iSupplier Portal (isp)

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Presentation for Suppliers



Topics of Discussion

- •What is iSP
- •Advantages of iSP
- •Logon Details & System Requirements
- •Supplier Access Options
- •What Information is Available in iSP:
 - Purchase Orders, Forecasts, Payment information, etc.
- •How to Use the Information in iSP:
 - We will review iSP screens, and how to use them efficiently
- •Security Strategy & Help Process



What is iSP?

•iSupplier Portal is a component of the Oracle Internet procurement solution that enables secure, self-service business transactions between Agilent and it's authorized suppliers by way of the internet

•It provides suppliers the ability to use a standard web browser to directly access information and enter business transactions in a secure, self-service environment

•It provides suppliers with information about purchase orders, supplier agreements (blanket purchase agreements), invoice and payment information, and time-critical delivery information

•It provides information to Agilent regarding shipments, purchase order acknowledgements, and order rescheduling



Advantages of iSP

- •Strong Communication linkage between Supplier & Agilent
- •Real Time Information transmitted via the Internet
- •Improves Efficiency and Time Management
- •Cost Savings



iSP Logon Information

You have been selected as a Supplier, by Agilent Technologies, to utilize our iSupplier Portal.

• Your User Name and Password will be communicated to you by your Agilent representative.

(Upon first-time access to iSP, you will be prompted to change your password)

• URL to iSP: <u>https://www.erp.agilent.com:8000/OA_HTML/US/ICXINDEX.htm</u>

System Requirements

- Internet Explorer version 5.5 or higher
- Web-proxy/Firewall needs to be open to allow access to Port 8000



Supplier Access Options

There are a few Supplier Access Options available for the iSP application. They restrict the data the user can see.

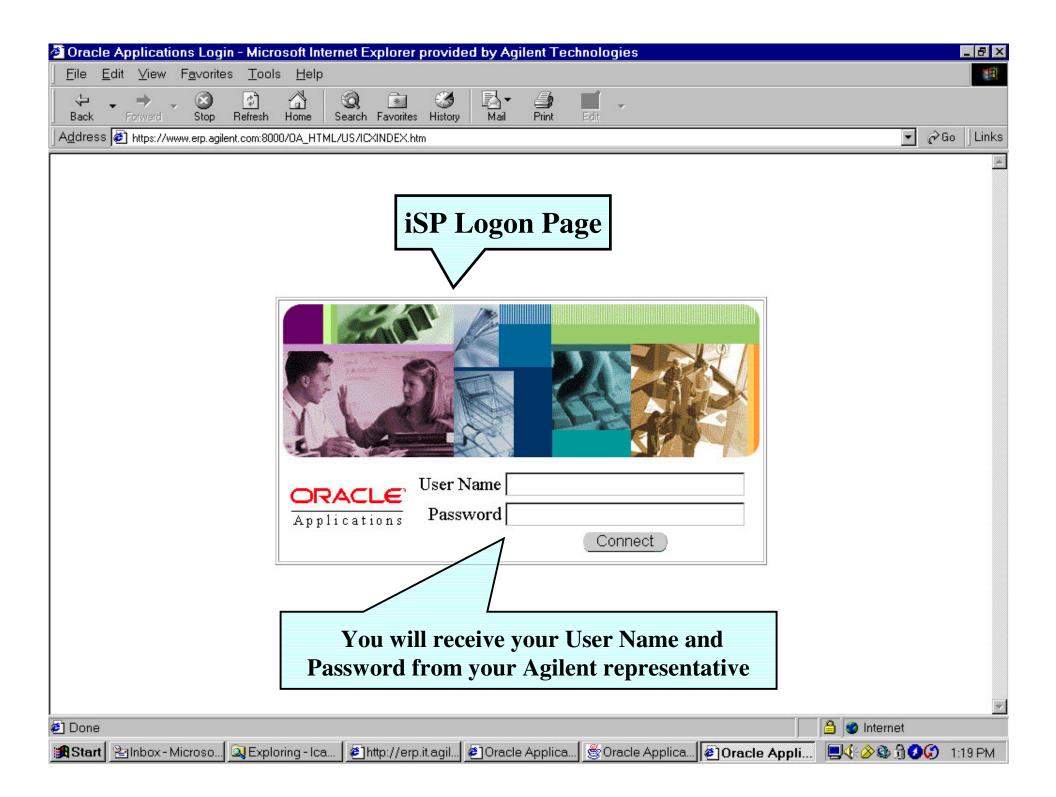
- •By Supplier Site this is the common access type
 - The supplier will be able to see Agilent data per each supplier site (address) this could be one of your Purchasing sites and/or Payment/Remittance site
- By Supplier this access is not currently used
 - The supplier will be able to see Agilent global data for their entire company this would include data for All Purchasing & Payment/Remittance sites



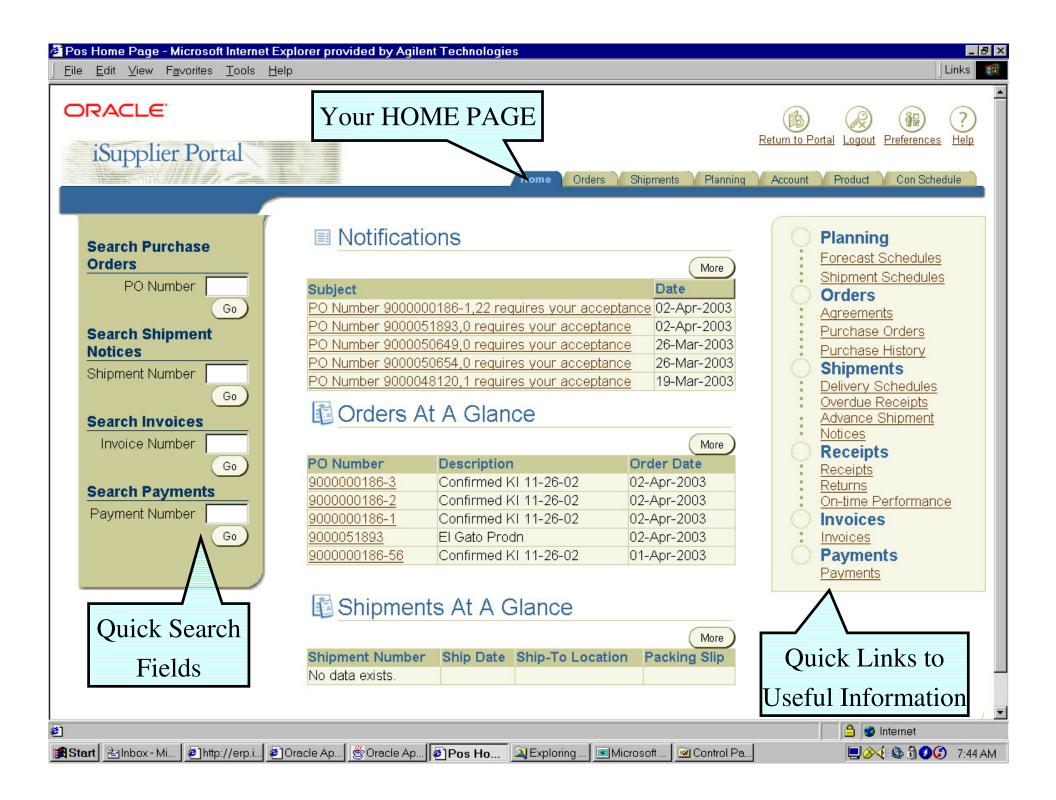
What Information is Available in iSP

- •Purchase Orders View, Acknowledge, and Reschedule PO's. As well as, view history of changes on PO's.
- •Notifications You will receive notifications in iSP, or via email, of New PO's, Change Orders, and notifications of PO's that need to be acknowledged.
- •Shipments information You can view Delivery Schedules and Overdue Receipts.
- •Planning information You can retrieve, view, and export forecast.
- •Accounting information If your Pay Site is setup with an iSP account, you can view Invoices and Payment details.





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NOTIFICATIONS - To view all Notifications in iSP, click on the "More" button.

Notifications consist of action items as well as information only. For example, you may receive a notification when you have a PO that requires your acceptance; you will also receive notifications of PO changes; as well as if a date change is Accepted or Rejected, etc.

You have the option to receive Notifications either directly within the iSP Notifications area. Or you may set up your Preferences to receive your Notifications via Email.



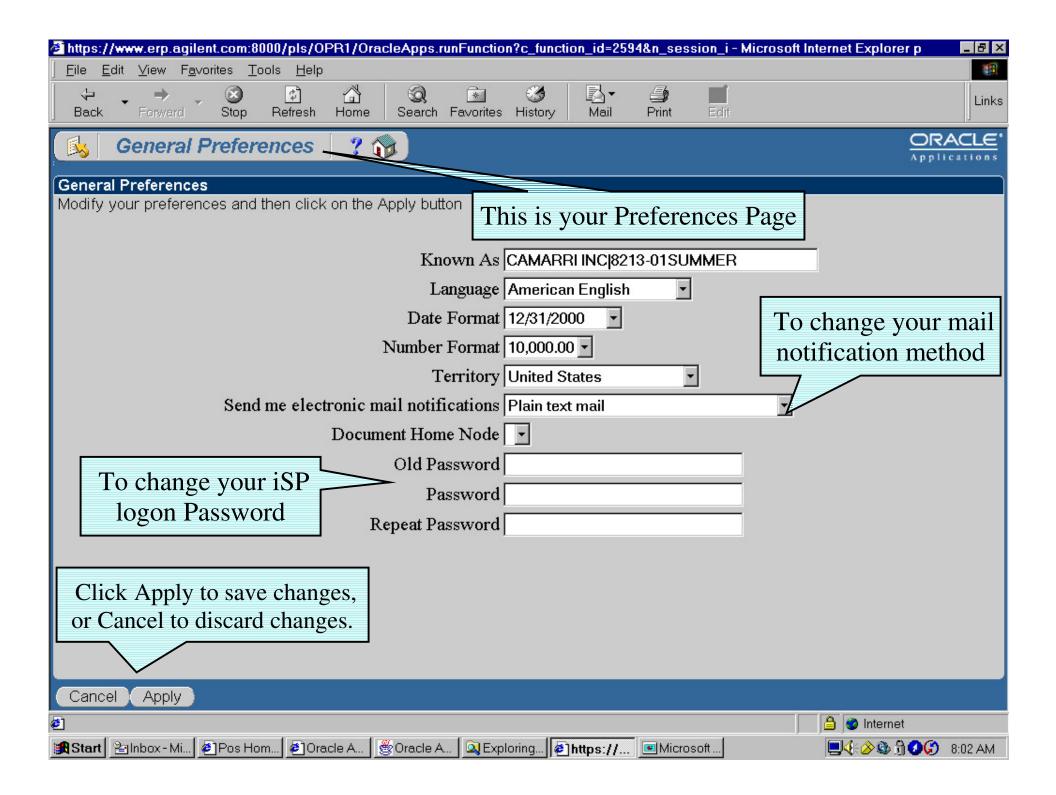
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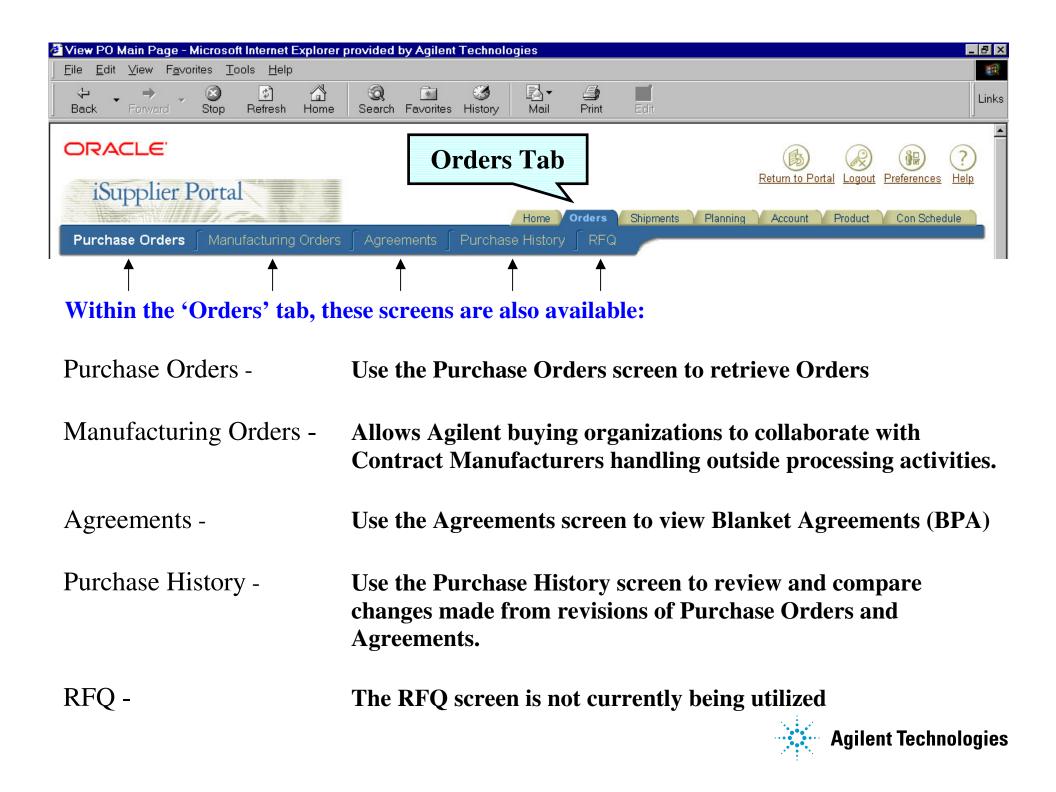
- To Change your iSP Password
- To Change your iSP notification method:

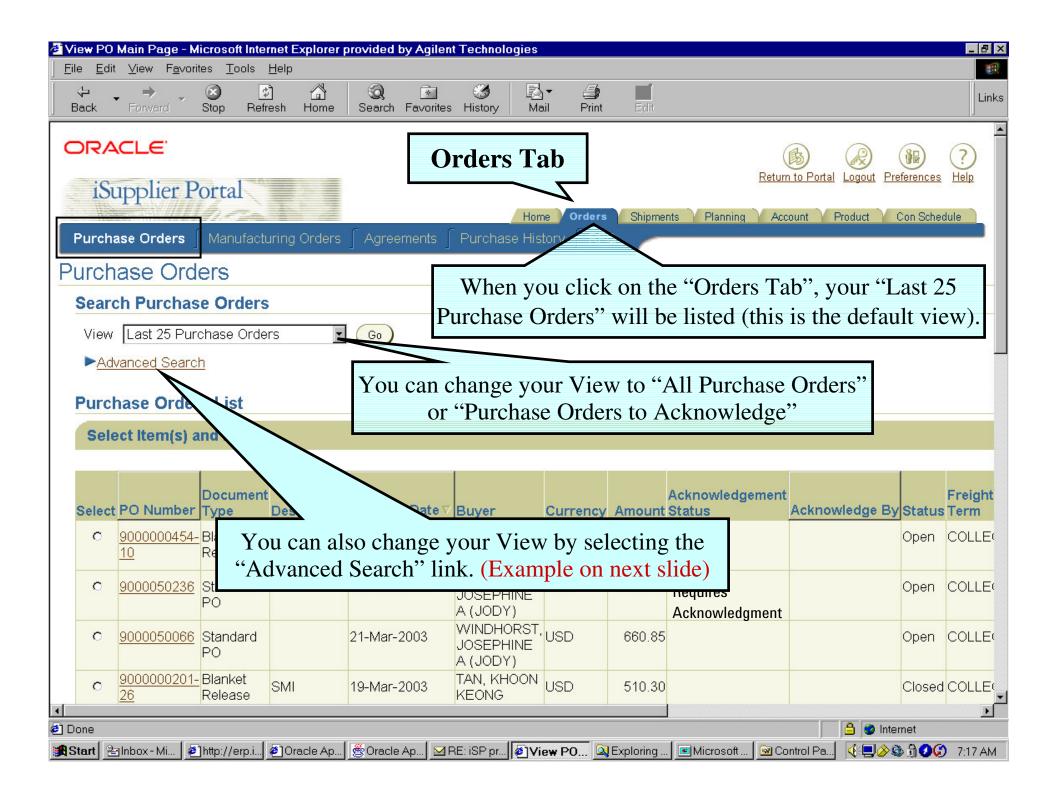
From the "Send me electronic mail notifications" drop down menu, you have the following options :

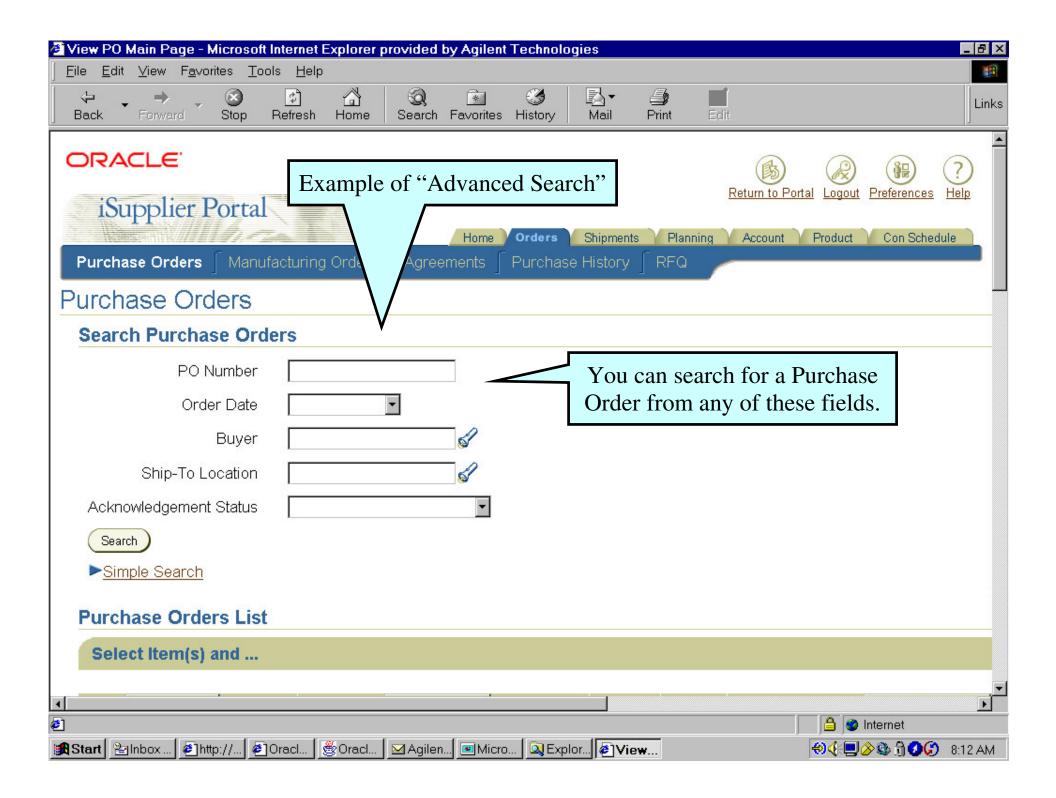
Select "**Do not send me mail**" if you wish to receive your notifications only within the iSP Home Page (pull system).

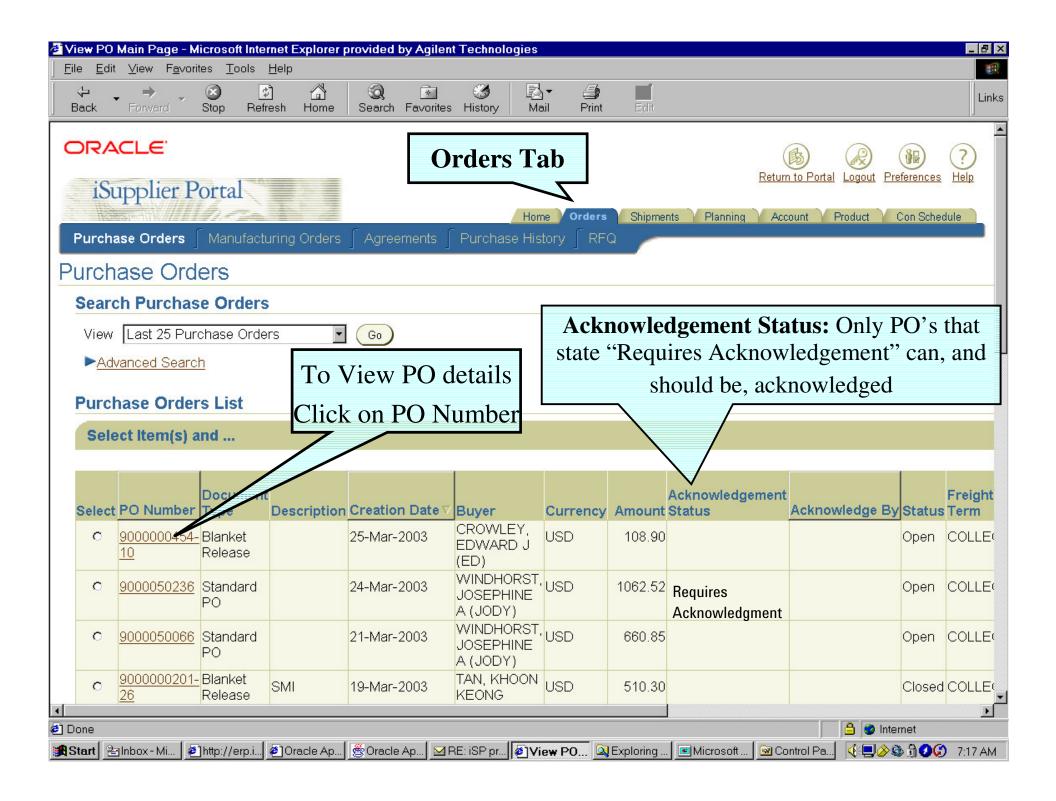
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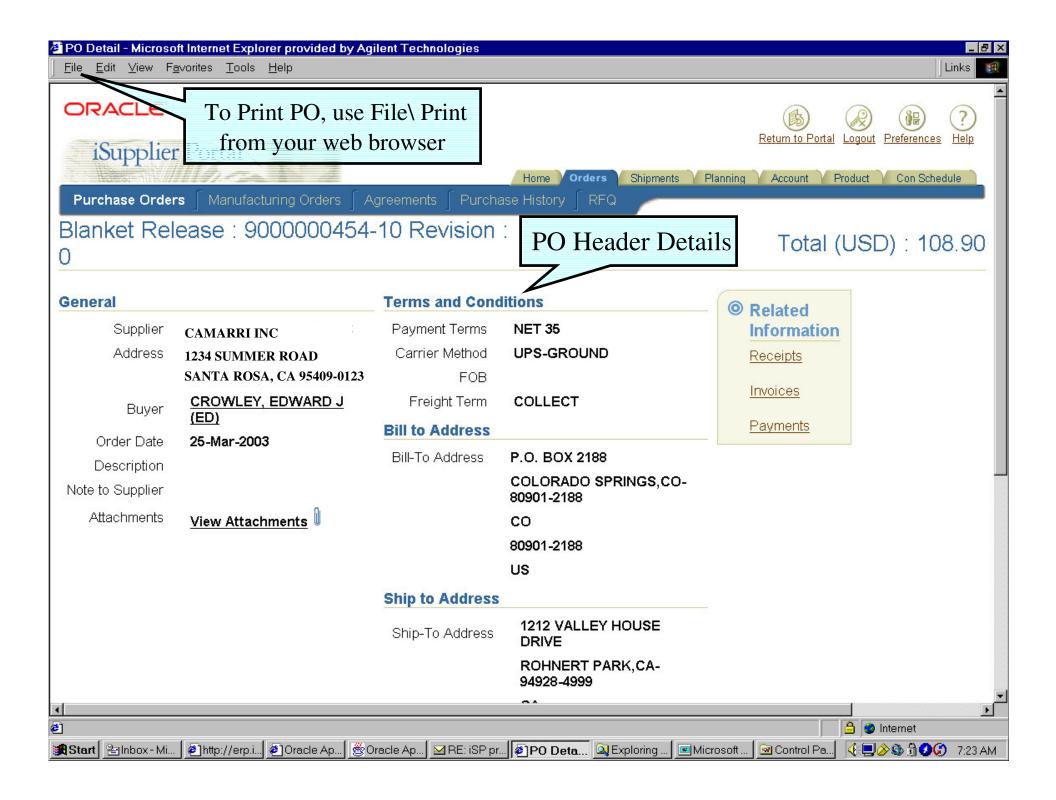


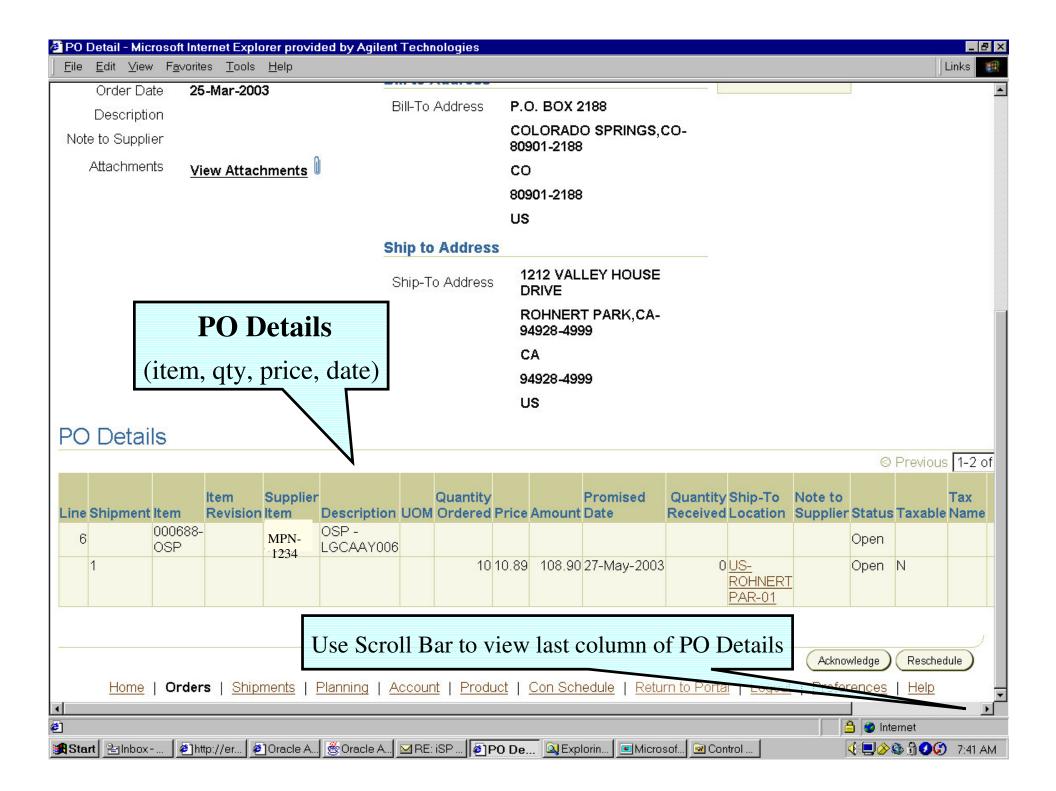




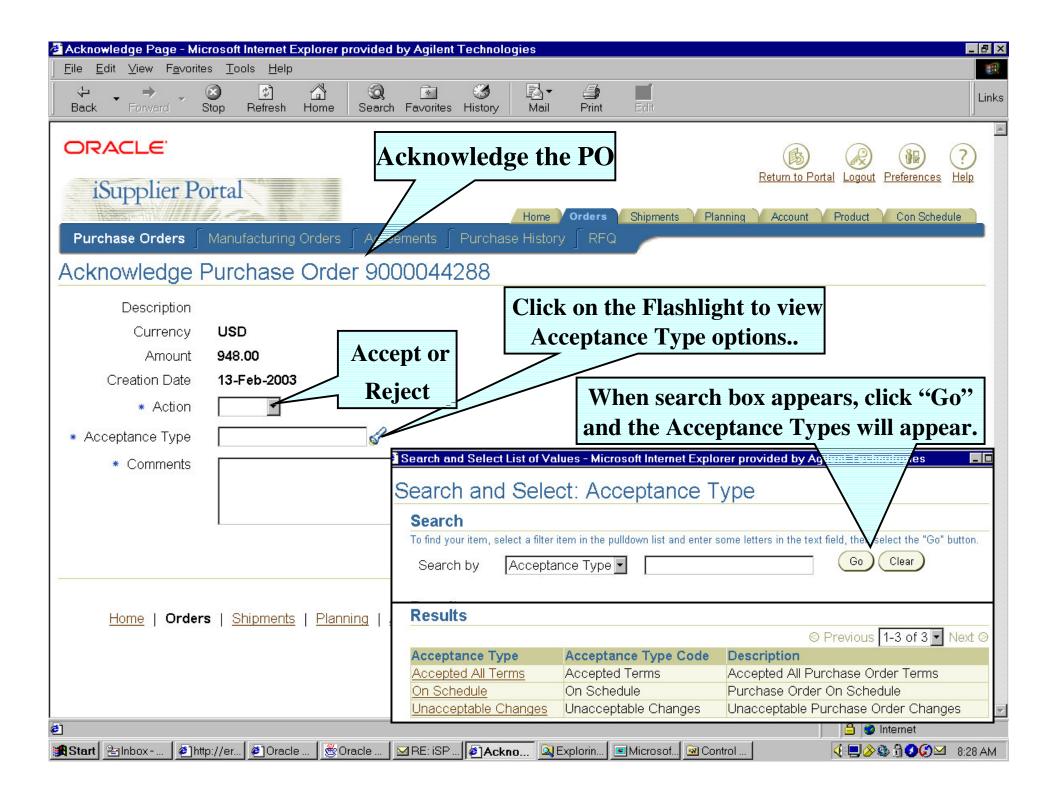




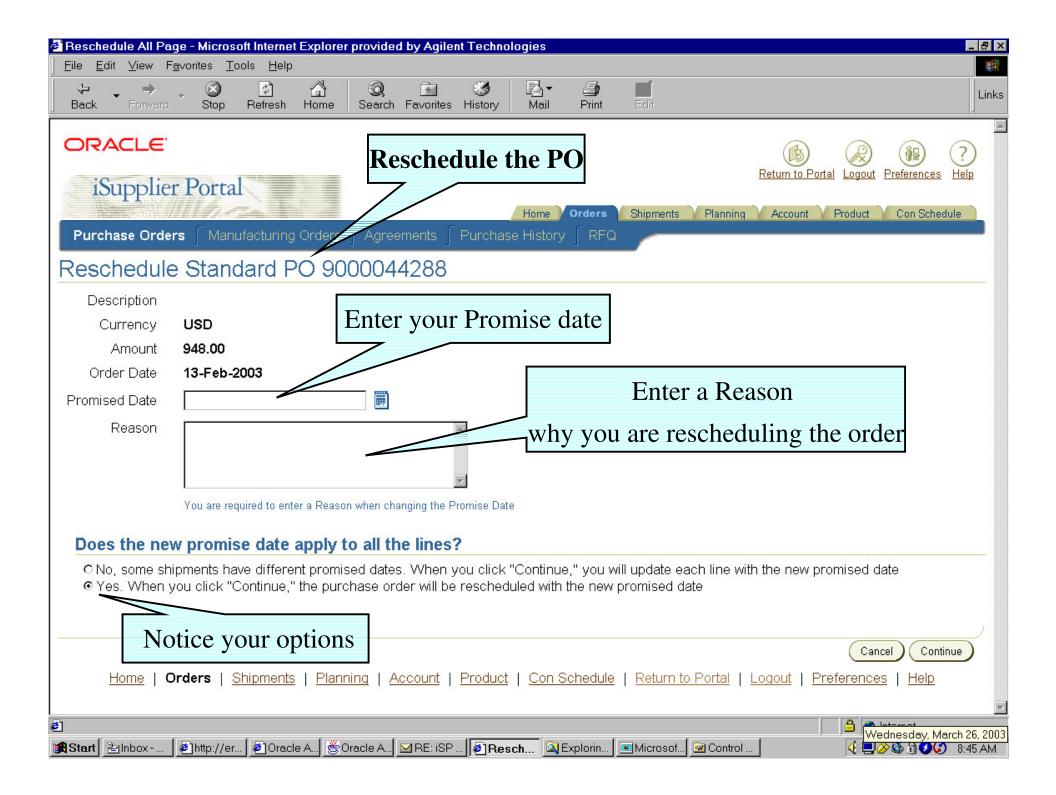




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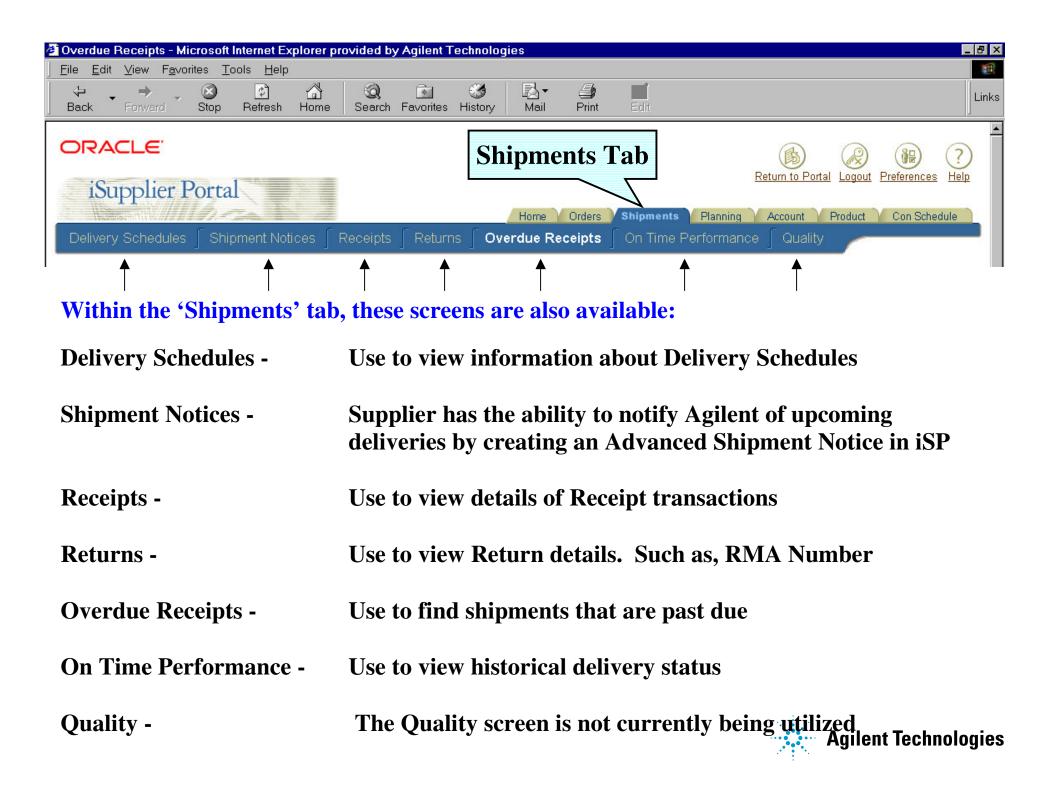


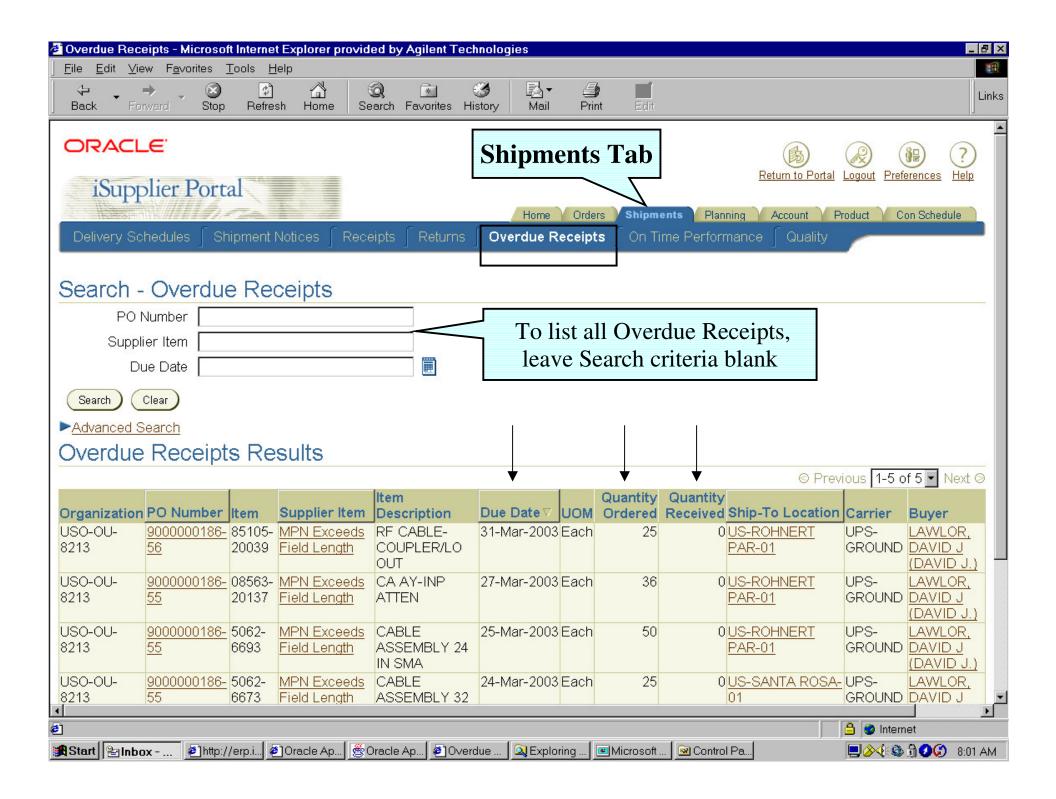
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How to pull a for ecast from iSP

Click on the Planning Tab.
 (This will take you to the Forecast Screen)

2. Click on the 'Search' Button to view all Forecast Schedules, and note most recent schedule number.

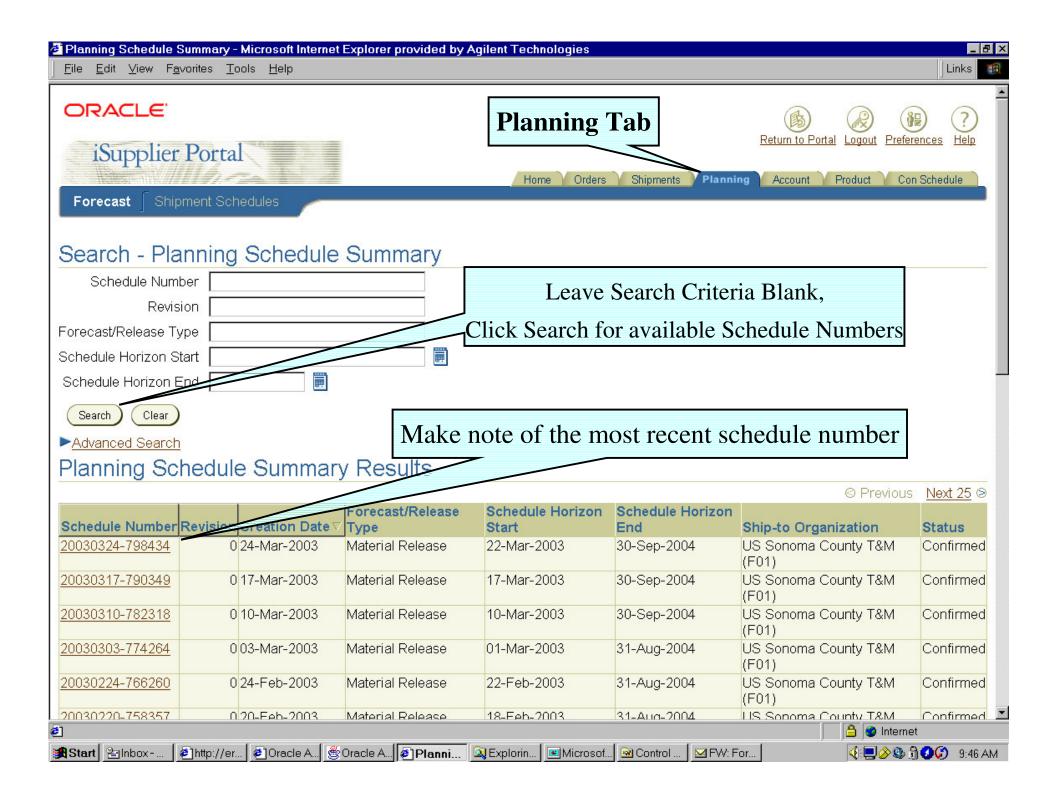
(Note: Each for ecast schedule represents the week that is was run. We run a new schedule each week - to look at the current for ecast, you will use the most recent for ecast schedule number.)

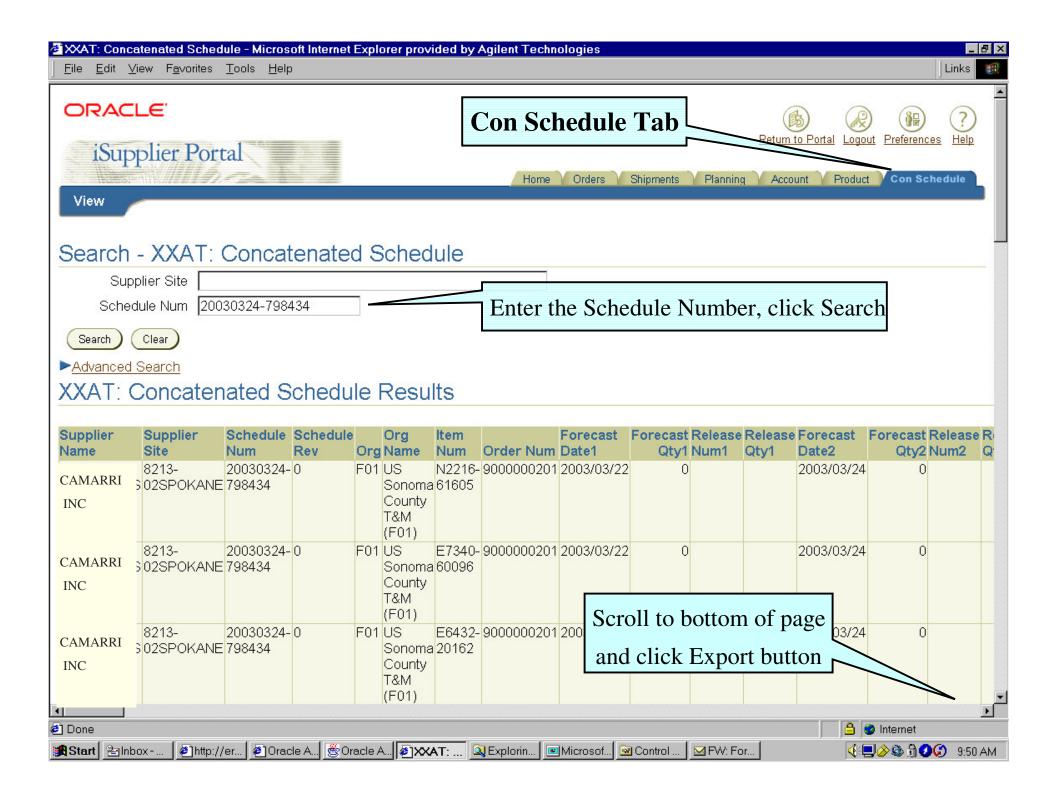
3. Click on the "Con Schedule" Tab.

4. Type in the Schedule Number, and then click on the 'Search' Button. (This will bring up the Forecast)

5. Click on the 'Export' Button to export the forecast to a spreadsheet, which is located at the bottom right corner of your screen.







Additional iSP For ecast I nf or mation:

• Schedules are available either Tuesday or Wednesday of each week.

• The latest schedule REPLACES any previous information that you may have received in earlier weeks.

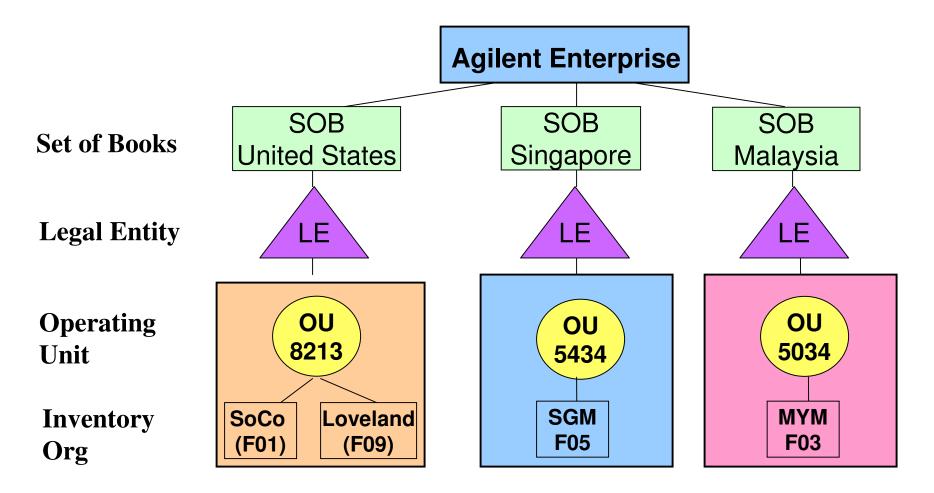
• The for ecast file in iSP contains for ecasts for all parts - even those on SMI / Nocturne.

• If we are using BPA's to transact business, the forecast will show Open & Planned Orders (aka released, planned). However, if we are only using Standard PO's you will only see Planned Orders. This means that once a planned order becomes an actual order that volume will no longer be visible as a forecast.

• Planned Order Quantities reflect the date that the material is going to be needed (Need by date). The Open Orders (Released Orders) - show need by date - even if the supplier has suggested a different promised date.



Example of Operating Units and Inventory Orgs



With the Oracle implementation we will replace our Legacy Entities and Sub-Entities with Inventory Organizations. For example;

Legacy Entity for Sonoma County = 5300 (old structure)

Oracle Inventory Org for Sonoma County = F01 (new structurg)ent Technologies

Additional iSP For ecast I nf or mation:

- There is one schedule per I nvent or y Org.
- If the supplier is transacting business with multiple inventory orgs, they will need to export one schedule for each inventory org.
- In some cases the system will produce a forecast schedule for inventory orgs with whom the supplier does not transact business. These schedules will be blank and my be ignored.
- If the supplier is transacting business with multiple Operating Units, they will need to use their login per each operating unit and export the schedules. Example: you cannot use your Penang login to get for ecast data for SoCo.

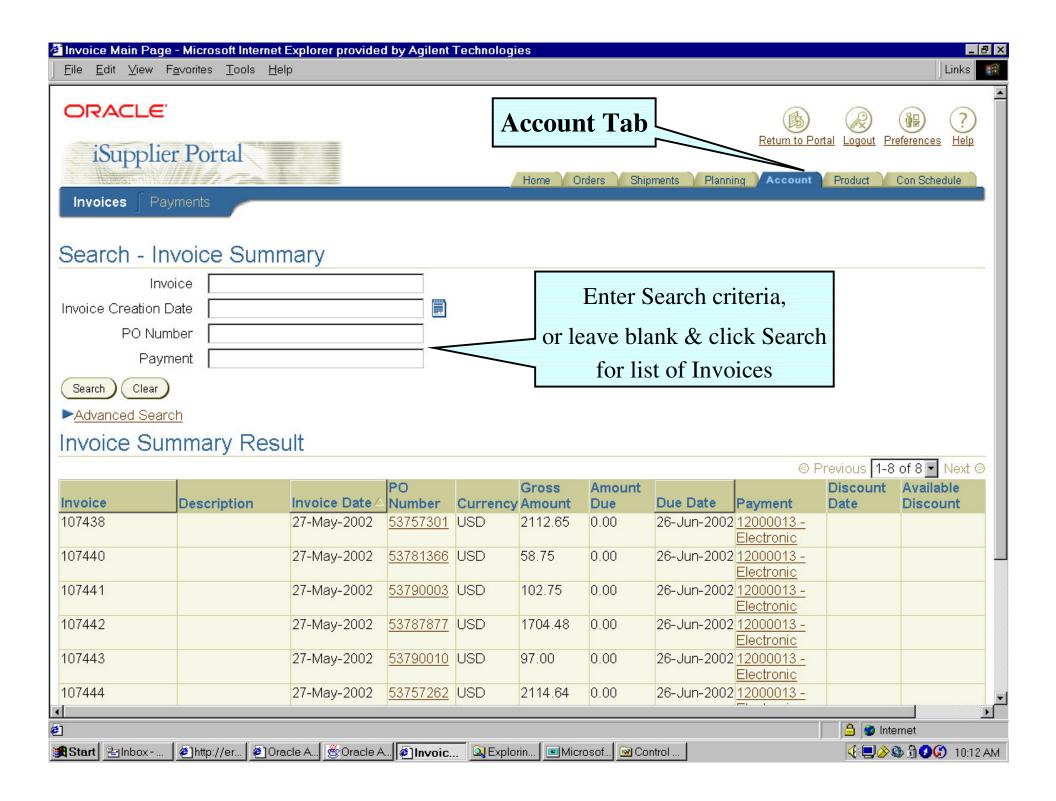




If Suppliers' Payment/Remittance site is setup for iSP access, the Supplier can review the status of their invoices and payments.

- Access to this information helps to increase customer satisfaction while eliminating the need for purchasing and payables departments to handle routine supplier inquires.





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Security Strategy

- •Agilent provides unique Supplier logon information to control user access
- •Provide secured point-to-point communication between client and server
- •System Idle (15 minutes) automatic log-off
- •Secure Sockets Layer (SSL) connections
- •HTTP cookie technology
- •Encryption technology



Help Process

• When you have an iSP question that can not be answered from the iSP material on our Supplier Information web site: <u>http://www.agilent.com/supplier/isp_new.html</u>, please contact your Agilent representative. (This would normally be the Buyer listed on your Purchase Order.)

- If your Agilent representative cannot answer your question, they will escalate your issue to their Agilent iSP support team.
- •Your Agilent representative will get back to you with an answer.

