

DAIMLER



System for ramp-up management and parts readiness
start Supplier Communication
Change Management
Manual for Suppliers

Release 10

Table of contents

1. About this manual	3
2. System prerequisites and access to <i>start</i>	4
Registration to <i>start</i> Supplier Communication	4
Access to <i>start</i> in Covisint	5
3. General operation of <i>start</i>	6
Layout of the application window	6
4. Fundamentals	8
Central themes of supplier communication	8
Supplier communication	8
Deadline coordination	8
States of processing	9
Version control for deadline coordinations	10
Phase transitions of deadline coordinations and versions	11
Email notification for procedures	12
5. Entering (once) the key contact person	13
Task of the key contact person	13
6. Deadline coordination list	14
"Filter" record tab	14
"Supplier deadline coordination list" record tab	16
7. Deadline coordination single record	19
8. Mass maintenance of deadline coordinations	22
9. Direct jump to deadline coordination	25
Direct jump using the part number	25
10. Deadline coordination "history"	26
11. Using <i>start</i>: Performing supplier communication	27
Daimler employee in phase 1	27
Supplier user in phase 2	27
Daimler employee in phase 3	29
Daimler employee and supplier in phase 4	30
Direct input by Daimler employee – all phases	30
Glossary	32
Contact	36

1. About this manual

This manual is intended to help you to become familiar and work efficiently with supplier communications in **start**.

The manual describes the system functions from the supplier's point of view. Many functions which affect a different group of users are only described here briefly, and solely to provide a better understanding of the associated processes.

The focus of this manual is on supplier communication in change management, i.e. within the framework of controlling new projects. The functions and processes within launch management are described in the manual for **start** Supplier Communication - Launch Management.

General information about supplier communication, system prerequisites and access to the system is provided in chapters 2 - 3. Here you will also find an explanation of the basic operating logic and the screen layout.

The following chapters take you step by step through the operating principles of supplier communication. Here, the various record tabs and option settings of the process sequence are described accordingly.

The chapter "Performing supplier communication" uses an example of a deadline coordination to describe the process and functions of supplier communication.

In the appendix you will find contact details for seeking advice in the event of technical queries.

We have sought to use technical terms in a sensible and comprehensible manner. At the end of the manual, you will find a glossary explaining the most important terms.

We would like to wish you every success working with "**start** Supplier Communication".

The current version of this manual, as well as further information about **start**, can be found in "Covisint" at the following path: Daimler As Partner > Daimler Supplier Trainings > Logistics > Training Documents **start**

2. System prerequisites and access to *start*

start is an internet-based application for which you only require a web browser. You do not need to install any additional software on your computer in order to operate **start**. The following web browsers are supported:

- From Internet Explorer 6.0, Firefox 2.0 or newer.

The settings of your web browser must fulfill the following requirements:

- The browser must allow "Javascript" to be run.
- The popup blocker, which prevents additional windows from being opened, must be deactivated.
- The "Allow temporary cookies" setting must be activated.
- The internet connection must correspond at least to the DSL 1000 standard.

Note: In the event that the pages in **start** cannot be displayed or are displayed incorrectly, or you cannot make the specified settings, please check your firewall settings or contact your local IT support.

Registration to *start* Supplier Communication

Access to **start** is granted via **Covisint**. To do this, the following steps must be taken:

Prerequisite: An application administrator in your company has authorization to grant access to the application for further employees.

1. Each required employee has access to Covisint.
2. The application administrator grants the user access to the **start** application. In addition, Daimler must assign the respective "CM Supplier Communicator" role during rollout.

The user can then access all deadline coordinations which are assigned to the associated supplier number.

Access to *start* in Covisint

Once you have logged on to the supplier portal (<http://daimler.covisint.com>), locate the ***start*** application as follows:

Select the "Mercedes-Benz Cars" business unit. In the "Applications" record tab, you will find all applications available to you in this business unit.

Click on the "***start***" entry. You will then be transferred to the system's start page.

Note: If you cannot see the entry or are not able to access the system, please contact the Corporate User Helpdesk (CUHD) or your local administrator for Covisint.

CUHD

Telephone: +49 711 17 83388

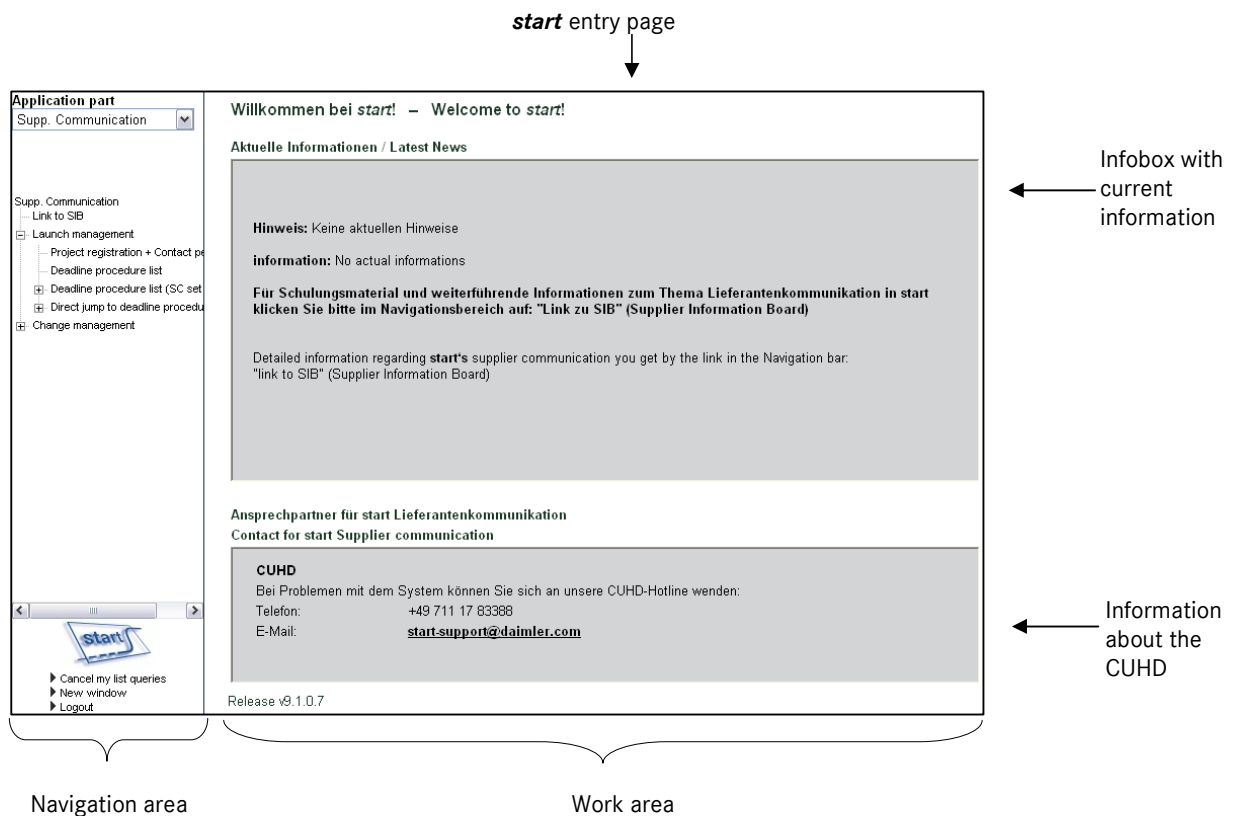
Email: start-support@daimler.com

Available: Mon - Fri from 6.30 am until 7.00 pm

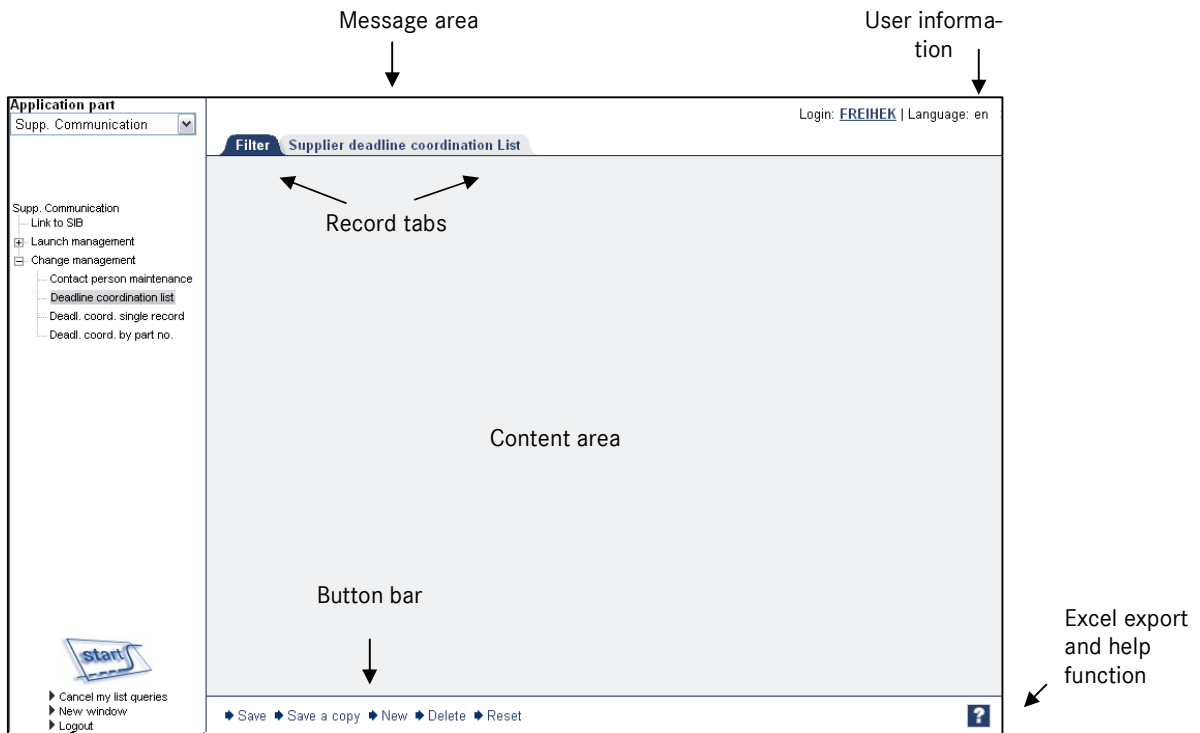
3. General operation of *start*

Layout of the application window

Application windows in the **start** system all feature the same general layout: The windows are divided into two main areas, the navigation bar on the left-hand side and the work area on the right. The navigation bar is used to navigate through the application and to activate the individual functions of the system. The work area of the application window shows the screen sections, which provide you with the various data views, option settings and actions of **start**.



The work area is then further divided into the message area, content area and button bar. The message area is where information and error messages are displayed. These messages serve to assist you in identifying and eliminating any errors which may occur. If there is no message at present, the message area will be empty.



All truncated elements feature a tooltip which displays a long description of the function when you place the mouse cursor on the respective word.

4. Fundamentals

Central themes of supplier communication

Supplier communication

Supplier communication is a system-supported deadline coordination process between Daimler AG and external and internal suppliers. In the case of successful communication, this process results in coordinated supplier deadlines.

Supplier communication has the following aims:

- Coordinated deadlines for all relevant parts which are to be supplied to Daimler AG by the suppliers.
- Savings in manual effort and time for Daimler AG and the respective supplier.
- Accelerated data exchange between Daimler AG and supplier.
- More up-to-date data.
- Provision of information and transparency for all divisions.
- Creation of a standardized system with common data basis.
- Usage by all suppliers.
- Recording of all steps in deadline coordination.

Deadline coordination

In **start** change management, statements for production change notices (PEM) are created to enable the divisions involved in the PEM to provide information as feedback.

This information is collected by the production controller and forms the status of the PEM.

The feedback for supplier dates represents a special kind of feedback. Feedback on the PPAR date (production process and product approval report) as well as the earliest and/or latest serial delivery dates is retrieved through deadline coordination with the external suppliers.

Deadline coordinations in change management take on the same role as deadline procedures in launch management.

A deadline coordination has the following characteristics:

- It refers to one part number from the PEM parts and one supplier (identified by the supplier number and index).
- The deadline coordination always refers to the feedback for supplier dates. There is no deadline coordination without reference to a feedback.
- A deadline coordination is set up automatically when the feedback for supplier dates is distributed. In certain circumstances, it is also possible to set up a deadline coordination manually, in the event that additional supplier relations become relevant for a part in a feedback which has already been distributed.
- The MRP controller can decide that no communication should be started

- for certain deadline coordinations.
- A deadline coordination can go through several coordination rounds, until all persons involved in the process are satisfied with the coordinated deadlines. A new version is created for each round. The previous version can still be called up.
- Each deadline coordination has a state of processing (phase) which indicates the process step the coordination has reached.

States of processing

The deadline coordination process is generally divided into four different phases. These four phases are indicated by four states of processing. All changes in the states of processing are recorded. The states of processing are designated as follows:

- **Phase 1 – Preset dates**

Functional significance:

- Phase 1 represents the initial state of the deadline coordination.
- The MRP controller at Daimler AG can decide whether he wishes to start supplier communication for the deadline coordination.
- The supplier can see when and which deadline coordinations are scheduled for him.
- The Daimler AG employee generally starts the supplier communication with the deadline coordination in phase 1.
- The MRP controller can check and, if necessary, change the precalculated response deadline and adds a comment for the supplier.

- **Phase 2 – Retrieve supplier dates**

Functional significance:

- In phase 2, the deadline coordination from phase 1 has been forwarded to the supplier.
- In this phase, the supplier enters his expected dates for the deadline coordination.
- The supplier sends the deadline coordination back to Daimler.

- **Phase 3 – Check supplier dates**

Functional significance:

- In phase 3, the Daimler AG employee checks the dates provided by the supplier.
-

- **Phase 4 – Done**

Functional significance:

- Deadline coordinations reach phase 4 when the supplier communication is completed.
- The collected information is now available to the production controller and can be used in production breakpoint control.

It is also possible for deadline coordinations to have the status "Canceled" (phase 5). Deadline coordinations may be canceled by the Daimler AG employee or by the system. Canceled deadline coordinations are marked as canceled and are retained in the system. Deadline coordinations are never deleted.

Functional significance of canceled deadline coordinations:

- The deadline coordination is no longer used in supplier communication. This state applies if a component of the deadline coordination's **functional key** is no longer valid or if the coordination has been canceled manually. This will be case if, for example, the part was assigned to another PEM or replaced by another part prior to the production breakpoint or if the supplier is no longer valid.
- The components of the functional key are as follows:
 - Feedback
 - Supplier (supplier number + supplier index)
 - Part number

Note: In supplier communication, the supplier is considered as the combination of supplier number and supplier index (supplier plant).

Version control for deadline coordinations

In supplier communication, the deadline coordinations generally run through each of the phases 1 to 4 once.

In certain circumstances, it is necessary to reset the communication for a deadline coordination.

In such cases, a new version of the coordination is created, which then begins at phase 1 for Daimler or phase 2 for the supplier. The previous version is no longer processed but is retained.

New versions are generally created when deadlines which have already been communicated need to be changed in a deadline coordination.

This is only possible as long as the feedback is still open, i.e. at least one deadline coordination for this feedback has not yet been finally submitted.

If a new version of a deadline coordination is created by Daimler AG in phases 2 to 4, the deadline coordination is automatically reset to phase 1 – "preset dates".

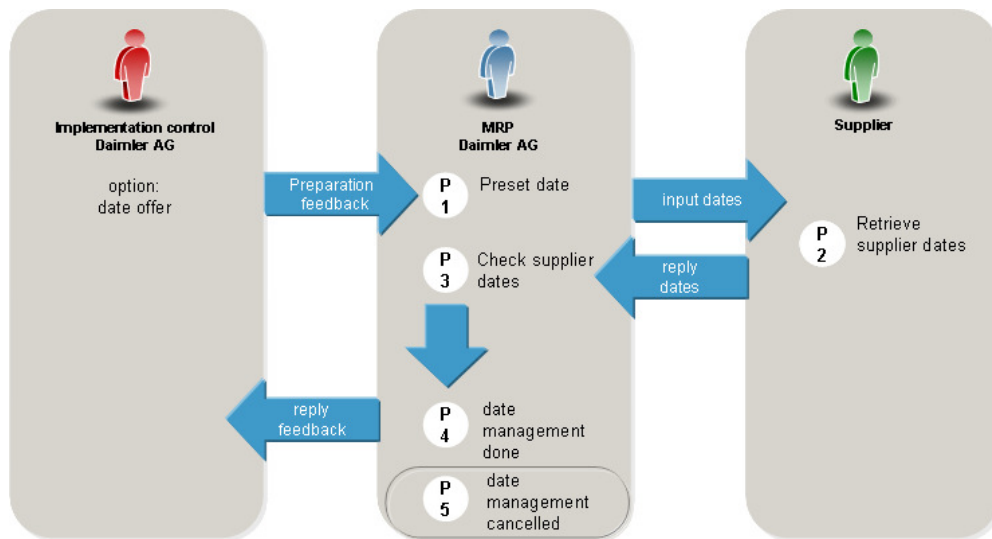
If a new version of a deadline coordination is created by a supplier in phases 3 or 4, the deadline coordination is automatically reset to phase 2 – "retrieve supplier dates".

For canceled deadline coordinations, a new version can only be created by the Daimler AG employee or by the system.

If a new version of a canceled deadline coordination is created by the Daimler AG employee or by the system, the deadline coordination is automatically reset to phase 1 - "preset dates".

The prerequisite for the manual creation of a new version of a canceled deadline coordination is that all components of the deadline coordination's functional key are still valid and that the deadline coordination was canceled manually (and not by the system!).

Phase transitions of deadline coordinations and versions



Email notification for procedures

The system sends emails in order to inform the responsible deadline communicators at Daimler AG and the supplier about requests for action and procedures relating to deadline coordinations.

Sample email notification relating to processing procedures:

noreply.start@daimler.com 08.06.2011 14:25	An Kopie Thema	t.s.@beispielgmbh.de start: Terminabstimmung in BS2: 2532 / start: Deadline coordination in
--	----------------------	--

Sehr geehrter Anwender von start,

Die Terminabstimmung mit der Nummer 2532 für das Teil A 346 887 665 hat
Bearbeitungsstand 2 - Lieferanten Termine eingeben erreicht.

Sie gehören für diese Information zur Gruppe der zu benachrichtigenden Benutzer.

Mit freundlichen Grüßen
Ihr System start

Dear start user,

The deadline coordination with the number 2532 for part A 346 887 665 has reached
state of processing 2 - Enter supplier dates.

For this information you belong to the group of users to be notified.

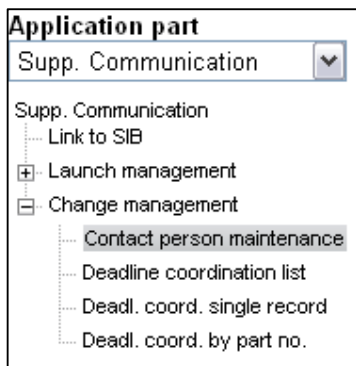
Kind regards
Your start system

5. Entering (once) the key contact person

One of the existing users must be entered as the key contact person for production changes.

This is the prerequisite for being able to carry out the following processes.

In the navigation area, select the "Change Management" menu item of the "Supp. Communication" sub-application and then the "Contact person maintenance" function.



- Select the supplier from the dropdown list.
- Select the contact person from the dropdown list.
- You can add comments relating to the contact person if necessary.
- Save your changes.

Key contact person					
Name	Daimler UID	Covisint UID	Phone	E-mail	Com
Zemann, Thomas	XDE3814	DZKK91	+49 711207787	thomas.zemann@example.com	

Current supplier users					
Name	Daimler UID	Covisint UID	Phone	E-mail	Comment
Haubner, Michael	MHAUBNER	WZ3N182	+49 7031 90 87229	michael.haubner@example.com	
Nick, Gerald	GNICK42	JZQX5N	+49 151 58601938	gerald.nick@example.com	
Puiu, Valentin	XDE70LS	BZF88R	+40 257 914159	valentin.puiu@example.com	



Task of the key contact person

The key contact person initially receives the deadline coordinations from the Daimler employee and has the task of delegating these within this company.

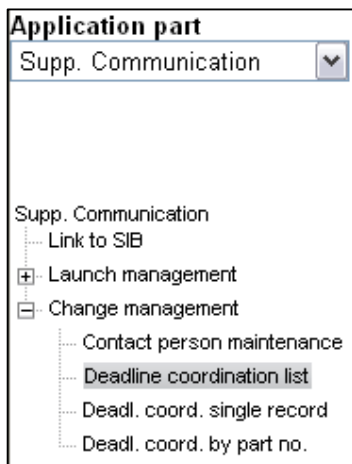
If the Daimler employee (MRP controller) knows the specific contact person on the supplier side, he can also select this contact person directly and forward the deadline coordination to this person.

The active contact person can be changed at any time by selecting another contact person (see above).

6. Deadline coordination list

The deadline coordination list provides an overview with information about your own deadline coordinations. Which deadline coordinations are displayed in the list is determined on the "Filter" record tab.

To create the deadline coordination list, select "Change Management" -> "Deadline coordination list" in the "Supp. Communication" sub-application. The "Filter" record tab then opens in the work area.



The following record tabs exist for the deadline coordination list:

- "Filter" record tab
- "Supplier deadline coordination list" record tab



"Filter" record tab

The filter can be used to determine which items appear in the deadline coordination list.

The upper section of the filter area contains the "Saved filters" dropdown list (1) containing all filters previously saved. If no filters have been saved yet, the dropdown list will be empty.

In the "Filter name" field (2), the name of the filter can be entered if the filter is to be saved. A description (3) of the filter can also be entered.

Filter		Supplier deadline coordination List	
1	Saved filters:	(New Filter)	
	Filter name:	All Deadline coordinations in P2	2 Standard filter: <input type="checkbox"/>
3	Description:		Read-only: <input type="checkbox"/>

The middle section of the record tab is where the filter settings are selected. Use the mouse to select the item(s) you wish to use in the filter. To select several items in one box, hold down the Ctrl key while clicking with the mouse.

Filtering by phase

The phases represent the status of the current deadline coordinations. You can retrieve the deadline coordinations that you need to process in phase "P2 - Retrieve supplier dates" (1).

Filtering by supplier plants

If several supplier plants are relevant for you, these will be listed here and can be selected via multiple selection (Ctrl key + mouse click) (2).

Filtering by responsible supplier

In the "Responsible supplier" field (3), multiple selection can be used to filter by deadline processes which are assigned to one or more specific contact persons. Selecting "<EMPTY>" will filter by deadline processes which are not yet assigned to a responsible contact person (only feasible in P1).

Note: Please note that there is a difference between making no selection here and selecting the "<EMPTY>" entry. The "<EMPTY>" entry filters by all deadline processes which are not yet assigned to a responsible contact person, i.e. all deadline processes which are not yet in progress.

The filter blocks can be used to make further filter settings (4).

Filter Supplier deadline coordination List

1 Saved filters: All Deadline coordinations in P2

Filter name: All Deadline coordinations in P2 Standard filter:

Description: Read-only:

Phase: P1-Preset dates
P2-Retrieve supplier dates **2**
P3-Check supplier dates
P4-Done
P5-Canceled

Filter settings

Supplier: 11004660/ **3** Responsible supplier: **4**
<EMPTY>
Baumann, Peter
Brepohl, Klaus
Burgmer, Ulrich
Haubner, Michael

▼ Filter block

Attribute group	Column name	Op.	Filter criterion
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

◆ Save ◆ Save a copy ◆ New ◆ Delete ◆ Reset

To save your filter in the list of "Saved filters", click on "Save" (1) in the button bar.

To copy an existing filter, click on "Save a copy" (2). The currently selected filter will be copied and assigned the filter name "Copy of <filter>". To change the name, enter the desired name in the "Filter name" field and click on "Save".

To create a new filter, click on "New" (3). An existing filter can be deleted using the "Delete" function (4). If you wish to undo any changes which have been made but not yet saved, click on "Reset" (5).



"Supplier deadline coordination list" record tab

A list of deadline coordinations is displayed here as the result of the filter.

The filter and sort settings (predefined in this example) are shown in the upper section. The list area contains quick filters, history buttons, check boxes and the number of deadline processes and hits which match the filter criteria.

The quick filter fields (1) (white fields) enable the respective column to be filtered according to the value entered. The search process is started by clicking on "Refresh".

The history buttons (2) call up an overview of the previous actions relating to the deadline coordination in a new window.

	DC ID	Part number	Suppl-No	Suppl-Idx	Suppl no w idx	P	Phase name	DIP
<input type="checkbox"/>	*	*	*	*	*	*	*	*
<input type="checkbox"/>	2519	A 231 900 27 01	11203544		11203544	2	Retrieve supplier dates	<input type="checkbox"/>
<input type="checkbox"/>	2520	A 231 900 28 01	11203544		11203544	2	Retrieve supplier dates	<input type="checkbox"/>

of deadline coordinations: 2 Hits 1 to 2 of 2, Page 1

Refresh DC single record Mass maintenance

The deadline coordinations are displayed in the list area. Duplicate entries (several lines for one deadline coordination) can only occur if several plants exist for the respective deadline coordination.

The list shows all the available information about the deadline coordination as well as additional selected (defined) information about the respective parts.

The individual attributes are described in more detail below in the description of the single deadline coordination record (see P. 21, Chapter 7).

The following attributes are available as links:

- DC ID: Opens the deadline coordination single record as a popup window.
- User ID: Opens the user information as a popup window..

	DC ID	Part number	UID Resp. person supplier	Supplier comment	Last editor Daimler AG	UID Last editor Daimler AG	Resp. person Daimler AG
<input type="checkbox"/>	*	*	*	*	*	*	*
<input type="checkbox"/>	2519	A 231 900 27 01	XMA31R8		Gill, Michael	MGILL44	Gill, Michael
<input type="checkbox"/>	2520	A 231 900 28 01	XMA31R8		Gill, Michael	MGILL44	Gill, Michael

Number of deadline coordinations: 2 Hits 1 to 2 of 2, Page 1

Refresh DC single record Mass maintenance

The deadline coordination list contains the following attributes in the following column sequence:

- Deadline coordination ID and part number as fixed columns
- Supplier number, Supplier index, Supplier number with index, Phase, Phase name, Daimler AG direct input, Supplier item number, Description,

Supplier name, Version number, Last editor supplier, UID Last editor supplier, Responsible person supplier, UID Responsible person supplier, Supplier comment, Last editor Daimler AG, UID Last editor Daimler AG, Responsible person Daimler AG, UID Responsible person Daimler AG, MRP controller comment, Plant, MRP controller index, Q status, Decision part, Decision process, Final decision PPR, Final decision color, Series supplier release status, Date Resubmission, Target PPAR (sample parts receipt) MRP, Sampling time, Due date (supplier), First serial delivery, Expected PPAR (sample parts receipt) MRP, Min. lead time 1st call-off -> 1st serial delivery, First serial delivery as early as possible, First serial delivery as late as possible, Date Resubmission Prognose (8-digit supplier), PPFB samples (M6) plant Expected date, PPFB samples (M6) Expected date, Color PPAR plant Expected date, Color PPAR Expected date, In phase since,

A detailed description of the truncated attributes is provided by a tooltip which appears when you place the mouse cursor on the respective word.

You can switch to the deadline coordination single record via the button bar. For this purpose, use the check boxes (1) to select the deadline processes you wish to view and then click on the "DC single record" button (2).

	<input type="checkbox"/>	DC ID	Part number	Suppl.-No	Suppl.-Idx	Suppl no w idx	P	Phase name	DIP	Supplier item number	Part name
	<input type="checkbox"/>	*	*	*	*	*	*	*	*	*	*
	<input checked="" type="checkbox"/>	2519	A 231 900 27 01	11203544		11203544	2	Retrieve supplier dates	<input type="checkbox"/>		CU COMPL SV
	<input type="checkbox"/>	2520	A 231 900 28 01	11203544		11203544	2	Retrieve supplier dates	<input type="checkbox"/>		CU COMPL SV

Number of deadline coordinations: 2 Hits 1 to 2 of 2, Page 1

Refresh DC single record Mass maintenance

The selected deadline processes are adopted and it is possible to scroll through the individual records (see the next chapter for more information on the single record display).

Deadline coordination single record

Deadline coordination id: 2520 Record 1 of 2 Display Delete record from selection

Part: A 231 900 28 01 CU COMPL SWITCHBLOCK ZNR: 001 ZGS:

Supplier: <SUPPLIER NUMBER> <SUPPLIER NAME>

MRP controller index: 206
Emily
Example
<USERID>

7. Deadline coordination single record

The single record display is used for viewing, maintaining and forwarding a single deadline coordination.

You can jump to the single record display either by selecting the "Deadl. coord. single record" item in the navigation area or by clicking on the DC ID link in the list of all deadline coordinations.

The single record display of a deadline coordination is divided into the following areas:

- Single record header
- "Deadline coordination" screen section
- "Dates and comments" screen section
- "User" screen section
- "Information from launch management" screen section
- "Other deadline coordinations series" screen section
- "Sampling information" screen section
- Button bar

Deadline coordination single record			
Deadline coordination id: 2520		Record 1 of 2 Display Delete record from selection	
Part: <PARTNUMBER> SWIT OP.UNIT MKS USA		ZNR: 001 ZGS:	
		MRP controller index: 206 Emily Example <USERID>	
Supplier: <SUPPLIER NUMBER> <SUPPLIERNAME>			
PEM:	N31301 Plant:0670	Feedback:	1625
KEM number(s) of part:	YAP29161/11	Change notice(s) for part:	Ungültig global
PAEV number(s) of PEM:	0108534-00;	IC Comment for part:	
H Version 1		State of processing: 2 -Retrieve supplier dates In phase since: 2011-12-16 07:19	
		Specification from Daimler MRP controller to supplier	Supplier confirmation
Due date		2011-12-06	
PPAR (sample parts receipt)			<input type="text"/>
First serial delivery			<input type="text"/>
First serial delivery as early as possible			<input type="text"/>
First serial delivery as late as possible			<input type="text"/>
Min. lead time 1st supplier release (LAB) -> 1st serial delivery			<input type="text"/> Weeks

The single record header

In addition to an ID, each deadline coordination also has an assignment to a part, a supplier, an ZNR and ZGS and the MRP controller index. This information is shown in the upper section of the single record.

Switching to other DCs

Deadline coordination single record			
Deadline coordination id:	<input type="text" value="2520"/>	Display	
Part: A 31 900 01 CU COMPL SWITCHBLOCK CENTRAL-OP.UNIT MKS USA	ZNR: 001	ZGS:	MRP controller index: 206
Supplier: 11 35 4 /	GMBH PLIMAS		

To open the single record of another deadline coordination, enter the DC ID in the "Deadline coordination ID" field (1) and click on "Display".

Direct access is also possible via the "Deadl. coord. single record" entry in the navigation area.

The "Deadline coordination" screen section

Information about the PEM, the history and feedback can be found in the deadline coordination area.

The version and current phase is also displayed.

PEM:	N31301 Plant:0670	Feedback:	1625
KEM number(s) of part:	YAP29161/11	Change notice(s) for part:	Ungültig global
PAEV number(s) of PEM:	0108534-00;	IC Comment for part:	
H Version	<input type="text" value="1"/>	State of processing:	2 -Retrieve supplier dates
		In phase since:	2011-12-16 07:19

The "Dates" screen section








The dates matrix shows the milestones and presettings of material control.

In the "Supplier confirmation" column, your dates can be entered either manually or by means of the calendar popup.

In accordance with the specification of the MRP controller, the expected date for the delivery of sample parts and the production process and product approval report (PPAR) is to be specified by the supplier as well as the (earliest) possible date for the first serial delivery. A latest possible date for serial delivery can also be specified where required.

The "Due date" deadline represents the date by which feedback on the dates is required.

The "Min. lead time 1st supplier release -> 1st serial delivery" field is an optional field for entering the number of weeks which the supplier considers to be necessary between the first supplier release and the series production delivery. In the "MRP controller comment" field, the MRP controller provides additional information or comments relating to the feedback on the dates. In the "Supplier comment" field, the supplier can enter random text in order to provide additional information.

	Specification from Daimler MRP controller to supplier	Supplier confirmation
Due date	2011-12-06	
PPAR (sample parts receipt)		<input type="text"/> 
First serial delivery		
First serial delivery as early as possible		<input type="text"/> 
First serial delivery as late as possible		<input type="text"/> 
Min. lead time 1st supplier release (LAB) -> 1st serial delivery		<input type="text"/> Weeks
MRP controller comment:		
please fill in date for PPAR and give a comment.  		
Supplier comment:		
<input type="text"/>  		

The "Deadline coordination details" screen section

The deadline coordination details show the responsible persons (on the part of Daimler AG and the supplier) and the last editors in the respective roles (Daimler AG and supplier).

An internal item number, which can be assigned to the part by the supplier, can also be entered here.

In the "Supplier" column of the "Responsible person" line, the deadline coordination is assigned to another **start** user of the supplier, e.g. the person responsible for the respective part.

	Daimler AG	Supplier
Responsible person	<input type="text" value="Kaden, Thomas (TKADEN)"/>	<input type="text" value="Nick, Gerald (GNICK42)"/> 
	Kaden, Thomas (TKADEN)	Nick, Gerald (GNICK42)
Last editor	<input type="text" value="Freiheit, Katja (FREIHEK)"/>	<input type="text" value="Nick, Gerald (GNICK42)"/>
	Freiheit, Katja (FREIHEK)	Nick, Gerald (GNICK42)
Supplier item number		<input type="text"/>

The "Information from launch management" screen section

If the respective part is currently involved in supplier communication in **start** launch management, information about ongoing coordinations is shown here.

▼ Information from launch management					
DP ID	SC set ident	Project ID	P	Is deactivated	Q status
42414	207A300	207A300	5	<input type="checkbox"/>	Q003

The "Sampling information" screen section

In this section, plant-specific attributes relating to responsible persons (MDI), sampling (ZGS info, Q status, part decision, process decision, final decision PPA, final decision colour, serial delivery release) and scheduled resubmission of the associated part are displayed.

▼ Sampling information										
Plant	MDI	ZGS	Q status	F status	D-PT	D-PC	FD-PPR	FD-C	SSR	Date resubm.
0		0001	Q003	F000	G	Y	Y		Y	

The button bar

In addition to the standard functions (save, reset), the following actions can be performed for the deadline coordination via the button bar:

- Forward: Transfers the deadline coordination to the next phase. This completes your processing of the deadline coordination and forwards it to the Daimler MRP controller to be checked.
- New version: Creates a new version of the deadline coordination. This function is only available in phases 3 and 4.



8. Mass maintenance of deadline coordinations

Mass maintenance is used for simultaneously viewing, maintaining and forwarding **several** deadline coordinations.

Mass maintenance can be activated by clicking on the "Mass maintenance" button under the list of deadline coordinations.

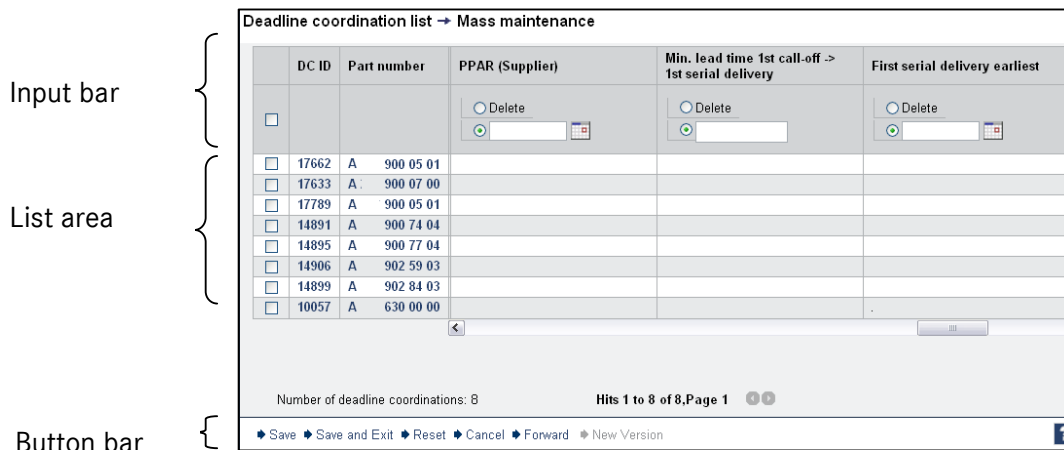
Note:

Mass maintenance is only possible for deadline coordinations which are in the same phase, i.e. the list should first be filtered by P2, for example.



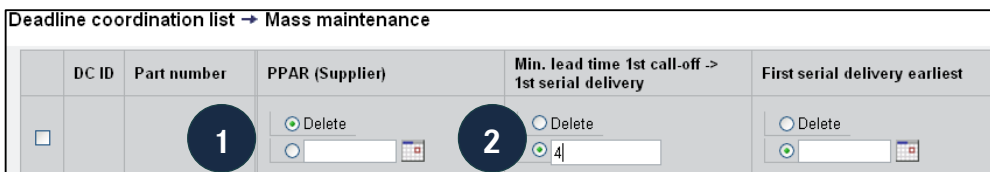
The mass maintenance screen is divided into the following areas:

- Input bar
- List area
- Button bar



The input bar for changing attributes

The input bar is used to enter changes you wish to make for several deadline processes. In doing so, you can choose to delete (1) or change (2) the existing entries.



List area

In the list area, the deadline coordinations are shown in the same way as in the deadline coordination list. All attributes which are available as links in the corresponding DC list are also available here.

How the deadlines are displayed in the deadline coordination list depends on the user configuration and the respective phase.
Using the check boxes you can select the deadline coordinations you wish to process.

Deadline coordination list → Mass maintenance					
	DC ID	Part number	PPAR (Supplier)		Min. lead time 1st call-off -> 1st serial delivery
<input type="checkbox"/>			<input checked="" type="radio"/> Delete <input type="radio"/> 2012-06-27		<input type="radio"/> Delete <input checked="" type="radio"/> <input type="text"/>
<input checked="" type="checkbox"/>	17662	A 900 42 00			
<input checked="" type="checkbox"/>	17633	A 900 07 00			
<input checked="" type="checkbox"/>	17789	A 900 05 01			
<input checked="" type="checkbox"/>	14891	A 900 74 04			

The button bar



In addition to the standard functions (reset, cancel), the following actions can be performed for the selected deadline processes via the button bar:

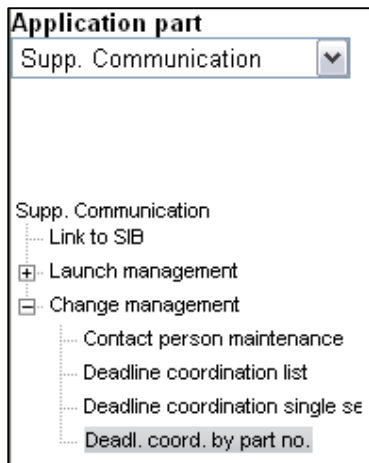
- **Save:** Saves the changes made in the input bar for the deadline coordinations selected by means of the check boxes and stays in mass maintenance.
- **Save and exit:** Saves the changes made in the input bar for the deadline coordinations selected by means of the check boxes and returns the user to the deadline coordination list.
- **Forward:** Saves the changes made in the input bar for the deadline coordinations selected by means of the check boxes, transfers these deadline coordinations to the next phase and returns the user to the deadline coordination list.
- **New version:** Creates a new version for the deadline coordinations selected by means of the check boxes and returns the user to the deadline coordination list. This function is only available in phases 3 and 4.

9. Direct jump to deadline coordination

The direct jump enables quick and targeted access to a deadline coordination using the part number.

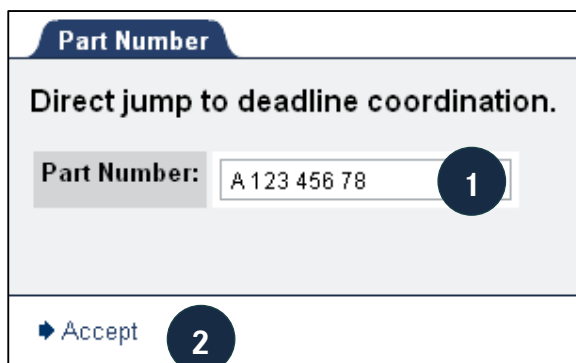
Direct jump using the part number

The input screen is called up via the "Deadl. coord. by part no." menu item of the "Supp. Communication" sub-application.



Carrying out a direct jump

Enter the part number (1) and click on "Accept" (2).



If deadline coordinations with the assigned part number are available, the deadline coordination list will open and will only contain entries relating to the entered part number.

10. Deadline coordination "history"

In all deadline coordination lists and also in the DC single record, this screen can be called up by clicking on the "History" (**H**) button.

The history of actions relating to the respective deadline coordination is shown in table form. The most recent events are always shown in the top line of the table.

In the first few columns of the table, the basic data (DC ID, supplier number and name, and part name) is repeated in each line.

The remaining columns of the table provide information about:

- the version and phase of the deadline coordination at the time of the action.
- which action was performed, when and by which user (or system).

Part name	Version	P	Action	Action on	Action by	First name	Last name
CU COMPL	CH-ENG DIES.CTRL UNIT	1	2	State of processing changed	2012-05-16 13:36:55	GKUEHNL	Gregor Kuehnle
CU COMPL	CH-ENG DIES.CTRL UNIT	1	1	Deco created	2012-04-17 11:00:06	GNICK42	Gerald Nick

Actions listed in the history

The following actions are entered in the history:

- New deadline coordination created: a new deadline coordination was created by the system (once at the beginning).
- Phase changed: the deadline coordination was transferred either by the system or by a user.
- New version of deadline coordination created: a new version of the deadline coordination was created by the system or by a user.
- Deadline coordination canceled: the deadline coordination was canceled by the system or by an employee of Daimler AG .
- Deadline coordination processed: this entry denotes all other changes (saving without forwarding, etc.).

11. Using *start*: Performing supplier communication

In the following section, an example is used to illustrate how a deadline communication is carried out. A single deadline coordination is used in this case. The communication is carried out using the single record display, although it could also be carried out in mass maintenance.

Daimler employee in phase 1

The Daimler employee forwards the deadline coordination in phase 1 to the supplier in order for the dates to be entered. Before forwarding, the Daimler employee enters, where required, the respective default value for the PPAR date and/or first serial delivery. He also adds a comment for the supplier.

Deadline coordination single record

Deadline coordination id: 2520 Record 1 of 2 Display Delete record from selection

Part: <PARTNUMBER>
SWIT ZNR: 001 ZGS:
OP.UNIT MKS USA

MRP controller index: 206
Emily Example
<USERID>

Supplier: <SUPPLIER NUMBER> <SUPPLIERNAME>

PEM:	N31301 Plant:0670	Feedback:	1625
KEM number(s) of part:	YAP29161/11	Change notice(s) for part:	Ungültig global
PAEV number(s) of PEM:	0108534-00;	IC Comment for part:	

H Version 1 State of processing: 2 -Retrieve supplier dates In phase since: 2011-12-16 07:19

	Specification from Daimler MRP controller to supplier	Supplier confirmation
Due date	2011-12-06	
PPAR (sample parts receipt)		<input type="text"/>
First serial delivery		<input type="text"/>
First serial delivery as early as possible		<input type="text"/>
First serial delivery as late as possible		<input type="text"/>
Min. lead time 1st supplier release (LAB) -> 1st serial delivery		<input type="text"/> Weeks

MRP controller comment: **Supplier comment:**

please fill in date for PPAR and give a comment.

Supplier user in phase 2

You enter your dates for your deadline coordinations in phase 2 and transfer the deadline coordination to phase 3 to be acknowledged by Daimler AG.

For this purpose, you first filter your deadline coordinations by phase 2 (1) and call up the list via the "Supplier deadline coordination list" record tab (2).

Note on the "Responsible supplier" field:

In initial processing, the name of the key contact person is entered for a deadline coordination. Selection of an entry will filter specifically by this entry and exclude the other entries.

Making no selection means the filter will not be restricted.

Application part
Suppl. Communication

Filter Supplier deadline coordination List

Saved filters: (New Filter)

Filter name: All deadline coordinations in Phase 2

Description:

Phase: P1-Preset dates, P2-Retrieve supplier dates, P3-Check supplier dates, P4-Done, P5-Canceled

Filter settings
Supplier: 10200012/ Responsible supplier: <EMPTY>, Duric, Aleksandar, Fiebich, Norbert, Flothow, Angelika, Freiheit, Katja

Attribute group	Column name	Op.	Filter criterion

Start
Cancel my list queries
New window
Logout

Save Save a copy New Delete Reset

Mark the check box of the respective data record (3) and switch to the deadline coordination single record.

Filter Supplier deadline coordination List

Filter & Sort settings
Filtered by Phase:P2-Retrieve supplier dates
Sorted by Suppl-No (asc), Suppl-Idx (asc), Part number (asc)

	DC ID	Part number	Suppl-No	Suppl-Idx	Suppl no w idx	P	Phase name	DIP	Supplier item number	Part name
<input type="checkbox"/>	*	*	*	*	*	*	*	*	*	*
<input checked="" type="checkbox"/>	2519	A 231 900 27 01	11203544		11203544	2	Retrieve supplier dates	<input type="checkbox"/>		CU COMPL SV
<input type="checkbox"/>	2520	A 231 900 28 01	11203544		11203544	2	Retrieve supplier dates	<input type="checkbox"/>		CU COMPL SV

Number of deadline coordinations: Hits 1 to 2 of 2, Page 1

Refresh DC single record Maintenance

Enter your expected dates (5) and write a comment (6).

	Specification from Daimler MRP controller to supplier	Supplier confirmation
Due date	2012-04-03	
PPAR (sample parts receipt)		2012-05-16
First serial delivery		
First serial delivery as early as possible		2012-06-12
First serial delivery as late as possible		2012-07-25
Min. lead time 1st supplier release (LAB) -> 1st serial delivery		4 Weeks
MRP controller comment:		
When is PPAR expected?		
Can Serial delivery start in June?		
Supplier comment:		
PPAR in time		

Transfer the deadline coordination to phase 3 to be acknowledged by Daimler AG by click on Forward” (7)

➤ Save
➤ Reset
➤ Forward
7 New Version

You will be able to see from the screen elements and the appearance of the button bar which processing options you have when the deadline coordination is in phase 2:

- Save: saves the entry. The deadline coordination is not forwarded.
- Reset: resets the entries provided that they had not been saved.
- Forward: saves the date and transfers the deadline coordination to phase 3.

Note: You are not able to create a new version, as it would not make sense to reset the deadline coordination from phase 2 back to phase 2 again with a new version.

Daimler employee in phase 3

In phase 3, the employee at Daimler AG checks the dates you have registered and then either transfers the deadline coordination to phase 4 or creates a new version in order to enable further processing of the deadline coordination.

Daimler employee and supplier in phase 4

After forwarding, the communication for the deadline coordination is considered to be completed until:

- the feedback is completed.
- a scheduled deadline changes and the Daimler employee restarts the communication (new version in phase 1) or
- you wish to change your dates and register new dates (new version in phase 2).

Note: A change of date after completion of the feedback (processing of all deadline coordinations belonging to the PEM) is only possible through direct communication with the Daimler employee and consultation with production breakpoint control.

Direct input by Daimler employee – all phases

The Daimler employee is able, in consultation with the supplier, to enter expected dates directly. After completion of a direct input, the deadline coordination is in phase 4.

All deadline coordinations which were performed by means of direct input are marked accordingly:

In the deadline coordination single record:

H	Version	1	State of processing:	4 -Done (through direct input)	In phase since:	2012-01-30 07:14
----------	----------------	---	-----------------------------	--------------------------------	------------------------	------------------

In the deadline coordination list:

Filter Supplier deadline coordination List											
Filter & Sort settings											
Filtered by Phase:P4-Done											
Sorted by Suppl-No (asc), Suppl-Idx (asc), Part number (asc)											
		<input type="checkbox"/>	DC ID	Part number	Suppl-No	Suppl-Idx	Suppl no w idx	P	Phase name	DIP	Supplier it number
<input checked="" type="checkbox"/>			*	*	*	*	*	*	*	*	*
	H	<input type="checkbox"/>	4527	A 007	102		10200012	4	Done	<input checked="" type="checkbox"/>	
	H	<input type="checkbox"/>	607	A 009	102		10200012	4	Done	<input checked="" type="checkbox"/>	
	H	<input type="checkbox"/>	9158	A 204	102		10200012	4	Done	<input checked="" type="checkbox"/>	
	H	<input type="checkbox"/>	9159	A 204	102		10200012	4	Done	<input checked="" type="checkbox"/>	
	H	<input type="checkbox"/>	9153	A 204	102		10200012	4	Done	<input checked="" type="checkbox"/>	
	H	<input type="checkbox"/>	9154	A 204	102		10200012	4	Done	<input checked="" type="checkbox"/>	
	H	<input type="checkbox"/>	8718	A 207	102		10200012	4	Done	<input type="checkbox"/>	
	H	<input type="checkbox"/>	8714	A 207	102		10200012	4	Done	<input checked="" type="checkbox"/>	

In the deadline coordination list, you can use the quick filter to filter specifically by all deadline coordinations which were determined by means of direct input. To

do this, enter a Y ("YES") (1) in the respective box of the quick filter line and re-
fresh the list (2).

Filter **Supplier deadline coordination List**

▼ **Filter & Sort settings**

Filtered by Phase:P4-Done, Quick Filter: DIP =Y

Sorted by Suppl-No (asc), Suppl-Idx (asc), Part number (asc)

	<input type="checkbox"/>	DC ID	Part number	Suppl-No	Suppl-Idx	Suppl no w idx	P	Phase name	DIP
<input checked="" type="checkbox"/>		*	*	*	*	*	*	*	Y
H	<input type="checkbox"/>	4527	A 007	102		102	4	Done	<input checked="" type="checkbox"/>
H	<input type="checkbox"/>	607	A 009	102		102	4	Done	<input checked="" type="checkbox"/>

[Refresh](#)
[DC single record](#)
[Mass maintenance](#)

2

Glossary

Attribute

Feature, property, characteristic.

CM

Abbreviation for "Change Management": Refers to changes which are made in existing series production. Supplier communication is also initiated within the framework of scheduling and production breakpoint control.

Comment

The comment fields are provided for the purpose of exchanging information between Daimler AG and the respective suppliers. In the event of "late" dates, the supplier is obligated to enter a corresponding comment.

Contact person, key

One of the supplier's existing users must be entered as the key contact person for series changes.

The key contact person initially receives the deadline coordinations from the Daimler employee and can either process these himself or delegate them to the responsible person.

Covisint

Supplier portal on the internet. Communication platform serving the notification, coordination and implementation of processes between Daimler AG and its suppliers.

Deadline coordination (DC)

The exchange process with a supplier for deadlines relating to a part number.

Deadline coordination ID (DC ID)

Each deadline coordination can be unambiguously identified from its DC ID.

Deadline coordination list

A list of several deadline coordinations. The layout and size of the list will depend on the filter settings and the user currently logged in.

Deadline coordination (DC) single record

In order to display and process the deadline coordinations, a new window is opened, the so-called deadline coordination single record.

Direct input

The Daimler employee can use direct input to enter an expected date on behalf of the supplier. For example, in order to register a date which was agreed on the telephone.

Engineering change notice (KEM)

Engineering change notices are generated in development in order to describe engineering changes in a legally binding manner which conforms to the variant bill of materials.

Feedback

A feedback constitutes the supply of information which is relevant for scheduling. In scheduling, feedbacks are submitted above all by the parties involved in a change process for a specific PEM.

Depending on the type of change, the production controller obtains feedbacks from various divisions, for example, material control, construction feasibility, QM, etc.

In their feedbacks, the various divisions provide the production controller with relevant information which he can take into account when defining the schedule. Supplier communication is part of the material control feedback.

Forward:

Transfers the deadline coordination from the current phase to the respective next phase.

Last supplier editor

This is the editor (supplier) who most recently edited a deadline coordination.

LM

Abbreviation for "Launch Management": In new model projects, the parts are assigned to individual projects and are grouped into so-called SC sets. Supplier communication is thus always carried out in relation to projects.

Mass maintenance

Mass maintenance enables, in contrast to the single record, the simultaneous maintenance of several dates.

Milestone

Milestones are events of particular significance which are scheduled and take place at a given time. Activities which are necessary in order to reach the defined milestones can be scheduled on the basis of these milestones.

Navigation bar

The navigation bar is used to navigate through the application and to activate the individual functions of the system. It is located on the left-hand side of the application window.

Part name

The part name for the item number in accordance with Daimler AG documentation

PPAR date (initial sample inspection report)

The PPAR date represents the latest order entry freeze point of a part with process and product approval report.

Product change plan (PÄV)

A product change plan represents the description of an intended product change and contains all components (component parts, assemblies) which, for technical reasons, are to be changed together.

Production change notice (PEM)

Production change notices (PEMs) serve the approval, grouping, description and production breakpoint control of a product change volume (parts volume) in Mercedes-Benz Cars plants.

Project

Projects generally form the project tree of a model series. The tree therefore represents a hierarchical arrangement of projects. A project encompasses the parts volumes for a given deadline or design variant etc. and, where applicable, is shown in launch management.

Realized date

The realized date represents the actual delivery date of a part. This date is recorded once the delivery has been made.

Responsible supplier

The responsible supplier is the key contact person, as the default setting, or the specific supplier employee who has been manually assigned this role.

Scheduled deadline

The preset deadline of Daimler AG.

State of processing

The deadline coordination process is generally divided into four (or five) different phases. These phases are shown as states of processing.

Supplier index

The supplier index is added to the 8-digit supplier number and provides information about the plant to which the supplier is assigned.

Supplier item number

Every supplier can enter his own item number for each part.

Supplier name

The company name of the supplier.

Supplier number

The supplier number is a unique 8-digit number which is assigned to each supplier.

User

A user is a **start** user who possesses a **start** user ID. A user is sometimes also called contact person.

Version

New versions are generally created when deadlines which have already been communicated need to be changed in a deadline coordination. In such cases, a new version of the deadline coordination is created, which then begins at phase 1 for the Daimler employee or phase 2 for the supplier. The previous version is no longer processed but is retained.

Work area

The work area encompasses the record tabs and option settings for creating and processing the deadline coordination list and is located on the right-hand side of the application window.

Contact

CUHD:

If you have problems with the system please contact the Corporate User Help Desk (CUHD) hotline:

Telephone: +49 711 17 83388

Email: start-support@daimler.com