



MLM MSH Supplier User Manual V1

RM700 – User Manual

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Index

1.	Terms, acronyms, abbreviations	3
2.	MLM User Manual - MSH Module	4
2.1	User login	4
2.2	Supplier user - Navigation	4
2.1.1.	Platform Shipping Requests	6
2.1.1.1	Shipping Requests Creation	6
2.1.1.2	Loading Documentation	15
2.1.2.1	Direct Flow Shipping Requests	17
2.1.2.2	Shipping Requests Creation	17
2.1.2.3	Loading Documentation	24
2.1.2.4	Video Tutorial	26
Figura 1	– Supplier Portal Menu	4
Figura 2	– Supplier Portal Home Page	5
Figura 3	– Shipping request creation / search page	6
Figura 4	– Shipping request type selection popup	7
Figura 5	– "Platform" shipping request creation popup	8
Figura 6	– Single Processing Page Submit Request	8
Figura 7	– Component Selection Section (Serial Number) Related to Single Shipping Request	9
Figura 8	– Component selection section	11
Figura 9	– Pop-up window to modify the data of a single component (serial number)	11
Figura 10	– Bulk Component Upload Section (Serial Number)	12
Figura 11.1	– Complete action load material to send	12
Figura 12	– Download link Bulk upload template	13
Figura 12	– Bulk Component Upload Template	13
Figura 13	– Document upload section	15
Figura 14	– Request status progress details	16
Figura 15	– Detail of "On-Line Help"	16
Figura 16	– Create / Search "Direct Flow" Shipping Requests Page	17
Figura 17	– Shipping request type selection popup	18
Figura 18	– Pop-up window to insert a new delivery request of the type "Direct flow"	19
Figura 19	– Section of Selection Components to Send	19
Figura 20	– Sección de Selección de Componentes a enviar	20
Figura 22	– Component selection section to view / edit	21
Figura 23	– Single component edit popup	22
Figura 23	– Bulk selection section component to be shipped	23
Figura 24	– Download section template for bulk component upload	23
Figura 25	– Document upload section	24
Figura 26	– Single Status Progress Section Submit Request	25
Figura 27	– Detail "On-Line Help"	25
Figura 28	– Menu Video Tutorial	26
Figura 29	– Video Tutorial	26



1. Terms, acronyms, abbreviations

The following table contains the definition of terms, acronyms and abbreviations.

Acronym	Description
MSH	Material Shipping
SN	Serial Number

2. MLM User Manual - MSH Module

2.1 User login

Access to the MLM portal, for the Supplier user, can only be done through WeBUY by clicking on the corresponding link on the platform's home page.

2.2 Supplier user - Navigation

In the MSH menu there are 4 links (see Figura 1 –):

- Home
- Shipping Requests
- Upcoming Shipping Requests
- Video Tutorial

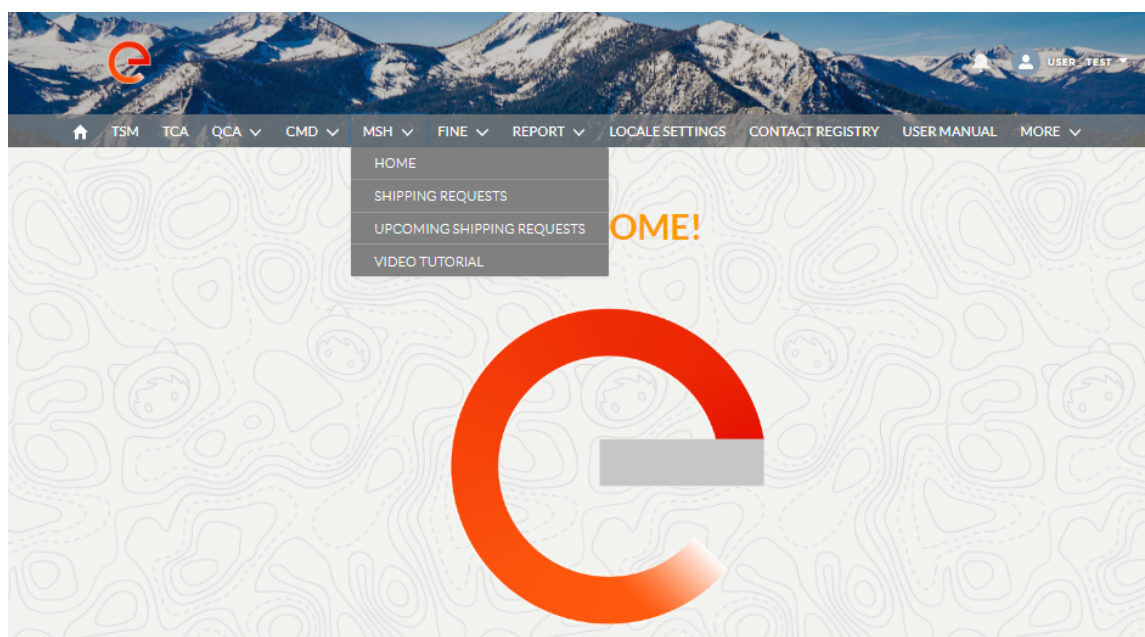



Figura 1 – Supplier Portal Menu

On the "Home" page **INICIO** there are 3 sections (see Figura 2):


- Upcoming Shipping Requests - Platform
- Upcoming Shipping Requests - Direct Flow
- Closing Period showing the expected closings in the current month for all Enel platforms


Upcoming Shipping Requests - Platform

Shipping Request Number	Platform	Status	Phase	Time Slot	Shipment Date
SH-000000909	PLATAFORMA MT/BT / GOIÂNIA-GO	Inserted	Phase 1 - Serial Number Se...	Morning	16 Jul 2021
SH-000000907	PTF CENTRAL MRO / ITABORAÍ-RJ	Rejected	Phase 4 - Rectification	Morning	16 Jul 2021

2 results - 1 / 1 pages


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Upcoming Shipping Requests - Direct Flow

Shipping Request Number	Area	Status	Phase	Shipment Date
SH-000000906	DTR AMPLA / NITERÓI-RJ - BM00	Validated	Phase 6 - Validated	19 Jul 2021
SH-000000905	PLATAFORMA AT / MARACANAU-CE - BL02	Suspended Request	Phase 4.1 - Suspended Request	19 Jul 2021
SH-000000904	DTR CEARA / EUSEBIO-CE - BL00	Suspended Request	Phase 4.1 - Suspended Request	19 Jul 2021
SH-000000903	PLATAFORMA AT / ITABORAÍ-RJ - BM02	Rejected	Phase 4 - Rectification	19 Jul 2021
SH-000000902	PLATAFORMA AT / MARACANAU-CE - BL02	Rejected	Phase 4 - Rectification	19 Jul 2021
SH-000000901	PLATAFORMA AT / GOIÂNIA-GO - BG02	Rejected	Phase 4 - Rectification	19 Jul 2021
SH-000000900	DTR AMPLA / NITERÓI-RJ - BM00	Validated	Phase 6 - Validated	19 Jul 2021
SH-000000899	DTR CEARA / EUSEBIO-CE - BL00	Inserted	Phase 1 - Serial Number Selection	19 Jul 2021
SH-000000876	PLATAFORMA AT / MARACANAU-CE - BL02	Validated	Phase 6 - Validated	19 Jul 2021
SH-000000865	DTR ENEL GO / GOIÂNIA-GO - BG00	Inserted	Phase 2 - Document Upload	21 Jul 2021

10 results - 1 / 1 pages

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Closing Period

There are not Closing Periods to show

Figura 2 – Supplier Portal Home Page

In the page “Shipping Requests” **SHIPPING REQUESTS** there are 2 components (see Figura 3):

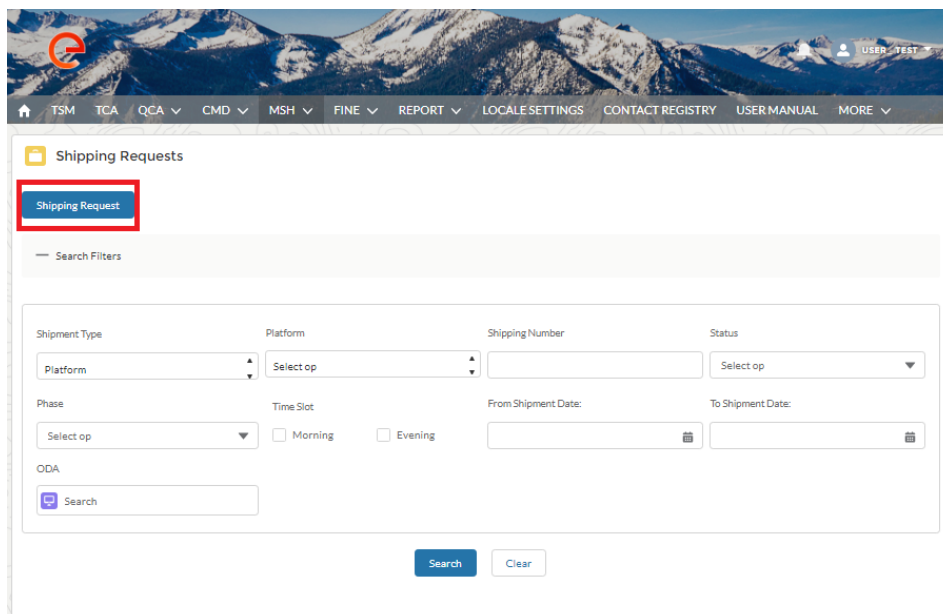
- Button to create a new shipping request by platform and by direct flow
- Search section for previously entered shipping requests

On the “Upcoming Shipping Requests” **VIDEO TUTORIAL** there is a pre-filtered search section for the "Validated Request" phase, that is, for all shipping requests that are considered suitable to be sent and with the logistic file verified

2.1.1. Platform Shipping Requests

2.1.1.1 Shipping Requests Creation

To create a request, the user has to access one of the pages "Shipping Requests" o "Upcoming Shipping Requests" using the menu items shown above. Pushing the button "Shipping Request" in Figura 3, the application creation process begins.



The screenshot shows the 'Shipping Requests' page. At the top, there's a navigation bar with links like TSM, TCA, QCA, CMD, MSH, FINE, REPORT, LOCALE SETTINGS, CONTACT REGISTRY, USER MANUAL, and MORE. Below this, the page title 'Shipping Requests' is displayed. A button labeled 'Shipping Request' is highlighted with a red rectangle. Underneath, there's a 'Search Filters' section with several input fields: 'Shipment Type' (dropdown), 'Platform' (dropdown), 'Shipping Number' (text input), 'Status' (dropdown), 'Phase' (dropdown), 'Time Slot' (checkboxes for Morning and Evening), 'From Shipment Date' (calendar icon), and 'To Shipment Date' (calendar icon). There's also an 'ODA' section with a 'Search' button. At the bottom of the form are 'Search' and 'Clear' buttons.

Figura 3 – Shipping request creation / search page

To create a shipping request on the platform, after pressing the button "Shipping Request", you need to select the item "Platform" as shown in the Figura 4.

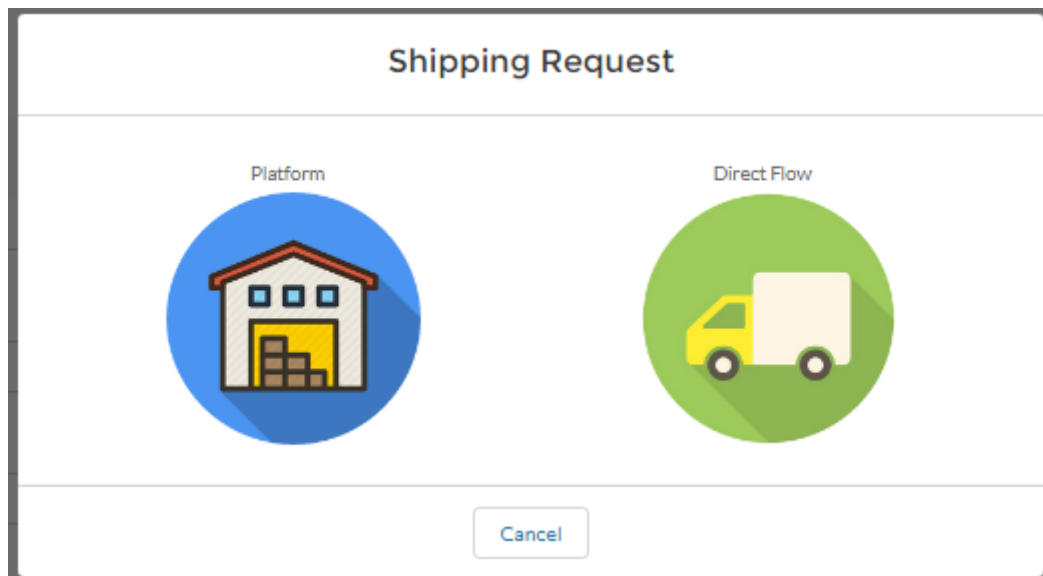
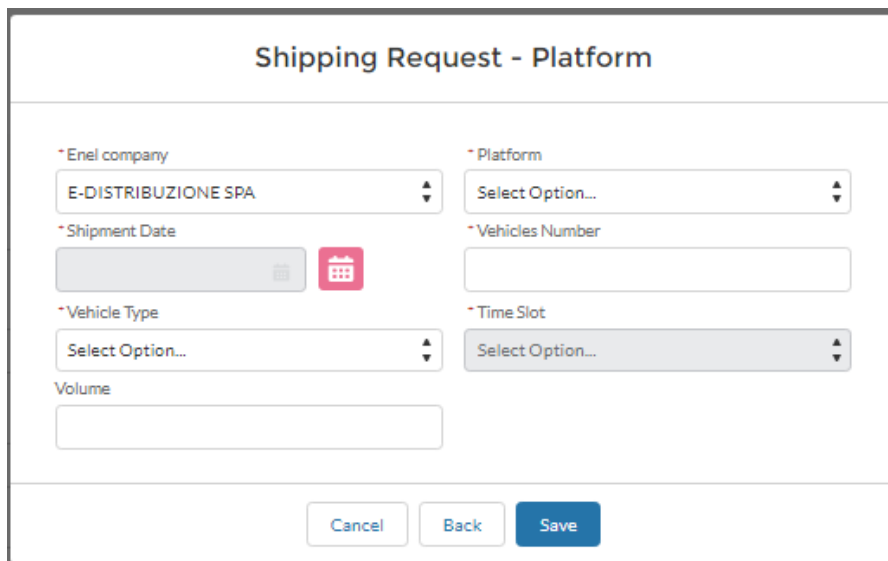


Figura 4 – Shipping request type selection popup

After selecting the platform of interest from a drop-down menu, the information to enter to save the shipping request is:

- Shipment Date using the calendar
- Vehicles Number
- Time Slot, which will be set automatically when you select the ship date from the calendar
- Vehicle type from the menu
- Volume



Shipping Request - Platform

* Enel company
E-DISTRIBUZIONE SPA

* Platform
Select Option...

* Shipment Date
[Calendar icon]

* Vehicles Number
[Input field]

* Vehicle Type
Select Option...

* Time Slot
Select Option...

Volume
[Input field]

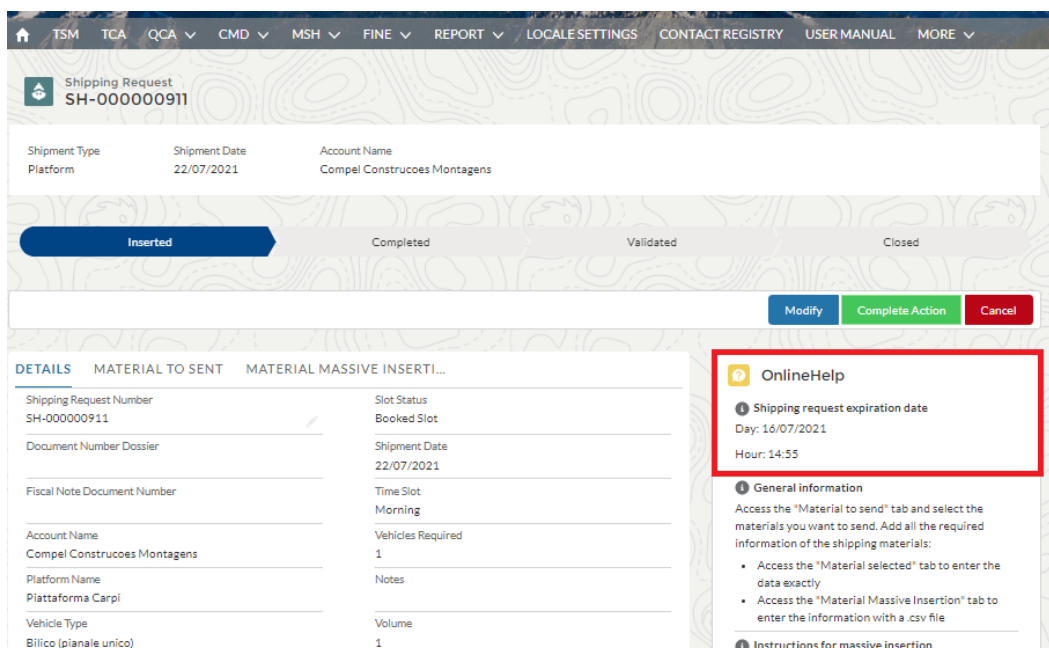
Cancel Back Save

Figura 5 – "Platform" shipping request creation popup

To save the shipping request in the system, it is necessary to complete all the required information.

Once entered, the system will display the details of the information entered.

Shipping requests remain viable until the expiration date indicated in the "Help Online" component.



Shipping Request
SH-000000911

Shipment Type: Platform
Shipment Date: 22/07/2021
Account Name: Compel Construcoes Montagens

Inserted Completed Validated Closed

Modify Complete Action Cancel

DETAILS MATERIAL TO SENT MATERIAL MASSIVE INSERTI...

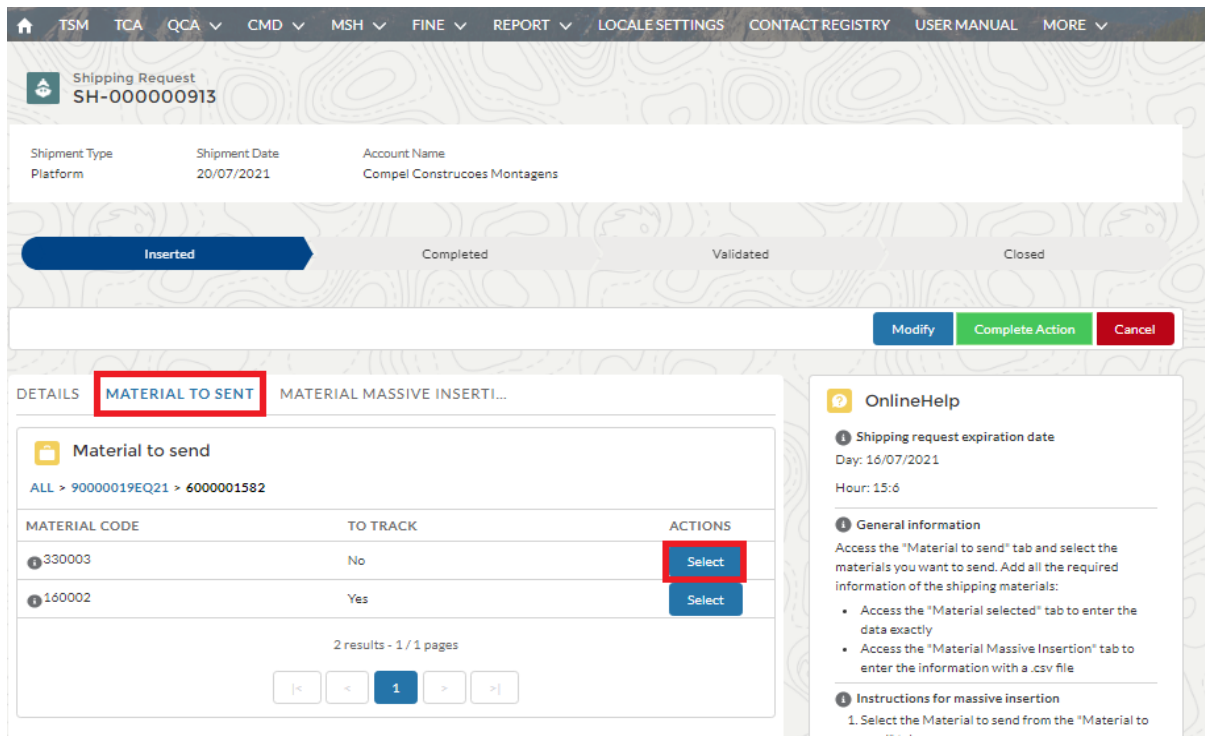
Shipping Request Number SH-000000911	Slot Status Booked Slot
Document Number Dossier	Shipment Date 22/07/2021
Fiscal Note Document Number	Time Slot Morning
Account Name Compel Construcoes Montagens	Vehicles Required 1
Platform Name Plattaforma Carpi	Notes
Vehicle Type Bilico (pianale unico)	Volume 1

OnlineHelp

- Shipping request expiration date
Day: 16/07/2021
Hour: 14:55
- General information
Access the "Material to send" tab and select the materials you want to send. Add all the required information of the shipping materials:
 - Access the "Material selected" tab to enter the data exactly
 - Access the "Material Massive Insertion" tab to enter the information with a .csv file
- Instructions for massive insertion

Figura 6 – Single Processing Page Submit Request

Remaining on the shipping request page, to select the components to be shipped it is necessary to access the tab "Material to send" and, as shown in Figura 7, select the components with the "select" button.



The screenshot shows a web application interface for a shipping request. At the top, there is a navigation bar with various menu items. Below this, a header section displays the shipping request ID 'SH-000000913' and a progress bar with stages: Inserted, Completed, Validated, and Closed. The 'Inserted' stage is currently active. Below the progress bar, there are buttons for 'Modify', 'Complete Action', and 'Cancel'. The main content area is divided into two tabs: 'MATERIAL TO SENT' (highlighted with a red box) and 'MATERIAL MASSIVE INSERTI...'. Under the 'MATERIAL TO SENT' tab, there is a section titled 'Material to send' with a breadcrumb trail 'ALL > 90000019EQ21 > 6000001582'. Below this is a table with three columns: 'MATERIAL CODE', 'TO TRACK', and 'ACTIONS'. The table contains two rows of data. The first row has material code '330003', 'TO TRACK' value 'No', and a 'Select' button (highlighted with a red box). The second row has material code '160002', 'TO TRACK' value 'Yes', and a 'Select' button. Below the table, it shows '2 results - 1 / 1 pages' and a pagination control with buttons for previous, first, current (1), next, and last pages. On the right side of the interface, there is an 'OnlineHelp' sidebar with sections for 'Shipping request expiration date', 'General information', and 'Instructions for massive insertion'.

MATERIAL CODE	TO TRACK	ACTIONS
330003	No	Select
160002	Yes	Select

Figura 7 – Component Selection Section (Serial Number) Related to Single Shipping Request

In this phase you can select the components to be shipped (tab "Material to send") from testing notices that have received quality approval in QCA.



For selected components (tab "Material to send"), you can enter additional information for the components:

Tracked material:

- Serial number
- Primary Barcode Box
- Primary Barcode Pallet
- Secondary Barcode Box
- Secondary Barcode Pallet

Untracked material:

- Quantity of pieces to send (Mandatory)
- Quantity of boxes to send (Mandatory)
- Production Year (Mandatory)
- Primary Barcode Box
- Primary Barcode Pallet
- Secondary Barcode Box
- Secondary Barcode Pallet

After selecting QCA technical approval, you must select the purchase order and the material to be delivered, to complete the additional information it can be done in two ways:

- Individually using the button "View". By clicking on the "View" button that is displayed next to each component in the list, the pop-up window opens containing the data of the selected serial number. Component data can be entered by clicking the "Edit" button in the pop-up window.
- Massively through the "Massive Upload SN". In the tab you can start the download of the CSV file to fill in. You need to download the template from the dedicated tab for each shipping request.

Insert operation for a single component:

Home

TSM

TCA

QCA

CMD

MSH

FINE

REPORT

LOCALE SETTINGS

CONTACT REGISTRY

USER MANUAL

MORE

Shipping Request

SH-000000913

Shipment Type

Platform

Shipment Date

20/07/2021

Account Name

Compel Construccoes Montagens

Inserted

Completed

Validated

Closed

Modify

Complete Action

Cancel

DETAILS

MATERIAL TO SEND

MATERIAL MASSIVE INSERTI...

Material to send

Add (1)

ALL > 90000019EQ21 > 6000001582 > 330003

<input checked="" type="checkbox"/>	LOT NUMBER	*QUANTITY / QTA MAX	*BOXES
<input checked="" type="checkbox"/>	13	1 / 8	1

1 results - 1 / 1 pages

<

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1

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>

OnlineHelp

Shipping request expiration date

Day: 16/07/2021

Hour: 15:6

General information

Access the "Material to send" tab and select the materials you want to send. Add all the required information of the shipping materials:

- Access the "Material selected" tab to enter the data exactly
- Access the "Material Massive Insertion" tab to enter the information with a .csv file

Instructions for massive insertion

Figure 8 - Component selection section

Shipping Request
SH-000000915

Shipment Type Platform	Shipment Date 20/07/2021	Account Name Compel Construccoes Montagens
---------------------------	-----------------------------	---

Inserted
Completed
Validated
Closed

Modify
Complete Action
Cancel

DETAILS MATERIAL TO SENT MATERIAL MASSIVE INSERTI...

Material to send

Add (1)

ALL > 90000022EO21 > 6000001592 > 330131

<input type="checkbox"/>	MATERIAL	LOT NUMBER	BARCODE
<input checked="" type="checkbox"/>	2430000406		04012433013119L2430000406
<input type="checkbox"/>	2430000407		04012433013119L2430000407
<input type="checkbox"/>	2430000408		04012433013119L2430000408
<input type="checkbox"/>	2430000409		04012433013119L2430000409
<input type="checkbox"/>	2430000410		04012433013119L2430000410
<input type="checkbox"/>	2430000411		04012433013119L2430000411
<input type="checkbox"/>	2430000412		04012433013119L2430000412
<input type="checkbox"/>	2430000413		04012433013119L2430000413
<input type="checkbox"/>	2430000414		04012433013119L2430000414

OnlineHelp

1 Shipping request expiration date
Day: 16/07/2021
Hour: 15:15

1 General information
Access the "Material to send" tab and select the materials you want to send. Add all the required information of the shipping materials:

- Access the "Material selected" tab to enter the data exactly
- Access the "Material Massive Insertion" tab to enter the information with a .csv file

1 Instructions for massive insertion

- Select the Material to send from the "Material to send" tab
- Download the template form the "Download Template link"

Figura 9 – Pop-up window to modify the data of a single component (serial number)

Material Details

Serial Number 2430000406	Lot Number
Barcode 04012433013119L2430000406	ODA Position 00020
V Firmware	Serial Number Substitute Enel
Second Level Primary Barcode	Third Level Primary Barcode
Second Level Secondary Barcode	Third Level Secondary Barcode

Close
Edit

Figure 10 – Bulk Component Upload Section (Serial Number)

To finalize the selection of the serial numbers to be sent ("Material to be sent" tab) press the "Finish operation" button, making sure you have selected at least one component to be sent.

Shipping Request
SH-000000915

Shipment Type
Platform

Shipment Date
20/07/2021

Account Name
Compel Construccoes Montagens

Inserted
Completed
Validated
Closed

Modify
Complete Action
Cancel

DETAILS
MATERIAL TO SENT
MATERIAL MASSIVE INSERTI...

Material to send

ACTIVITY	ACTIONS
90000020EO21	<div style="background-color: #0056b3; color: white; padding: 2px 5px; border-radius: 5px;">Select</div>
90000022EO21	<div style="background-color: #0056b3; color: white; padding: 2px 5px; border-radius: 5px;">Select</div>

2 results - 1 / 1 pages

|<

<

1

>

>|

Material selected (1)

Remove

?

OnlineHelp

1

Shipping request expiration date

Day: 16/07/2021

Hour: 15:18

1

General information

Access the "Material to send" tab and select the materials you want to send. Add all the required information of the shipping materials:

- Access the "Material selected" tab to enter the data exactly
- Access the "Material Massive Insertion" tab to enter the information with a .csv file

1

Instructions for massive insertion

- Select the Material to send from the "Material to send" tab
- Download the template form the "Download

Figure 11.1 – Complete action load material to send

Bulk Load Insert Operation:

Before accessing the "Mass insertion of material" tab, select the components to be sent from the "Material to send" list, which is displayed from the selection of "Tests" and "Oda" to which the components refer. (Figure 11).

Access the tab "Mass insertion of material" and start the download of the template by clicking on the available link "Download template".

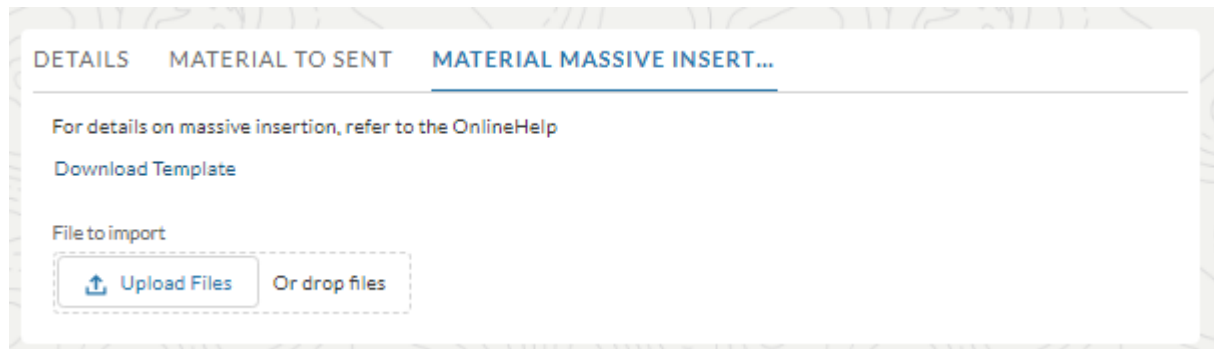
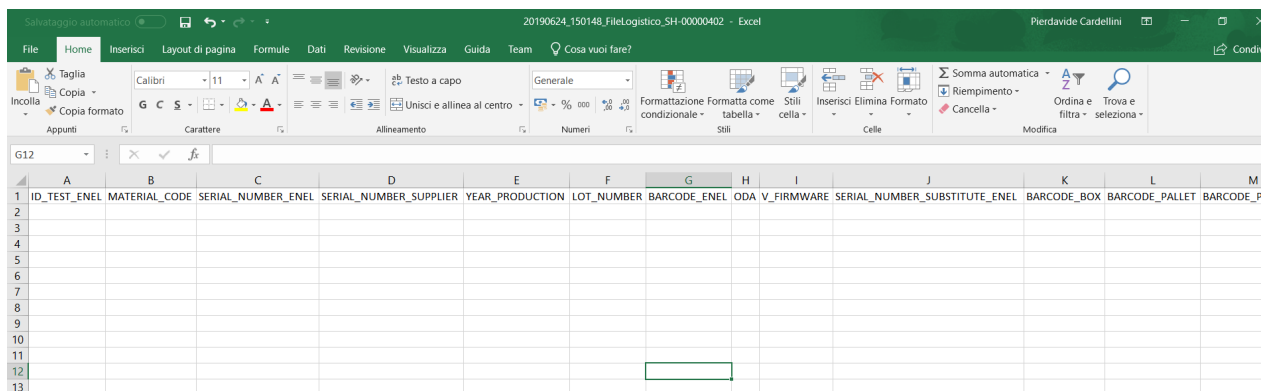


Figure 12 - Download link Bulk upload template

Below is the template for bulk upload of serial numbers to send:



	A	B	C	D	E	F	G	H	I	J	K	L	M
	ID_TEST_ENEL	MATERIAL_CODE	SERIAL_NUMBER_ENEL	SERIAL_NUMBER_SUPPLIER	YEAR_PRODUCTION	LOT_NUMBER	BARCODE_ENEL	ODA	V_FIRMWARE	SERIAL_NUMBER_SUBSTITUTE_ENEL	BARCODE_BOX	BARCODE_PALLET	BARCODE_P
1													
2													
3													
4													
5													
6													
7													
8													
9													
10													
11													
12													
13													

Figure 13 – Bulk Component Upload Template

The serial number information that needs to be completed in the bulk upload template is specified below:

- ID_TEST_ENEL: Prevalued by the system, represents the ENEL test number (Es. 90000xxxx)
- MATERIAL_CODE: Prevalued by the system, represents the ENEL material code
- SERIAL_NUMBER_ENEL: Prevalued by the system, it represents the identification number of the component produced by the supplier with the Enel code
- SERIAL_NUMBER_SUPPLIER: Prevalued by the system, represents the identification number of the component produced by the supplier

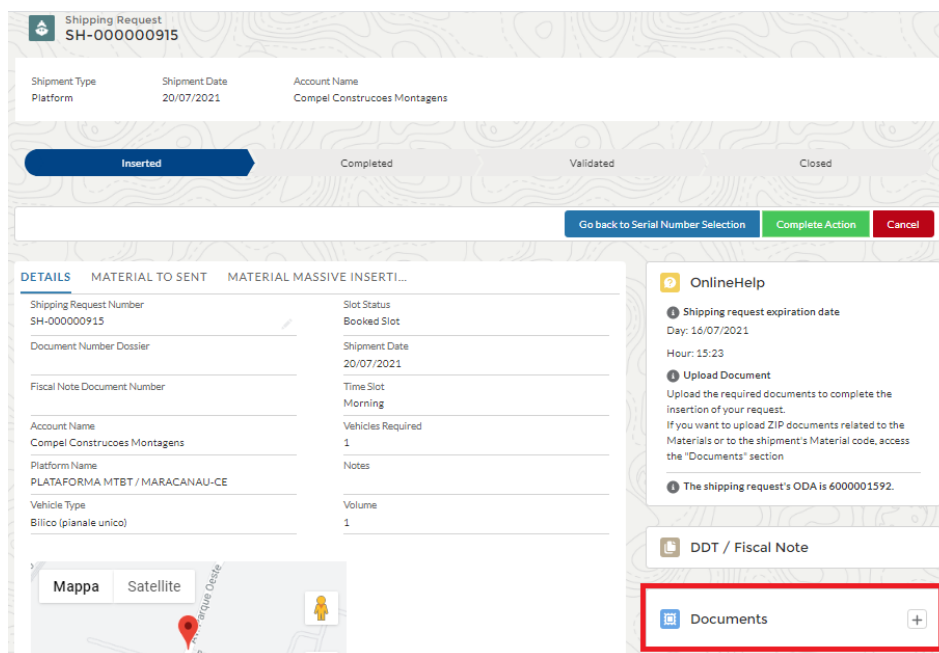


- YEAR_PRODUCTION: Prevalued by the system, represents the year of production of the component
- LOT_NUMBER: Prevalued by the system, represents the production lot number, if present
- BARCODE_ENEL: Prevaluated by the system, it represents the ENEL barcode with the correct format (Cui-material code-year-establishment-serialnumber)
- ODA: Prevalued by the system, represents the purchase order number
- V_FIRMWARE: If present, must be completed (not required)
- SERIAL_NUMBER_SUBSTITUTE_ENEL: Represents the replaced serial number
- BARCODE_BOX: Box barcode, if present, to complete, not required
- BARCODE_PALLET: Pallet barcode, if present, to complete, not required
- BARCODE_PRIMARY: Primary Bar Code, if present, to complete, not required
- BARCODE_PRIMARY_PALLET: Primary Barcode Pallet, if present, to complete, not required
- ID_SALESFORCE: unique line identifier (serial number loaded) - do not modify

2.1.1.2 Loading Documentation

To complete the insertion of a request, it is necessary to upload the documentation that accompanies the submission request.

The document upload function can be started from the "Documents" component as shown in figure 13:



The screenshot displays the 'Shipping Request' interface for request SH-000000915. At the top, there's a header with the request number and a progress bar showing 'Inserted' as the current step, followed by 'Completed', 'Validated', and 'Closed'. Below the progress bar are three buttons: 'Go back to Serial Number Selection' (blue), 'Complete Action' (green), and 'Cancel' (red). The main content area is divided into three tabs: 'DETAILS' (selected), 'MATERIAL TO SENT', and 'MATERIAL MASSIVE INSERTI...'. The 'DETAILS' tab shows a form with fields for Shipping Request Number, Document Number Dossier, Fiscal Note Document Number, Account Name, Platform Name, Vehicle Type, Slot Status, Booked Slot, Shipment Date, Time Slot, Vehicles Required, Notes, and Volume. A map is visible at the bottom left. On the right side, there's an 'OnlineHelp' section with information about the shipping request expiration date and a link to upload documents. Below this is a 'DDT / Fiscal Note' section. At the bottom right, a 'Documents' button with a plus icon is highlighted with a red rectangle, indicating the area for uploading documents.

Figura 14 – Document upload section

In the document upload component, you can upload documents to:

- Shipment (Ex. DDT)
- Documents by material code
- Documents for serial number

Accepted file formats are PDF and ZIP.

The DDT Document is only necessary for Enel Companies in the countries of Italy and Romania, on the other hand, for Chile, Colombia, Spain and Peru, it is not necessary to upload this document and the system allows the advance.

For Brazil there is the document "Fiscal Note" that replaces the transport document (DDT).

Once the documents have been inserted, press the "Complete Action" button..

After this operation, no further steps are required. However, it is necessary to wait for the validation of the shipping request before submitting the material. Validation is a status of the shipping request.

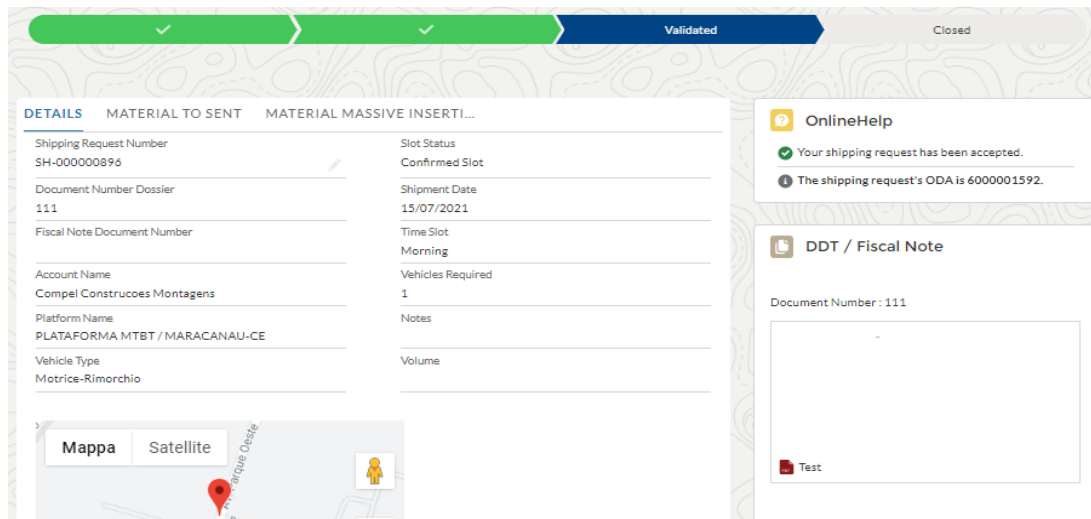


Figura 15 – Request status progress details

In case of errors in the data of the components to be sent, the request can be rejected with the details of the errors to be corrected visible in the component “Online Help”:

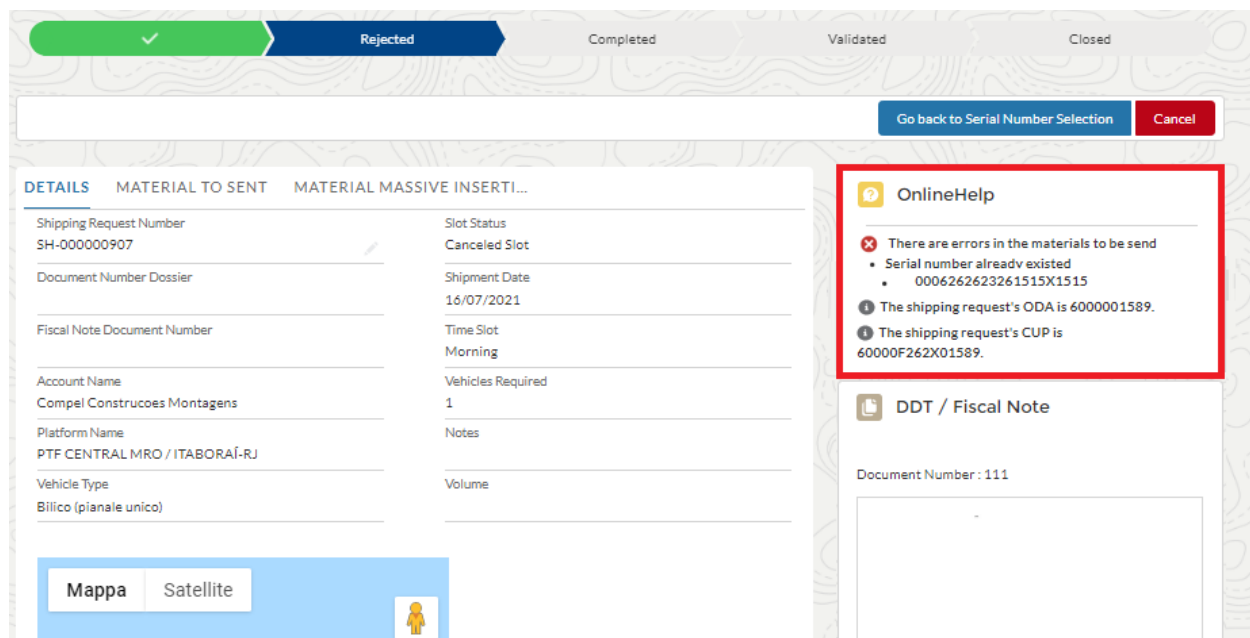


Figura 16 – Detail of “On-Line Help”

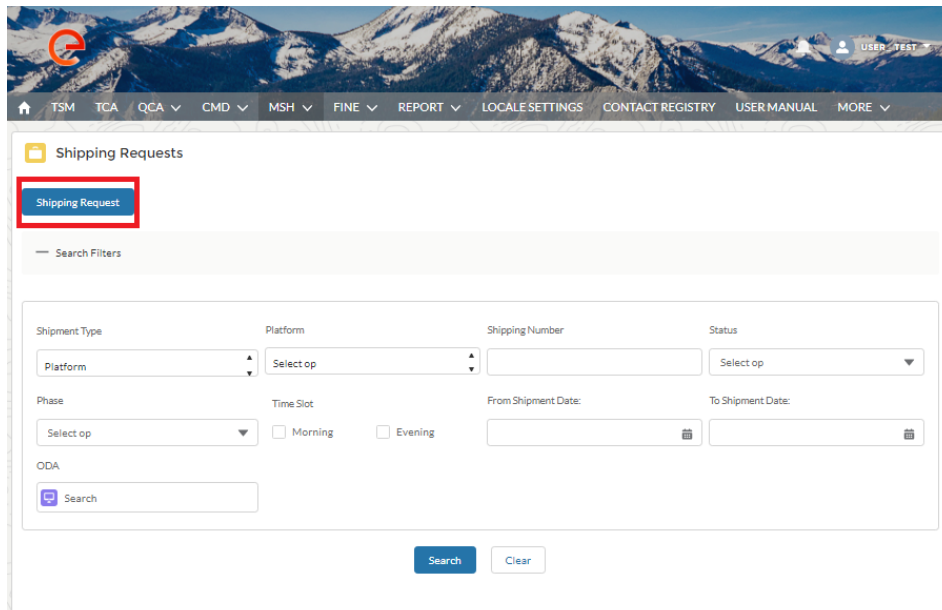
To correct the errors, press the button "Return to serial number selection" and proceed with the necessary changes.

2.1.2.1 Direct Flow Shipping Requests

2.1.2.2 Shipping Requests Creation

To create an application you need to access the link "Shipping Requests" or to the link "Upcoming Shipping Requests" and press the button "Shipping Request".

The procedure to create the request is the same in both cases "Shipping Request by Platform" and "Shipping Request by Direct Flow". (see Figure 16).



The screenshot shows the 'Shipping Requests' page. The 'Shipping Request' button is highlighted with a red box. The search filters section includes the following fields:

- Shipment Type: Platform
- Platform: Select op
- Shipping Number: [Text Input]
- Status: Select op
- Phase: Select op
- Time Slot: ☐ Morning ☐ Evening
- From Shipment Date: [Calendar Icon]
- To Shipment Date: [Calendar Icon]
- ODA: Search

At the bottom of the search filters section are 'Search' and 'Clear' buttons.

Figura 17 – Create / Search "Direct Flow" Shipping Requests Page

To create a shipping request for "Direct Flow", after pressing the button "Shipping Request", you need to select the item "Direct Flow" as shown in the picture below.

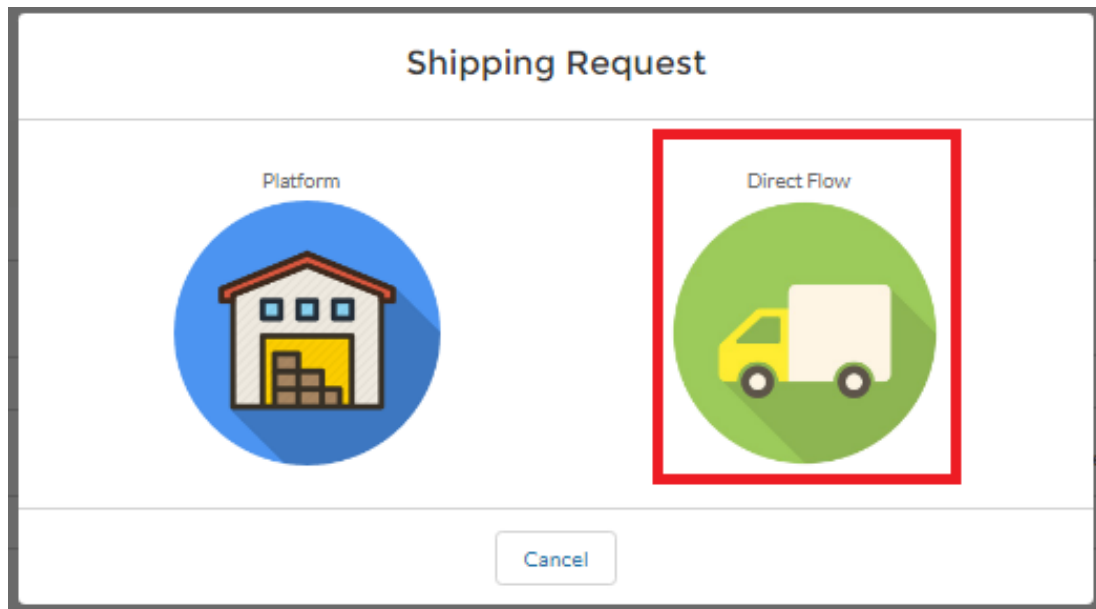


Figura 18 – Shipping request type selection popup

After selecting the type of request to enter the database, the information to enter to proceed to save the shipping request is:

- Type of material to be sent
- Area
- Proposal date of delivery
- Alternative Proposal Delivery Date
- Volume

Shipping Request - Direct Flow

* Enel company

Select Option...

* Type of material to be sent

Select Option...

* Alternative Proposal Delivery Date

* Area

Select Option...

* Proposal date of delivery

Volume


Cancel
Back
Save

Figure 19 – Pop-up window to insert a new delivery request of the type "Direct flow"

To save the shipping request in the system, it is necessary to complete all the required information.

Once entered, the system will display the details of the information entered.

Shipping requests remain viable until the expiration time indicated in the component "Online Help".



Shipping Request

SH-000000917

Shipment Type

Direct Flow

Shipment Date

Account Name

Compel Construccoes Montagens

Area

DTR CEARA / EUSEBIO-CE - BL00

Inserted
Sent
Completed
Validated
Closed

Modify
Complete Action
Cancel

DETAILS
MATERIAL TO SENT
MATERIAL MASSIVE INSERTI...

Shipping Request Number

SH-000000917

Area

DTR CEARA / EUSEBIO-CE - BL00

Material Type

Supports

Document Number Dossier

Fiscal Note Document Number

Slot Status

Booked Slot

Shipment Date

Proposal Delivery Date

20/07/2021

Alternative Proposal Delivery Date

23/07/2021

Notes

OnlineHelp

Shipping request expiration date

Day: 16/07/2021

Hour: 16:19

General information

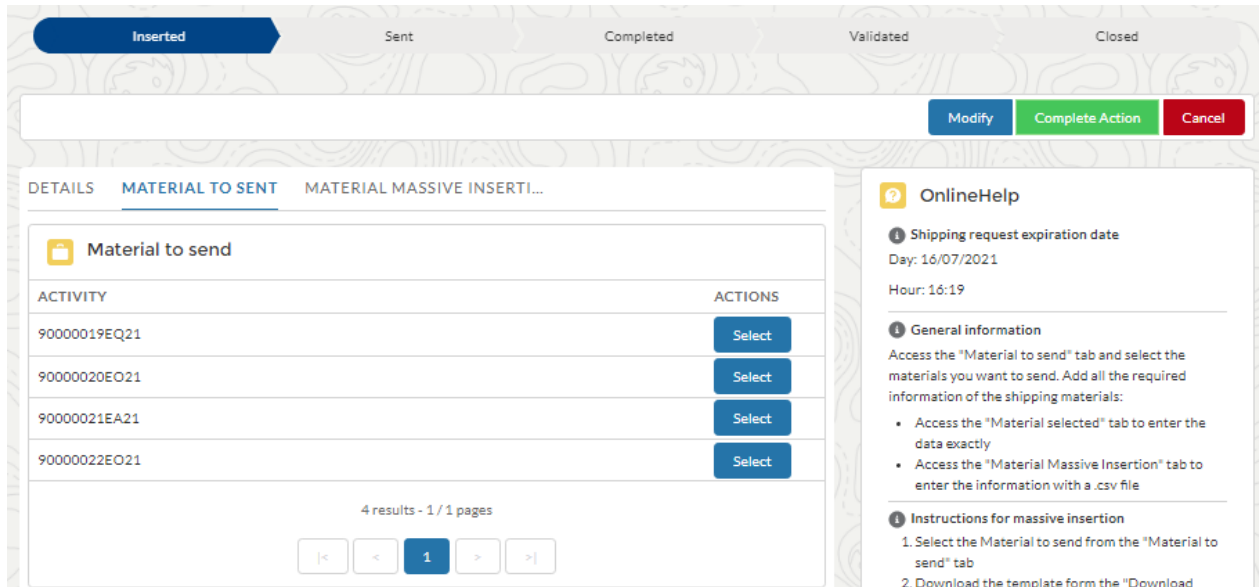
Access the "Material to send" tab and select the materials you want to send. Add all the required information of the shipping materials:

- Access the "Material selected" tab to enter the data exactly
- Access the "Material Massive Insertion" tab to

Figura 20 – Section of Selection Components to Send

Remaining in the shipment request, to select the components to be shipped, you must access the tab "Material to send".

From this component you can select the components to send as shown in Figure 20.



Inserted Sent Completed Validated Closed

Modify Complete Action Cancel

DETAILS MATERIAL TO SENT MATERIAL MASSIVE INSERTI...

Material to send

ACTIVITY	ACTIONS
90000019EQ21	Select
90000020EO21	Select
90000021EA21	Select
90000022EO21	Select

4 results - 1 / 1 pages

OnlineHelp

Shipping request expiration date
Day: 16/07/2021
Hour: 16:19

General information
Access the "Material to send" tab and select the materials you want to send. Add all the required information of the shipping materials:

- Access the "Material selected" tab to enter the data exactly
- Access the "Material Massive Insertion" tab to enter the information with a .csv file

Instructions for massive insertion

- Select the Material to send from the "Material to send" tab
- Download the template form the "Download

Figura 21 – Sección de Selección de Componentes a enviar

In this phase you can select the components to be shipped (tab "Material to send") from testing notices that have received quality approval in QCA.

For selected components (tab "Material to send"), you can enter additional information for the components:

Tracked material:

- Serial number
- Primary Barcode Box
- Primary Barcode Pallet
- Secondary Barcode Box
- Secondary Barcode Pallet

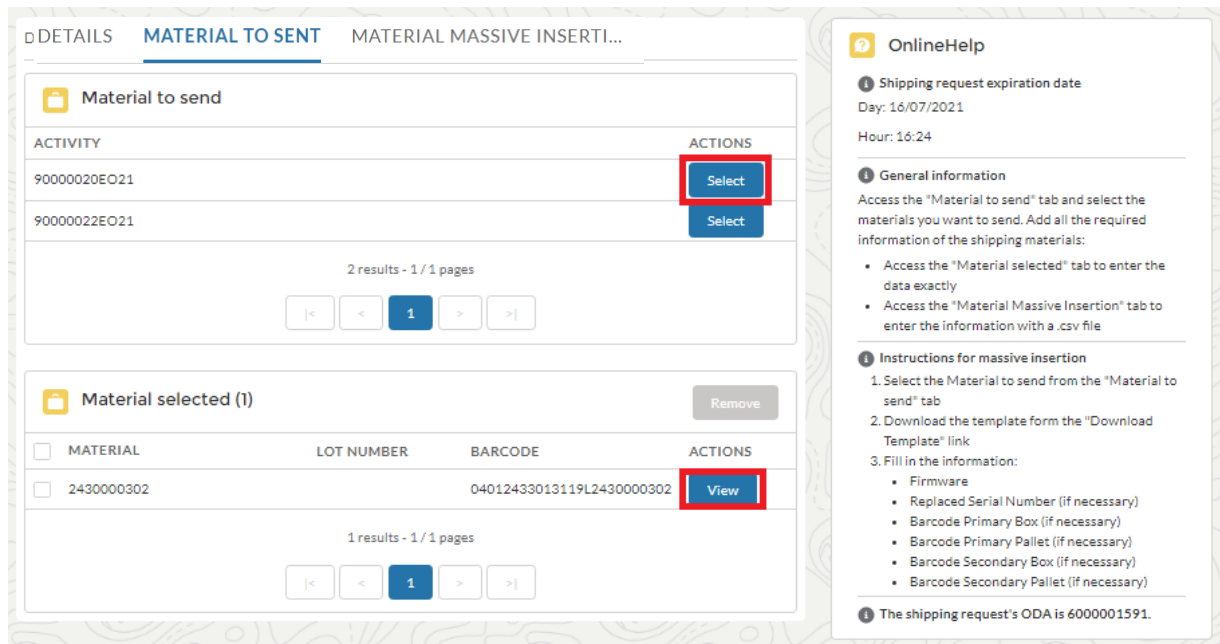
Untracked material:

- Quantity of pieces to send (Mandatory)
- Quantity of boxes to send (Mandatory)
- Production Year (Mandatory)
- Primary Barcode Box
- Primary Barcode Pallet
- Secondary Barcode Box
- Secondary Barcode Pallet

After selecting QCA technical approval, you must select the purchase order and the material to be delivered, to complete the additional information it can be done in two ways:

- Individually using the button "View". By clicking on the "View" button that is displayed next to each component in the list, the pop-up window opens containing the data of the selected serial number. Component data can be entered by clicking the "Edit" button in the pop-up window.
- Massively through the "Massive Upload SN". In the tab you can start the download of the CSV file to fill in. You need to download the template from the dedicated tab for each shipping request.

Insert operation for a single component:



Material to send

ACTIVITY	ACTIONS
90000020EO21	Select
90000022EO21	Select

2 results - 1 / 1 pages

Material selected (1)

MATERIAL	LOT NUMBER	BARCODE	ACTIONS
2430000302		04012433013119L2430000302	View

1 results - 1 / 1 pages

OnlineHelp

1 Shipping request expiration date
Day: 16/07/2021
Hour: 16:24

1 General information
Access the "Material to send" tab and select the materials you want to send. Add all the required information of the shipping materials:

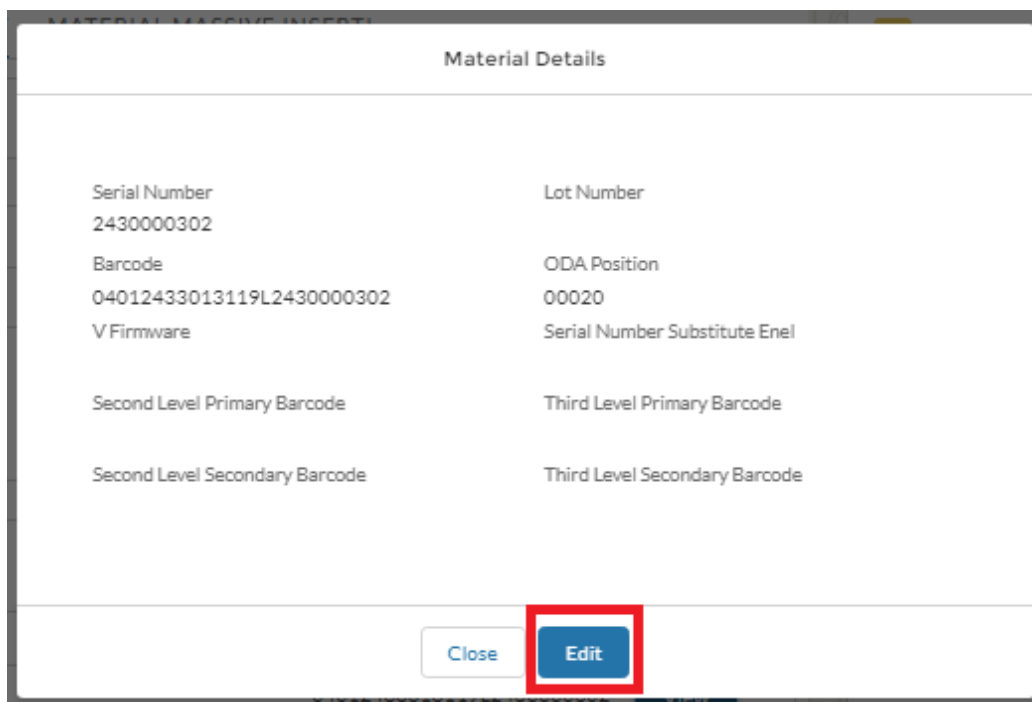
- Access the "Material selected" tab to enter the data exactly
- Access the "Material Massive Insertion" tab to enter the information with a .csv file

1 Instructions for massive insertion

1. Select the Material to send from the "Material to send" tab
2. Download the template form the "Download Template" link
3. Fill in the information:
 - Firmware
 - Replaced Serial Number (if necessary)
 - Barcode Primary Box (if necessary)
 - Barcode Primary Pallet (if necessary)
 - Barcode Secondary Box (if necessary)
 - Barcode Secondary Pallet (if necessary)

1 The shipping request's ODA is 6000001591.

Figure 22 – Component selection section to view / edit



The image shows a 'Material Details' popup window. It contains a table with the following data:

Serial Number	Lot Number
2430000302	
Barcode	ODA Position
04012433013119L2430000302	00020
V Firmware	Serial Number Substitute Enel
Second Level Primary Barcode	Third Level Primary Barcode
Second Level Secondary Barcode	Third Level Secondary Barcode

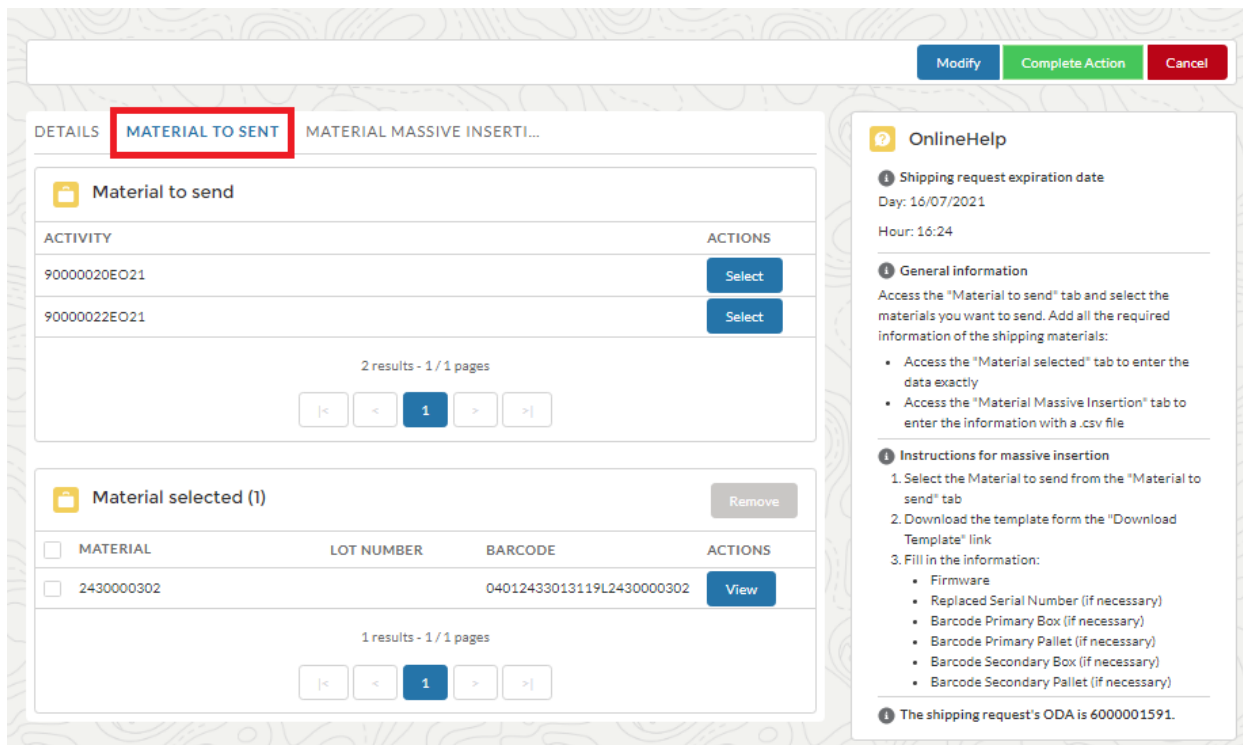
At the bottom of the popup, there are two buttons: 'Close' and 'Edit'. The 'Edit' button is highlighted with a red square.

Figure 23 – Single component edit popup

To finish the serial number selection operation (Material to be sent tab) press the "Finish operation" button, making sure you have selected at least one component to send.

Insert operation by bulk load:

Before accessing the "Mass insertion of material" tab, select the components to be sent from the "Materials to send" list.



Modify Complete Action Cancel

DETAILS **MATERIAL TO SENT** MATERIAL MASSIVE INSERTI...

Material to send

ACTIVITY	ACTIONS
90000020EO21	Select
90000022EO21	Select

2 results - 1 / 1 pages

Material selected (1)

MATERIAL	LOT NUMBER	BARCODE	ACTIONS
<input type="checkbox"/> 2430000302		04012433013119L2430000302	View

1 results - 1 / 1 pages

OnlineHelp

1 Shipping request expiration date
Day: 16/07/2021
Hour: 16:24

2 General information
Access the "Material to send" tab and select the materials you want to send. Add all the required information of the shipping materials:

- Access the "Material selected" tab to enter the data exactly
- Access the "Material Massive Insertion" tab to enter the information with a .csv file

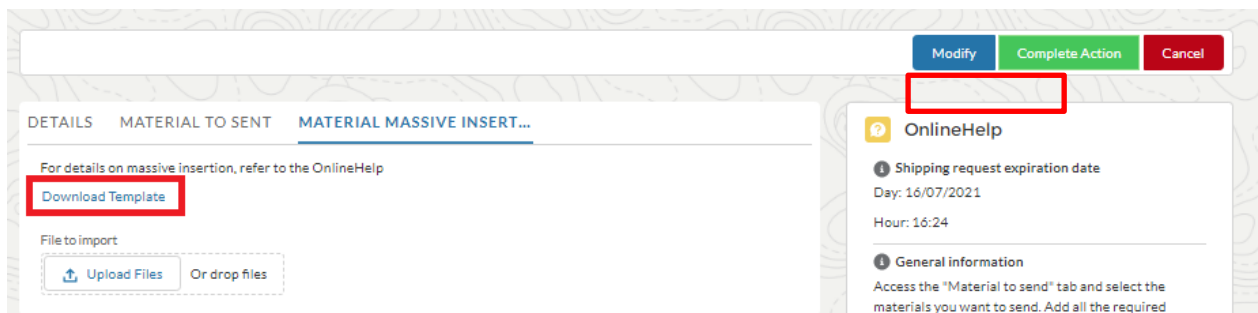
3 Instructions for massive insertion

- Select the Material to send from the "Material to send" tab
- Download the template form the "Download Template" link
- Fill in the information:
 - Firmware
 - Replaced Serial Number (if necessary)
 - Barcode Primary Box (if necessary)
 - Barcode Primary Pallet (if necessary)
 - Barcode Secondary Box (if necessary)
 - Barcode Secondary Pallet (if necessary)

4 The shipping request's ODA is 6000001591.

Figura 24 – Bulk selection section component to be shipped

Access the "Massive SN Load" tab and start downloading the template from the link available as



Modify Complete Action Cancel

DETAILS MATERIAL TO SENT **MATERIAL MASSIVE INSERT...**

For details on massive insertion, refer to the OnlineHelp

Download Template

File to import

Upload Files Or drop files

OnlineHelp

1 Shipping request expiration date
Day: 16/07/2021
Hour: 16:24

2 General information
Access the "Material to send" tab and select the materials you want to send. Add all the required

Figura 25 - Download section template for bulk component upload

After entering the necessary information, you can finish entering the request by pressing the "Complete action" button.

2.1.2.3 Loading Documentation

To complete the insertion of a request, it is necessary to upload the documentation that accompanies the submission request.

The document upload function can be started from the "Documents" component as shown:

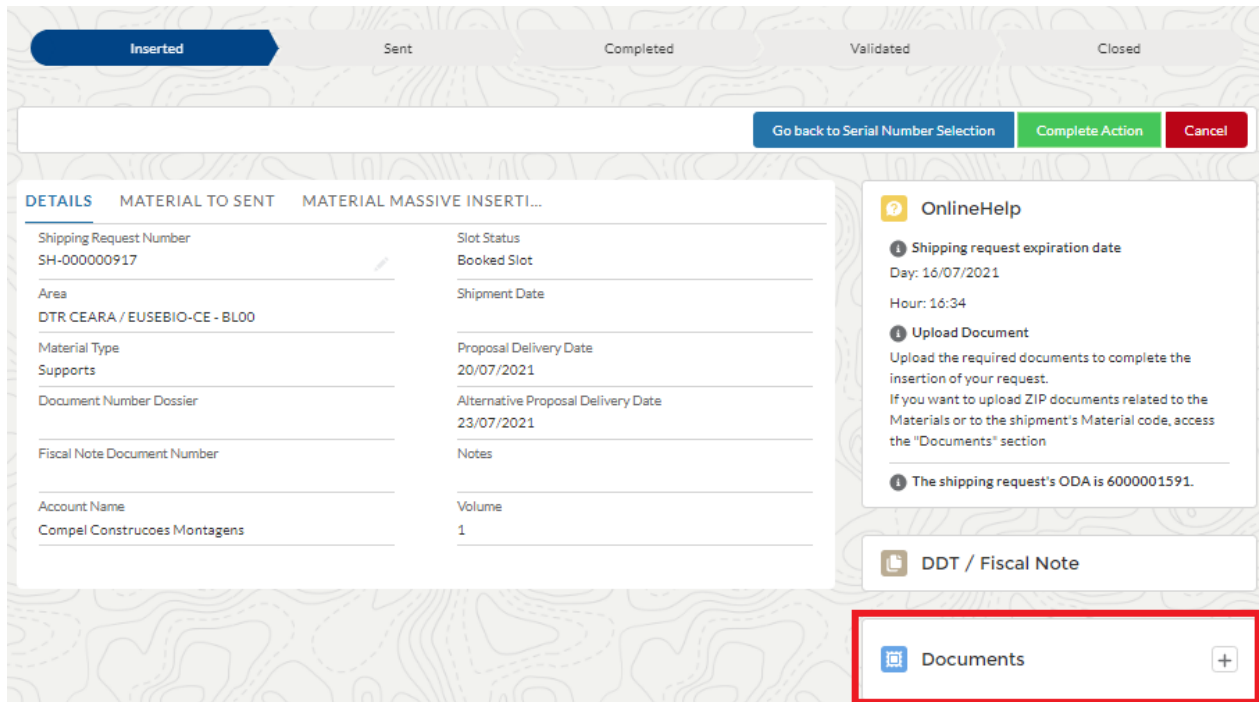


Figura 265 – Document upload section

In the document upload component, you can upload documents to:

- Shipment (Ex. DDT)
- Documents by material code
- Documents for serial number

Accepted file formats are PDF and ZIP.

The DDT Document is only necessary for Enel Companies in the countries of Italy and Romania, on the other hand, for Chile, Colombia, Spain and Peru, it is not necessary to upload this document and the system allows the advance.

For Brazil there is the document "Fiscal Note" that replaces the transport document (DDT).

Once the documents have been inserted, press the "Complete Action" button.

After this operation, no further steps are required. However, it is necessary to wait for the validation of the shipping request before submitting the material. Validation is a status of the shipping request.

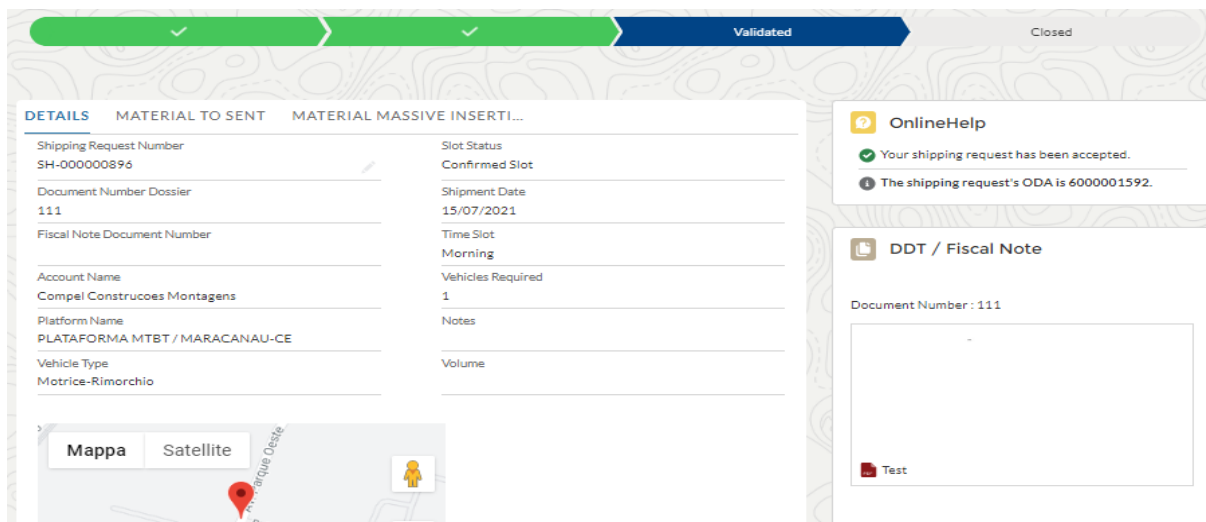


Figure 276 – Single Status Progress Section Submit Request

In case of errors in the data of the components to be sent, the request could be rejected with the details of the errors to be corrected visible in the component "Online Help":

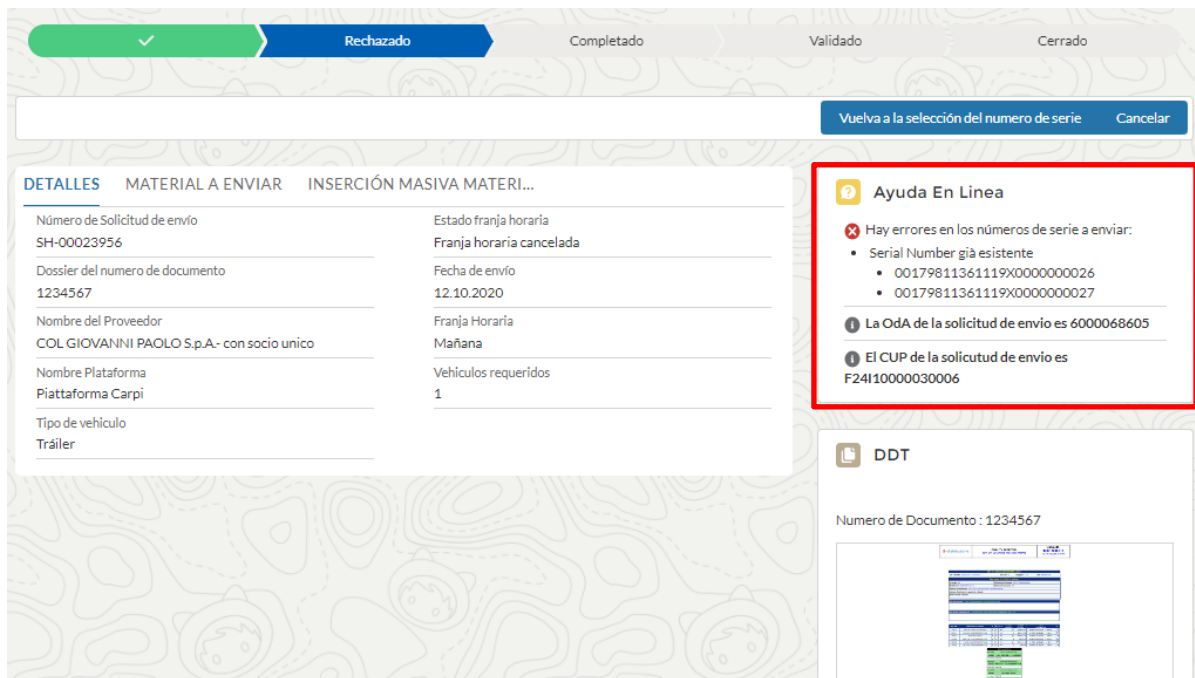


Figure 287 – Detail "On-Line Help"

To correct the errors, press the "Return to serial number selection" button and proceed with the necessary changes.

2.1.2.4 Video Tutorial

The link for accessing the MSH video tutorial is available for the suppliers:

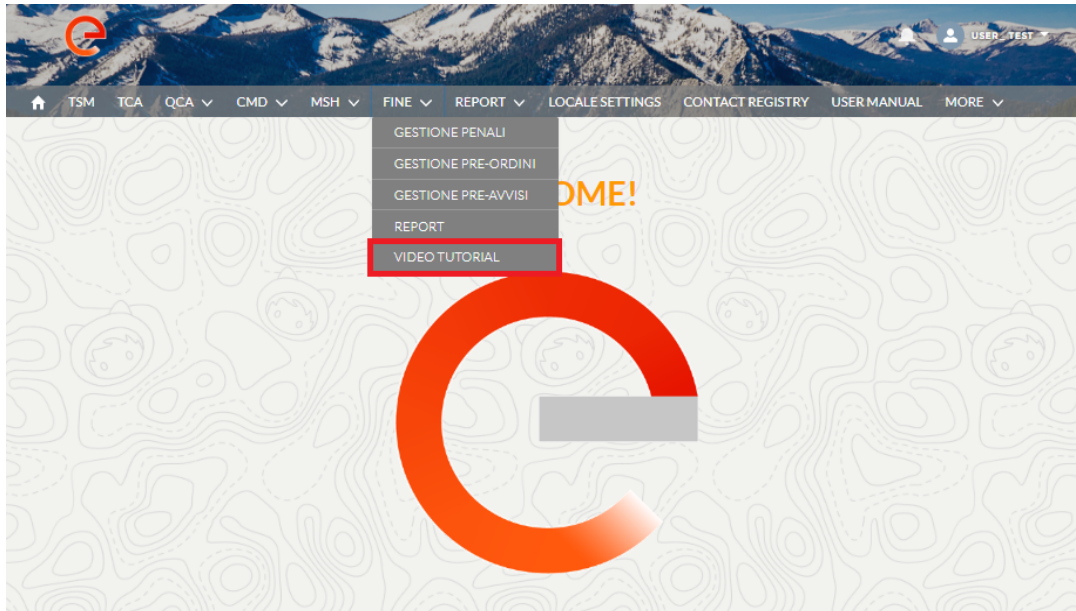


Figure 298 – Menu Video Tutorial

The video shows in detail the features of MSH. Good vision!

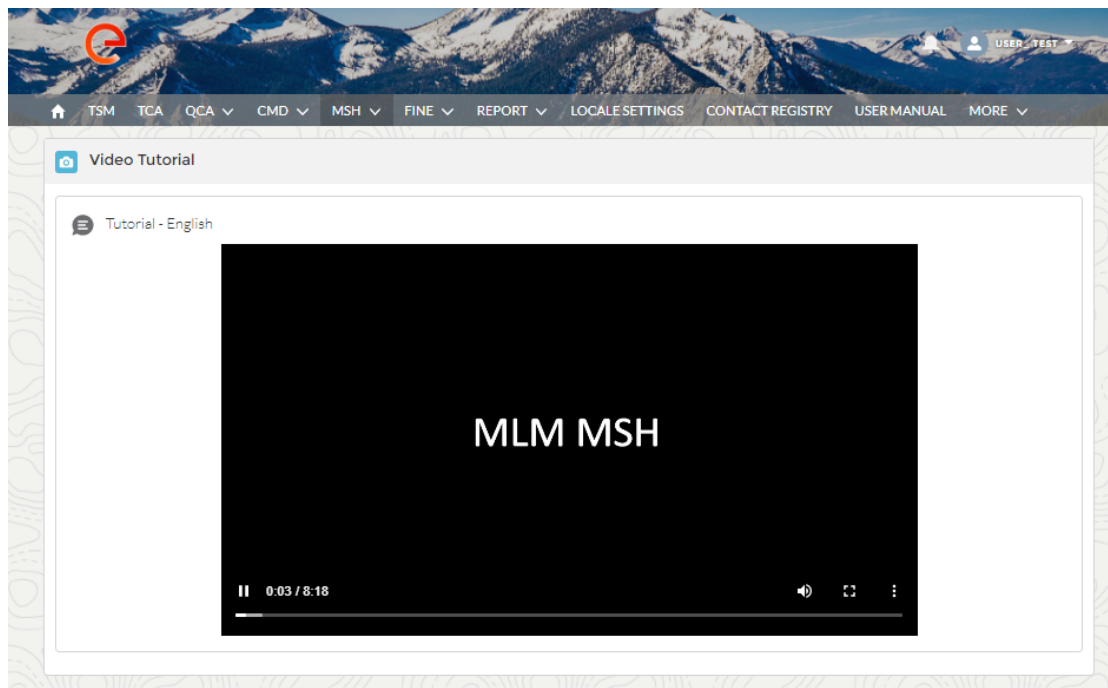


Figure 309 – Video Tutorial