

# SBM

## Supplier Base Management

Onboarding

January, 2021








# CONTENT

- Introduction
- Current Scope
- How to use SBM

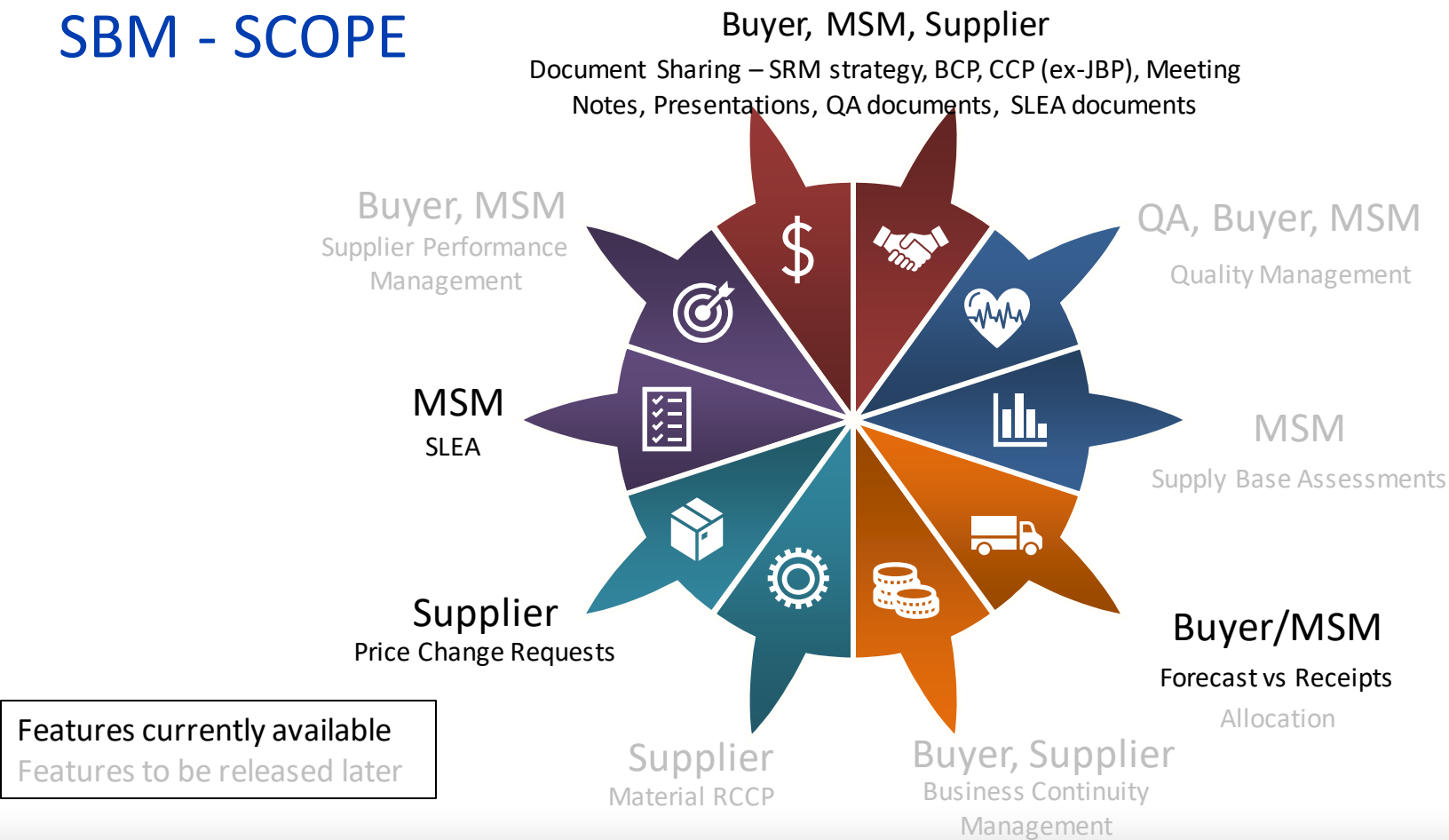
# SBM: Increasing E2E data visibility to optimize value



SBM is a Platform of collaboration between P&G and Raw and Pack material Suppliers providing real-time integration, two-way data sharing and visualization enabling stronger supplier performance which helps P&G and the Supplier win together.

 <b>Target Groups</b>	 <b>Needs</b>	 <b>Product</b>	 <b>Business Goals</b>
<p>Direct Material Suppliers</p> <p>P&amp;G Material Teams</p> <ul style="list-style-type: none"><li>• MSM</li><li>• Buyers</li><li>• Purchases Leadership</li><li>• QA</li><li>• SIP</li><li>• R&amp;D</li><li>• GPS</li><li>• Manufacturing</li></ul>	<p>Shared Visibility of P&amp;G/Supplier Data</p> <p>One system for Suppliers to engage with P&amp;G on Strategic Raw &amp; Pack Material processes.</p> <p>Better understanding of P&amp;G's Raw and Pack Supply Chains</p>	<p>An online Platform for Suppliers to engage P&amp;G for supplier-facing Raw and Pack Material processes.</p> <p>A Data Reporting/Analytics Platform for supplier-facing work processes and supply chain data (Internal to P&amp;G).</p>	<p>Reduce the effort to maintain Supply Chains and Supplier Relations.</p> <p>Accelerate Material Savings</p> <p>Improve Supplier Performance</p> 

# SBM - SCOPE



**One Platform for Raw and Pack Supplier Collaboration**

# WORK PROCESSES CURRENTLY RELEASED

Work Processes	Description	Value
Document Sharing	Leverage SBM to review and share documents with P&G like BCP, Customer Centricity Plans (JBP), meeting notes, presentations as well as QA documents and Agreement Report (contracts in SAP for all the materials you ship to P&G).	Both you and P&G are always looking at the latest version of the document. When a new member joins the team (P&G's or yours), no need to forward to them the latest version of all documents. Early identification of potential invoicing issues by comparing Agreement Report with your price sheet.
Receipts vs. Forecast	Leveraging SBM, you can access the latest long-term (4 to 18-month) forecast for your materials if your MSM has shared it. You can see receipts against materials in the forecast. You can also see receipts against all your materials.	One place to see the latest forecast if provided by your MSM. No need to request the latest version. Early identification of setup issues in SAP as well as potential capacity issues. Easy view of receipts for any material.
Price Change Requests	Digitized workflow to allow suppliers to request price updates to their materials prices in SAP. Buyer reviews requests and can approve or reject.	Reduction in blocked invoices leads to additional productivity for suppliers.
SLEA - Site Level Execution Agreement	Leveraging SBM workflows, SLEAs can be created and stored digitally in 1 place. SLEAs can be updated at any time by both Supplier and MSM. Data collected can be downloaded and analyzed.	Some portions of SLEA don't need to be duplicated. SLEA information stored in 1 place and available for all at any time. You know you are always looking at the latest version, the same that your MSM sees. Better governance of SLEA compliance for on-time renewal. Easier to work on improvements projects with P&G based on the SLEA data which can be easily analyzed.

# WORK PROCESSES IN BACKLOG

Work Processes	Description	Value
Business Continuity Management	Digitized workflow to capture suppliers' BCP. Currently SBM allows suppliers to send to buyers their BCP as a document.	No need for supplier to send the same document to several people. Buyer and MSM can work with supplier to improve their BCP.
Capacity Management (RCCP)	Digitized workflow to request capacity information from suppliers for each asset the supplier manages. Data is compiled for MSMs into RCCP to create forecast to be shared with supplier. Potential to add supplier and P&G inventory.	Earlier identification of capacity constraints. Thanks to digitization, process can be run more often to avoid more constraints as plans change. Reduction of air freight as well as scrap. Productivity for MSMs and suppliers.
Supplier Performance Management	Share with supplier how P&G sees their performance based on aligned metrics. Ability to look at trends in suppliers' performance. Identify areas where performance is below target. Future ability to benchmark against other suppliers in relevant group.	Just-in-time feedback to suppliers on their performance. Early identification of issues allows suppliers to correct them and improve performance to potentially gain additional business. With benchmarking, suppliers understand where they stand vs. competition.
Inventory Management (Part of RCCP)	Digitized workflow to request inventory information by material from supplier. Include inventory in transit.	Productivity for suppliers during supply crises as P&G can see your inventory as you update it. Potential to reduce inventory level based on full end-to-end inventory visibility and forecasted demand.



# WORK PROCESSES IN BACKLOG

Work Processes	Description	Value
QA	Digitize QA work processes which involve QA collaborating with Raw & Pack suppliers. Share with suppliers their QA performance to identify issues early and address them. Share Quality Incidents with suppliers	Earlier visibility to Quality Incidents, the root causes. Visibility to QA performance trends for suppliers to see where to focus. Overall productivity through digitized process.
Supply Base Assessment (SBA)	Digitize the process to develop Supply Base Assessment by Material Class for each BU.	Productivity as supplier doesn't need to provide information already collected in SLEAs.
Allocations	Include Allocations to compare with Forecast and Receipts by material by supplier by plant.	Early identification of demand higher than allocated volume to allow buyer to increase allocation. Early identification of demand lower than allocated volume to allow supplier to adjust capacity early and re-allocate as needed.
Savings Project Management	Develop with supplier a full list of savings projects with clear next steps, owners and deadlines to ensure on-time delivery of savings.	Through higher level of ownership from Suppliers and P&G, accelerated delivery of savings projects to maximize value. Part of JBP value creation.



# Core Features



# SBM Home Page

Master Data for  
your company

Open another  
SBM window

Change password  
Switch users

Tickets

Add  
users

P&G  
Supplier Portal Dashboard

Help/Guides

Supplier Summary

Company Information & Contacts

Key Docs & Communication

Agreement Report

Price Change Requests

Forecast & Receipts

Company Group Forecast/Receipts

SLEA - Planning Parameters

SLEA - Transportation

SLEA - Supplier Operations

SLEA - Supply Change Communication Process

SLEA - Order Management

SLEA - Supplier Materials Information

FREQUENTLY ASKED QUESTIONS - HELP



OVERVIEW VIDEO - FEATURES



SLEA TERMS DEFINITIONS



CREATE PRICE CHANGE REQUEST



OVERVIEW VIDEO - PRICE CHANGE REQUEST



PROVIDE FEEDBACK



SBM - ONBOARDING PRESENTATION



DIGITAL SLEA - STEP 0 KEY CONTACTS



CHAT SUPPORT







SBM - ADDING MORE PORTAL USERS




DIGITAL SLEA - STEP 1 PLANNING PARAMETERS



# Supplier Summary





Supplier Portal Dashboard

Help/GuidesSupplier SummaryCompany Information & ContactsKey Docs & CommunicationAgreement ReportForecast & ReceiptsCompany Group Forecast/Receipts

SLEA - Planning ParametersSLEA - TransportationSLEA - Supplier OperationsSLEA - Supply Change Communication ProcessSLEA - Supplier Materials InformationSLEA - Order Management

SUPPLIER SUMMARY

Company Group (GUV)Vendor CityCurrent Forecast QuantityFiscal Year Receipts QuantityFiscal Year Actuals SpecificationUoM

ASSIGNED WORKFLOWS

Name	ID	Created	Status
Step 4 new copy test	SLEA_Step4_000869	2020-07-21 10:42	Published to SBM
step 0 test new 2	SLEA_Step0_002672	2020-07-15 13:42	Trigger Update
step 0 test internal	SLEA_Step0_002606	2020-07-13 13:48	Published to SBM
Test BCP request	Request_File_000012	2020-07-09 18:28	Supplier Input
Test NA Baby 06 2020	SLEA_Step1_002173	2020-06-26 22:44	Published to SBM
Test NA Baby 06 2020	SLEA_Step0_002231	2020-06-26 21:10	Published to SBM
delete step 6 step	SLEA_Step6_000338	2020-06-23 12:23	closed
delete step 5	SLEA_Step5_000346	2020-06-23 12:23	closed
step 5 delete	SLEA_Step5_000344	2020-06-22 13:52	closed

CURRENT FORECAST / RECEIPTS

Vendor City

● Current Forecast Quantity (UoM x1000)

● Fiscal Year Receipts Quantity of Forecasted Materials (UoM x1000)

DATA LAST UPDATED

Please review these workflows to complete the ones that require information from you

# Company Information and Contacts

The screenshot displays the P&G Supplier Portal Dashboard. The top navigation bar includes the P&G logo, a home icon, and a user profile icon. Below this, the 'Supplier Portal Dashboard' title is followed by a series of tabs: 'Help/Guides', 'Supplier Summary', 'Company Information & Contacts' (which is the active tab), 'Key Docs & Communication', 'Agreement Report', 'Forecast & Receipts', and 'Company Group Forecast/Receipts'. A secondary row of tabs includes 'SLEA - Planning Parameters', 'SLEA - Transportation', 'SLEA - Supplier Operations', 'SLEA - Supply Change Communication Process', 'SLEA - Supplier Materials Information', and 'SLEA - Order Management'. The main content area is divided into two columns. The left column, titled 'P&G CONTACTS', contains a table with columns for Function, Name, Email, Phone, Plant, and SpendPool. The right column, titled 'SUPPLIER CONTACTS', contains a table with columns for Function, Name, Email, and Phone. Below the 'SUPPLIER CONTACTS' table is a section titled 'SLEAS' with a table containing columns for ID, Name, Created, and Status. Two red arrows point to the 'P&G CONTACTS' and 'SUPPLIER CONTACTS' tables, with labels 'Your P&G contacts' and 'Contacts on your team' respectively.

**Your P&G contacts**

Function	Name	Email	Phone	Plant	SpendPool
Buyer					
Buyer	del1	del2	del3	del4	del5
Buyer	del1	del2	del3	del4	del5

**Contacts on your team**

Function	Name	Email	Phone
Key Account Manager	klfnavmo		
Quality Manager	askonoawefn		
Customer Service Rep	wjnfio		
Key Account Manager	delete1	delete2	delete3
<a href="#">(1) More</a>			

ID	Name	Created	Status
SLEA_Step0_002672	step 0 test new 2	2020-07-15 13:42	Trigger Update
SLEA_Step0_002606	step 0 test internal	2020-07-13 13:48	Published to SBM
SLEA_Step0_002231	Test NA Baby 06 2020	2020-06-26 21:10	Published to SBM
SLEA_Step0_001015	step 0 delete test	2020-06-18 12:28	closed

# Key Docs & Communication

Simply click on a document to open it

The screenshot displays the P&G Supplier Portal Dashboard. The 'Key Docs & Communication' tab is selected. The dashboard features several sections with tables of documents:

- CUSTOMER CENTRICITY PLANS**: A table with columns for Document, Creator, Comment, and Date of Creation.
- BCP DOCUMENTS**: A table with columns for Document, Creator, Comment, and Date of Creation. The document 'BCP test document.d...' is highlighted, and a red arrow points to it.
- QUALITY DOCUMENTS**: A table with columns for Document, Creator, Comment, and Date of Creation. The document 'PastedGraphic-2.tiff' is listed.
- MEETING NOTES**: A table with columns for Document, Creator, and Date of Creation. The document 'SBM Test Document.docx' is listed.
- PRESENTATIONS**: A table with columns for Document, Creator, and Date of Creation. The document 'SBM Test Document.docx' is listed.
- MISCELLANEOUS**: A table with columns for Document, Creator, and Date of Creation.

# Agreement Report – check against your Price List

The screenshot displays the P&G Supplier Portal Dashboard. The 'Agreement Report' tab is selected. Below the navigation tabs, the 'AGREEMENT REPORT' section shows a table with columns: PO/SA Number, Line, Material Type, Material Number, Material Descri..., P&G Site, Currency, SAP Price, Price per UoM, UoM, Payment Term, Validity End, and Lead Time. In the top right corner of the table, there is an 'Export' icon (a document with a download arrow) and a settings gear icon. A red arrow points from a text box to the 'Export' icon.

**You can export any data by clicking on this icon in any tab.**

# Price Change Requests – request update to your prices

Check the status of your requests

Create a new Price Change Request

P&G

Supplier Portal Dashboard

Help/Guides

Supplier Summary

Company Information & Contacts

Key Docs & Communication

Agreement Report

Price Change Requests

Forecast & Receipts

Company Group Forecast/Receipts

SLEA - Planning Parameters

SLEA - Transportation

SLEA - Supplier Operations

SLEA - Supply Change Communication Process

SLEA - Order Management

SLEA - Supplier Materials Information

## SUMMARY OF PRICE CHANGE REQUESTS

Ticket	Title	Overall Status	Percent Comple...	Modified Date	Lines Reviewed	Lines Approved	Total Lines
SBMPCR_000...	price change p...	Completed Su...	100	2020-08-06 10...	2	2	2
SBMPCR_000...	smal test 4	Completed wit...	100		3	3	3
SBMPCR_000...	large test 1	Completed wit...	100		1	1	1
SBMPCR_000...	large test 3	Completed wit...	100		5	0	5
SBMPCR_000...	large test 3	Completed wit...	100		5	0	5
SBMPCR_000...	large test 3	Completed wit...	100		5	0	5
SBMPCR_000...	large test 2	Completed wit...	100		3	0	3
SBMPCR_000...	CCL Test via T...	Completed wit...	100	41:23.2	1,985	1,984	1,985
SBMPCR_000...	CCL Price Rest...	Completed wit...	100	02:21.5	1,984	0	1,984
SBMPCR_000...	PG price chan...	Completed Su...	100	2020-09-09 07...	1	1	1

Job Aid to create a Price Change Request

Click to open requests submitted

CREATE PRICE CHANGE REQUEST

PCR JOB AID

## PRICE CHANGE REQUESTS

ID	Name	Status	Assigned to
SBMPCR_0002...	AB Test Displa...	closed	Bhatti Supplier ...
SBMPCR_0000...	PG price chang...	closed	Bhatti Supplier ...
SBMPCR_0000...	smal test 1	closed	Bhatti Supplier ...
SBMPCR_0000...	small test 2	closed	Bhatti Supplier ...

# Forecast & Receipts

The screenshot displays the P&G Supplier Portal Dashboard. The 'Forecast & Receipts' tab is selected. The dashboard is divided into several sections, each with a table of data. Red callout boxes with arrows point to specific sections, explaining the data source for forecasts and receipts.

**Long-term Forecast, if provided by MSM.**

**Long-term Forecast by Plant, if provided by MSM.**

**Receipts for the materials with a forecast, if provided by MSM.**

**Receipts for all your materials, even if no forecast provided by MSM.**

The dashboard includes the following sections and tables:

- FORECAST FY 20/21**: A table with columns for Material Type, UoM x1000, and months from Jul-20 to Jun-21, plus a Total column.
- FORECAST BY PLANT - FY 20/21**: A table with columns for Material Ty., Plant Name, and months from Jul-20 to Jun-21, plus a Total column.
- RECEIPTS**: A table with columns for Material Ty., Plant Name, UoM x1000, and months from Jul-20 to Jun-21, plus a Total column.
- RECEIPTS VS FORECAST - FY 20/21**: A table with columns for Material Ty., Plant Name, UoM x1000, and months from Jul-20 to Jun-21, plus a Total column.
- ALL RECEIPTS FY 20/21 BY SUPPLIER IN SPENDPOOL**: A table with columns for Material ..., UoM x1000, Plant Na..., and months from Jul-20 to Jun-21, plus a Total column.

# Company Group Forecast/Receipts

**Long-term Forecast for all vendor codes under parent company, if provided by MSM.**

**Receipts for all materials shipped by all vendor codes under parent company, even if no forecast provided by MSM.**

**P&G Supplier Portal Dashboard**

Help/Guides   Supplier Summary   Company Information & Contacts   Key Docs & Communication   Agreement Report   Forecast & Receipts   **Company Group Forecast/Receipts**

SLEA - Planning Parameters   SLEA - Transportation   SLEA - Supplier Operations   SLEA - Supply Change Communication Process   SLEA - Supplier Materials Information   SLEA - Order Management

**COMPANY GROUP FORECAST - FY 20/21**

Partner no.	Company ...	Material T...	UoM x1000	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Total
-------------	-------------	---------------	-----------	--------	--------	--------	--------	--------	--------	--------	--------	--------	--------	--------	--------	-------

**COMPANY GROUP RECEIPTS - FY 20/21**

Partner no.	Company ...	Material T...	Plant Na...	UoM x1000	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Total
-------------	-------------	---------------	-------------	-----------	--------	--------	--------	--------	--------	--------	--------	--------	--------	--------	--------	--------	-------



## SLEA steps

**Review our data here or  
click to Export to Excel**

**Click on the document to open/save**

## Review SLEA definitions as needed

**P&G**

Supplier Portal Dashboard

Help/Guides   Supplier Summary   Company Information & Contacts   Key Docs & Communication   Agreement Report   Forecast & Receipts   Company Group Forecast/Receipts

SLEA - Planning Parameters   SLEA - Transportation   SLEA - Supplier Operations   SLEA - Supply Change Communication Process   SLEA - Supplier Materials Information   SLEA - Order Management

**SLEA LEGAL LANGUAGE**

This Site Level Execution Agreement ("SL...

This Site Level Execution Agreement ("SL...

**SLEA PLANTS SUMMARY**

Business Units	Regions	Plant#	Plants	SMI/SMOI	Additional Vendors	Date Aligned
Baby Care,	NA,	1702,	LIMA-OHIO-PLANT,	TOM		2020-06-26

**PLANNING PARAMETERS**

Man...	Ven...	Ven...	Plant	Plan...	Regi...	Purc...	Item	Mat...	Mat...	Bas...	[PG]...	[PG]...	[PG]...	[PG]...	[PG]...	[PG]...
260...			1702					123...								

**DEFINITIONS OF SLEA**

**SLEAS**

ID	Name	Created	Status
SLEA_Step2_0...	step 2 delete 1...	2020-06-18 15...	closed
SLEA_Step2_0...	template 2 23032020	2020-03-23 10...	Published to S...

**SLEA PLANNING PARAMETER FILE**

Plan. Parameter	Updated On
step 1 delete .xlsx	2020-06-18
template_step1.xlsx	2020-06-26

**Review SLEA definitions as needed**



**Workflows / Tickets**

# Ticket Process

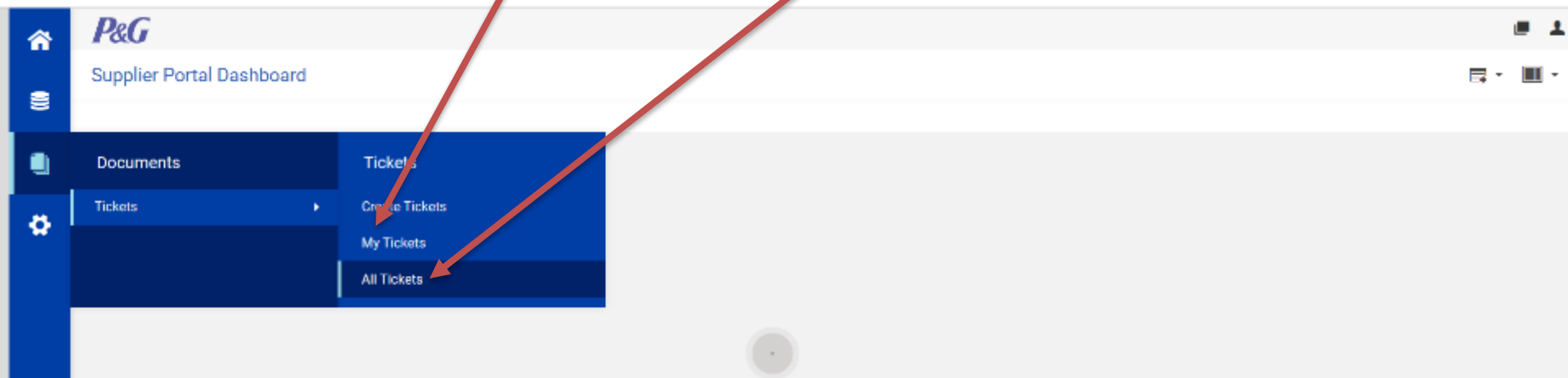
- ❖ **What:** Ticket process for P&G/suppliers to exchange data
- ❖ **Why:** Digitize work processes, request and maintain data
- ❖ **Who:** MSM/Buyer and Suppliers
- ❖ **Basic Workflow:**



# Tickets

See all your tickets

See all tickets for your vendor code



# Ticket View

Click on the ticket to open it

See ticket dates and age

See ticket status

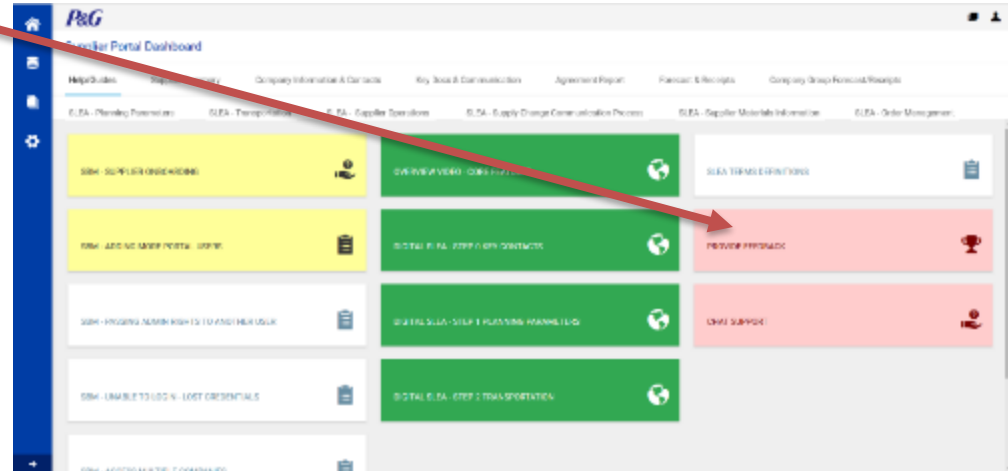
See ticket creator / assignee to ask questions

The screenshot shows the P&G Ticket View interface. At the top, there's a header with the P&G logo and a user profile icon. Below the header, there's a section titled "Test PB 19/11" with a checkbox for "Show All Historical Tickets". A search bar with the placeholder "Find..." is on the right. Below this, there's a section titled "My OPEN Tickets (1)". A table lists the tickets with columns: Select, Star, ID, Type, Subject, Created, Modified, Age, Lifespan, Revision, Priority, Ticket Status, Created By, Assigned To, Responsible Group, and Group Structure. A red arrow points from the "Click on the ticket to open it" text to the "Request\_File\_000012" link in the ID column. Another red arrow points from the "See ticket dates and age" text to the "Created" and "Age" columns. A third red arrow points from the "See ticket status" text to the "Ticket Status" column. A fourth red arrow points from the "See ticket creator / assignee to ask questions" text to the "Created By" and "Assigned To" columns.

Select	Star	ID	Type	Subject	Created	Modified	Age	Lifespan	Revision	Priority	Ticket Status	Created By	Assigned To	Responsible Group	Group Structure
<input type="checkbox"/>	☆	<a href="#">Request_File_000012</a>	P&G - Request File from Supplier	Test BCP request	2020-07-09 18:28	2020-07-09 18:28	14 D (00:15)	--	1	--	Supplier Input	Tardivon Dominique Bader	pg.testuser	All Users	--

# NEXT STEPS

- P&G will send you tickets to request data.
- Please respond with requested data.
- Provide feedback on the SBM platform and the ticket process.



Thank you!

