GE Oil & Gas -iSupplier User Manual

Document sections

- I. Supplier Quality Documentation Management
- II. Supplier Qualification, Audit & Certification Management



Section . I

iSupplier Quality Documentation Manual

Steps Cover:

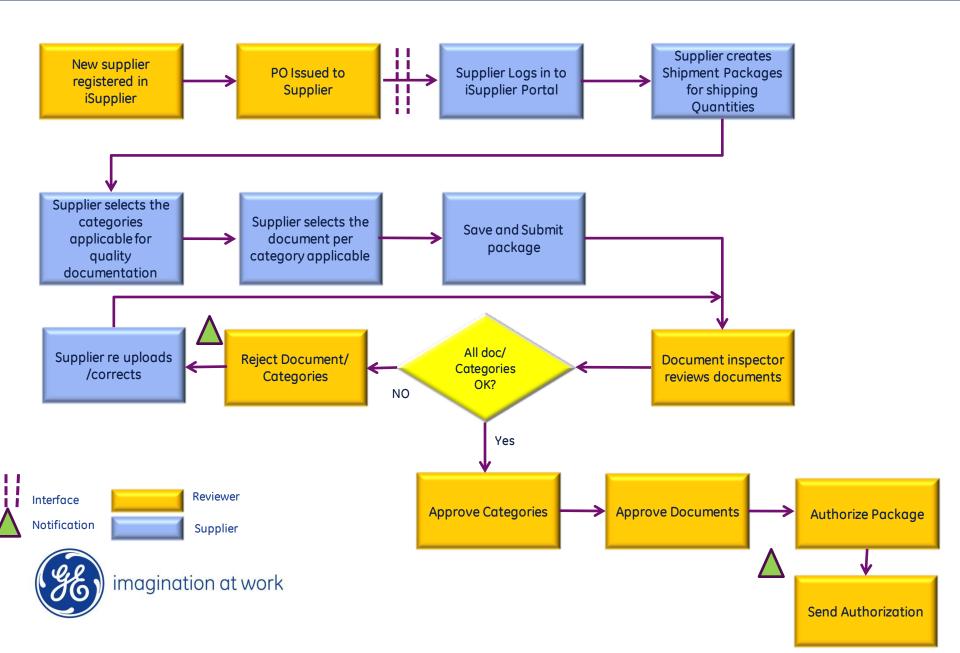
- 1. Process Flow
- 2. Login for Suppliers
- 3. Supplier Navigation and Package Creation
- 4. Supplier Document Upload
- 5. Internal Document Review/ Approvals
- 6. Supplier Correction
- 7. Re approval and Authorization



1. Process Flow



Process Flow -Quality Document Management

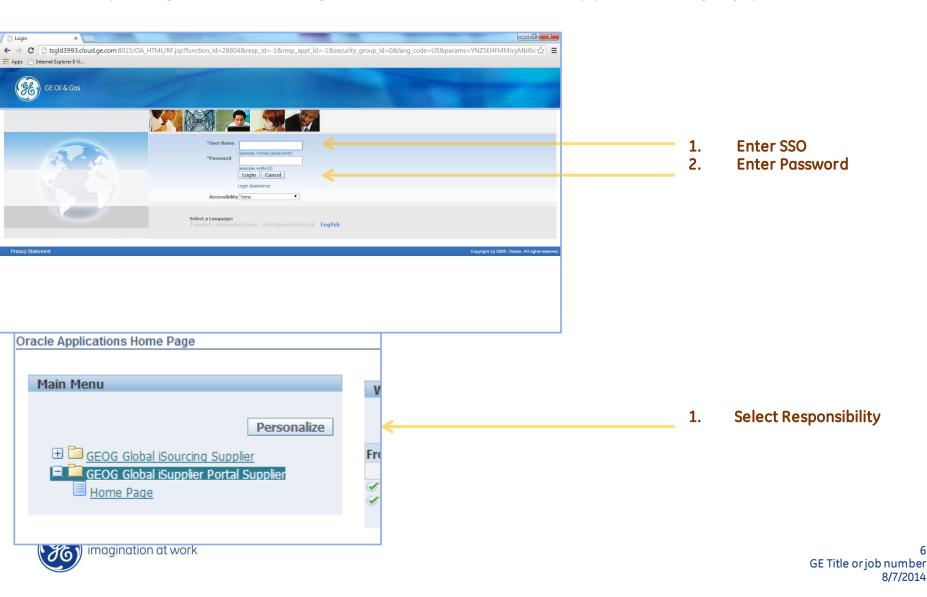


2. Supplier Login



Login For Suppliers

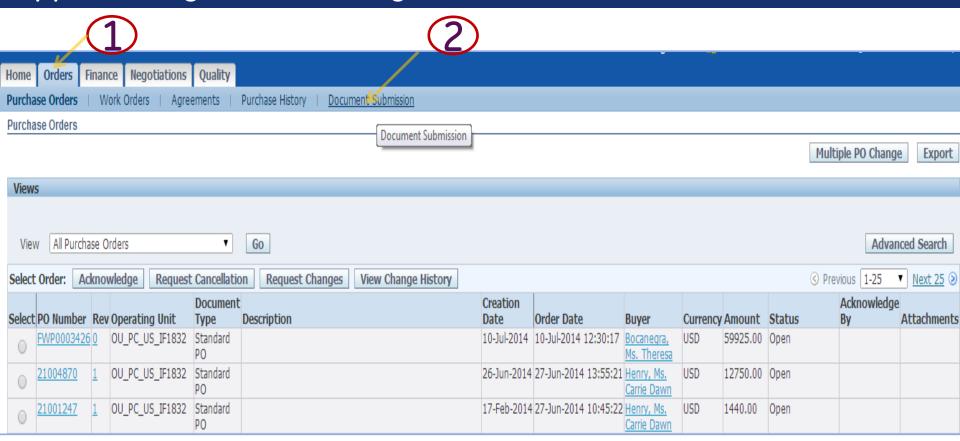
<u>Link:</u> http://tsgld3993.cloud.ge.com:8015/OA_HTML/AppsLocalLogin.jsp



3. Supplier Navigation& Package Creation



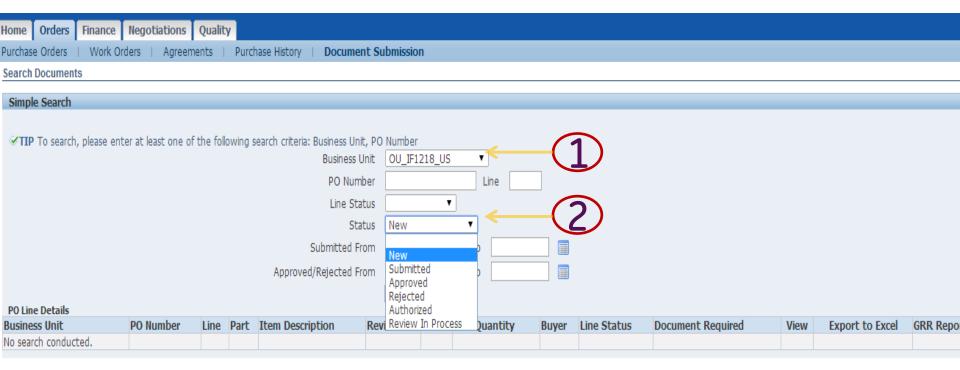
Supplier Navigation & Package Creation



- 1. Select Orders Tab
- 2. Select Document Submission Menu



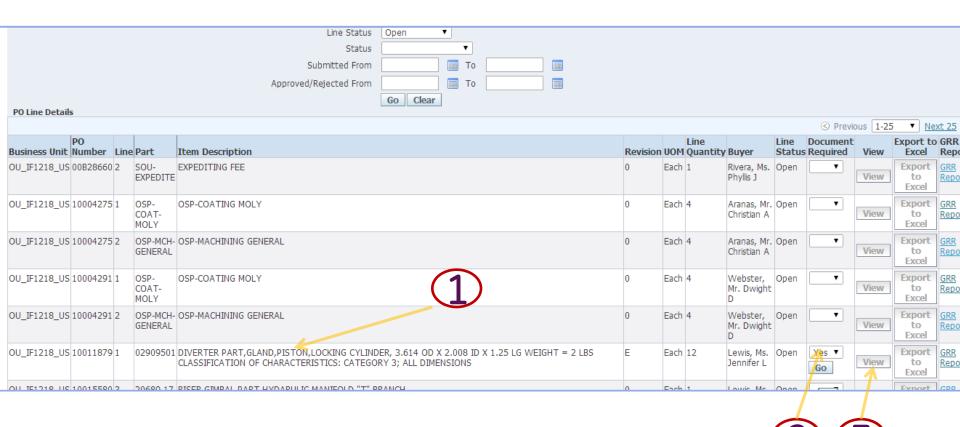
Supplier Package Creation



- 1. Select Business Unit
- 2. Select Po Line or search by Status



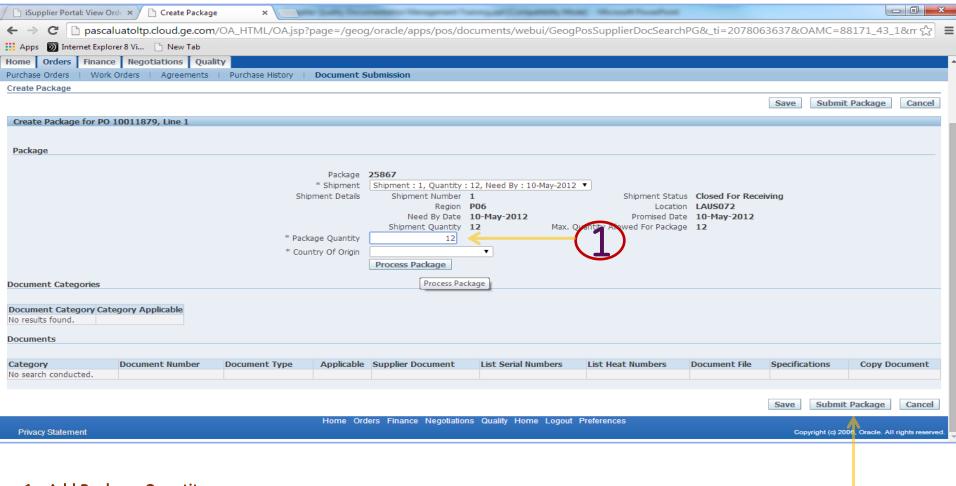
Supplier Package Creation



- 1. Select PO Line
- 2. Enter document required YES/ NO
- 3. Select button GO
- 4. Select View Button



Supplier Package Creation



- Add Package Quantity
- 2. Process Package

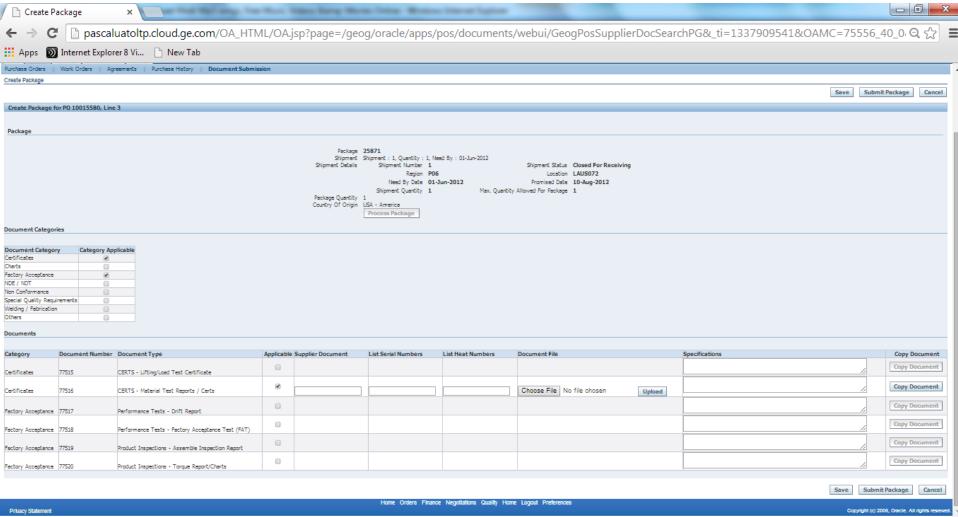


4. Supplier Document Upload



Supplier category Document Upload

Following New Page Opens up





Category –Document Classification

Category	Category-Sub Document	Remarks
Certificates	CERTS - Lifting/Load Test Certificate	Pull or Load Test reports/certificates
Certificates	CERTS - Certificate of Conformance	C of C
Heat Treat	Heat Treat Reports - PWHT/Stress	Heat Treatment report & charts
Factory Acceptance Tests	Performance Tests - Pressure Test	Pressures Test Docs
Coating	Product Inspections - Paint/Coating Report	Coating reports & certificates
Factory Acceptance Tests	Performance Tests - Drift Report	Drift Report/Certificates
Factory Acceptance Tests	Performance Tests - Factory Acceptance Test (FAT)	Pressure Test Reports
Factory Acceptance Tests	Product Inspections - Assemble Inspection Report	Assembly Reports
Factory Acceptance Tests	Product Inspections - Torque Report/Charts	Torque Charts
Raw Material Reports	CERTS - Material Test Reports / Certs	Material Chemistry and Mechanicals and NDE
Raw Material Reports	Raw Material - Mech/Performance Testing	Secondary material mechanicals
Raw Material Reports	Raw Material - Volumetric NDE	Ultrasonic or Radiographic test reports
imagination at work Raw Material Reports	Heat Treat Reports - PWHT/Stress	Heat Treatment reports for Faw or job number 8/7/2014

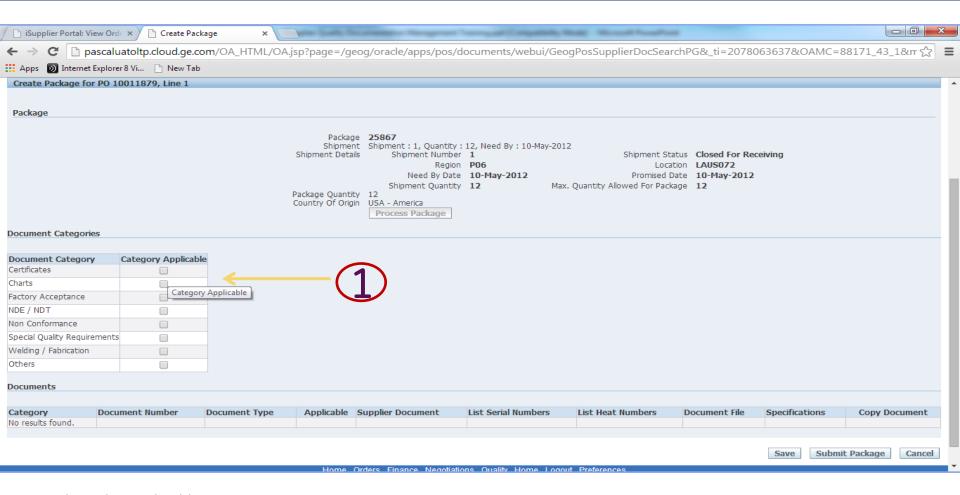
Category –Document Classification

Category	Category-Sub Document	Remarks
NDE / NDT	NDE Reports - Liquid Penetrant test Reports (PT,LP)	LP reports
NDE / NDT	NDE Reports - Magnetic Particle Test Reports (MT)	Mag reports
NDE / NDT	NDE Reports - Radiographic Report (X-Ray)	RT of fabricated weldments
NDE / NDT	NDE Reports - Ultrasonic Test Reports (UT/PAUT)	UT of fabricated weldments
NDE / NDT	Product Inspections - Clad Thickness Report	Clad Thickness report
NDE / NDT	Product Inspections - Dimensional Log/Report	Diminsion reports/logs
NDE / NDT	Product Inspections - Final Checklist	Final Checklist
NDE / NDT	Product Inspections - Hardness	Post machining HA reports
NDE / NDT	Product Inspections - Positive Material Identification Report	PMI Reports
NDE / NDT	Product Inspections - Visual Report	Visual Inspection Docs
NDE / NDT	Product Inspections - Welding Inspections	Certified Welding Inspections
Non Conformance	Misc - GRR	Non conformances
Other	Completed Manufacturing Record Book - UK/Norway	N/A
Other	Misc - Mini-Packs / Work Packs	Sub assembly QA/QC package
Other	Misc - Pick List	Pick List
Other	Misc - Procedures	Specifications

Category –Document Classification

Category	Category-Sub Document	Remarks
Other	Misc - Purchase Order Receipts	N/A
Other	Misc - Stock Tickets	N/A
Other	Misc - Warehouse Receiving List	N/A
Other	Product Inspections - Incoming Inspection Report	Source Inspection Report
Other	Product Inspections - Surface Test Report	Surface Test Reports
Special Quality Requirements	Misc - Completed Databooks	3 rd Party Approved Data Books
Special Quality Requirements	Misc - Concessions	Waivers & Global Rejection Reports
Special Quality Requirements	Misc - Design Verification Report / IRC	Design Verification Report / IRC
Special Quality Requirements	Misc - Inspection Plan	Scan Plan
Special Quality Requirements	Misc - Manufacturing Route	Route
Special Quality Requirements	Misc - Photos of Equipment	Photos
Special Quality Requirements	Misc - Tally Sheet	Tally sheet
Special Quality Requirements	Misc - TPI Sign-offs	3 rd Party Sign-Offs
Special Quality Requirements	Misc - TPI/Customer release note	3 rd Party Release
Special Quality Requirements	Product Inspections - Weigh Report	Weight
imagination at work	Trace Sheets - Raw Material, Assy, Weld Map, Weld Filler	WPS, HTS, Continuity, etc _{rid} ecument

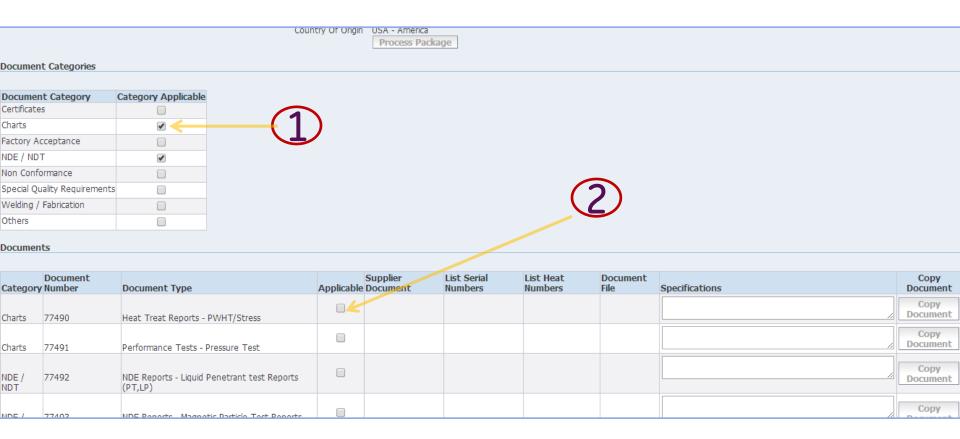
Supplier Document -Category Selection



1. Select the applicable document categories.



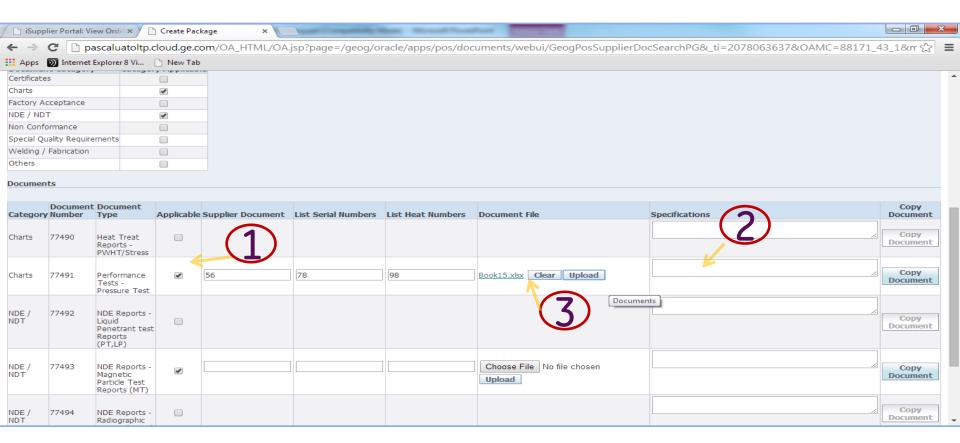
Supplier Document Submission



- 1. Select the applicable document categories.
- 2. Once applicable categories are selected, automatically documents linked to given categories are shown below
- 3. Select category—Documents applicable



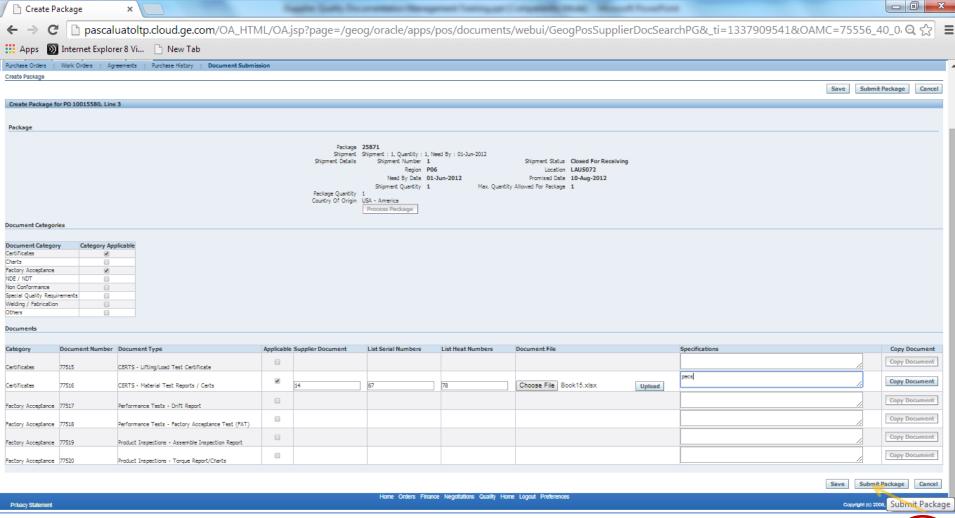
Supplier category Document Upload



- 1. Select the documents Applicable
- Fill the details with specifications
- Select document and upload



Supplier Document Upload & Submit package



Once documents are select and uploaded select Submit Package.

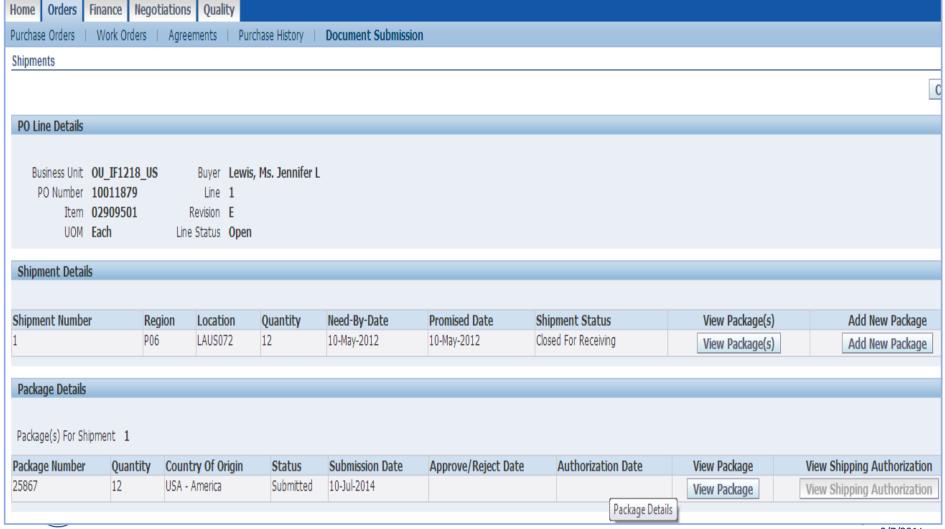
Package Submitted



Package Submitted

Package Submitted Screen Appears

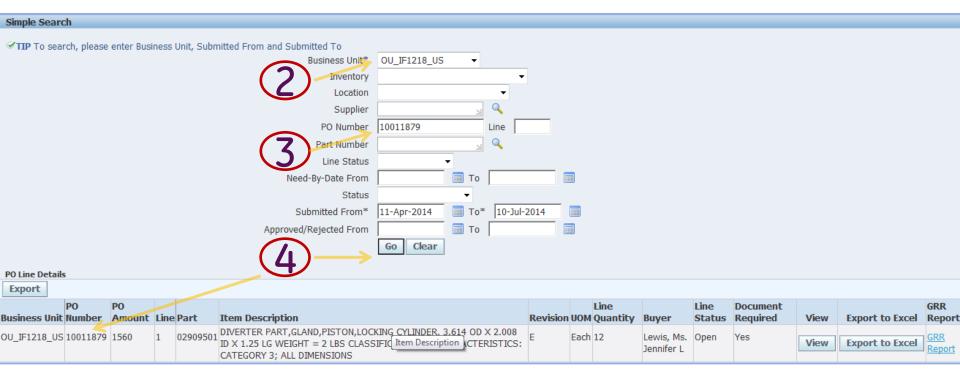




5. Internal Document Review-Approvals & Rejection



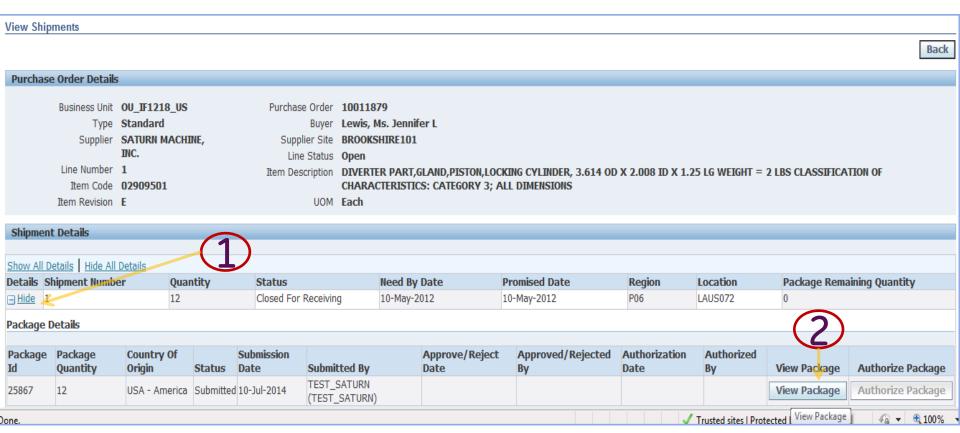
Internal Document Review



- 1. Login as internal Document inspector using responsibility: GEOG iSupplier Document Approver
- 2. Select Business Group
- 3. Search for a given PO Number
- 4. Upon click of GO Button respective PO-Line appears



Internal Document Review



- 1. Select PO Line
- 2. Click on View Package Screen



Overall Page Layout For Internal Document Review

Package Remaining Quantity 0 Promised Date 10-Aug-2012 2012 Rogion POS Location LAUS072 Package Details Package Id 25872 Satus Submitted Package Quantity 1 Country of Origin USA - America Submission Date 15-Jul-2014 Submitted by Test_SATURN (Test_SATURN) Approvo/Reject Date Approved/Rejected By Authorization Date Authorize Package | Select All Applicable Documents | Select All Not Applicable Documents/Categories | Approve Selected Documents Document Category Details

Document Category	Category Applicable	Status Sub	bmission Date :	Submitted By	Approve/Reject Date	Approved/Rejeced Sy	Rejection Reason	Approver/Rejection Comment	Select To Approve	Approve	Reject
Cotificates	B	Submitted 15-1	Jul-2014	EST_SATURN (TEST_SATURN)						Approve	Reject
Pactory Acceptance	器	Submitted 15-1	Jul-2014	TEST_SATURN (TEST_SATURN)						Approve	Reject
Charta	п	Submitted 15-1	Jul-2014	rest_saturn (test_saturn)			•	-	-	Approve	Reject
NDE/NDT	п	Submitted 15-1	Jul-2014 1	rest_saturn (test_saturn)			•	-	×	Approve	Reject
Non Conformance	п	Submitted 15-1	Jul-2014	rest_saturn (test_saturn)			•	-	-	Approve	Reject
Special Quality Requirements	п	Submitted 15-1	Jul-2014	rest_saturn (test_saturn)			•		H	Approve	Reject
Welding / Pabrication	п	Submitted 15-1	Jul-2014	rest_saturn (test_saturn)			•		-	Approve	Reject
Others	п	Submitted 15:1	1ul-2014	rest_saturn (test_saturn)			•		×	Approve	Reject

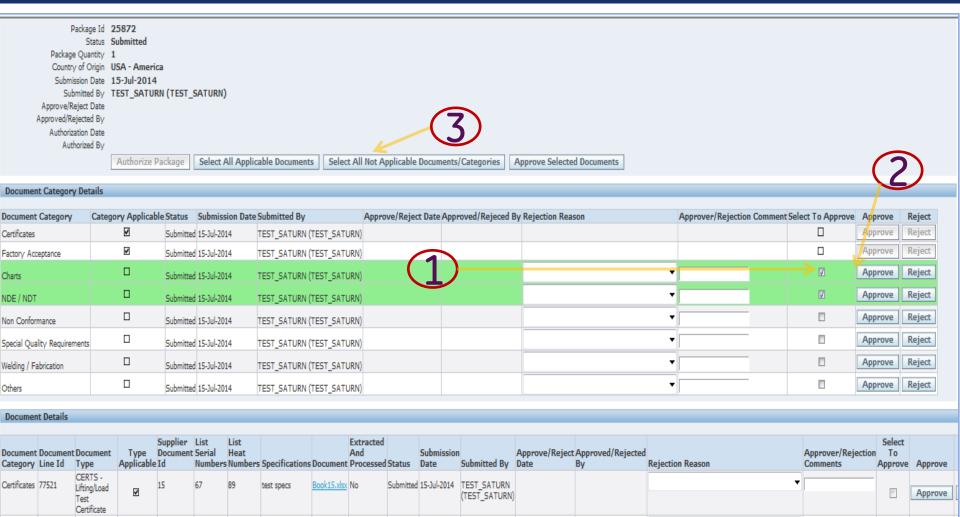
4																			
Document Detail	/a																		
Document Category	Document Line Id	Document Type	Type Applicable	Supplier Document Id		List Heat Numbers	Specifications	na Documer	Extracted And nt Processed	Status	Submission Date	Submitted Sy	Approve/Reject Date	Approved/Rejected By	Rejection Resson	Approver/Rejection Comments	Select To Approve	Approve	Reject
Certificates	77521	CBRTS - Lifting Load Test Certificate	屋	15	67	59	Cost apoca	Sock15.xbx	α No	Submitte	f 15-1ul-2014	TEST_SATURN (TEST_SATURN)				-	-	Approve	Reject
Pactary Acceptance	77525	Performance Teats - Onft Report	H	18	67	59	Cost apoca 2	Sook15.xbx	o No	Submitte	f 15-1ul-2014	TEST_SATURN (TEST_SATURN)				-	H	Approve	Reject
Pactary Acceptance	77528	Product Inspections - Torque Report/Charles	R	67	59	57	Cos sopos 2	Sook15.xbx	α Na	Submitte	f 15-1ul-2014	TEST_SATURN (TEST_SATURN)				-		Approve	Reject
Certificates	77522	CBRTS - Material Treat Reports / Corts	п						No	Submitte	f 15-Jul-2014	TEST_SATURN (TEST_SATURN)				-	H	Approve	Reject
Pactory Acceptance	77524	Performance Tests - Pactory Acceptance Test (PAT)	п						No	Submitte	1 15-1ul-2014	TEST_SATURN (TEST_SATURN)				-	r	Approve	Reject
		Smilet Insection - Assemble Insection	п									TEST SATION							maine.



Purchase Order 10015580 Shipment Number 1

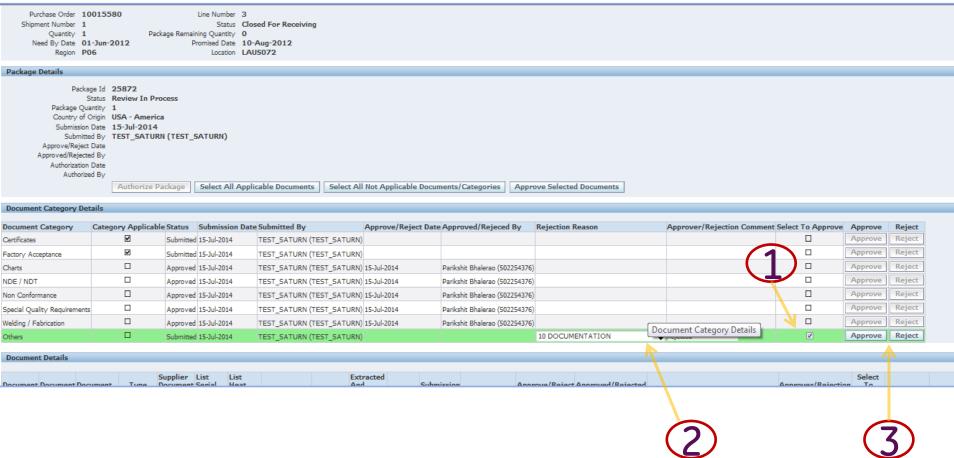
Status Closed For

Approve Document Categories



- 1. First check the categories which are loaded by supplier as applicable and non applicable
- 2. Approve the correct ones
- 3. Reject the categories where change is expected
- 4. Select All Buttons can be used for multiple selection

Document Category Rejection



- 1. First check the categories which are loaded by supplier non applicable
- 2. Put the rejection reason and rejection comments
- 3. Press REJECT button



Internal Category-Document Review-Rejection

Document Category	Category Applicable	Status	Submission Date	Submitted By	Approve/Reject Date	Approved/Rejeced By	Rejection Reason	Approver/Rejection Comment	Select To Approve	Approve	Reject
Certificates	₹	Submitted	15-Jul-2014	TEST_SATURN (TEST_SATURN)						Approve	Reject
Factory Acceptance	☑	Submitted	15-Jul-2014	TEST_SATURN (TEST_SATURN)						Approve	Reject
Charts		Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikshit Bhalerao (502254376)				Approve	Reject
NDE / NDT		Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikshit Bhalerao (502254376)				Approve	Reject
Non Conformance		Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikshit Bhalerao (502254376)				Approve	Reject
Special Quality Requirements		Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikshit Bhalerao (502254376)				Approve	Reject
Welding / Fabrication		Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikshit Bhalerao (502254376)				Approve	Reject
Others		Rejected	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikshit Bhalerao (502254376)	10 DOCUMENTATION	rejetced		Approve	Reject

4																				
Documen	ocument Details																			
Document Category	Line Id		Type Applicable	Supplier Document le Id	nt Serial	List Heat rs Numbers	's Specification	ocumen	Extracted And Processed		Submission Date	n Submitted By	Approve/Reject	t Approved/Rejected By	Rejection Reason		Approver/Rejection Comments		Approve	Reject
Certificates	//521	CERTS - Lifting/Load Test Certificate	V	15	67	89	test specs	Book 15.xlsx	No	Submitted		TEST_SATURN (TEST_SATURN)			10 DOCUMENTATIO	DN •	rejected	7	Approve	Reject
Factory Acceptance	//323	Performance Tests - Drift Report		16	67	89	test specs 2	Book 15.xlsx	<u>s</u> No	Submitted	15-Jul-2014	TEST_SATURN (TEST_SATURN)	0						Approve	Reject
Factory Acceptance	//326	Product Inspections - Torque Report/Charts	<u>~</u>	67	89	87	tes scpes 2	Book15.xlsx	<u>y</u> No	Submitted	15-Jul-2014	TEST_SATURN (TEST_SATURN))						Approve	Reject
Certificates	77322	CERTS - Material Test Reports / Certs	t 🗆						No	Submitted	15-Jul-2014	TEST_SATURN (TEST_SATURN)				(2)			Approva	Rei ct
Factory Acceptance	//524	Performance Tests - Factory Acceptance Test (FAT)							No	Submitted	15-Jul-2014	TEST_SATURN (TEST_SATURN)				•			Approve	Reject
Factory Acceptance	//323	Product Inspections - Assemble							No	Submitted	15-Jul-2014	TEST_SATURN (TEST_SATURN)				•			Approve	Reject

- 1. Review each document for categories selected as applicable from supplier as well as non applicable documents. Click on hyperlink and document opens up

 2. Put rejection comments and reason for rejected
- document
- 3. Press REJECT button



Internal Category-Document Review-Approval

Document Category Det	alis										
Document Category	Category Applicable	Status	Submission Date	Submitted By	Approve/Reject Date	Approved/Rejeced By	Rejection Reason	Approver/Rejection Comment	Select To Approve	Approve	Reject
Certificates	₹	Review In Process	15-Jul-2014	TEST_SATURN (TEST_SATURN))					Approve	Reject
Factory Acceptance	☑	Submitted	15-Jul-2014	TEST_SATURN (TEST_SATURN))					Approve	Reject
Charts		Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikshit Bhalerao (502254376)				Approve	Reject
NDE / NDT		Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikshit Bhalerao (502254376)				Approve	Reject
Non Conformance		Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikshit Bhalerao (502254376)				Approve	Reject
Special Quality Requirements		Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikshit Bhalerao (502254376)				Approve	Reject
Welding / Fabrication		Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikshit Bhalerao (502254376)				Approve	Reject
Others		Rejected	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikshit Bhalerao (502254376)	10 DOCUMENTATION	rejetced		Approve	Reject

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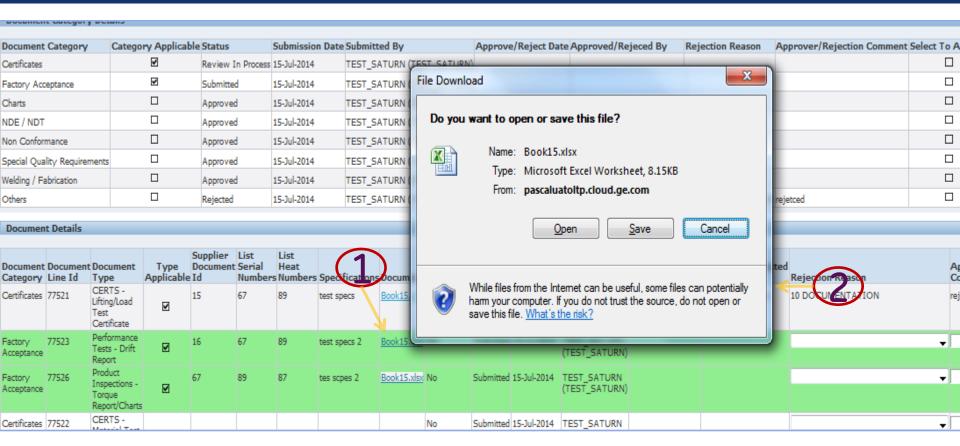
Document Category		t Document Type		Supplier Document Id	t Serial	List Heat Numbers	Specifications		Extracted And Processed		Submission Date	Submitted By	Approved/Rejected By	Rejection Reason	Approver Kejer on Comment		Approve	Reject
Certificates	77521	CERTS - Lifting/Load Test Certificate	V	15	67	89	test specs	Book15.xlsx	No	Rejected	15-Jul-2014	TEST_SATURN (TEST_SATURN)	Parikshit Bhalerao (502254376)	10 DOCUMENTATION	rejected		Approve	Reject
Factory Acceptance	11323	Performance Tests - Drift Report	V	16	67	89	test specs 2	Book15.xlsx	No	Submitted		TEST_SATURN (TEST_SATURN)		_		Ø	Approve	Reject
Factory Acceptance		Product Inspections - Torque Report/Charts	☑	67	89	87	tes scpes 2	Book15.xlsx	No	Submitted	15-Jul-2014	TEST_SATURN (TEST_SATURN)		•		Ø	Approve	Reject
Certificates		CERTS - Material Test Reports /							No	Submitted	15-Jul-2014	TEST_SATURN (TEST_SATURN)		_			Approve	Reject

- 1. Select Document to be approved
- 2. Approve the document by click on APPROVE button





Review Documents Internal



- 1. Click on hyperlink
- 2. Document opens up



Rejection Notification

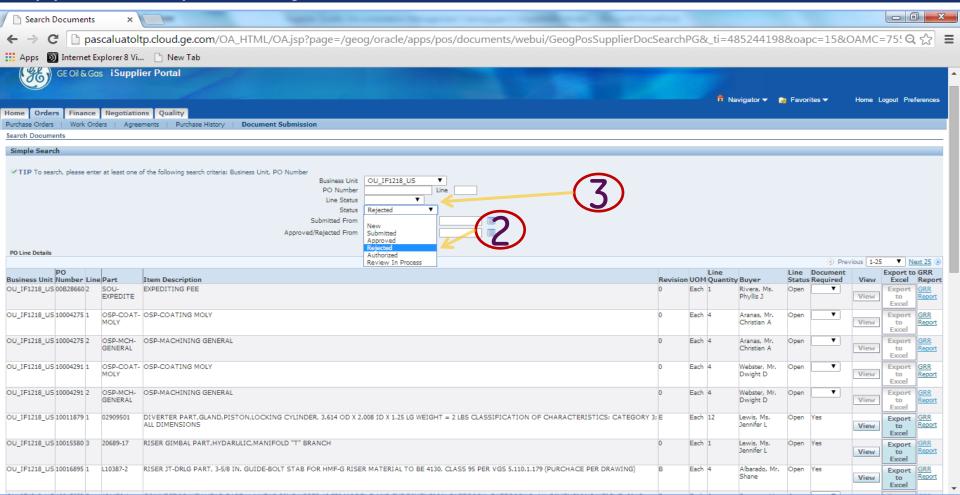
From:	□ ~Oil & Gas Pascal ERP OLTP Production Mailer	7/15/2014 2:51 PN
To:	□ OIL&GAS Wftest (GE Oil & Gas);	.Gas);
Cc	⊕ @OIL & GAS Pascal ERP ISupplier Po6 Document Approvers	
Subject:	Rejected :: PO Number 10015580 :: Document Number	
		e,
Hi All		_
Please find	d the details of Rejected Document	
	SATURN MACHINE, INC. (E36250) Purchase Order:: 10015580 Line Number:: 3 Shipment Number:: 1 Location:: LAUS072 Part:: 20689-17	_
	25872 Partial Number :: 1 Partial Quantity :: 1 Document Category/Type :: Others Status :: Rejected Submitted By :: TEST_SATURN (TEST_S	SATURN)
Submissio	n Date :: 15-JUL-2014 Rejected By :: Parikshit Bhalerao (502254376) Rejected On :: 15-JUL-2014	

Sample Rejection Notification



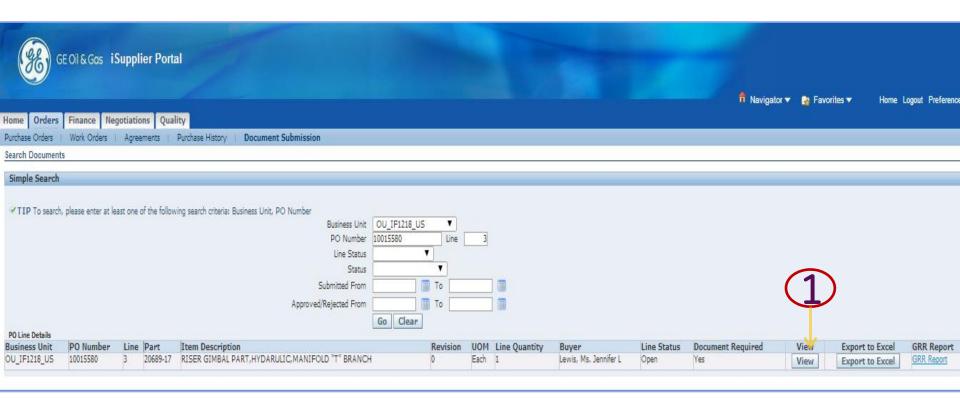
6. Supplier Corrections





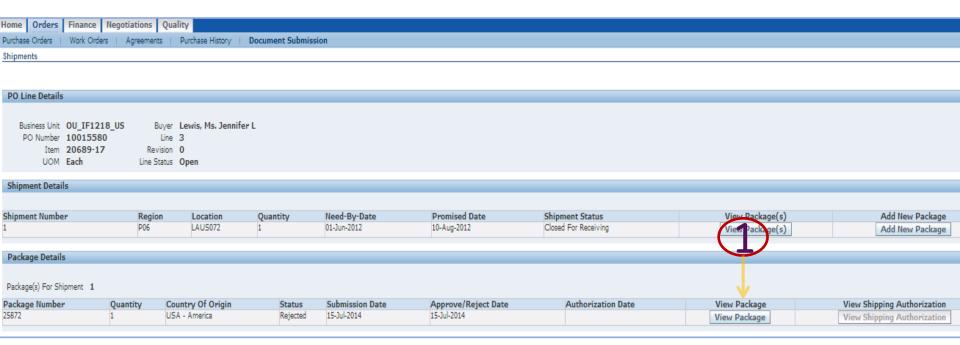
- 1. Login as supplier user as explained in previous slides
- 2. Supplier can search using status as rejected and check all packages with rejection
- 3. Or search with PO number or Line number





1. Select on View Package





1. Select on View Package



Country Of Origin USA - America Submission Date 15-Jul-2014 Approve/Reject Date 15-Jul-2014 Status **Kejected**Submitted By **TEST_SATURN (TEST_SATURN)**Approved/Rejected By **Parikshit Bhalerao (502254376)**Authorized By

Document Categories

Authorization Date

ategory Applicable	Status	Rejection Reason	Approver/Rejection Comments				Approved/Rejected By	Add Document
€	Review In Process							Add Document
	Approved			15-Jul-2014	TEST_SATURN (TEST_SATURN)			
₽	Approved							
	Approved			15-Jul-2014	TEST_SATURN (TEST_SATURN)			
	Approved	(1)		15-Jul-2014	TEST_SATURN (TEST_SATURN)			
	Approved							
	Approved	Document (Category	15-Jul-2014	TEST_SATURN (TEST_SATURN)			
	Rejected	10 DOCUMENTATION	rejetced	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikshit Bhalerao (502254376)	Add Document
		Review In Process Approved Approved Approved Approved Approved Approved Approved Approved Approved	Review In Process Approved Approved Approved Approved Approved Approved Approved Document (Review In Process Approved Approved Approved Approved Approved Approved Approved Approved Approved Document Category	Review In Process 15-Jul-2014 Approved 15-Jul-2014	✓ Review In Process 15-Jul-2014 TEST_SATURN (TEST_SATURN) ☐ Approved 15-Jul-2014 TEST_SATURN (TEST_SATURN) ☑ Approved 15-Jul-2014 TEST_SATURN (TEST_SATURN) ☐ Approved Document Category 15-Jul-2014 TEST_SATURN (TEST_SATURN)	✓ Review In Process 15-Jul-2014 TEST_SATURN (TEST_SATURN) ☐ Approved 15-Jul-2014 TEST_SATURN (TEST_SATURN) 15-Jul-2014 ☑ Approved 15-Jul-2014 TEST_SATURN (TEST_SATURN) 15-Jul-2014 ☐ Approved 15-Jul-2014 TEST_SATURN (TEST_SATURN) 15-Jul-2014	✓ Review In Process 15-Jul-2014 TEST_SATURN (TEST_SATURN) Parikshit Bhalerao (502254376) ✓ Approved 15-Jul-2014 TEST_SATURN (TEST_SATURN) 15-Jul-2014 Parikshit Bhalerao (502254376) ✓ Approved 15-Jul-2014 TEST_SATURN (TEST_SATURN) 15-Jul-2014 Parikshit Bhalerao (502254376) ✓ Approved 15-Jul-2014 TEST_SATURN (TEST_SATURN) 15-Jul-2014 Parikshit Bhalerao (502254376) ✓ Approved 15-Jul-2014 TEST_SATURN (TEST_SATURN) 15-Jul-2014 Parikshit Bhalerao (502254376) ✓ Approved 15-Jul-2014 TEST_SATURN (TEST_SATURN) 15-Jul-2014 Parikshit Bhalerao (502254376) ✓ Approved 15-Jul-2014 TEST_SATURN (TEST_SATURN) 15-Jul-2014 Parikshit Bhalerao (502254376)

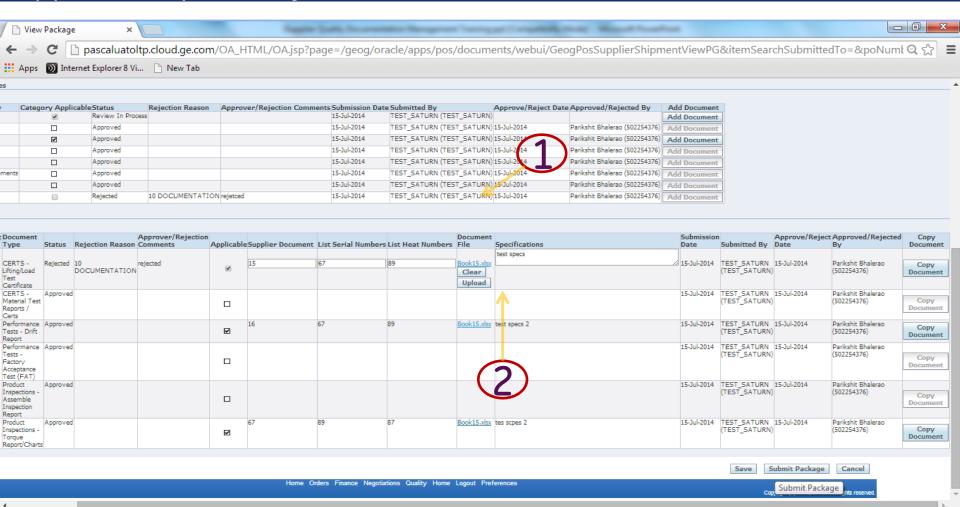
Documents

						3									
[Category I	Document D Number T		Status	Rejection Reason (Approver/Rejection Comments	Applicable	Supplier Document	List Serial Numbers	List Heat Numbers	Document File	Specifications	Submission Date	Submitted By	Approve/Reject Date	Approved/R By
Certificates 7	Li T	CERTS - F Lifting/Load Test Certificate	Rejected :	10 DOCUMENTATION	rejected	€	15	67	89	Book15.xlsx Clear Upload	test specs	15-Jul-2014	TEST_SATURN (TEST_SATURN)		Parikshit Bhale (502254376)
Certificates 7	N R	CERTS - A Material Test Reports / Certs	Approved									15-Jul-2014	TEST_SATURN (TEST_SATURN)		Parikshit Bhale (502254376)
Factory 7 Acceptance	T R	Performance / Tests - Drift Report				⊻	16	67	89	Book15.xlsx	test specs 2	15-Jul-2014	TEST_SATURN (TEST_SATURN)		Parikshit Bhale (502254376)
Factory 7 Acceptance	T F A	Performance A Tests - Factory Acceptance Test (FAT)	Approved									15-Jul-2014	TEST_SATURN (TEST_SATURN)		Parikshit Bhale (502254376)
Factory 7 Acceptance	77525 P		Approved									15-Jul-2014	TEST_SATURN (TEST_SATURN)		Parikshit Bhale (502254376)

- 1. Check Rejected categories
- 2. Check Rejected Documents



Supplier Re upload rejected documents



- 1. Re upload new document and spec or take other corrective action
- 2. Re Submit package

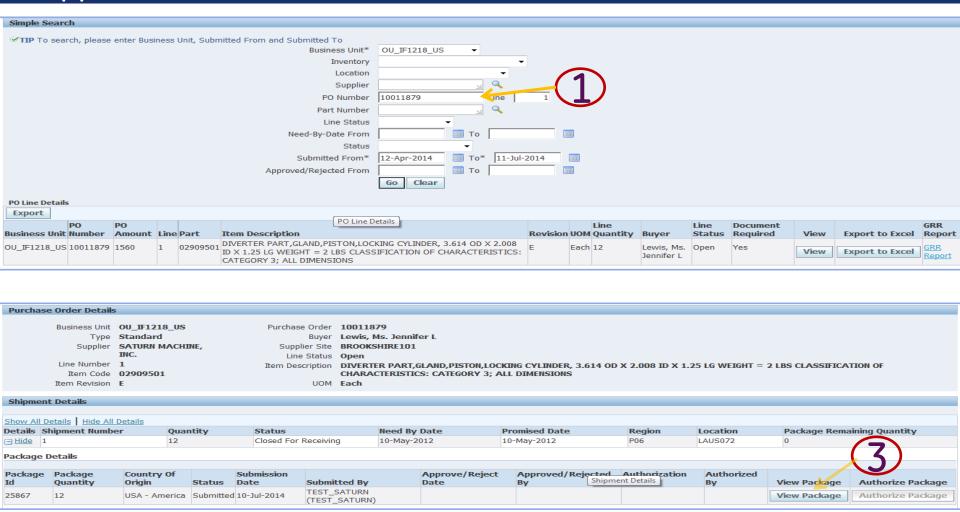


6. Document Re Approvals-Internal

& Authorization



Re approve and authorize



- 1. Login to iSupplier Portal Internal –document approver responsibility
- 2. Search the PO -Line by business unit
- 3. Select Line and click View
- 4. Click: View Package

Re approve and authorize

Country of Origin

Submission Date
Approve/Reject Date
Approve/Reject Date
Approve/Reject Date
Approve/Reject Date
Approve/Reject Date
Authorization Date
Authorization Date
Authorized By
Authorized By
Authorize Package
Select All Applicable Documents
Select All Not Applicable Documents/Categories
Approve Selected Documents

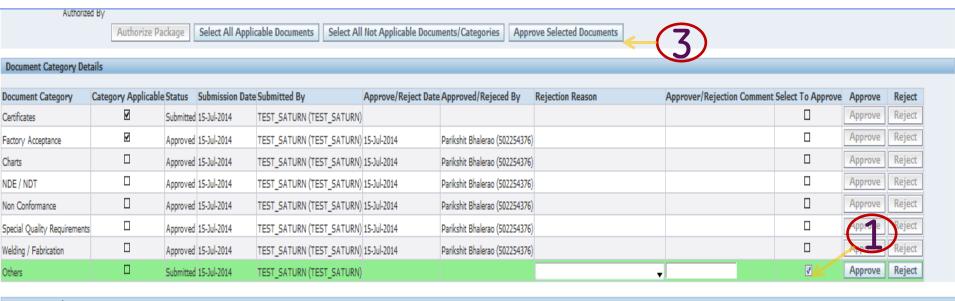
Document Category Deta	ails										
Document Category	Category Applicable	Status	Submission Date	Submitted By	Approve/Reject Date	Approved/Rejeced By	Rejection Reason	Approver/Rejection Comment Select To Approve	Approve	Reject	
Certificates	ゼ	Submitted	15-Jul-2014	TEST_SATURN (TEST_SATURN)					Approve	Reject	
Factory Acceptance	ゼ	Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikshit Bhalerao (502254376)			Approve	Reject	
Charts		Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikshit Bhalerao (502254376)			Approve	Reject	
NDE / NDT		Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikshit Bhalerao (502254376)			Approve	Reject	
Non Conformance		Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikonit Bhall rao (502254376)			Approve	Reject	
Special Quality Requirements		Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Pariksh Bhall 100 (202254376)			Approve	Reject	
Welding / Fabrication		Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikshit Bhalerao (502254376)			Approve	Reject	
Others		Submitted	15-Jul-2014	TEST_SATURN (TEST_SATURN)			▼		Approve	Reject	

Document	¿ Details																
Document Category		nt Document Type		Supplier Document e Id	t Serial	List Heat rs Numbers	s Specifications		Extracted And t Processed		Submission Date	n Submitted By	ct Approved/Rejected By		Approver/Rejection Comments	Approve	Rejec
Certificates	//521	CERTS - Lifting/Load Test Certificate	V	15	67	89	test specs	Book15.xlsx	No	Submitted	d 15-Jul-2014	TEST_SATURN (TEST_SATURN)		•		Approve	Rejec
Factory Acceptance	//323	Performance Tests - Drift Report		16	67	89	test specs 2	Book15.xlsx	No	Approved	d 15-Jul-2014	TEST_SATURN (TEST_SATURN)	Parikshit Bhalerao (502254376)			Approve	Rejec
Factory Acceptance	//526	Product Inspections - Torque	☑	67	89	87	tes scpes 2	Book15.xlsx	No	Approved		TEST_SATURN (TEST_SATURN)	Parikshit Bhalerao (502254376)			Approve	Rejec
ĺ																	

- 1. Review categories re submitted by Supplier
- 2. Review documents re upload by supplier



Re approve and authorize



D	0	Cl	II	n	e	П	t	D	e	ti	ai	۱	5
-	•	-	•		-		•	-	-	-	•		-

Document Category				Supplier Document Id	Serial	List Heat Numbers	Specifications		Extracted And Processed		Submission Date	Submitted By	Approved/Rejected By	Rejection Reason	Approver/Rejection Comments	Select To Approve	. Approve	Reject
Certificates	//521	CERTS - Lifting/Load Test Certificate	V	15	67	89	test specs	Book 15.xlsx	No	Submitted	15-Jul-2014	TEST_SATURN (TEST_SATURN)		•		7	Approve	Reject
Factory Acceptance	//525	Performance Tests - Drift Report	V	16	67	89	test specs 2	Book15.xlsx	No	Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	Parikshit Bhalerao (502254376)				Approve	Reject
Factory Acceptance		Product Inspections - Torque	V	67	89	87	tes scpes 2	Book 15, xlsx	No	Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	Parikshit Bhalerao (502254376)			2	Approve	Reject

- 1. Select Categories to be approved
- 2. Select Documents to be approved
- 3. Click on approved selected documents button



Authorize Shipping

Submission Date 15-Jul-2014

Submitted By TEST_SATURN (TEST_SATURN)

Approve/Reject Date 15-Jul-2014

Authorization Date
Authorized By

Approved/Rejected By Parikshit Bhalerao (502254376)

Authorize Package | Select All Applicable Documents

Select All Not Applicable Documents/Categories

Approve Selected Documents

Document Category Details

ocument Category	Category Applicable	Status	Submission Date	Submitted By	Approve/Reject Date	Approved/Rejeced By	Rejection Reason	Approver/Rejection Comment	Select To Approve	Approve	Reject
Certificates	✓	Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikshit Bhalerao (502254376)				Approve	Reject
actory Acceptance	⊻	Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikshit Bhalerao (502254376)				Approve	Reject
harts		Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikshit Bhalerao (502254376)				Approve	Reject
DE / NDT		Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikshit Bhalerao (502254376)				Approve	Reject
on Conformance		Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikshit Bhalerao (502254376)				Approve	Reject
pecial Quality Requirements		Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikshit Bhalerao (502254376)				Approve	Reject
/elding / Fabrication		Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikshit Bhalerao (502254376)				Approve	Reject
thers		Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikshit Bhalerao (502254376)				Approve	Reject

Document Details

ocument Category	Document Line Id	Document Type	Type Applicable		List Serial Numbers		Specifications	Document	Extracted And Processed	Status	Submission Date	Submitted By	Approve/Reject Date	Approved/Rejected By	Approver/Rejection Comments	Select To Approve	
	77521	CERTS - Lifting/Load Test Certificate	V	15	67	89	test specs	Book15.xlsx	No	Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikshit Bhalerao (502254376)			Appro
actory cceptance	77523	Performance Tests - Drift Report	₹	16	67	89	test specs 2	Book15.xlsx	No	Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikshit Bhalerao (502254376)			Appro
actory cceptance	//526	Product Inspections - Torque Report/Charts	V	67	89	87	tes scpes 2	Book15.xlsx	No	Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikshit Bhalerao (502254376)			Appre
Certificates	77522	CERTS - Material Test Reports /							No	Approved	15-Jul-2014	TEST_SATURN (TEST_SATURN)	15-Jul-2014	Parikshit Bhalerao (502254376)			Appre

Once all document-categories are approved , then AUTHORISE button is enabled

1. Click on AUTHORISE PACKAGE Button



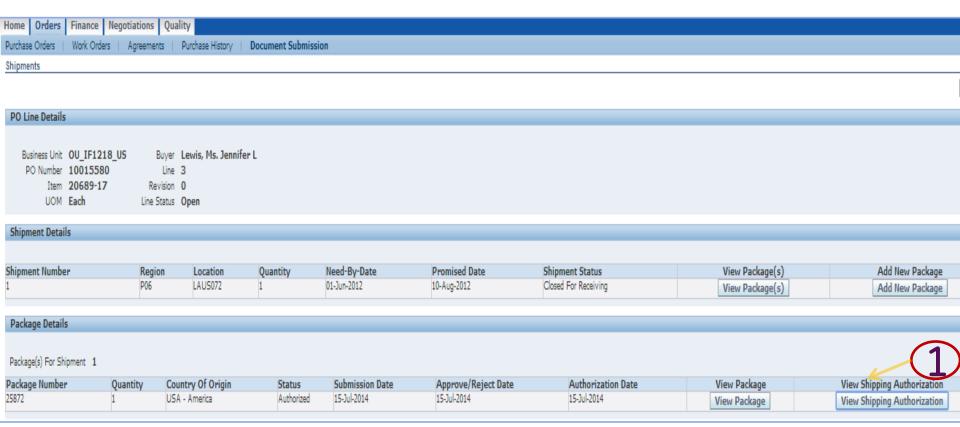
Shipping Notification

From:	☐ mailogpp1@ge.com			
To:	 ☐ OIL&GAS Wftest (GE Oil & Gas); ☐ OIL&GAS Wftest (GE Oil & Gas); ☐ OIL&GAS Wftest (GE Oil & Gas), Non-GE) 	& Gas); 🔲 C	IL&GAS Wftest (GE Oil & Gas); 🗆 OIL&GAS Wftest (GE	E Oil & Gas); 🔳 Bhalerao, Parikshit (GE Oil & Gas, Non-GE
Cc:				
Subject:	Shipping Authorization for Package Number # 25872			
	The fol	llowing	package has been authorized:	
	Supplier:		SATURN MACHINE, INC. (E36250)	
	PO Number	r:	10015580	
	PO Line Nu	umber#:	3	
	Shipment N	Number:	1	
	Location C	ode:	LAUS072	
	Part:		20689-17	
	Package Nu	umber:	25872	
	Partial Nun	mber:	1	
	Partial Qua	antity:	1	
	Status:		Authorized	
	Submitted 1	By:	TEST_SATURN (TEST_SATURN)	
	Submission	Date	15 IIII 2014	

Sample Authorize Shipping Notification email



Authorize Shipping



Suppliers can Login From iSupplier portal and search for the PO-Line from Status

1. Click on View Shipping Authorization Button



Section . II

iSupplier Supplier Qualification & Audit Management

Steps Cover:

- 1. Qualification Process
 - 1.1 Qualification Document Upload
 - 1.2 Rejected Document Upload
- 2. Audit Acceptance
- 3. Audit-Finding Review
 - 3.1 Audit-Finding Document Upload
- 4. Certificate Management
 - 4.1 Certificate Upload
 - 4.2 Rejected Certificate Re-Upload
 - 4.3 Expired Certificate Review
- 5. Notifications

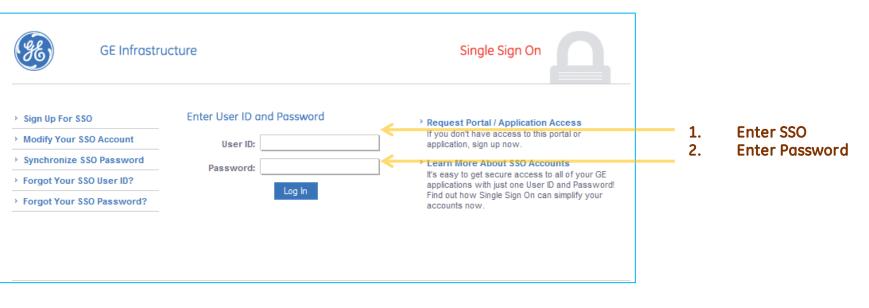


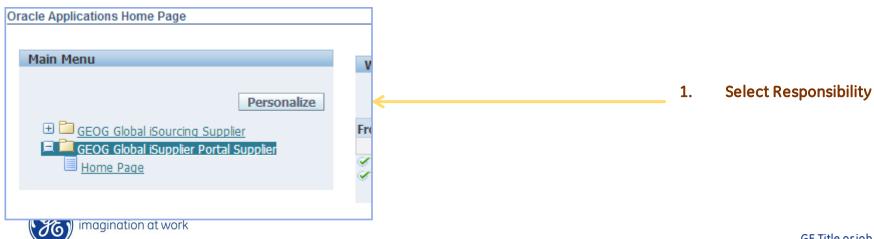
1. Supplier Qualification Process



Login For Suppliers

https://pascalsourcing.geoilandgas.com

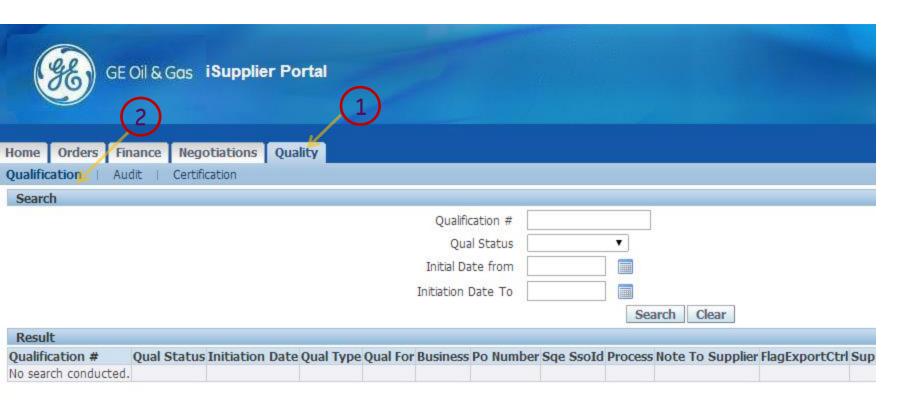




1.1 Qualification Document Upload



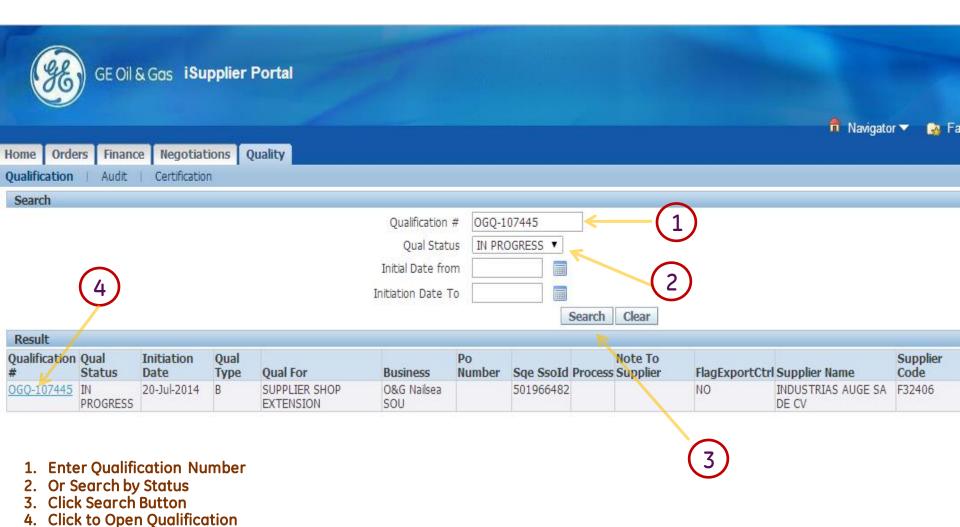
Supplier Qualification Management



- 1. Select Quality Tab
- 2. Select Qualification Sub Menu

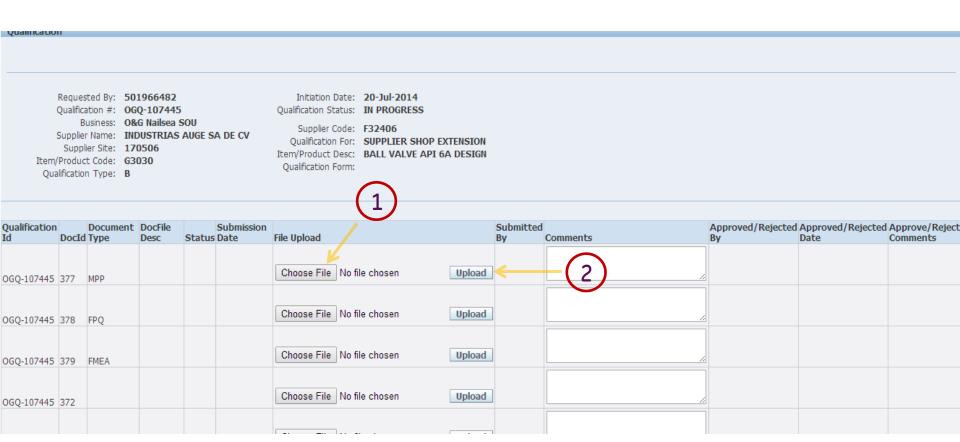


Search Qualification





Upload Documents



Upon Search New form opens up which lists the documents requested by Business

- 1. Click on Choose File and Browse the file
- 2. Click on Upload Button



Upload Documents

Oualification #: OGO-107445 Qualification Status: IN PROGRESS Business: **0&G Nailsea SOU** Supplier Code: F32406 Supplier Name: INDUSTRIAS AUGE SA DE CV Qualification For: SUPPLIER SHOP EXTENSION Supplier Site: 170506 Item/Product Desc: BALL VALVE API 6A DESIGN Item/Product Code: G3030 Qualification Form: Qualification Type: B Qualification Document DocFile Approved/Rejected Approved/Rejected Approve/Reject Submission Submitted DocId Type Comments Status Date File Upload Comments upload 1 120csdiq.pdf Clear Upload OGQ-107445 377 MPP upload 2 120csdiq.pdf Clear Upload OGQ-107445 378 FPQ Choose File No file chosen Upload OGQ-107445 379 FMEA Choose File No file chosen Upload OGQ-107445 372 upload 3 Choose File | 120csdig.pdf Upload OGQ-107445 373 Calibration Choose File | No file chosen Upload OGQ-107445 374 Calibration

- 1. Enter Comments for each document uploaded
- 2. Click on Submit Button once all documents are uploaded

Save Submit Close

Note: Supplier has to upload all the documents in one shot.



Upload Documents

Qualification #: OGQ-107445
Business: O&G Nailsea SOU
Supplier Name: INDUSTRIAS AUGE SA DE CV

Supplier Site: 170506
Item/Product Code: G3030
Qualification Type: B

Qualification Status: IN PROGRESS

Supplier Code: F32406

Qualification For: SUPPLIER SHOP EXTENSION
Item/Product Desc: BALL VALVE API 6A DESIGN

Qualification Form:

Qualification Id	DocId	Document Type	DocFile Desc	Status Da	ıbmission ate	File Upload		Submitted By	Comments		Approved/Rejected By	Approve/Reject Comments
									upload 1	K		
OGQ-107445	377	MPP				120csdiq.pdf Clear Upload				/.		
									upload 2			
OGQ-107445	378	FPQ				120csdiq.pdf Clear Upload				/.		
OGQ-107445	379	FMEA				Choose File No file chosen	Upload			/		
OGQ-107445	372					Choose File No file chosen	Upload			/.		
									upload 3			
OGQ-107445	373	Calibration	callibration			Choose File 120csdig.pdf	Upload			/.		
OGQ-107445	374	Calibration				Choose File No file chosen	Upload			/.		
ı												



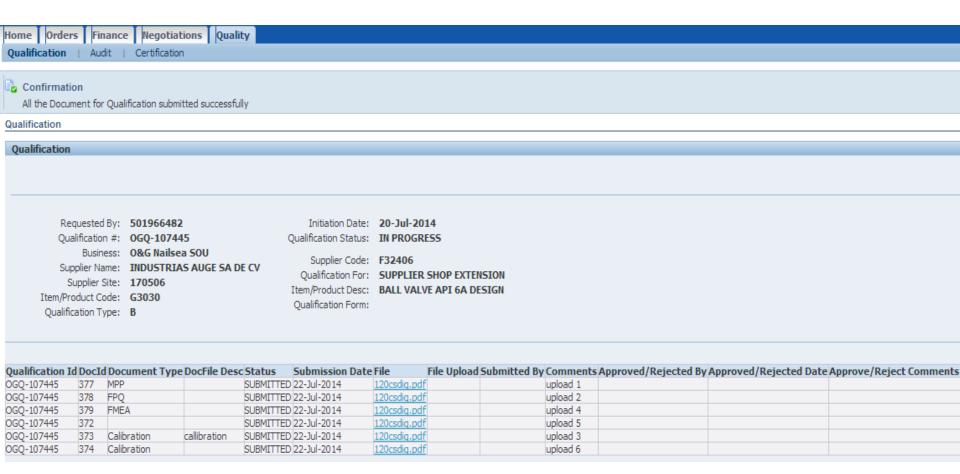
- 1. Enter Comments for each document uploaded
- 2. Click on Submit Button once all documents are uploaded

Note: Supplier has to upload all the documents in one shot. Current Document limit per line is restricted to 30 MB per file.



Documents Upload Completed

Upon Submission: New Screen with submission details appears

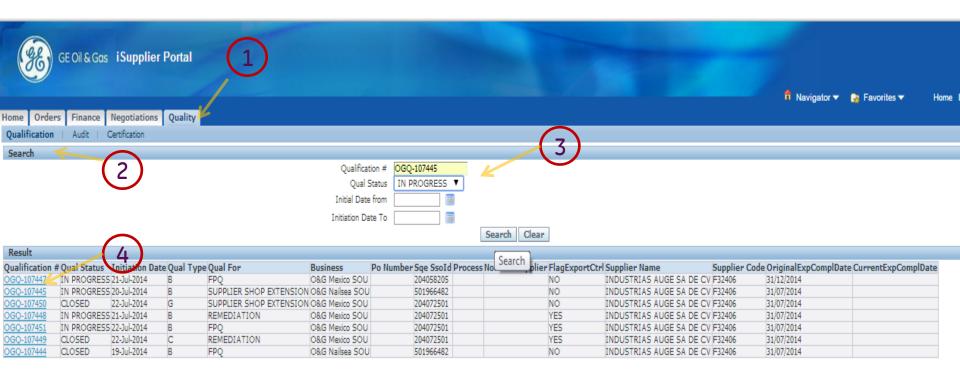




1.2 Rejected Qualification Document Upload



Upon Submission: New Screen with submission details appears

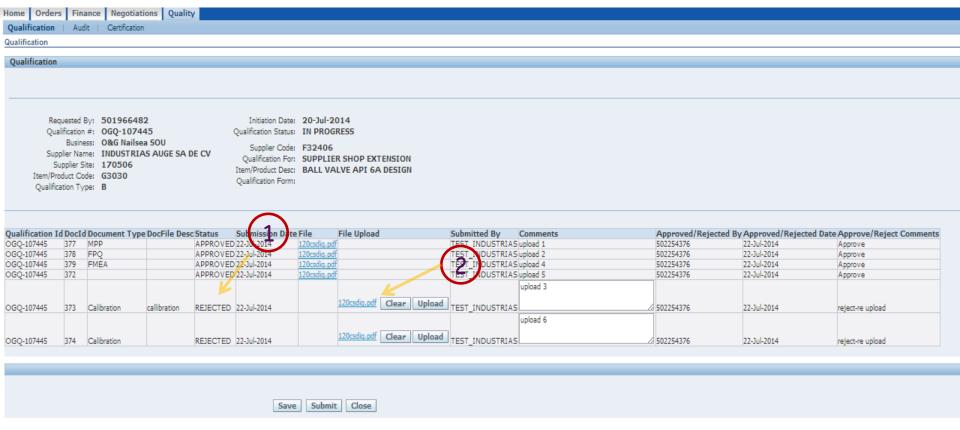


For Any Rejection: a Email Notification is Sent to Suppliers

- 1. Select Quality Tab
- 2. Select Sub -Qualification
- 3. Search For Qualification by Qualification Number or Status
- 4. Select Qualification to be open



Review the Rejection Comments and Re upload the details Appropriately

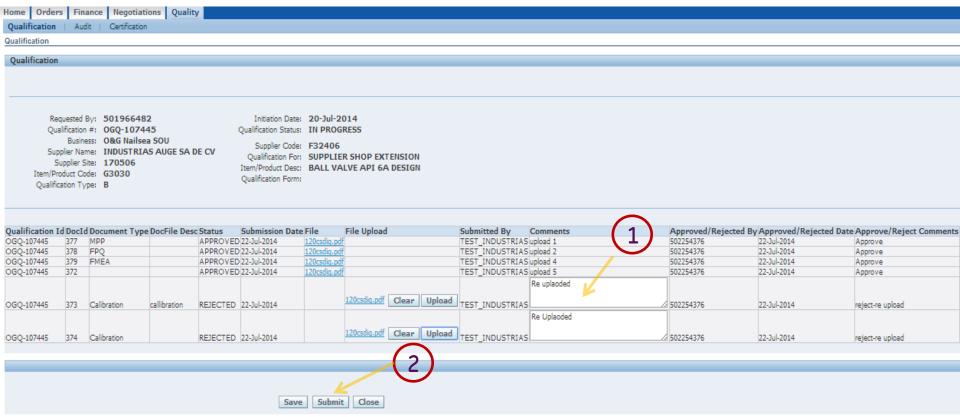


For Any Rejection: a Email Notification is Sent to Suppliers

- 1. Review Rejection Comments
- 2. Clear previous document



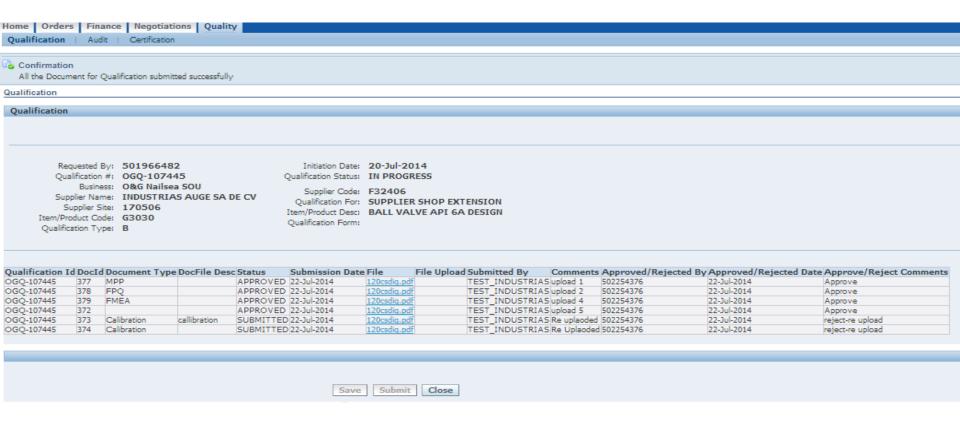
Review the Rejection Comments and Re upload the details Appropriately



- 1. Reload Documents and New Comments
- 2. Click Submit button



Re-Submitted Document Sent for SQE Approval

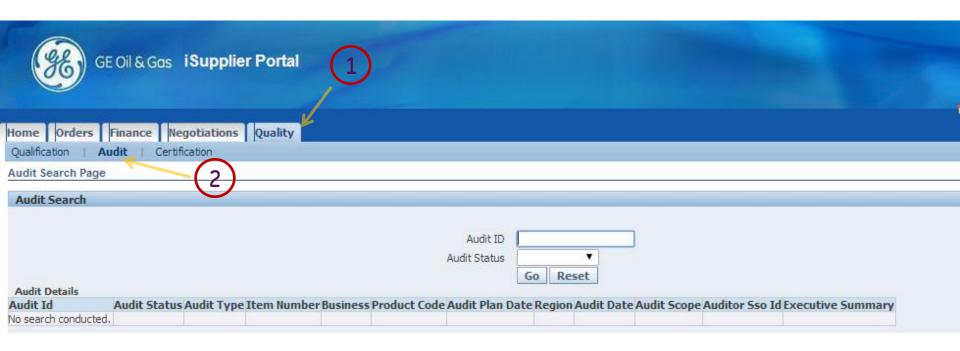




2. Audit Acceptance



Accept Audit Notifications

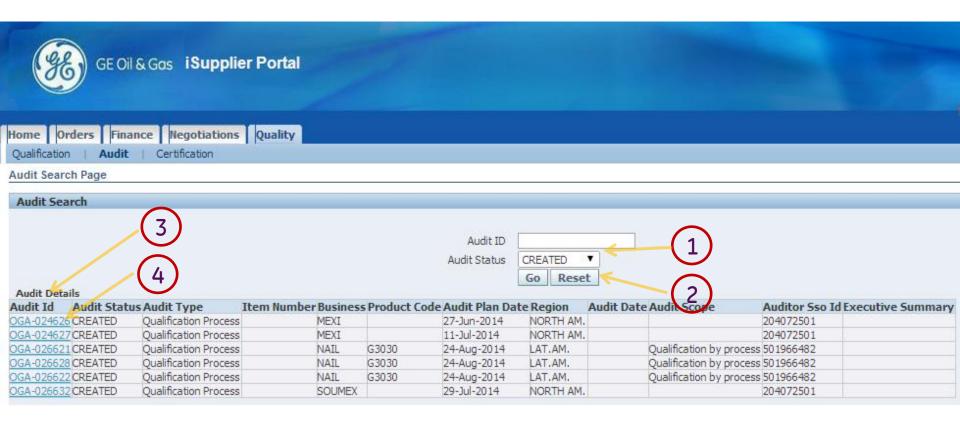


Log-in Oracle Apps As shown in pervious slides

- 1. Select Quality Tab
- 2. Select Sub Menu: AUDIT
- 3. Select View Button



Accept Audit Notifications



- 1. Search By Audit Status= CREATED
- 2. Select GO Button
- 3. Search Results Appear
- 4. Select a Audit Line to Accept



Accept Audit

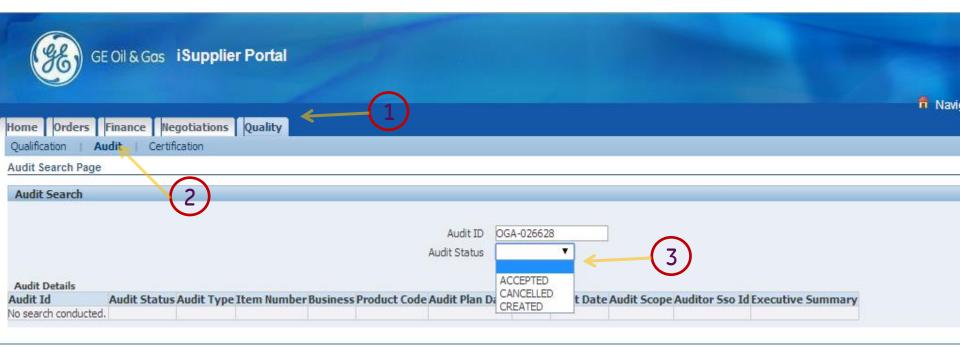


1. Click on ACCEPT Button to Accept scheduled Audit
Note: Upon Acceptance a Email will be sent to SQE and suppliers about the confirmation
Once Accepted, Audit ACCEPT Button is Disabled



Once Audit Is Conducted by SQE, and Findings are Entered in SQM, they can be reviewed by Suppliers on isupplier Portal.

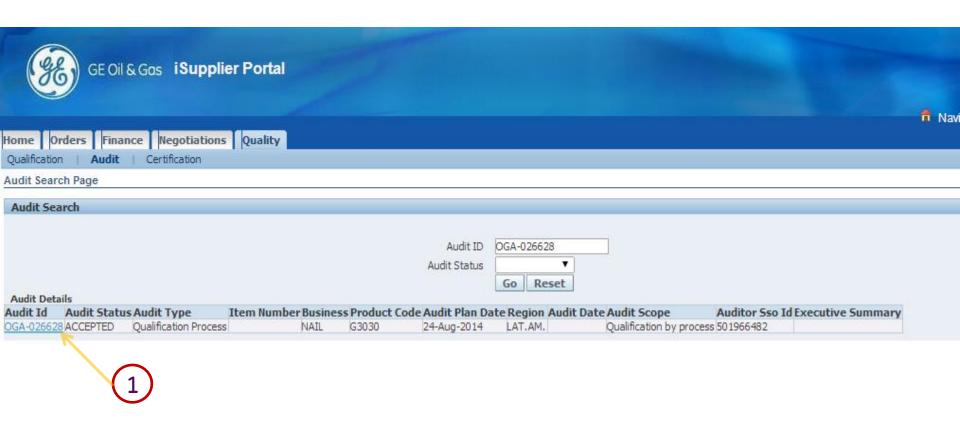
Email Notification will be sent whenever a Audit is updated by SQE for new Findings/ Observations



- 1. Click on Quality Tab
- 2. Select Sub-Menu: AUDIT
- 3. Search By Audit Number Or Audit Status
- 4. Click On Search Button







1. Select Audit For Review

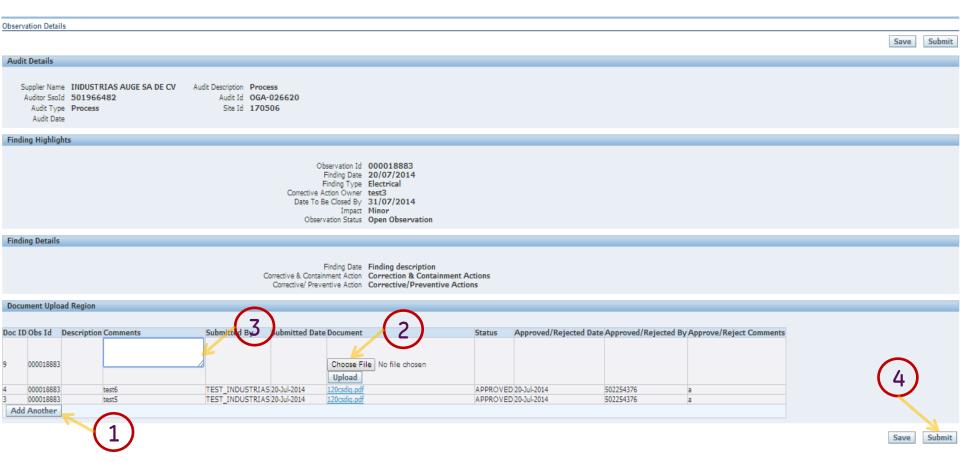




1. Select Observation ID For Review



Audit Findings Review & Document Uplaod



Review the Observation Details

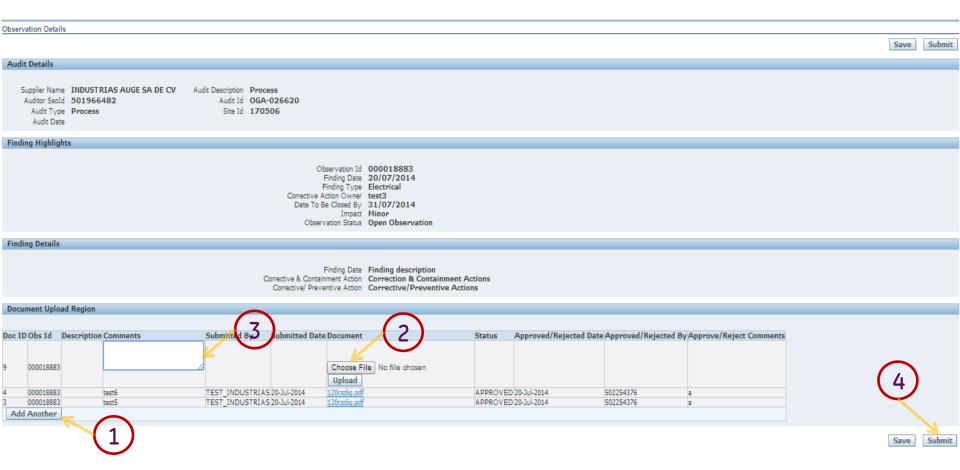
- 1. Select button: ADD Document.
- 2. Browse and Upload File
- 3. Enter Comments
- 4. Click SUBMIT Button



3.1 Audit-Findings Document Upload



Audit Findings Review & Document Upload



Review the Observation Details

- 1. Select button: ADD Document.
- 2. Browse and Upload File
- 3. Enter Comments
- 4. Click SUBMIT Button



4 Supplier Certificate Management 4.1 Supplier Certificate Upload



Supplier Certificate Load



Home Orders Finance Negotiations Quality

Qualification | Audit | Certification

Certification View

Active Certificates

Certification Id	Certificate Type	Document Description	Upload Date	Uploaded By	Expiration Date	Comments	Status
<u>1</u>	ISO	test ISO	19-Jul-2014	TEST_INDUSTRIAS	31-Jul-2014	new certificate	APPROVED
3	ISO	test	20-Jul-2014	TEST_INDUSTRIAS	31-Jul-2014	new file	APPROVED
4	ISO	test4	21-Jul-2014	TEST_INDUSTRIAS	31-Jul-2014	test4	APPROVED
7	ISO	ISO 9001:2008	22-Jul-2014	TEST_INDUSTRIAS	25-Jul-2014	See attached file	APPROVED
8	LABORATORY	Lab certification	22-Jul-2014	TEST_INDUSTRIAS	25-Jul-2014	see attached file	APPROVED

Expired Certificates

Certification Id	Certificate Type	Document Description	Upload Date	Uplo	aded By	Expiration Date	Comments	Status
10	ISO	Expired ISO	22-Jul-2014	TEST	INDUSTRIAS	01-Jul-2014	Expired ISO	APPROVED

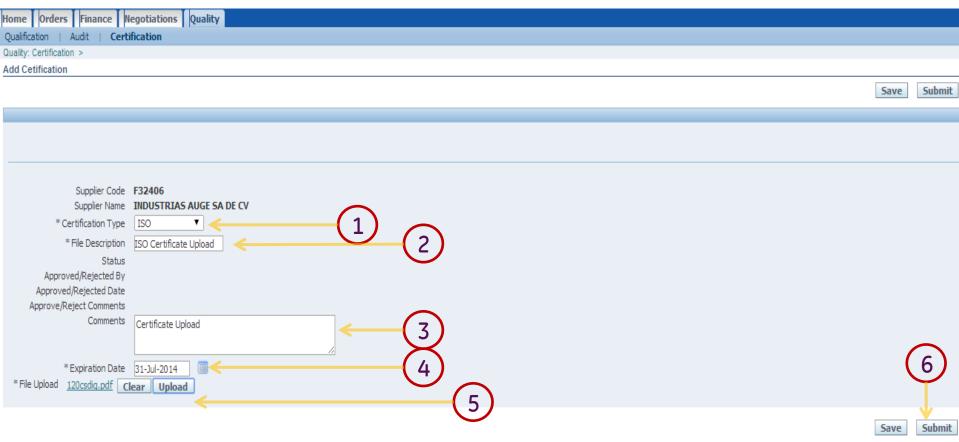


Login to isupplier Portal as shown in Previous Slides

- Select Quality Tab
 Select Sub Menu- Certification
- 3. Click on ADD Button



Supplier Certificate Load



New Page Appears

- 1. Select Certificate Type
- 2. Enter File Description
- 3. Enter Comments
- 4. Enter Expiration Date
- 5. Browse and Upload the Document
- 6. Click Submit

Supplier Certificate Load

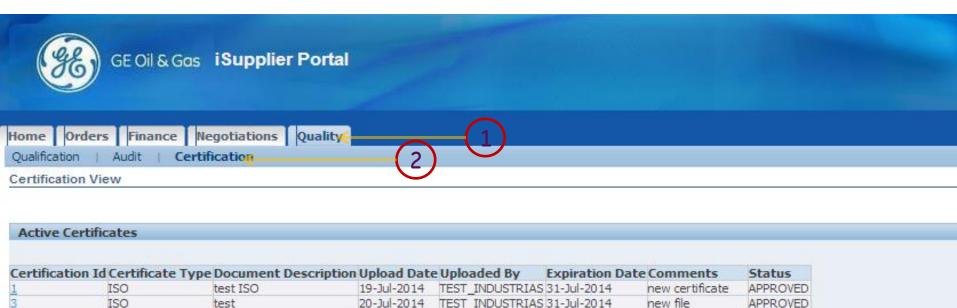
Home Orders Finance N	egotiations Quality		
Qualification Audit Cert			
Quality: Certification >			
Confirmation Submitted successfully. Your ce	rtification Id is 11		
Add Cetification			
		Save	Submit
* Certification Type * File Description File	F32406 INDUSTRIAS AUGE SA DE CV ISO ISO Certificate Upload 120csdiq.pdf SUBMITTED Certificate Upload		
* Expiration Date	31-Jul-2014		
		Save	Submit

Upon Submission a Email is Sent to Supplier and SQE New Certificate ID is displayed

4.2 Re Load Rejected Certificates



Review Rejected Certificates



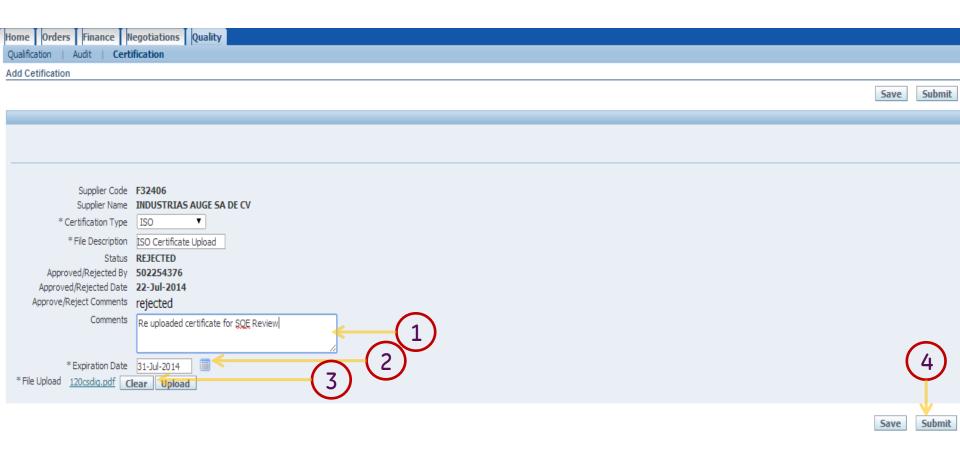
2	150	test	20-301-2014	TEST_INDUSTRIAS	31-JUI-2014	new nie	APPROVED
4	ISO	test4	21-Jul-2014	TEST_INDUSTRIAS	31-Jul-2014	test4	APPROVED
7	ISO	ISO 9001:2008	22-Jul-2014	TEST_INDUSTRIAS	25-Jul-2014	See attached file	APPROVED
8	LABORATORY	Lab certification	22-Jul-2014	TEST_INDUSTRIAS	25-Jul-2014	see attached file	APPROVED
11	ISO	ISO Certificate Upload	22-Jul-2014	TEST_INDUSTRIAS	31-Jul-2014	Certificate Upload	REJECTED



Login to iSUpplier Portal

- 1. Select Quality Tab
- 2. Select Sub Menu-Certification
- 3. Check for Status= REJECTED
- 4. Select Certificate

Review Rejected Certificates

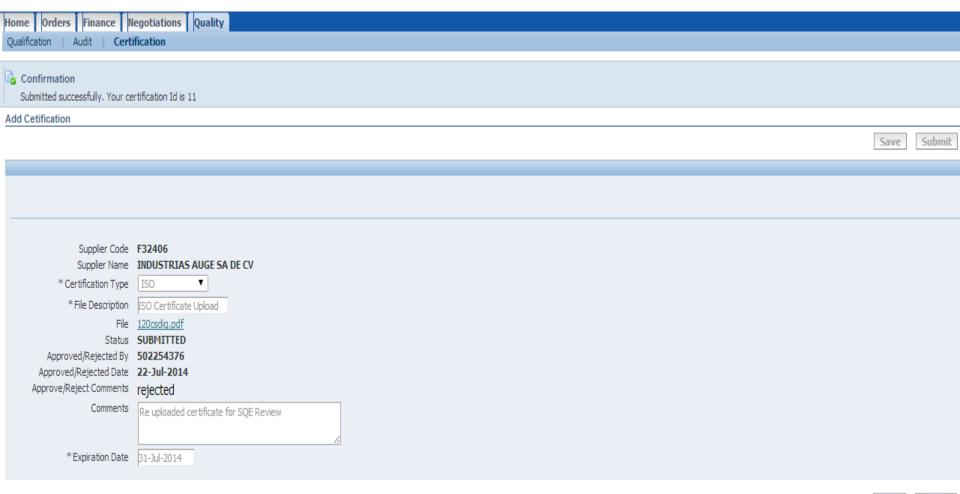


Re upload documents and comments

- 1. Enter Comments
- 2. Enter Expiration date change if any
- 3. Re Upload Documents
- 4. Click Submit for SQE Approval

Certificates Re-Submitted

Certificate-Document re submitted for Review Email Notification will be sent.



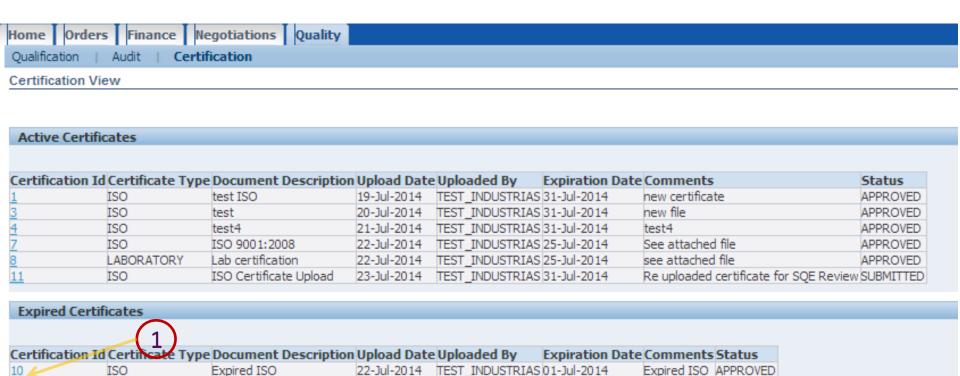


Submit

4.3 Expired Certificates Management



Review Expired Certificates



Expired Certificated can be seen in separate section

- 1. Check Expired certificates
- 2. Select Certificate ID for more details
- 3. TO Re Uplaod the new certificate, please follow the process as shown in section 41.

5 Notifications



Notifications

Supplier will receive Notification in Following Scenarios: Qualification:

- ✓ When New Qualification is Created
- ✓ Supplier Upload Documents
- ✓ Documents Approved or Rejected by SQE
- ✓ Update on Qualification
- ✓ Qualification Closure

Audit

- ✓ New Audit is Scheduled
- ✓ Audit Notification Accepted
- ✓ New Finding Created
- ✓ Audit Document Uploaded
- ✓ Audit Document Approved or Rejected
- ✓ Audit-Finding Closure
- ✓ Audit Closure

Certificates

- ✓ Certificates Due to Expire
- ✓ New Certificate Loaded by Supplier
- ✓ Certificate Approved or Rejected by Supplier

