slip Requirements for SAP/SAP Implementation

Starting January 1, 2004, all shipments made to Delphi Electronics & Safety sites will require a Packing Slip with Manufacturing DUNs Number per part number indicated on the packing slip.

This requirement supports the receiving process as we launch SAP/SAP. The Manufacturing DUNs Number is not required to be bar coded on the packing slip.

This requirement is in addition to the Bar Coded Shipment ID (SID) Number certification that we are conducting at this time for all Delphi Electronics & Safety suppliers.

All Delphi Electronics & Safety suppliers must comply to these Packing Slip requirements.

If you have any questions, please use our email address:

delco.vega.support.kokomo@delphi.com

Appendix

Appendix

Appendix A: Packing Slip Bar Code Approval

For approval of the Packing Slip bar code format, mail this form to:

a) Label Certification Team member as designated
- Team member shall direct supplier with regard to mailing samples

Appendix B: Label Approval Checklist by Delphi Internal Usage

Delphi Electronics & Safety will scan all SID bar codes presented by the supplier. A checklist will be kept on file as the Label Team qualifies the SID bar code for certification.   Supplier will be notified of pass or fail and follow up will occur if needed. Upon certification of the SID bar code supplier will be instructed to put this into production with next shipment to *Delphi Electronics & Safety*.

Forms and Information

Supplier Packing Information (SPI) Form
https://delphi.portal.covisint.com/web/portal/fud/-/journal_content/56_INSTANCE_WREV/107627/114800

IMPORTANT: Read the Delphi Global Suppliers Packaging Manual -- click here to learn how to download a copy

DELPHI
SUPPLIER PACKAGING INFORMATION

DELPHI PROVIDED INFORMATION: ☐ Initial Submission ☐ Change

DELPHI CONTACT NAME	CONTACT PHONE NUMBER	E-MAIL / FAX	DATE SUBMITTED

RFQ (or QRF)	DELPHI REQUIRED CONTAINER	EST STD PACK QTY	PACK OPTION
			☑ Expendable ☐ Returnable

SPECIAL PACKAGING REQUIREMENTS

ADDITIONAL COMMENTS | PART WEIGHT | ☐ Additional Rqmts Attached

EXPENDABLE PACK REQUESTED: provide INFO for Expendable Packaging and PRICES for BOTH Expendable and Returnable Pack Options /

SUPPLIER PROVIDED INFORMATION ☐ Initial Submission ☐ Change

SUPPLIER COMPANY NAME	CONTACT NAME	CONTACT PHONE NUMBER	EMAIL / FAX	DATE

COMPANY ADDRESS	SHIPPING ADDRESS (IF DIFFERENT)	DUNS NUMBER

PROGRAM / MODEL YEAR	PART DESCRIPTION	PART L x W x H

PART NUMBER (S)	VOLUME	SHIP FREQ ☑ Daily ☐ Other

RETURNABLE PACK INFORMATION — EXPENDABLE MATERIAL COST PER PIECE $ (USD)

PRIMARY CONTAINER TYPE	ID #	LWH	TAREWT	MATERIAL
(n/a)				(n/a)
DUNNAGE TYPE	ID #	LWH	TAREWT	MATERIAL
(n/a)				(n/a)
DUNNAGE TYPE	ID #	LWH	TAREWT	MATERIAL
(n/a)				(n/a)
SECONDARY CONTAINER TYPE	ID #	LWH	TAREWT	MATERIAL
(n/a)				(n/a)

STANDARD PACK QUANTITY	NO. OF PRIMARY CONTAINERS/LAYER	NO. OF LAYERS ON/IN SECONDARY CONTAINER

PARTWEIGHT	PRIMARY CONT GROSSWEIGHT	SECONDARY CONT GROSSWEIGHT	METHOD TO SECURE LOAD	MATERIAL
			(n/a)	(n/a)

EXPENDABLE PACK INFORMATION — EXPENDABLE MATERIAL COST PER PIECE $ (USD)

PRIMARY CONTAINER TYPE	ID #	LWH	TAREWT	MATERIAL
(n/a)				(n/a)
DUNNAGE TYPE	ID #	LWH	TAREWT	MATERIAL
(n/a)				(n/a)
DUNNAGE TYPE	ID #	LWH	TAREWT	MATERIAL
(n/a)				(n/a)
SECONDARY CONTAINER TYPE	ID #	LWH	TAREWT	MATERIAL

Appendix

Forms and Information

DELPHI DELCO TRANSPORTATION DEPARTMENT TELEPHONE NUMBERS:

Domestic - Inside North America
(765) 451-3502 Scott Marschand
Scott.e.marschand@delphi.com
(765) 451-3527 Greg Warnock
Greg.w.warnock@delphi.com

International - Outside North America
(765) 451-3527 Greg Warnock
Greg.w.warnock@delphi.com
(765) 451-3502 Scott Marschand
Scott.e.marschand@delphi.com

Appendix

Contact Information

ANX/Velocity
Contact telephone number is +1(800)759-8282

Containerization
General questions:

German Mondaca
Inbound Packaging Engineer
915-512-8847
German.mondaca@delphi.com

Jesus E Sanchez
Inbound Packaging Engineer
915 612-7824
Jesus.e.sanchez@delphi.com

Pedro A Torres
Inbound Packaging Engineer
915-612-8018
Pedro.a.torres@delphi.com

EDI
If concerned that you are not receiving your EDI messages, please contact the SAP Support Team at the Delphi Help Desk:

    Telephone: 877-7DELPHI (877-733-5744), prompt 4, prompt 4
    International: +1(915)774-6599, prompt 4, prompt 4

Include the following when calling:

- ❑ Company name
- ❑ Supplier SAP code
- ❑ DUNs Number
- ❑ Contact Name
- ❑ Contact Telephone
- ❑ Contact Email
- ❑ Delphi Plant you supply

A problem (DW) case will be opened and someone from the SAP Support team will assist you.

If you have operational or procedural questions concerning EDI, please contact:

    Tom Richardson   +1(765)451-3513
            Email: thomas.a.richardson@delphi.com

Appendix

Contact Information

Labeling

Suppliers should have been contacted by the Label Certification Team. If you not been contacted, or you do not know who your Label Certification Team Member is, call the Delphi-E&S Electronics Lead.

General Questions

       Andrea Taylor +1(765)451-3524

              E-mail: andrea.taylor@delphi.com

Questions regarding component specifications supplier requirements

     Patrick L Figueroa +1(765) 451-5172

              E-mail: patrick.figueroa@delphi.com

Appendix

Contact Information

Payment and Receiving Dock Contacts
For up-to-date contact information please download the appropriate document from URL:

> http://www.delphisuppliers.com/vendor_documents/delphi-d/Rec_Dock_Contacts.zip

For North America:
http://www.delphisuppliers.com/vendor_documents/delphi-d/NA_**SAP_Payment_Instructions.zip**

For **Singapore**:
http://www.delphisuppliers.com/vendor_documents/delphi-d/**SingaporePayment.ZIP**
tbd

Payment Escalation and Receiving Dock contacts are kept current at the Vendor Documents website, as listed above.

Supply Management
Primary contact for suppliers is the appropriate Buyer listed on the Supply Management documents under Supply Management Contacts.

Transportation
A specific routing document will be provided to each supplier shipping into a Delphi facility that identifies the carrier assigned.
Contacts: Scott Marschand +1-765-451-3502 or scott.e.marschand@delphi.com
        Greg Warnock +1-765-451-3527 or greg.w.warnock@delphi.com

WebEDI
If utilizing WebEDI, you must register for this tool. Assistance with registration or assistance with problems accessing WebEDI is available through the Delphi Help Desk at the following telephone numbers:

> Telephone: 877-7DELPHI (877-733-5744), prompt 4, prompt 4
> International: +1(915)774-6599, prompt 4, prompt 4
> URL: http://us.register.covisint.com/start.html

If you have operational or procedural questions concerning WebEDI, please contact:

> Thomas Richardson 765-451-3513
> Email: Thomas.a.richardson@delphi.com

SAP
Support is available for Suppliers through the Delphi Help Desk, which is a Delphi-wide Center of SAP R/3 expertise based in Troy, MI. Development and Deployment Teams address continuous improvement and offer a 24-hour Help Desk:

> Telephone: 877-7DELPHI (877-733-5744), prompt 4, prompt 4
> International: +1(915)774-6599, prompt 4, prompt 4

For questions concerning this **Delphi-E&S SAP Supplier Training**:

> E-mail: delco.vega.support.kokomo@delphi.com

Appendix

Contact Information

Supplier Evaluation

The Covisint web site lists global contacts at: http://www.covisant.com/help/contact/custserv/
The International Help Desk Numbers are below:

Country	Toll-Free Number	Direct Dial Number
US	866.273.5038	859.737.6141
Canada	866.273.5038	859.737.6141
Australia	1.800.787.355	859.737.6141
Japan	0066.33.821497	859.737.6141
Argentina	0800.666.0367	859.737.6141
Brazil	000817.200.3649	859.737.6141
Mexico	001800.903.2588	859.737.6141
Venezuela	0800-1-00-5987	859.737.6141
Austria	0800/ 291488	+32 1578 2057
Belgium	0800/ 999 85	+32 1578 2630
France	0800/ 91 68 77	+32 1578 2633
Germany	0800/ 1860092	+32 1578 2632
Italy	800/ 780424	+32 1578 2634
Portugal	800/ 832 058	+32 1578 2630
Spain	900/ 973 274	+32 1578 2631
Sweden	020-791-826	+32 1578 2630
UK	08000/ 284 770	+32 1578 2630
Poland	00800 1112095	+32 1578 2630
Malaysia	800 80 7658	859.737.6141
Thailand	001.800.1.3.200.4876	859.737.6141
Taiwan	00801 14 8417	859.737.6141

Appendix

Contact Information

Supplier Evaluation (cont.)

Supplier Portal questions

      Covisint Help Desk

Covisint Registration Information

      E-mail: engage@covisint.com OR

      On-line Covisint Registration form (refer to Supplier Evaluation section of training)

Covisint Problem Solver Application

      Covisint Help Desk

      As back-up only

          Roberto Brana

          Telephone: (956) 228-7040

          E-mail: roberto.brana@dellphi.com

Supplier Training questions:

      On-line Help Guide in Covisint Problem Solver

      As back-up only:

          Roberto Brana

          Telephone: (956) 228-7040

          E-mail: roberto.brana@dellphi.com

Problem case questions

      Contact the problem case owner

Appendix

Supplier Payment Information

Supplier payment process information is available at URL:

> http://www.delphisuppliers.com/vendor_documents/delphi-d/

DELPHI
Driving Tomorrow's Technology

Home | Contact Administration | Vendor Documents | Delphi Supplier Community

Delphi Electronics & Safety Documents

Delphi Corporate

Delphi Electronics & Safety

Delphi Powertrain Systems

Delphi Thermal Systems

Delphi Product & Service Solutions

- Carrier Manual
  DE_REF_667.01A.zip (32K Winzip MS Word document)

- North American **SAP** Supplier Payment Process
  NA_SAP_Payment_Instructions.zip

- Web Site with Component Engineering documents

- SAP Supplier Training

- Supplier Instructions for Submitting PPAP Packages to Delphi E&S
  Submitting PPAP Instructions_Apr_21__2010.pdf

- IMDS Submission Instructions for Suppliers
  IDMS letter_May 3.pdf

- Delphi E&S Direct Supplier Cancellation Claim Request Training
  Supplier Cancellation Presentation 06-30-10.zip
  DE WI FOR 406.05.01A.zip