

MLM QCA - Supplier User Manual

V4

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Index

1.	Definition, acronyms, abbreviations	3
2.	User Manual MLM – Module QCA	
2.1	Supplier access	4
2.2	Supplier user - Navigation	
2.2.1	QCA Menu	5
2.2.2	Loading a Manufacture and Control Plan	
2.2.3	Loading a Production Plan	
2.2.4	Creating a Testing Notice	
2.2.5	Setting Serial Number Results	
2.2.6	Loading Documents for Document Verification	
2.2.7	Issuing a QA	
2.2.8	Manage Corrective Action – Testing Notice	
2.2.9	Manage Corrective Action – Audit	
2.2.10	Locale Settings	
2.2.11	Supplier User Manual	



1. Definition, acronyms, abbreviations

The table below contains the definition of terms, acronyms and abbreviations

Acronym	Description
PP	Production Plan
AUD	Audit
MCP	Manufacture and Control Plan
Checkbox	Used to allow the user to select one or more items from a list
Radio-Button	Used to allow the user to select a single item from a list
QA	Quality Approval – Mandatory document for material shipment
ATR	Acceptance Test Report - Document issued by ENEL at the end of test activities
OLT	Offline Tests



2. User Manual MLM – Module QCA

2.1 Supplier access

Access to the MLM portal, for the supplier user, may be exclusively via WeBUY by clicking on the appropriate link on the home page of the platform. For any other topics about WeBuy system please check WeBuy user manual.

SUGGESTION: Google Chrome and Mozilla Firefox are the recommended browsers. Please not use any other browsers.

2.2 Supplier user - Navigation

2.2.1 QCA Menu

In Supplier Home page press "QCA" button to access to QCA menu. A dropdown list will appear, listing the links to access to QCA main screens:

- Home
- Contracts
- Production Plans
- Testing Notices
- Off Line Tests
- Audit
- Blocks





Home

Production	plans - Current we	ek					
roduction Plan N	Start Date Production	End Date Production	Manufacturing Fact	Material Code Det	Quantity I	Contract Edas	Contract holder
DP-0000098254	19 May 2021	20 Oct 2021	IT-NAPOLI-VIA L.V	162044	1	500000642	Enel Global Infrastructu
DP-0000098253	26 May 2021	16 Sep 2021	IT-NAPOLI-VIA L.V	228041	1	8400018714	e-distribuzione SpA
			2 results - 1 / 1	1 pages			
				>			
Testing Not	ice - Current week	110 11/2					
. soung Not	Survey week	5					
			There aren't Testing !	Notice to show			
OLT - Currer	nt week						
			There prent OIT	[to show			
			increaserit OE				

In QCA Home page the lists of Supplier's activities for the current week are displayed. At the top of the page there is "News" section that will display possible communication from Enel to the Supplier.



Contracts

	and the same			LOCALE SETTINGS	CONTACT REGIST	RY USER MANUAL	Same
Contracts							
Search Filters							
Validity Start Date			Validity End Date		Contract Num	ber	
Select Validity S	tart Date	曲	Select Validity End Date		Select Cont	tract Number	
TCA Proposed			Enel Company		Country		
ALL		\$	Select Option		Select Op	tion	\$
00052694	960000145	ES				Enel Distributie M	V
00046652	8400000269	PO			0		
00039157	800000067	RO	01-10-2000	12-10-2021	0	Enel Distributie M	
00037830	8400157226	IT	27-07-2020	27-07-2022		E-DISTRIBUZIONE	
00037093	RO500000642	RO	05-04-2019	30-04-2021		ENEL DISTRIBUTI	
00034436	8400150424	IT	06-02-2020	11-06-2022		E-DISTRIBUZIONE	
00034382	8400146349	IT	12-12-2019	05-11-2021	~	E-DISTRIBUZIONE	
00034306	8400150108	IT	24-01-2020	24-01-2022		E-DISTRIBUZIONE	
	8400149733	IT	08-01-2020	08-01-2022		E-DISTRIBUZIONE	
00034260							



Production Plans

TSM TCA	QCA 🗸 CMD	∽ MSH ∽ I	Fine 🗸 Repo	rt v lo	CALE SETTIN	NGS CONTACT	REGISTRY USER N	MANUAL	
Production	plans								
								Create Pr	oduction Pla
+ Search Filters									
Production Plan N	Start Date Prod	End Date Produ	Manufacturin	Material	Quantit	Contract Edas	Contract holder	Status	Contract (
PDP-0000101760	16 Jul 2021	21 Jul 2021	IT-Trofarello-V	160001	100	500000642	Enel Global Infras	In Pending	IT
PDP-0000101434	8 Jul 2021	9 Jul 2021	IT-Belpasso-St	112010	10	500000642	Enel Global Infras	In Pending	IT
PDP-0000101407	9 Aug 2021	10 Aug 2021	IT-Belpasso-St	160001	100	500000642	Enel Global Infras	Approved	IT
PDP-0000099454	13 May 2021	13 May 2021	IT-MONCALI	332284	4	960000145	Enel Distributie M	Approved	ES
PDP-0000099443	12 May 2021	12 May 2021	IT-MONCALI	332284	5	960000145	Enel Distributie M	Approved	ES
PDP-0000099432	12 May 2021	12 May 2021	IT-MONCALI	332284	5	9600000145	Enel Distributie M	Approved	ES
PDP-0000099431	13 May 2021	13 May 2021	IT-MONCALI	332284	10	9600000145	Enel Distributie M	Approved	ES
PDP-0000099430	13 May 2021	13 May 2021	IT-NICHELIN	332284	100	9600000145	Enel Distributie M	Approved	ES
PDP-0000099359	29 May 2021	10 Jun 2021	IT-MONCALI	161170	10	8400157226	E-DISTRIBUZION	Approved	IT
PDP-0000099358	4 Jun 2021	24 Jun 2021	IT-NICHELIN	332284	100	9600000145	Enel Distributie M	Approved	ES
			20	74 marulta - 4 /	209 pages				



Testing Notices

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Testir	ig Notice											
										ī	Create Tes	sting Notice
+ Search	Filters									,		
l Test Su	Id Test Enel	Start Date	End Date	Fi	Mat	Materials	Quant	Contract Edas	Contract Owner	Phase S	Enel Sy	Company
2		23 Aug 20	23 Aug 20					500000642	Enel Global Infrast	MATERI		п
rova 2	90000054EI21	6 Aug 2021	6 Aug 2021		2	160001	5	500000642	Enel Global Infrast	ODA SE		п
1	90000053EI21	5 Aug 2021	5 Aug 2021		2	160001	2	500000642	Enel Global Infrast	ODA SE		п
vviso	90000052EI21	8 Jul 2021	9 Jul 2021		2	160001	100	500000642	Enel Global Infrast	QA ISSU		IT
rova	90000051EI21	21 Jul 2021	22 Jul 2021		2	112010	100	500000642	Enel Global Infrast	ODA SE		IT
est avvis		9 Jul 2021	23 Jul 2021					500000642	Enel Global Infrast	CANCE		п
ormazio	9000050EI21	12 Jul 2021	12 Jul 2021		2	160001	10	500000642	Enel Global Infrast	SERIAL		π
00		30 Jun 2021	15 Jul 2021					500000628	Enel Global Infrast	MATERI		π
st	90000048EI21	1 Jul 2021	2 Jul 2021		2	112610	1	500000628	Enel Global Infrast	REVIEW		ІТ
23456		2 Jun 2021	10 Jun 2021					8400130169	ENDESA DISTR. E	MATERI		ES
						1127 results	- 1 / 113 pag	jes				

In QCA module a Supplier can:

- Load a Manufacturing and Control Plan
- Load a Production Plan
- Load a Testing Notice (check the Spanish translation. It should be "aviso de prueba")
- Approve the date for an Audit
- Entry the result of a test for a Serial Number
- Load documents for document Verification
- Print a QA
- Manage Corrective Action



2.2.2 Loading a Manufacture and Control Plan

In the "Contracts" page details, Supplier can load a "Manufacturing and Control Plan". Please include the definition of the manufactirung plan and its scope.

To upload Manufacturing and Control plan supplier user must follow these steps below:

- Search and select contract
- Click on "Upload File" in "Manufacturing and Control Plan" section
- Save uploaded file

For each contract can be uploaded only one file.

CALCULATION OF THE OWNER OF THE OWNER	QCA V CMD V	MSH 🗸	FINE 🗸 REPORT 🗸	LOCALE SETTINGS C	ONTACT REGIST	TRY USER MANUAL	
Contracts							
Search Filters							
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Select Validity S	Start Date	曲	Select Validity End Date.	前	Select Co	ntract Number	
TCA Proposed			Enel Company	No. 1	Country		
ALL		\$	Select Option	÷	Select O	ption	\$
NTRACT NUM	PURCHASE DOC	COUNTRY	VALIDITY START	VALIDITY END D	PROPOSED TCA	ENEL COMPANY	MANIFACTURI
NTRACT NUM	PURCHASE DOC	COUNTRY	VALIDITY START	VALIDITY END D	PROPOSED TCA	ENEL COMPANY	MANIFACTURI
00052694	PURCHASE DOC 9600000145	COUNTRY	VALIDITY START	VALIDITY END D	PROPOSED TCA	ENEL COMPANY Enel Distributie M	
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00052694 00046652 00039157 00037830 00037093	PURCHASE DOC 9600000145 8400000269 800000067 8400157226 RO500000642	COUNTRY ES RO RO IT RO	01-10-2000 27-07-2020 05-04-2019	Clear VALIDITY END D 1 12-10-2021 27-07-2022 30-04-2021	PROPOSED TCA	ENEL COMPANY Enel Distributie M ENEL DISTRIBUTI Enel Distributie M E-DISTRIBUZIONE ENEL DISTRIBUTI	MANIFACTURI
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n TSM TEA QCA V CMD V	MSH - FINE - REPORT - LOC	ALE SETTINGS CONTACT REGISTI	RY USER MANUAL
00039157			eate Production Plan Create Test Notice
Purchase document (Contract/Number) 00000000067	Supplier Name COL GROWARN PACEO S.p.A con socio unico	Country Validitysto RO 05/10/20	art date Validity end date 00 12/10/2021
DETAILS LIST PDP CONTRAC	I ELEMENTS	11	Manufacturing Plan File
Pundhase document (Cuntract/Number)	Statui		Select POF File
800000067	Draft		
Contract Number 00039157	Enel Company Enel Distributie Muntenia		
Purchase document description Contratto di test per UAT RO	Erel Company Code		Address of the Addres
Contract Code			
Document date	validity start date		
12/10/2020	01/10/2000		
Proposed TCA.	Validity end state 12/30/2021	a 20	201005_112307_QcaTemplate_SerialHumbers
Tender Code	Residual period (days) 78		
Off-Line Test			
OLT Test			
 Manifacturing Plan 			
Manifesturing Plan Uninoded	Marifacturine Flan Univoded Date		
	12/01/2021		
✓ Supplier info			
Account Name COL GROVANNE PAOLO S.p.A con socia unice			
Supplier (53) \$798			

In case of a document has been uploaded wrongly, it is possible to delete it just clicking on the "eye" highlighted in the following screen:

Purchare document (Contract/Number) 5000000628	Scapiler Norm COL DIOVANNE PADLO S.p.A con socio unico	Country	Veidity start data 05/94/2019	Validity and data 05/04/2020
ETAILS LIST PDP CONTRA	CT ÉLEMENTS		Manufact	uring Plan File
Avrohese document (Contract: Number) 5000000625	Status Divah		Sale Sale	ePDF //w
Contract Number 00006815	Enel Company Enel Globel Infrastructure and Netwo	eases		
Furchase document description 5000000428	Ellel Company Code S4/1728			
Contract Code 50000006628			2	0
Decument data 05/04/2019	Validity start data 05/04/2019		1	
Properted TCA	Validity and data 05/04/2020		Test	
Tender Code	Ranistusi period (days) -442			
OH-Line Test				
QLT Pormi applicable olt				



Clicking on "Delete" will be possible to proceed with the elimination of the file attached.

2.2.3 Loading a Production Plan

In the "Contract" detail page, Supplier can create a Production Plan by pressing the "Create a Production Plan" button.

tsm tca qca √ cmd	✓ MSH ✓ FINE ✓ REPORT ✓ LC	OCALE SETTINGS (CONTACT REGISTRY USER	MANUAL
Contract 00039157			Create Product	ion Plan Create Test Notice
Purchase document (Contract/Number)	Supplier Name	Country	Validity start date 01/10/2000	Validity end date 12/10/2021

Also, supplier can create a Production Plan from the "Production Plan" summary page. this page can be reached following the link QCA > Production Plans and then pressing the "New Production Plan" button.

	Create Prod	luction Plan	
Main Information			
*Manufacturing Pattory			
(0000001798-31+IT-MONCA	WEREVIA FRAT		
*Select Multerial Code Detail		*Guaritty	
631302	×	1	
*Start Date Production		* End Date Production	
17 Aug 2021	8	35.MI 2023	1.0

The supplier user must click on "Create Production Plan" button. Usually, the following fields are displayed:

- Material Code
- Start date of production
- End date of production
- Quantity
- Factory

Section "Verify Material Code Info" is displayed only in case of missing information for the selected Material Code. All mandatory fields are marked with an asterisk (*). Supplier can select and add different reference contacts each time he creates a new Production Plan.

If the Production Plan Start Date doesn't respect the contractual terms, the PP status will be "To Be Approved".

In order to see the quantity produced with a production plan in the testing notice section the status should be "Approved".

In order to save the production plan, all the mandatory information must be filled by supplier.

A Production Plan can be modified by the Supplier User just clicking on a contract and then on "PDP List" tab. The modification is available only for Approved or Rejected PP.

	and the second	QCA UP OND U	MSH V	FINE - REP	ORT - LDC/	LE SETTINGS	CONT/	ACT RECESTRY USER	MANUAL
00	ontract 00391	57						Create Product	ion Plan Create Test function
	locament 067	Contract/Namber)	Supplier Nam COL GROWN	BRRACLOSSA-	con socio unico	Cauntry RD		Valibity start date 01/10/2000	Validity end date 12/10/2021
ALL	5 L15	T PDP CONTR	ACT ELEMEN	ITS.				Manufact	uring Plan File
								Sele Sele	d POF File
P	roducti	on Plans (14)	status	START DATE	END DATE	QUANTITY		50	st PDF File
P	roducti	on Plans (14) PDP PDP-0000102174	STATUS APPROVED	5TART DATE 13-10-2021	END DATE 31-10-2021	QUANTITY 1		50	d POF File
P	roducti	PDP PDP PDP-0000302174 PDP-00009x213	STATUS APPROVED APPROVED	BTART DATE 13-10-2021 06-01-2021	END DATE 31-10-2011 29-01-2021	QUANTITY 1 300			drorme (* drafter
P	roducti I I	PDP PDP PDP-0000102174 PDP-0000094213 PDP-0000094212	STATUS APPROVED APPROVED APPROVED	START DATE 13-10-2021 06-01-2021 08-01-2021	END-DATE 31-10-2011 29-01-2011 29-01-2021	QUANTITY 1 300 400	Ì	50	deorma Contraction
Pr	roducti / /	on Plans (14) PDF PDF-0000102174 PDF-0000094213 PDF-0000094212 PDF-0000094211	STATUS APPROVED APPROVED APPROVED APPROVED	ETART DATE 13-10-2021 06-01-2021 06-01-2021 06-01-2021	END DATE 31-30-2023 29-01-2024 29-01-2024 29-01-2025	QUANTITY 3 308 400	İ		drorme (* drafter

Clicking on the pencil icon the system will allow the change of information as:

- Start Date
- End Date
- Quantity
- Contact person

TSN	1 TCA	QCA V CMD V	∕ MSH √	FINE 🗸 REP	ort → Loc	ALE SETTINGS	K
	ontract 000526	94					
rchase	document	(Contract/Number)	Supplier Nam			Country	
00000	0145		COLGIOVA	NNI PAOLO S.p.A.	con socio unico	ES	
	LIST roducti	PDP CONTRACT E	LEMENTS				_
P	i LIST roducti	PDP CONTRACT E on Plans (6) PDP	STATUS	START DATE	END DATE	QUANTITY	
P	roducti	PDP CONTRACT E on Plans (6) PDP PDP-0000099454	STATUS	START DATE 13-05-2021	END DATE 13-05-2021	QUANTITY 4	
P B	roducti	PDP CONTRACT E on Plans (6) PDP PDP-0000099454 PDP-0000099443	STATUS APPROVED APPROVED	START DATE 13-05-2021 12-05-2021	END DATE 13-05-2021 12-05-2021	QUANTITY 4 5	
FAILS P B B	roducti	PDP CONTRACT E on Plans (6) PDP-0000099454 PDP-0000099453 PDP-0000099432	STATUS APPROVED APPROVED APPROVED	START DATE 13-05-2021 12-05-2021 12-05-2021	END DATE 13-05-2021 12-05-2021 12-05-2021	QUANTITY 4 5 5	
FAILS P B B B		PDP CONTRACT E on Plans (6) PDP PDP-0000099454 PDP-0000099452 PDP-0000099431	STATUS APPROVED APPROVED APPROVED APPROVED	START DATE 13-05-2021 12-05-2021 12-05-2021 13-05-2021	END DATE 13-05-2021 12-05-2021 12-05-2021 13-05-2021	QUANTITY 4 5 5 10	

	E	dit Produc	tion Plan	1	R.L.	
Matricola 332284 *Start Date Product 13-05-2021	ion 🚔	*Quantity 4 *End Date Proc	luction			Â
CONTACT PERS	:0N					
N	AME EMA	il@email.it	9HONE 3156888			
te	est 1 maile	@mail.com	2122		Cancel	Save



Clicking on the copy icon the system will allow the possibility to copy the PP for other material codes of the same contract.

TSN	M TCA	QCA V CMD	v MSH v	FINE V REP	ORT 🗸 LOO	CALESETTINGS
	Contract 000526	94	57%			10
rchase	edocument i	(Contract/Number)	Supplier Nan			Country
TAIL	S LIST	PDP CONTRACT	ELEMENTS			
	s LIST	PDP CONTRACT	ELEMENTS			
	s LIST Producti	PDP CONTRACT on Plans (6) PDP	ELEMENTS	START DATE	END DATE	QUANTITY
TAILS	s LIST Producti	PDP CONTRACT on Plans (6) PDP PDP-0000099454	ELEMENTS STATUS APPROVED	5TART DATE 13-05-2021	END DATE 13-05-2021	QUANTITY 4
TAIL:	s LIST Producti	PDP CONTRACT on Plans (6) PDP PDP-0000099454 PDP-0000099443	ELEMENTS STATUS APPROVED APPROVED	START DATE 13-05-2021 12-05-2021	END DATE 13-05-2021 12-05-2021	QUANTITY 4 5
P C	s LIST	PDP CONTRACT on Plans (6) PDP PDP-0000079454 PDP-0000079453 PDP-0000079432 PDP-0000079432	ELEMENTS STATUS APPROVED APPROVED APPROVED	START DATE 13-05-2021 12-05-2021 12-05-2021	END DATE 13-05-2021 12-05-2021 12-05-2021	QUANTITY 4 5 5
P P B B	S LIST	PDP CONTRACT on Plans (6) PDP PDP-0000099454 PDP-0000099452 PDP-0000099431	ELEMENTS STATUS APPROVED APPROVED APPROVED	START DATE 13-05-2021 12-05-2021 12-05-2021 13-05-2021	END DATE 13-05-2021 12-05-2021 12-05-2021 13-05-2021	QUANTITY 4 5 5 10

The Supplier User should select the Material Code and click on the "Save".

ri Dale Pradaci	-	main	Dany Production	-	parenty.	
May 2021		13 May 2021		11 4		
	ATERIAL CODE	MATERIAL CODE COUNT	TECHNICAL SPECIFICATI	TEORNICAL SPECIFICADL.	MANOPACTORING FACT.	unit cost.
0	140141	8	01910	¥	IT-HERICALIER-VIA PEA	
0	111114	8	DYVISI ADCENDING	142 - C	PLANDSCRUPPING PRA	28.67

An alert will be shown if the Data of the material code are not completed.



2.2.4 Creating a Testing Notice

Supplier can create a Testing Notice by pressing the "Create Testing Notice" button, directly from the Contract Details page.

Contraction of the second seco	G ALL	and in	Martin	
A TEM TOA OCAL CHO	U MSH U FINE U REPORT U LOCA	UTSTINGS CO	NTACT REGISTRY USER	MARK .
Contract 00039157			Create Wodutti	er Pier Crude Test Natice
Parchase Booment (Contract/Number) 80000000057	Supplier Name COL GIOVANI II PAOLO S.p.A.: canascio unico	Country RO	Validity start date 01/10/2000	Validity and data 12/10/2021
DETAILS LIST POP CONTRAC	T ELEMENTS		Manufact	uring Plan File
Purchase document (Contract Number) 8000000067	Status Draft		Laf see	a PDF File
Contract Number 00039157	End Consary End Distribute Munteria			
Perchane document description Contratto di test per UAT RO	End Company Code		-	
Cortract Code				
Document data 12/10/2020	Validity start data 01/10/2000			
Proposed TCA.	VallaBte end date \$2/\$0/202\$		20201005_1120	107, QcaTemplate, Serial Humbers
Tender Cide	Residual period (days) 78			

Just like Production Plans, Supplier can add different reference contacts each time he creates a new Testing Notice. Once the Supplier presses the "Save" button, the Testing Notice details page is displayed.

	Create	e Activity		E10000
				- iction Pla
Testing Notice Data	E			
*Start Dute		* End Date		
	8		6	
* ID Test Supplier		* Contract		Contract of
		800000067		turing
Enel System		Parent FAT		- A PCM
			:	
System Address		Plant		
			Cancel Save	
01/30	/2000		21	
V/00	vendulate		B 202090	05,112307,0
Redd.	a period stays!			

Supplier can add the following details to the testing notice:

- If activity is on Site, insert flag Enel System
- If activity is intermediate, insert flag Middle test
- If activity is a repetition, insert flag Testing Notice Repetition
- If activity is releated to a defect, select CMD Ticket

Also, supplier can create a Testing Notice from the "Testing Notice" summary page. The user can reach this page following the link QCA > Testing Notice and then pressing the "New Testing Notice" button.

Supplier can:

- Select Material Codes
- Retrieve a Purchase Order by pressing the "Retrieve Purchase Order" button, associate Purchase Orders and then pressing the "save" button, Only for Romanian Testing Notices the field "Purchase Order Number" is mandatory.
- Upload Serial Number using the "Import Serial Numbers" component.
- Detail the explanation of each stage of the phase (selection of codes, ODA's, serial numbers)



Selecting Material Codes

ISM D	CA QCA v CMD v MS	HU FINE U REPORT U	LOCALE SETTINGS COM	NUACT REGISTRY US	SER MANUAL	
Work 0 0023	rder 2359		1 OKU	2019	<u>s</u> ay	
(Test Enel)	Plan Status MATERIAL CODE SELECTION	Start Date 27/04/2023, 08:00	End Date 28/04/2021, 17:00			
01100000						
RE	RESTORATION	REQUEST COMPLETED	REVIEWING		EXECUTED	
RES	2/EIT OF MICH	REQUEST COMPLETED	BENEWING	ck ter Contract.	ENECUTED	Onder
ETARLS N	ANTERIAL CODE SERIAL NU	NECK RELATED LIST	REMEMORY Ra	ch te Contract	ENECUTED	Dinder
ETAILS Mate	MATERIAL CODE striat code	MIDER RELATED LIST	Ba	okte Connact	Energy Greet work o	Dirder
ETAILS Mate	MATERIAL CODE SERIAL NUM	MEER RELATED LIST	RESIDUES	okte Constant	Executes Cancel Work O I Numbers inport file in this phase	Order
etaits Mate	MATERIAL CODE SERIAL NUM Intel Code Detail to be prepa MATERIAL CODE SIZER	MEER RELATED LIST GUANTITY	RESIDUES Princ 1328	okte Consus.	EXECUTES Cancel work of I Numbers inport file in this phase	Order
ETAILS M	AATERIAL CODE states MATERIAL CODE states States States	MEER RELATED LIST med quantity	RESIDUES IMai: 200	okterContract	Executes Greet Work O I Numbers import file in this phase.	Dinder

MATERIAL CODE	QUANTITY	RESIDUES
112610	15	(Max: 830)
112611		(Max: 605)
162044		(Max: 150)

Supplier can select Material Codes by checking the corresponding checkbox on the left; User must specify in the "Quantity" field the number of items for each selected Material Code, and then press the "Confirm" button.

Once completed press the "Complete Action" button. Verify change status to Insertion completed at the end of the request.



If Supplier user can't see material code in Testing Notices, the possible reasons can be:

- 1) Production Plan not approved. Please check the PP status in Production Plan section.
- 2) Absence of TCA in Force if the contract is expected. Please check the TCA status in TCA module.
- 3) Manufactory Factory not qualified for the MG of the Material Code which one the Supplier wants to test. Please check or ask for a MG qualification status in WeBuy.
- 4) Mismatching between technical specification/revision indicated when the PDP was created and technical specification/revision associated to TCA in Force for that material
- 5) Any additional cause

Searching a Purchase Order

Clicking on "Retrieve Oda" the system allows to search for a Purchase Order, the Supplier User should fill in these fields:

- Start Date
- End Date
- ODA Number

After the selection, the Purchase order will be associated to the Activity Inspection.

Work Ore 00202	der 458	KO/L	Stal	11/16		D/c	Xa
d Test Enel	Phase Status ODA SELECTION	Start Date 08/10/2020, 09:00	End Date 15/10/2020, 18:00				
REQ	UEST CREATION	REQUEST COMPLETED		REVIEWING		EXECUTED	
					11 I I		
TAILS MAT	TERIAL CODE SERIAL	NUMBER RELATED LIST	9111		Import Serial	Numbers	
d Test Supplier 11818		ld Test Enel			You can't i	mport file in this phase	
itart Date)8/10/2020, 09:0	20	End Date 15/10/2020, 18:0	0				
Contract Edas RO5000000642		Factory of producti IT-NICHELINO-VI	on IA PISACANE 19			DOSSIER	+
nel System		Plant					
ystem address		Name contact perso	on system				
		Contract Owner ENEL DISTRIBUT	IE MUNTENIA				
		QR N/A					
 Defective 	Test Info						
MD Ticket							
Technical	Info						



Modal form for searching and selecting Purchase Orders (BRA – CHL – COL – ESP – ITA – PER)

C	6	ALC: NO	A Carl		COLLADO.
TSM TO	A QCA V CMD V M	15H - FINE - REPORT - LOCALE	SETTINGS CONTACT RE	EGISTRY USER MANUAL	
Work Ord	ler				
00202	458			×	
ld Test Enel	Phase Status	Purchase Order Re	etrieval	_	
	ODA SELECT				
	·	* Start Date		26.15	
REQU	JEST CREATION	Select Start Date		EXEC	IUTED
	1000	* End Date		1021138	
		Select End Date	苗	Rectity	Cancel Work Order
	10/22/2011	Purchase Order Number			
ETAILS MAT	FERIAL CODE	Purchase Order Number			
v Informatic				Numbers	
• mondue					
Id Test Supplier				inport file in thi	s phase.
Start Date					
08/10/2020.09:0	0			10 1 2	
Contract Edas					
R0500000542				DOSSIER	
				10 and 10	
System address					
			Cancel	Search	
		ENEL DISTRIBUTIE MUNTENIA		and the second second	
		QR			
		N/A			
✓ Defective	Test Info				



Modal form for searching and selecting Purchase Orders (ROU)

and the second		and the	N/A	e .
QCA V CMD V M	15H 🗸 FINE 🗸 REPORT 🗸 LOCALE SET	INGS CONTAC	T REGISTRY US	ER MANUAL
			~	
			^	
Phase Status ODA SELECT	Purchase Order Retri	eval		
10000				
	* Start Date			
CREATION	Select Start Date	曲		EXECUT
	* End Date			
	Select End Date	苗		Rectify (
2021	* Purchase Order Number			
L CODE	Purchase Order Number			
				Numbers
				NUMBERS
				nport file in this pl
				DOSSIER
		Cance	Search	
	ENEL DISTRIBUTIE MUNTENIA	1		
	QR			
	10A			
Info				



For Argentine contract supplier user must create oda using "Insert Oda" button.

Start Date End Date 11/09/2019,07:00 11/09/2019,16:00	
REQUEST COMPLETED REVIEWI	ING EXECUTED
	Mi ICOMONICE
Back to Contract Edit Testing Notice Edit Materi	ial Code Testing Notice Insert ODA Cancel Work Order
ER REVIEW RELATED LIST	
	Import Serial Numbers
ld Test Enel 90010084HA19	You can't import file in this phase.
End Date 11/09/2019, 16:00	
End Date 11/09/2019, 16:00 Factory of production IT-Sexto San Giovanni-Via Luciano Lama 33	
End Date 11/09/2019, 16:00 Factory of production IT-Sesto San Giovanni-Via Luciano Lama 33 Plant	UPLOAD DOSSIER +
End Date 11/09/2019, 16:00 Factory of production IT-Sesto San Giovanni-Via Luciano Lama 33 Plant Name contact person system	UPLOAD DOSSIER +
End Date 11/09/2019, 16:00 Factory of production IT-Sexto San Giovanni-Via Luciano Lama 33 Plant Name contact person system Contract-Owner ENEL DISTRIBUICAO RIO	UPLOAD DOSSIER +
	Start Date End Date 11/09/2019,07:00 11/09/2019,16:00 REQUEST COMPLETED REVIEW Back to Contract Edit Testing Notice Edit Mater REVIEW RELATED LIST Id Test Enel 90010084HA19



Modal form for inserting purchase Order and selecting purchase orders position

- 6	Ir	nsert	ODA		
	*ODA Number		*Date		
	Select Start Date	65	Select End Date	茴	
r) SELEZION	ODA	A Po	sitions		
	Material Code				
HILS A	0125-0067				
					2030.04 <i>7</i> 4
000					
CIMIN:					
pronta					
111					

All mandatory fields are marked with *.

Press "Save" button to create new Purchase Order linked to Testing Notice.



Loading Serial Numbers

The Supplier User must upload a List of components related to the Material Codes of the Testing Notice.

n TSM TCA QC	A 🗸 CMD 🗸	MSH 🗸 🛛 FINE 🦄	🗸 report 🧹 lo	CALE SETTINGS CONT	ACT REGISTR	RY USER MANUAL	Shine Marin
Work Order 00039381							
ld Test Enel 90000019EE19_1	Phase Status SERIAL NUMBERS	SELECTION	Start Date 04/02/2019, 07:00	End Date 05/02/2019, 16:00			
REQUEST CRE	TION	REQUEST CO	OMPLETED	REVIEWING		EXE	CUTED
				<u> </u>			~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
			Back to Contract	Delete Serial Numbers	Rectify	Complete Action	Cancel Work Order
TAILS MATERIAL	CODE SERIAL N	UMBER REVIE	W RELATED LIST		a C		5%
 Information 					Impor	t Serial Numbers	
d Test Supplier prova ucciferri		Id Tes 9000	tEnel 0019EE19_1			Download Template	Or drop files
Start Date 04/02/2019, 07:00		End D 05/02	ate 2/2019, 16:00			Download Template	

It is possible to perform a massive loading of Serial Numbers using a CSV file available in "Import Serial Number" section. In case of errors it's possible to delete the imported records.

Impo	ort Serial Number	s	
	1 Upload Files	Or drop files	
	Download Template		

Clicking on "Download Template" starts the CSV Import Serial numbers download. Here is possible to insert Material with Barcode or Material Lot Number. Following these tables will be possible to insert all the field Required, Not Required and Optional for both of them.



Material with Barcode	
Material Code	R
Serial Number Enel*	R
Serial Number Supplier*	R
Lot Number	0
Barcode	R
Barcode Enel	R
Barcode Child	0
Barcode Coil	0
Barcode Coil From	0
Barcode Coil To	0
Oda	R
Repaired Component	0
Material Quantity	NR

Material with Lot Number	
Material Code	R
Serial Number Enel*	NR
Serial Number Supplier*	NR
Lot Number	R
Barcode	NR
Barcode Enel	NR
Barcode Child	NR
Barcode Coil	NR
Barcode Coil From	NR
Barcode Coil To	NR
Oda	R
Repaired Component	0
Material Quantity	R

R = Required
O = Optional
NR = Not Required

* Only for the country Colombia, the serial number can be 11 characters.

After entering all the information in CSV file, can be uploaded and the Serial Imports can be executed on Testing Notice.

After the Start Date of the Testing Notice, the List of components can't be modified anymore, so it's extremely important to check that the file is correct.

The creation of the Testing Notice should respect the contractual terms.



2.2.5 Setting Serial Number Results

Indicate that this step is only required for DOC inspections and without ENEL presence (self-certification). In the FAT the result recording is done by the inspector. Indicate that you can set the result between OK and KO. Additionally, it has a description field.

Once this step is completed, the status of the phase should change to QA printing without ENEL presence (self-certification) and document review in documentary verifications

In the Contract Detail page Supplier can see the list of Testing Notices by selecting the contract "Elements" tab: Testing Notices to be worked are the ones in the "Reviewing" phase.

To set the serial numbers results, Supplier must access in Testing Notice Detail page and then select the "Serial Numbers" tab.

e	6	Les la		(Mar - C
TSM TCA	9024 4 040 4 1 7	ash √ fine √ report	UCALESETTING CONTACT	RECEITEY USER MANUAL
Test Enel 2002:3018821	Prana Bartan. REVIEW	Start Data 15/07/2021,09:09	EvelDate 15/07/2021, 17:00	
-	~	~	REVIEWING	EXECUTED
99		631221	2267	Back to Contract Complete Actom
SERIAL NU	MBERS	AGER RELATED UST	2	Import Secial Numbers
alarte.	2 Description		Apply to Selected	You can't import file in this phase
Matterial Coo	s.			

Once finished setting the results, Supplier must press the "Complete Action" button. System does not allow to finish the operation in two cases:

- The user can't complete operation before 17.00 (local time) of the last day of test if the testing notice is a first suppling or first category testing notice
- The user can't complete operation before 10.00 (local time) of the first day of test if the testing notice is a second or third category testing notice



2.2.6 Loading Documents for Document Verification

In the Contract Detail page Supplier can see the list of Testing Notices by selecting the contract "Elements" tab: Testing Notices to be worked are the ones in the "Document Verification" phase.

Indicate the type of documents that the platform allows to load, the categories of the documents, and the size of the documents. Indicate maximum one document per category.

Supplier loads documents for Document Verification by pressing the "+" button in the "Load Documents" component; once finished loading documents user must press the "Complete Action" button.

Once the documents are uploaded and verified the completion, check the change of status to verifier.

TIM TCA QCA	v OMD v MSH	I W FINE W REPORT	T V LOCALESETTING	CONTACTES	EGENTRY USE	R MANUAL	
Work Onder 00095907	2/153	Makin	DAI		Create DC	Crises with	Create FA
a Theo Ervel	han Rotar ERLFIER REVIEW	Start Date 15-07-2021, 08:00	5id Cals 15/07/2021, 17:00				
				-	-	-	100
				CVIDWING C	_	EVECU	/HED
(J) (O)	227	and)		wemmer -		EXECU ok to Contrast	Congests Action
TAILS MATERIAL COO	N SERIAL NUMBER	RELATED LINT	22		0	EXECU Skite Contract	Granitation
TAILS MATERIAL COC	N SERIAL NUMBER	E RELATED LIST	22		Import Serial	o to Contract Numbers	Conguestation
TARS MATERIAL COO	N SERIAL NUMBER	E RELATED LIST	25		Import Serial	octo Contract Numbers	Company Action
EARLS MATERIAL COO SERIAL NUMBER 199117 Serial Number Enel	N SERIAL NUMBER	E RELATED LIST	Mataria Quantity		Import Serial Yourt	EXECUTION CONTRACT	Company Column
EARLS MATERIAL COO SERIAL NUMBER 133117 Serial Number Enel Occosodar72	N SERIAL NUMBER RS Rapper Serial 3042872	E RELATED LIST	Meterial Quantity		Import Serial	execution of the Combined State Combined State Combined State Stat	Company Action
EARLS MATERIAL COC SERIAL NUMBER 120117 Serial Number Enel 0003042873	N SERIAL NUMBER	E RELATED LIST	Matariar Quantity 1		Import Serial Noter14	execution of the Company	Company Autom
EALS MATERIAL COO SERIAL NUMBER 133137 Serial Number Eriel 0005042872 3 Octome	N SERIAL NUMBER 85 Suppler Serial 304872 uppler	E RELATED LISP	Mataria Quantity 3		Import Serial Yourna	execution of the sector of the	Company Action photo.

At least the Test Report must be attached to the Test in order to finish phase of loading documents for a Test.

After loading documents, Supplier can print a QA only after it has been finalized by an ENEL Approver.

After data verification for finalization by an ENEL Approver, the System sends an email to the Supplier with ATR and the result of the verification. If verification is successful, Supplier can print QA document.



2.2.7 Issuing a QA

In the Contract Detail page Supplier can see the list of Testing Notices by selecting the contract "Elements" tab: Testing Notices with QA are the ones in the "QA issued" phase. A QA can be printed by pressing the "Print QA" button in the Testing Notice detail page.

Inform that the QA can only be printed once the verifier (documentaries) or inspector (FAT R) has satisfactorily approved the inspection

Work Onder 00096560 ber gentliking 2	um Data da 2407-2021, 08-00 di	4044 1607-0021, 1740	
ber Press Subje 9 GestS21 GestS40 2	uri Dava 6 2 07 303 1, 08 06 2	erðura 56072021, 12100	
· >			
	1	> ~	околто
			Excite Contexts Prot CA
SERIAL NUMBERS	ELK RELATED LIST		Import Serial Numbers
tatertel Code ISSG8			You can't import file in chicofrane.
Setationberbei Sopferlarial	Lot Runber	Meterial Quantity	
		40000	
Supplier	Colores Varia	Verter	UPLOAD DOSSIER +
Suprime Currente ON 2	Cutume Verifie	Variar 2	UPLOAD DOSSIER +
Lapiw Octore Octore Decryter	Cutume Verke Cit Description Vert	Norter El	UPLOAD DOSSIER +
Segner Oncente Oncente Onc	Colorena Veniña I dat Demonarian Veni I DK	1000 	UPLOAD DOSSIER +
Support	Catums Verbe OK Desiration Verb DK	Verter *	UPLOAD DOSSIER
Septer Se	Catures Verbe CH Decoration Verb DK Lef Number Vers 3	Vertier The Metallol Questity 500	UPLOAD DOSSIER
Septer Octores Octores Octore SepterSectores SepterSectores	Column Verla OK Dis Col Dis Dis Col Dis Dis Col Dis Col Dis Dis Dis Col Dis Dis Dis Col Dis Di	Verther Mesorie Quentity 500 Verther	UPLOAD DOSSIER

Below an example of Quality Approval:

@-dist	ribuzion			Y APPROV DUSTRIE SI	/AL PA	Collaudo 90001019EE21 ver.
			KETU	NOUSTRIE SPA		
Dati con	tratto: 840011782	4 - 10/01/2018	Cat. coll.	: Alleg.Tecn	.: 2016 Ordine di	Acquisto: 6000088816
id avvis Stabilim Persona Indiriaa Note av	er Yossa ente: IT-BARBER e di riferimento: S e Email x invio raj viso di collaudo	INO VAL D'ELSA-VIA Imone Vo (sel 05650) pporte di coffaudo; si o fomiliare insecto di	G. GALLE 5317 simo mone vog	Co El Bint Co re vit Sicendustie Sicendustrie I DAISTIRIE SINA	Itaudo previsto dala: Ilaudo in impianto: N re It)	0
Nota St	anpa omológazio	ne dî qualită - Rump	a Quality I	Approval effettue	rio da WrDey 2004/21	025 10:53
Nota St	ampa omologazio	ne di qualită - 21	a Gualdy I	Approval effettua	nb da WrDey 2004/20	023 10:13
Nota St Matr. ENEL	ampa omologazio Descripto	ne di qualità - Stamp ne dei prodotto	e Guality / PF RP	Appcoval effettua Q tà da collaudare	no da WrDer 7894/21 QGA_POPYOSA_COU	023 10:13 Lettera omologazione EF
Nota St Matr. ENEL (192105	Descripto	ne di qualità - 17	e Guality i PF RP	Approval effettus Q tà da collaudare 20	no do Wr.Cev 2004/20 Q48_PDPM345_COI	11 Lettera omologzalione EF CF6-21/NDF-Q0-18-B CK
Nota 52 Moto ENEL 102105 102105	Descript GUADRO SF8 QUADRO SF8	ne di qualità - Marco me del prodotto 24-V 16KA 019001 261-1 261-1 261-1	e Quality i	Approval effettus Q tà da collaudare 20 10	no do Writer 73/04/20 968_POPPON_COU 70 50	223 10:03 L Letters amplogazione EF CF6-2LNOF-06-16-B CK CF6-3LNOF-06-16-B CK
Nota 52 Moto ENEL 102105 152100	Describe CUADRO SF8 CUADRO SF8	ne di qualità - Plano me del prodotto 244V 1644 OY8001 2451 1 2461 1 246	e Gualdy i PF RP	Approvist alfortu Ortis da collaudare 20 10	no do WinCer 2004/20 968_POPAGA_COU 70 50	223 10:03 Lettera omologzalone EF CF6-2LNOF-06-16-B OK CF6-3LNOF-06-16-B OK
Mots St Maty ENEL 102105 102105	Description QUADRO SPO QUADRO SPO QUADRO SPO	ne di qualità - Bamp ne dei prodotto geny tosta prodotto	PF RP	Approvál střetku Otá de colandere 20 10 EROSERVALE Desistant	to do WrCev 2004/20 Q43_POPK34_COU 70 60	021 10:53 Letters omologazione EF CF6-3LINOF-06-15-8 OK CF6-3LINOF-06-16-8 OK
Nota St Mota ENEL 102105 102105	Describe QUACRO SPS QUACRO SPS QUACRO SPS Tel: ENEL 162105	ne di qualità - Marry ne dei prodotto 2464/1564 CY9001 2464/1564 CY9002 2464/1564 CY9002 3464/1564	PF RP NUM	Q th de colludare 20 10 ERO SERIALE Description	eta da Wrókw 2004/20 Okk_POPAsk_COU 70 60 etal proteto: 195A Dr3001 2LEH	221 10:33 Letters omblogsdone EF CF5:2LNOF-06-18-8 OK CF5:3LNOF-06-18-8 OK
Mota St Motor ENEL 102105 162100	Describe QUADRO SFR QUADRO SFR Mart ENEL 192105 Torr 1 sh	ne di qualità - Plango me del prodotto 2 euro testa Dividotto 2 euro testa Dividotto 2 euro testa Dividoto 3 euro testa Dividoto 3 euro testa Dividoto 3 euro testa	PF RP NUM	Q tà da colludare 20 10 EROSERIALE Desticion ADRO SE CHOL	GRÁ_POPYGAL_COR GRÁ_POPYGAL_COR 70 50 560 55KA DYSOD1 ZLEI+ 501207	071 10:33 L Lettera EF CF5-2L/IOF-00-158 CK CF5-3L/IOF-00-158 CK T
Mote St Mote ENEL 102100	Inga Konologasio Describe QUADRO SP3 QUADRO SP3 QUADRO SP3 (at: ENEL 162165 100 1 sm (or) 2 sm (or) 2 sm	ne di qualità - Sum ; me del prodotto 2 envi 1944 OY1000 2 Elin T 2 Elin T 2 Elin T	PF RP NUM	Q tá da collaudare 20 10 EROSERALE CRASERALE CRASERALE CRASERALE	CHA CONTRACT	235 10:03 LL Lettera omologazione EF CF6-3L/NOF-06-16-8 OK CF6-3L/NOF-06-16-8 OK T
Mote St Mote St Note S	Peschido QuadRo SF8 QuadRo SF8 QuadRo SF8 QuadRo SF8 QuadRo SF8 Tan ENEL 162105 Toor 1 3m Toor 3 3m Toor 3 3m	ne di qualità - Rump ne dei prodotto 2404 1944 Ordootto 2404 1944 Ordoot 2404 1944 Ordoot 2404 1944 Ordoot	PF RP NUM	Qiti da coltudare 20 10 EROSERIALE Creation Creation Creation	to do WrCey 2004/20 Q68_PDPK084_COD 70 60 156K DYSODY 2LEI+ 001507 201617 201614 001710	221 10:53 Lettera omokogatione EF CF6-2LMOF-06-16-8 OK CF6-3LMOF-06-16-8 OK
Note st	Describe QUADRO SPS QUADRO SPS QUADRO SPS QUADRO SPS Text ENEL 162105 100 / 1 3 m Tox 3 a m Tox 4 3 m Tox 4 3 m	ne di qualità - Marco ne dei prodotto 24-V 16KA 019001 2.8-Y 2.8-Y 2.8-Y 2.8-Y	e Gualdy / PF RP NUM	Q Să de collaudare 20 10 ERO SERIALE Descristin ADRO SFE 24RV CF60 CF60 CF60 CF60	da WrCey 2304/2 da WrCey 2304/2 da Poekak_COI 70 60 fel predoto tesk Dr9001 2LEI+ 001577 001674 001720	U21 10:33 Letters omologisticne EF CF6-3LNOF-06-18-B CK CF6-3LNOF-06-18-B CK
Mota St Matr. ENEL 102105 162100	Descrition Quadra Second Quadra Second Secon	ne di qualità - Plango ne del prodotto 246V 1944 DY0007 25147 25147 25147	PF RP	Q tà da cotaudare 20 10 EROSEQUALE Creative Crea	Otá_POPYOLA_COL Otá_POPYOLA_COL 70 60 70 60 001207 001507 001720 001720	0211 10:33 Léttera omologacione CF6-2L/NOF-00-15-8 CF6-2L/NOF-00-15-8 CF6-2L/NOF-00-15-8 T

EF: Supplier Outcome



2.2.8 Rectification/Cancellation of a Testing Notice

Rectification

A Testing notice can be modify by the Supplier user clicking on "Rectify"

1

The rectification regards only the Testing Notice. If the request of change regards the Material Code and Oda it is necessary to contact an Enel user referent to allow it.

The rectification of the Testing Notice should respect the contractual terms.

Cancellation

A testing notice can be canceled by the Supplier user. With this action the Supplier can invalid a Testing Notice.

In these Phases:

- Insertion Material Code
- Insertion Serials
- Insertion Oda

The Supplier user clicking on "Cancel Activity" can proceed to cancel a Testing Notice.

REQUEST CREATION	REQUEST COMPLETED	REVIEWING	REVIEWING		CUTED
		Early to Contract	Patrices ODA	Develop	Cannel Mark Derley

In the "Requested Completed" it is necessary to click on the button "Rectify" and then proceed with the cancellation of the Testing Notice, clicking on the button "Cancel Activity".



2.2.9 Manage Corrective Action – Testing Notice

In Testing Notice layout supplier user can check reviewing details. In case of negative review user can insert corrective action to solve non-compliance found during test execution.

In this version, corrective actions are only allowed in FAT inspections, for documentary verifications with NC it is required the loading of a re-inspection.

Indicate the process for the case of a re-inspection.

Press "Solve NC" button and insert new corrective action using the section below.

Test Enel 0000007EE20	Phase Status COMPLETED WITH NC FOUND	Start Date 31/03/2020, 07:00	End Date 31/03/2020, 16:00			
5.777	_) (~_) [⊑.] ✓)		4/1)1(~ *		EXECUTED	5.37
			1 7.111112382	Back to Contract	Resolve NC	Print Q/
Material C eview Notes	AL CODE SERIAL NUMBER REV ode 140141 - INT 3P 24KV 630A VUG Appointee Notes State of Conf	TIEW RELATED LIST		Import Serial Nui You can't import	nbers file in this phase.	TA.
				UPLOAD DC	SSIER	
Material C	ode 162107 - QUADRO SF6 24KV 16	KA DY900/3 3LEI >				
eview Notes	Appointee Notes State of Conf	ormity.				

After clicking on "Solve NC" button the system shows a "New" button in Corrective Action section. Using button "New" to create new Action and send it to Enel user in order to be evaluated.

Link in corrective action record non-compliance that will be solved using the "NC to be solved" box below.



TSM TCA QCA v CMD	✓ MSH ✓ FINE ✓	REPORT 🗸	LOCALE SETTINGS CO	INTACT REGISTRY	USER MANUAL	
00189825						
Id Test Enel Phase Status	Start Date	Ex	Data			
ACCOUNTEED MC KESC		Crea	te CA			
	Ca Execution Date				EXECUTED	
	10 Augusta			8	1111 - 148	
	NC Analysis				ix to Contract	plete Action
ETAILS MATERIAL CODE				~		
	Corrective Action				Numbers	
Material Code 140141 -					mport file in this phase.	
Review Notes Appointe				//		
	NC related		NC related			
	Test 1 - Test 1	*			DOSSIER	+
					- 11 -	
Material Code 162107 -						
					(Carla	
Review Notes Appaints						
					7711	
				Cancel Save		
				The second s		

Once finished, Supplier must press the "Complete Action" button and waiting for evaluation from Enel User.

Please describe what happens after Enel's evaluation of the corrective actions.

Indicate that Enel is the one who defines the process for resolution of NC



2.2.10 Audit/OLT Confirm Execution

Audit

In the Audit Process the Supplier User after the creation executed by the Enel User can Accept the Planning decided by the Enel User or Suggest Alternative Planning

5		6		The second		CollAUDO
TSM TCA	QCA 🗸 CMD 🗸	MSH 🗸 FINE 🗸	REPORT V LOCALE	SETTINGS CONTACT	REGISTRY USER MANUAL	
Work Ord 002386	er 554					
ld Test Enel	Phase Status PREPLANNED	Start Date 19/06/2021, 09:00	End Date 09/07/2021, 18:00			
PF	REPLANNED	PLANNED		REVIEWED	EXECU	JTED
				Back to Contract	Suggest alternative planning	Accept plannin
ETAILS REV	IEW RELATED LIST					
Type AUD		Phase Stat CREATED	us.)		UPLOAD DOSSIER	
		QR N/A				
✓ Informatio	n					
Start Date 19/06/2021, 09:00	5	End Date 09/07/20	21, 18:00			
Alternative Start Da	te	Alternativ	e End Date			
		Count PD	Die Audit			

If the Supplier User clicks on "Accept Planning" the Activity will passed in Accepted Planning.

If the Supplier User clicks on "Suggest alternative planning" will appear a pop up with the following field to fill in:

- Start Date
- End Date
- Audit Review Notes



	Audit pl	anning		
*Start date	t	• End date		曲
* Audit Review Notes				
			Cancel	nfirm

After the insertion of the information the Audit is sent to the Enel User in order to accept the date suggested by the Supplier User.

As said, above when the date is confirmed the Activity will go in Accepted Planning.

Id Test Enel Phase Status ACCEPTED PLANN	Start Date ING 23/06/2021, 09:00	End Date 24/06/2021, 18:00		
PREPLANNED	PLANNED	REVIEWED	EXECU	TED
				Back to Contract
TAILS REVIEW RELATED LIST	Phase Status			NIG.
AUD	ACCEPTED PLANN	ING	C C C C C C C C C C C C C C C C C C C	1
AUD	QR N/A	ING		
AUD 🗸	ACCEPTED PLANN QR N/A	ING		12
↓ UD ↓ Information Start Date 23/06/2021, 09:00	QR N/A End Date 24/06/2021, 18:00	ING		
AUD Information Start Date 23/06/2021.09:00 Alternative Start Date 23/06/2021.08:00	ACCEPTED PLANN QR N/A End Date 24/06/2021, 18:00 Alternative End Date 24/06/2021, 17:00	ING		

After that the Supplier User should wait that the Activity is worked by and Enel User and after that will go in Planned Phase

S		E			(CAN)		COLLAUDO2
TSM TC/	a QCA ∨ CMD ∨	MSH 🗸 FINE 🗸	REPORT ∨ LO	CALESETTINGS	CONTACT REGIS	STRY USER MANUAL	
Work Orc 00238	ler 654						
ld Test Enel	Phase Status PLANNED	Start Date 23/06/2021.09:00	End Date 24/06/2021.18	00			
	4	PLANN	eD 🔪	REV	IEWED	EXECU	TED
	ZEC VIII	Sullain	N PM				
							Back to Contract
ETAILS REV	IEW RELATED LIST						
Type AUD		Phase St ACCEP	atus TED PLANNING			UPLOAD DOSSIER	+
		QR N/A					
 Information 	n						
5tart Date 23/06/2021, 09:0	0	End Dat 24/06/2	e 2021, 18:00				
Alternative Start D: 23/06/2021, 08:0	ate O	Alternat 24/06/2	ive End Date 2021, 17:00				
Audit with PDP		Count P	DP in Audit				
Tower .		0					

In this phase the Supplier User can only wait for the Start Date.



Offline Test

In the OLT Process, as well as AUD, the Supplier User after the creation executed by the Enel User can suggest an Alternative Execution Date.

Work Order 00238656					
ld Test Enel 90000049EI21	Phase Status INSERTION COMPLETED	Start Date 18/06/2021, 08:00	End Date 01/07/2021, 18:09		
		REQUEST COMPLETED	REVIEWING		EXECUTED
				Back to Contract	Suggest Execution Test Date
ETAILS MATERIA	LCODE SERIAL NUMBE	R REVIEW RELATED L	IST		
 Information Type OLT 		Phase Status INSERTION COMPLETED		Import Serial N You can't imp	umbers ort file in this phase.
Start Date 18/06/2021, 08:00		End Date 01/07/2021, 18:09			
Factory of production IT-MONCALIERI-VIA FR	ATELLI CEIRANO 20	Contract Edas 5000000628			OSSIER +
		Contract Owner Enel Global Infrastructure	and Networks s.r.l.		
		QR N/A			
✓ OLT Info					

Clicking on "Suggest Execution Test Date" button the system will open a pop-up where the Supplier User can indicate the dates

Confirm	Exec	ution Test D	ate
*Select Start Date			
Date		Time	
18 Jun 2021	曲	08:00	0
*Select End Date			
Date		Time	
1 Jul 2021	曲	18:09	0
		Cancel	Confirm

Clicking on "Confirm" the suggested date will be sent to the Enel User that can proceed with the acceptance or suggest another slot of dates. After the confirmation of the date withdrawal. The OLT will passed in ARQC review phase.

REPRODUCTION FORBIDDEN



2.2.11 Manage Corrective Action – Audit

In Audit layout supplier user can check reviewing details.

In case of negative reviewing user can insert corrective action to solve non-compliance found during test execution.

Supplier user must press on "View" button available for non-compliance detail as showed below:

Work Order 00191365						
ld Test Enel 2020/FEA000002	Phase Status AUDIT SENT WITH NC	Start Date 22/04/2020, 07:00	End Date 22/04/2020, 16:00			
•	>>	×	> ~		EXECUTE	Ð
			Back	to Contract	Insertion Complete	Print Audit Report
				Velle Wills	102201	22122
ETAILS REVIEW	RELATED LIST					
audit					LOAD DOSSIER	+
ISO Rule ISO Rule ISO 9001:2015 ISO Accreditation Name ICOntac AUD Object Area Product final assembly;Pi monitoring;Maintenance traceability;Production to tests;Instrumentation;Pa K AUD Note notas sobre el K Audit Review Notes notavs de auditoria AUD Observations observaciones de auditor Certificate Number 44444 AUD Comments La verifica ispettiva ha me 17/100, Nel corso della v Azioni Correttive.	rocess/product ;Identification and ests;Final icking and shipment ria esso in evidenza che il Sistema di Ge erifica sono state individuate non ci	ISO Corporation Name cidet ISO Issue Date 11/04/2019 KAUD 2	zzazione ha un QRAUD pari a zione di un adeguato piano di			
List NC (4)	LIANCE DESCRIPTION					
1 inserci	ion de NC de tipo Grave		View Edit	1 all		
2 🦲 no con	formidad Grave		View Edit	526		
3 10 no con	formidad de tipo importante		View Edit	1/2 N		

In non-compliance details system show "Create Corrective Action" button. In order to create a new corrective action, press the button and fill all fields.



	Not Compliance Details	
Verifier		
Not Compliance Description Verifier		
insercion de NC de tipo Grave		
Type Not Compliance Verifier	Product Impact Verifier	
Process	Serious Functional	
Event of Impact Verifier	Detection before Delivery Verifier	
Certain Impact	Yes	
Not Compliance Classification Verifier	10 Clause Verher	
Cristan Material anti-	o.v.∠ ripo wa waterialChie BBI Controllo	
Madenai code		
NC Analysis		
NC Correction		
NC Corrective Action		/
0.December Date		
	8	

Once finished, press "Complete Action" button and waiting for Enel evaluation.

020/FEA000002	Phase Status AUDIT SENT WITH NC	Start Date 22/04/2020, 07:00	End Date 22/04/2020, 1	5:00			
2/16	1022531	SN SHITCHIN	2/18-11/18	7/2° - 5	STUMOT		7/201
Ý	· <u>)</u>	~	>	4)	EXECUTED)
					11 - 77111		
				Back to Contract	CA Insertion Con	plete Print Aud	it Report
						CAN DESC	
AILS REVIEW	RELATED LIST						
						SSIER	+
Audit				0		COLLIN .	
O Rule		ISO Corporation Name					
0 9001:2015		cidet					
O Accreditation Name		150 Issue Date					
Ontec		11/04/2019					
UD Object Area		KAUD					
roduct final assembly;P	Process/product	2					
onitoring;Maintenance	e;Identification and						
aceability; Production 1	tests;Final						
ests;Instrumentation;P	acking and shipment						
AUDINOte							
otas sobre el N							
aan keview Nates stawa da auditoria							
UD Observations							
servaciones de audito	ria						
ertificate Number							
44444							
UD Comments							
a verifica ispettiva ha m	nesso in evidenza che il Sistema di G	estione per la Qualità dell'Organi:	zazione ha un QRAUI	Oparia			
7/100. Nel corso della	verifica sono state individuate non c	onformità che necessitano l'attua	zione di un adeguato p	piano di			
zioni Correttive.							
LIST NC (4)							
# NOT COMF	PLIANCE DESCRIPTION						



2.2.12 Supplier Locks

In the QCA Navigation Menu of the Supplier User there is the section "Locks".

SC			RON	A MAALMO
TSM TCA	QCA V CMD V N	ISH 🗸 FINE 🗸 REPORT 🗸	LOCALE SETTINGS CONTACT REGISTRY	USER MANUAL
	HOME	NO VAN	2//(O)///C	
22 VAN	CONTRACTS	Date 20		
3.(@)(2.A))	PRODUCTION PLANS	LCOME!		
	TESTING NOTICE			
	OFFLINE TESTS	MICONS'S		
	AUDIT			
DV/201	LOCKS			

Clicking on that it possible for the Supplier User to check the Locks that are operating based on three types:

- Material Code
- Factory
- Supplier

	QCA ∨ CMD ∨	MSH 🗸 FINE 🗸	✓ REPORT ✓ LOCAL	ESETTINGS CONTA	CTREGISTRY USER	MANUAL
G Supplie	er Warnings/Locks	1				
+ Search Filters						
Туре	Description	Factory	Material Code	Country	Active	Created Date

The column "Active" emphasizes if there is a lock active. The red one means that is currently active, while the grey one specifies that is not currently active.



2.2.13 Locale Settings

The Supplier can change the locale settings clicking on "LOCALE SETTINGS" tab



the "LOCALE SETTINGS" page is now open and the supplier, using the three picklists, can change:

- Time Zone
- Locale (Zone)
- Language (ENG, POR, ITA, ESP, ROU)

TSM TCA QCA 🗸	CMD 🗸 MSH 🗸	FINE V REPORT V	LOCALESETTINGS	CONTACT REGISTRY USER MA	NUAL
Vser Settings					
ime Zone					
(GMT+01:00) British Summer Tim	e (Europe/London)				
ocałe					
English (United Kingdom)					
anguage					
English					
					12

and then he can save the changes, clicking on "Save" button.



2.2.14 Supplier User Manual



The manual download functionality allows the user to have the manual available at any time. By clicking on the "User Manual" link, you can consult the *globalprocurement.enel.com* website and start downloading the relative manual in .pdf format.