RB LOGISTICS: AIR AND SEA

SUPPLIER TRAINING
(AIR FREIGHT SUPPLIER)

BOSCH

Agenda

1. **TMC and TMS**
2. Definition of Terms & Implementation steps
3. How to announce your transport order demand?
4. Communication with TMC

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TMC & TMS

Transport Management Center

Transport Management System

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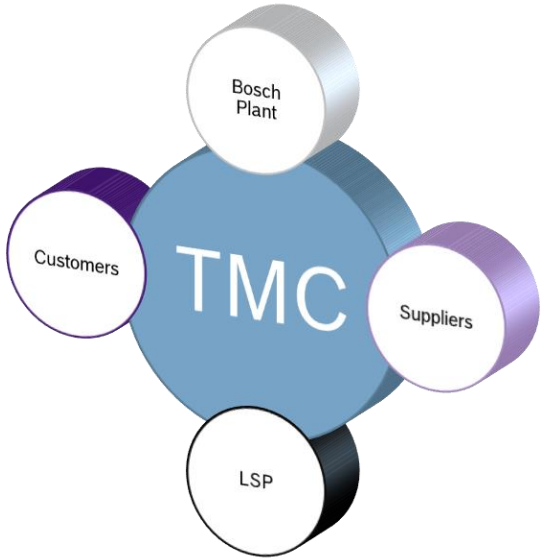
Supplier training document
What is Bosch TMC and TMS?

„BOSCH TMC”

= Transport Management Center

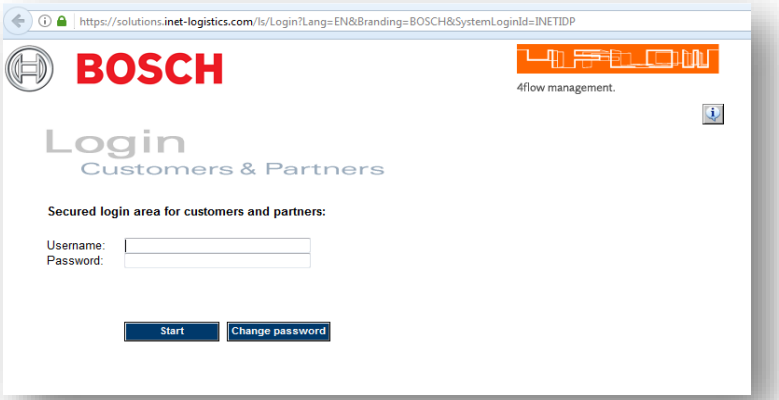
- TMC is a cross-divisional unit that is pre-planning, optimizing and coordinating transports as well as handling transport exceptions.



„TMS”

= Transport Management System

- TMS is an IT system with a web-based user interface
- Transports are ordered and managed in the TMS
- BOSCH plants, suppliers, carriers work with the TMS



All TMC pick-ups to be ordered via the TMS system!

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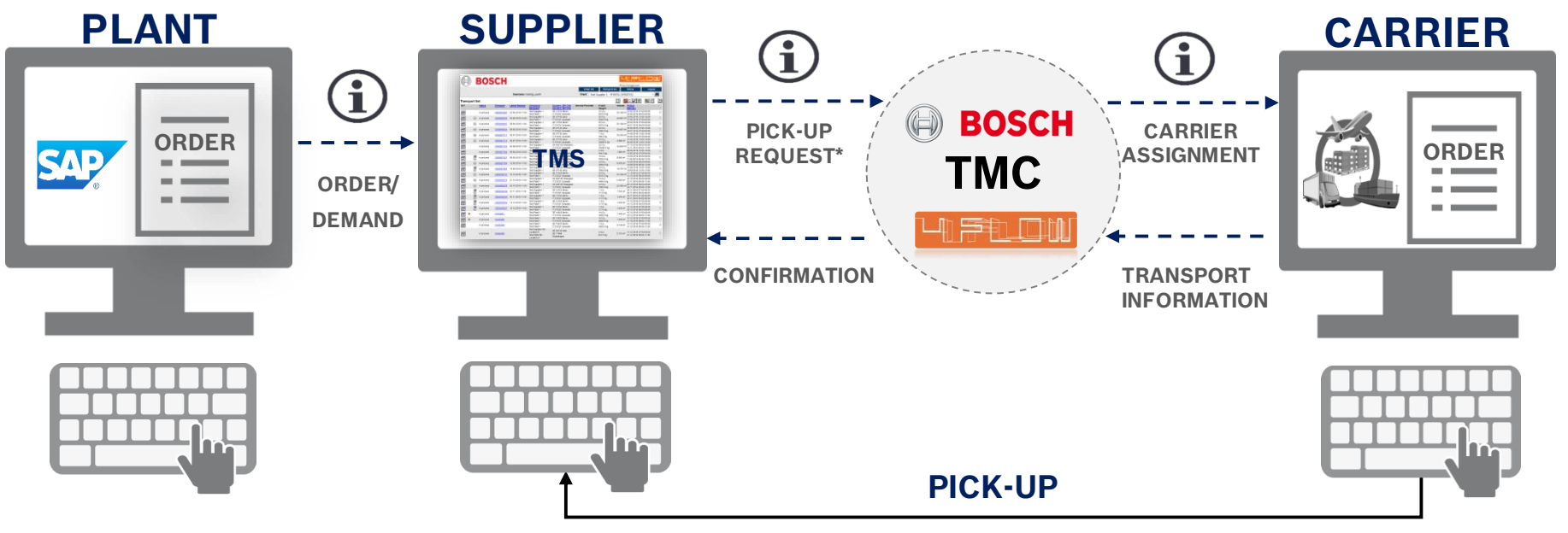
Supplier training document
Overview of future setup



New process for transport operations only

No change in:

- ordering process
- alignment of delivery quantity
- alignment of part numbers
- required income date at Bosch plants

PLACE YOUR TRANSPORT ORDER DIRECTLY IN TMS
(NOT TO THE CARRIER !)

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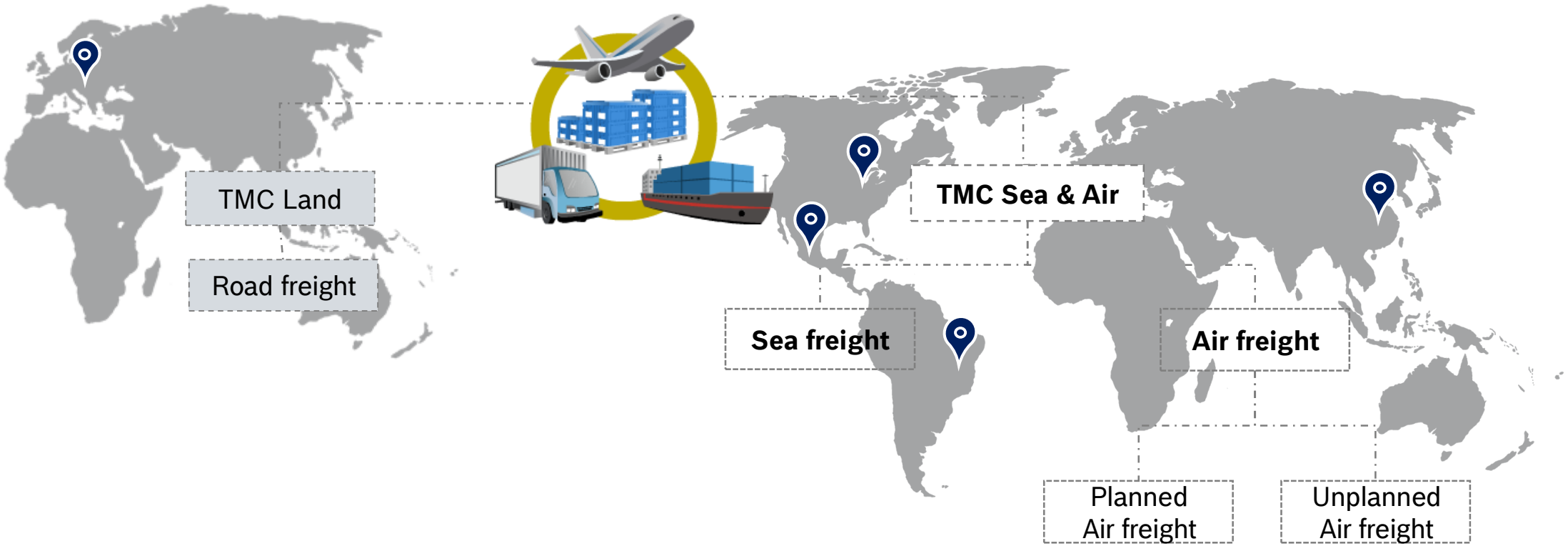
Supplier training document
TMC Sea and Air Project - Introduction

Different transport modes in TMC Scope



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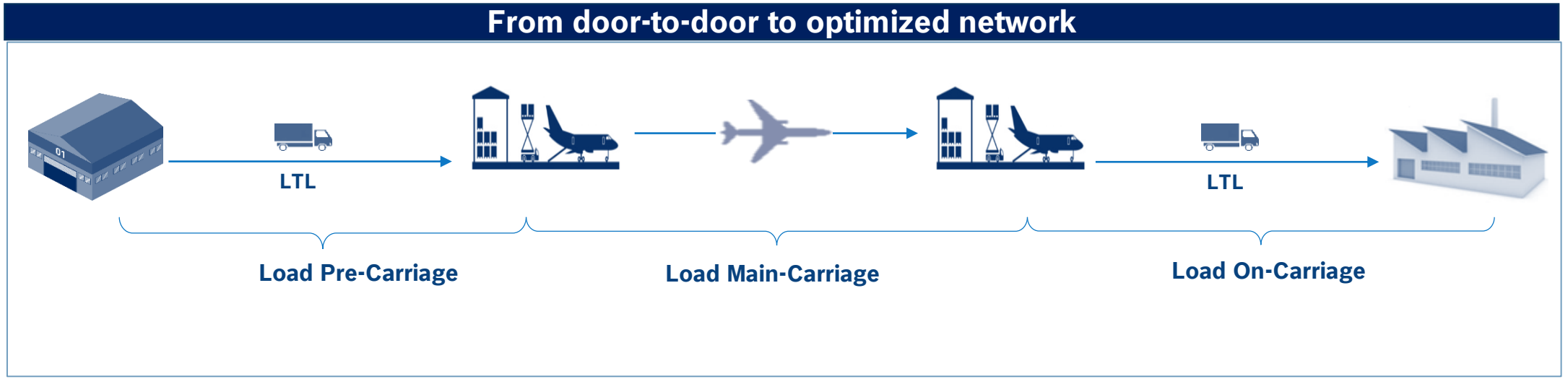
DEFINITION OF TERMS & IMPLEMENTATION STEPS

Supplier training document
Load and Transport order (TO) /D2D



Transport: is defined between pick-up and delivery (e.g. Supplier→ Airport, operated with a truck)

Route: contains all transports between supplier and destination.
It defines the conditions for the delivery to the plant (e.g. lead time, costs, etc.)

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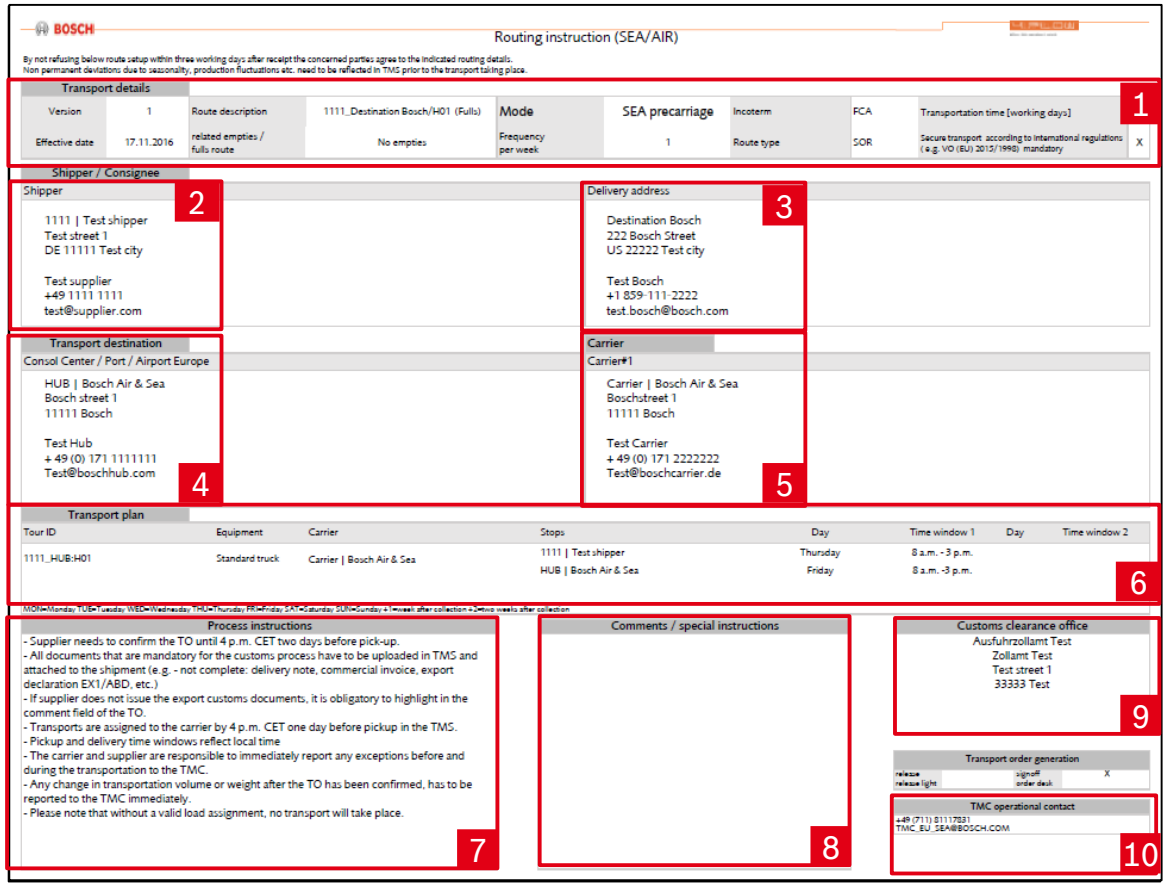
Supplier training document
Routing Instruction



1. General information – Go-live date, Incoterm, Frequency, etc.
2. Consignor information – address and contact person
3. Recipient information
4. Hub information
5. Carrier information
6. Agreed pick-up days and time windows
7. Process instructions – further important information for operation of this route
8. Comments
9. Export customs office
10. TMC operational contact – for exception management & operational questions

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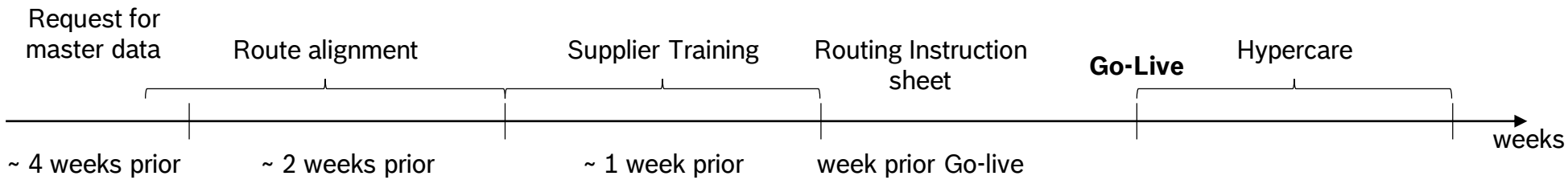
Supplier training document
Implementation steps

Timeline



Description

- Initial contact & request for master data
  - Information email by plant
  - Gathering of master data from supplier (Contact person, Pick-up address, Possible pick-up days, part & packaging information, Incoterm)
- Route alignment
  - Agreement of relevant Route details (Pick-up and delivery days → transit time, Transportation mode, Carrier, Equipment, Effective date)
- Supplier training
- Routing Instruction sheet
  - Official confirmation of agreed route details send by TMC
- Go-Live
  - Based on agreed route details
- Hypercare
  - Availability of special staff for assistance during first transport

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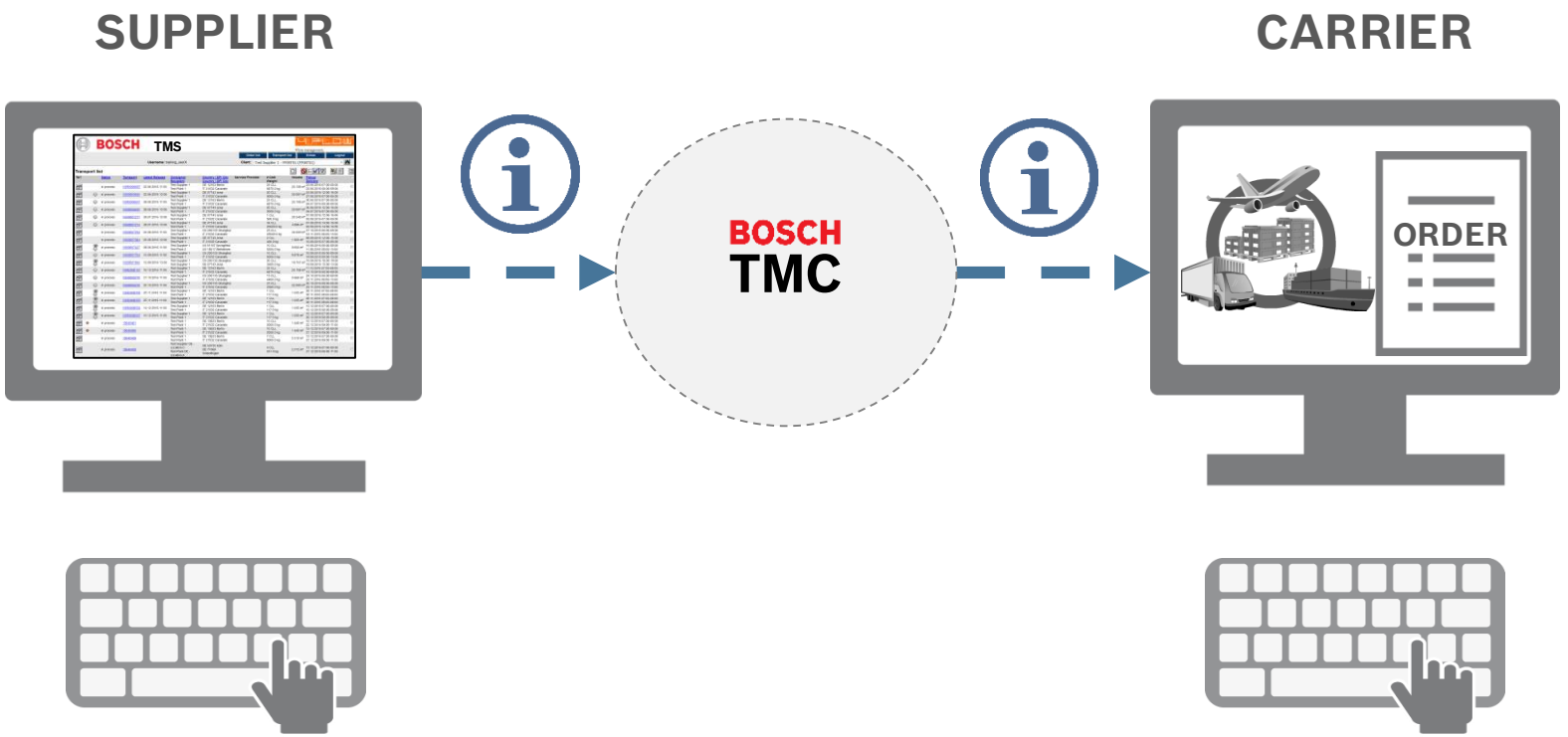
Supplier training material
Use TMS to request transport



PLACE YOUR TRANSPORT ORDER (TO) DIRECTLY IN TMS
(NOT TO THE CARRIER !)

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Supplier training material
Release your TO before the cut-off

IF NO ORDER IS RELEASED UNTIL THE CUT OFF TIME IN TMS
- NO TRANSPORT CAN BE ORGANIZED!

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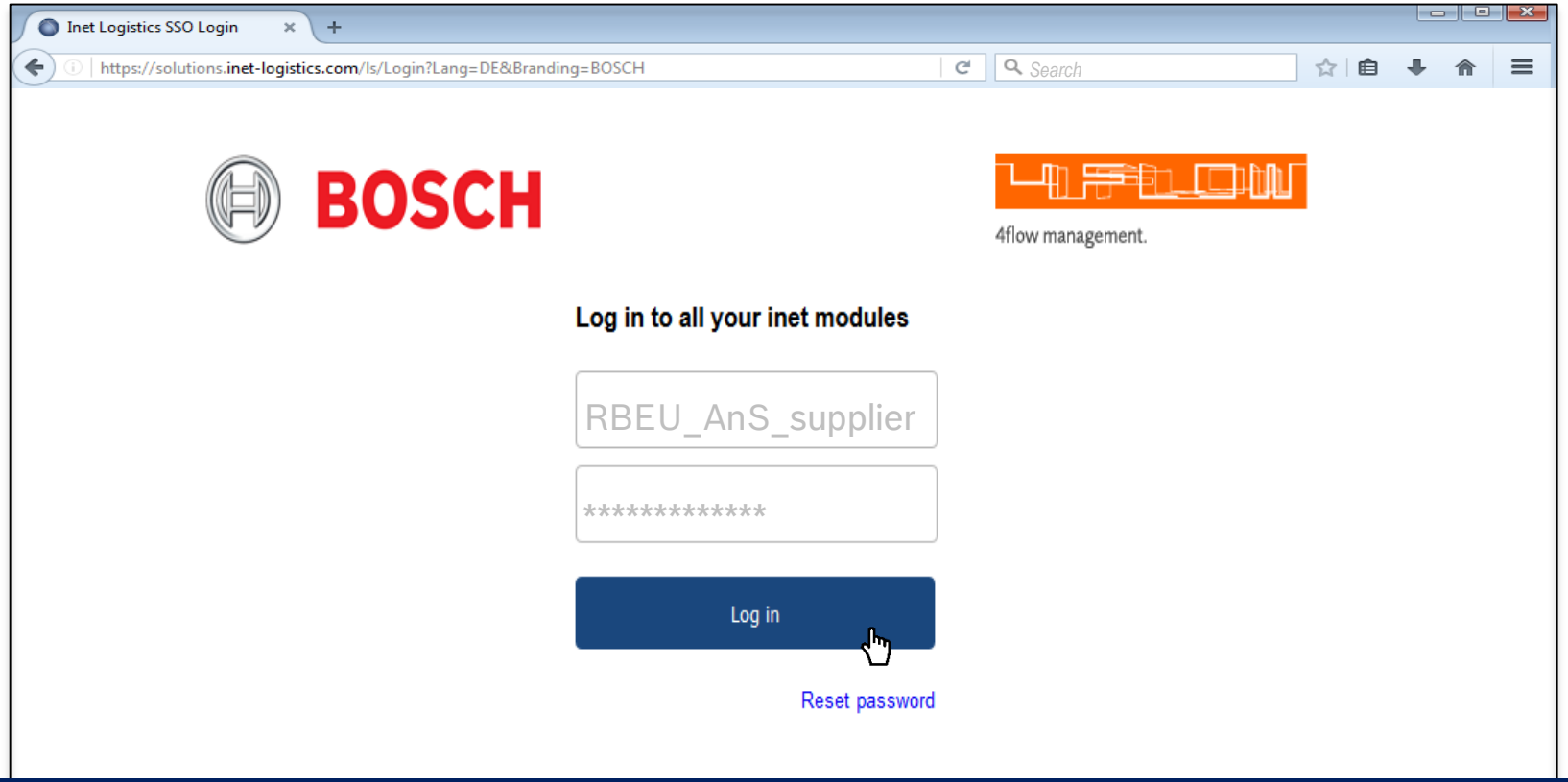
Supplier training material

Use your AnS (Air and Sea) account



MANUAL TO IS NOT ALLOWED TO BE CREATED FOR SEA & AIR SHIPMENTS

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Supplier training material
Sea and Air TO types

Conditions	TO type	Description
Standard process	**Standard TO**	▪ TO automatically created according to the defined pick-up days (same pick-up days as call-off) ▪ Prefilled with consignor & recipient information → “empty TO” ▪ Packaging & article information need to be filled (available as master data)
Exceptional process	**Manual TO**	▪ Exceptional process: Late delivery, Unplanned airfreight, Short-term order of BOSCH ▪ Consignor & Recipient as well as packaging & article information need to be filled (available as master data)

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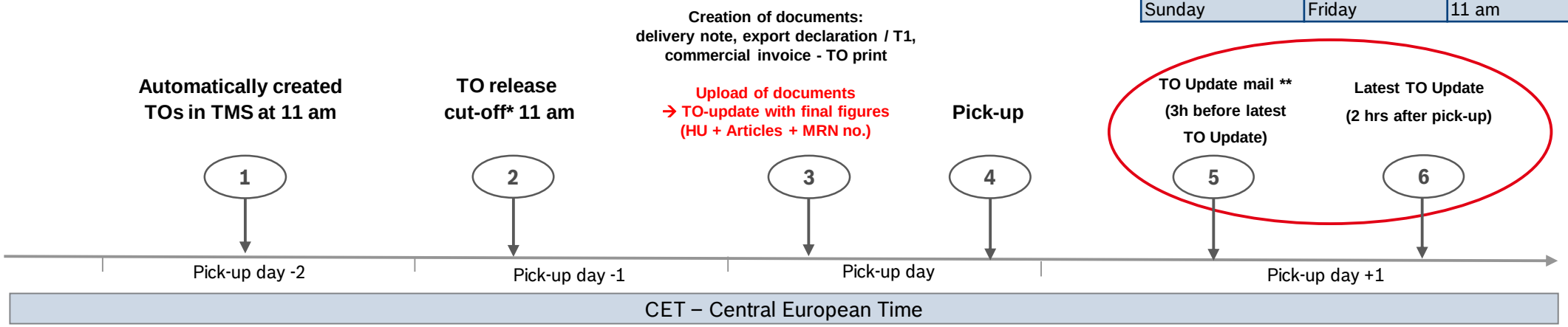
Supplier training material
New transport ordering process

Transport pick-up date	TO must be released (saved) until	
Monday	Friday	11 am
Tuesday	Monday	11 am
Wednesday	Tuesday	11 am
Thursday	Wednesday	11 am
Friday	Thursday	11 am
Saturday	Friday	11 am
Sunday	Friday	11 am



- All TOs have to be released (saved) by 11 am one day before pick-up.
- After releasing (saving) the TO it can be edited one more time only.
- TOs that are not released until a certain time will be deleted in the system and have to be re-entered manually!**
- No transports will be ordered without a released TO.
- The TO can be updated until two hours after the end of the pickup window.
- In order to ensure that adjustments are performed, a reminder email will be sent.

*cut-off = latest possible confirmation of the TO → after this point of time TO will be deleted and exception processes need to take place → increased effort

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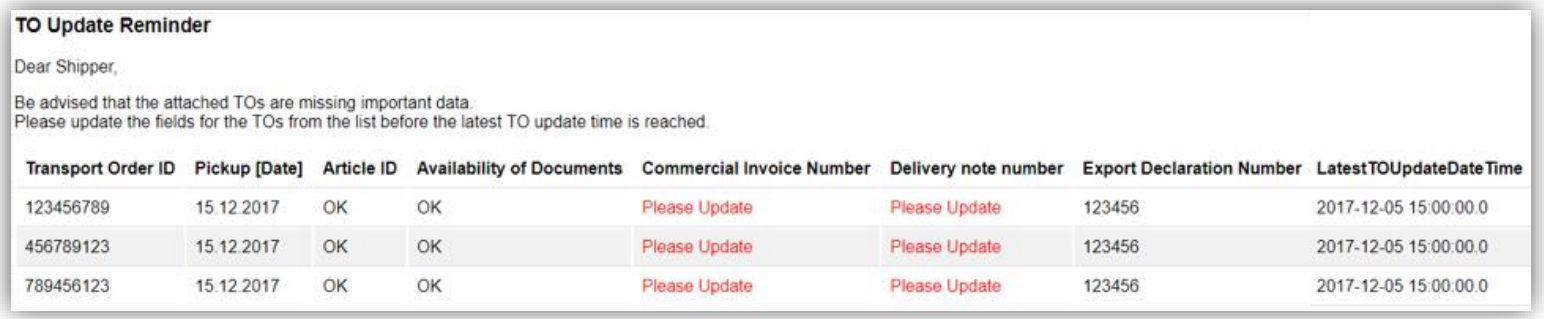
Supplier training material
Extended TO update reminder

- With TMS release 17.4 the TO update reminder email has been enhanced
- The check for the availability of attributes has been enhanced and now includes:
  - article IDs
  - delivery note no.
  - commercial invoice no.
  - export declaration no.
  - purchase order no.
  - TO documents



TO Update Reminder

Dear Shipper,

Be advised that the attached TOs are missing important data.
Please update the fields for the TOs from the list before the latest TO update time is reached.

Transport Order ID	Pickup [Date]	Article ID	Availability of Documents	Commercial Invoice Number	Delivery note number	Export Declaration Number	LatestTOUpdateDateTime
123456789	15.12.2017	OK	OK	Please Update	Please Update	123456	2017-12-05 15:00:00.0
456789123	15.12.2017	OK	OK	Please Update	Please Update	123456	2017-12-05 15:00:00.0
789456123	15.12.2017	OK	OK	Please Update	Please Update	123456	2017-12-05 15:00:00.0

- With the reminder email,Suppliers will receive an overview of missing fields to be updated on the TO
- Reminder e-mails will be sent separately for AIR and SEA shipments

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HOW TO ANNOUNCE YOUR TRANSPORT ORDER DEMAND?

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Supplier training material
TMS Login

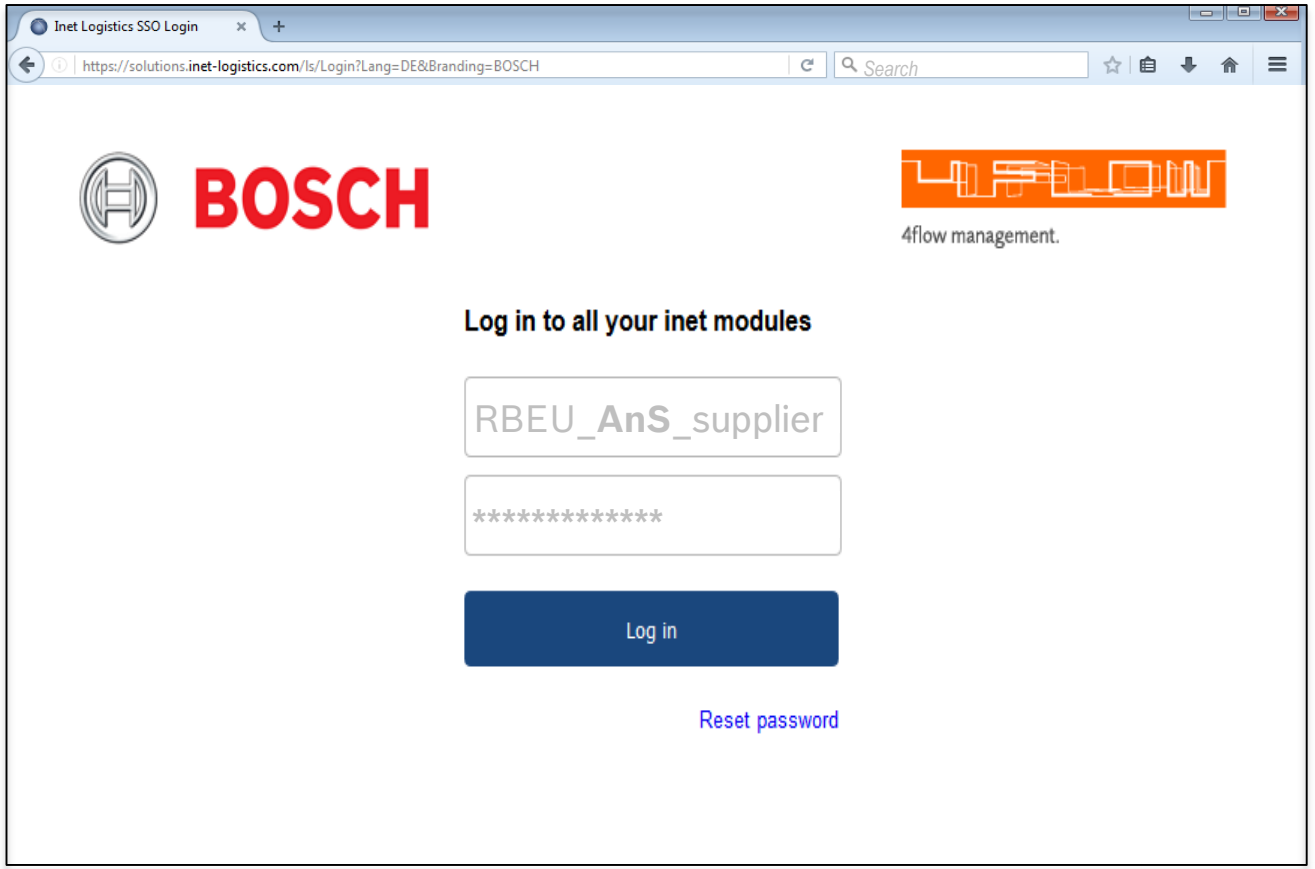
1 Open your internet browser and go to: https://solutions.inet-logistics.com/ls/Login?Lang=EN&Branding=BOSCH&LoginSystemId=INETIDP

2 Type in your username and password

3 Press “Start” to log into the TMS.

You have to change your password the first time you log in!

USE YOUR ANS ACCOUNT YOU RECEIVED FROM OUR TEAM: „BOS.support”



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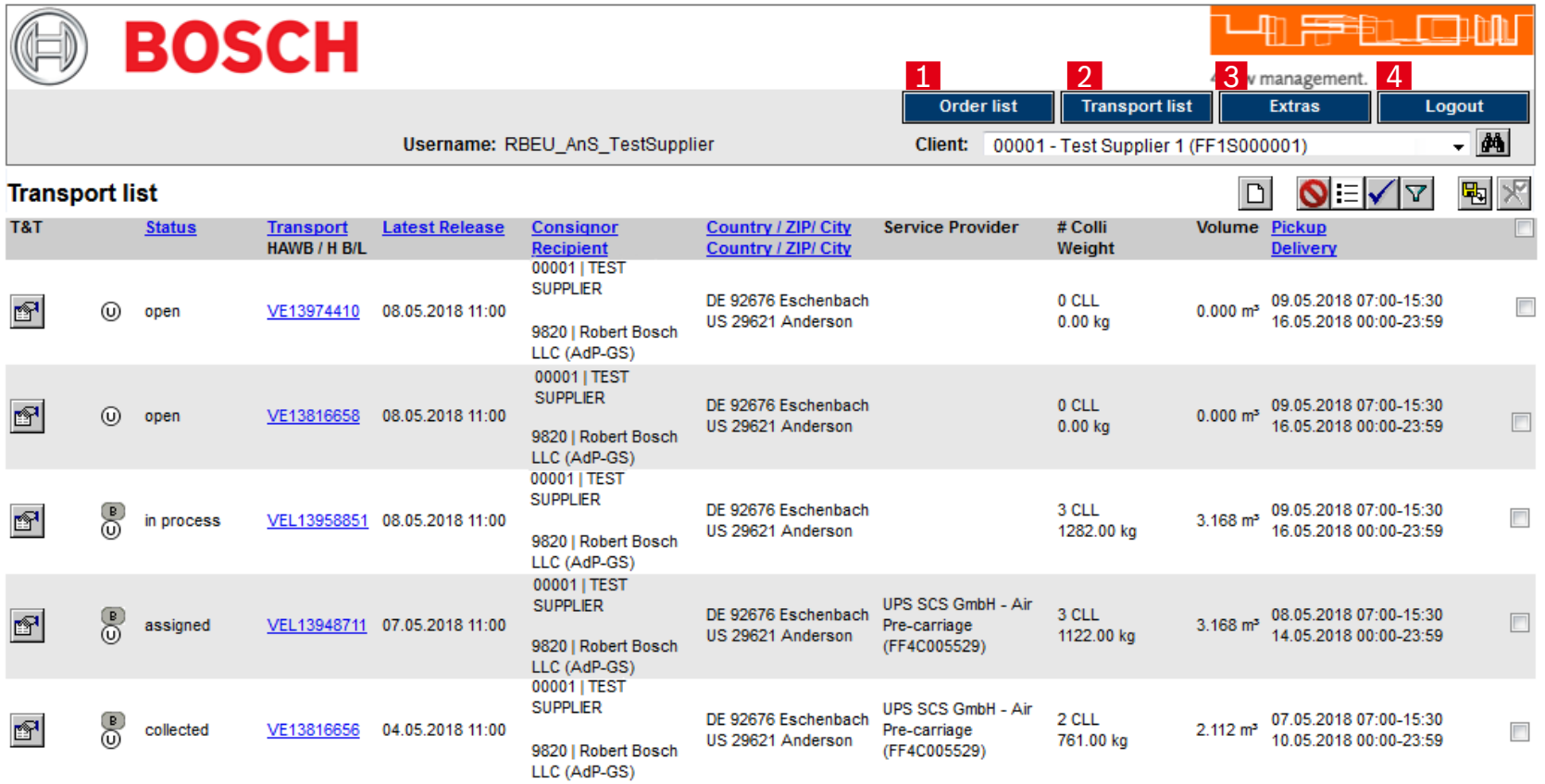
Supplier training material
Main menu



T&T		Status	Transport HAWB / H B/L	Latest Release	Consignor Recipient	Country / ZIP/ City Country / ZIP/ City	Service Provider	# Colli Weight	Volume	Pickup Delivery
		open	VE13974410	08.05.2018 11:00	00001 | TEST SUPPLIER 9820 | Robert Bosch LLC (AdP-GS)	DE 92676 Eschenbach US 29621 Anderson		0 CLL 0.00 kg	0.000 m³	09.05.2018 07:00-15:30 16.05.2018 00:00-23:59
		open	VE13816658	08.05.2018 11:00	00001 | TEST SUPPLIER 9820 | Robert Bosch LLC (AdP-GS)	DE 92676 Eschenbach US 29621 Anderson		0 CLL 0.00 kg	0.000 m³	09.05.2018 07:00-15:30 16.05.2018 00:00-23:59
		in process	VEL13958851	08.05.2018 11:00	00001 | TEST SUPPLIER 9820 | Robert Bosch LLC (AdP-GS)	DE 92676 Eschenbach US 29621 Anderson		3 CLL 1282.00 kg	3.168 m³	09.05.2018 07:00-15:30 16.05.2018 00:00-23:59
		assigned	VEL13948711	07.05.2018 11:00	00001 | TEST SUPPLIER 9820 | Robert Bosch LLC (AdP-GS)	DE 92676 Eschenbach US 29621 Anderson	UPS SCS GmbH - Air Pre-carriage (FF4C005529)	3 CLL 1122.00 kg	3.168 m³	08.05.2018 07:00-15:30 14.05.2018 00:00-23:59
		collected	VE13816656	04.05.2018 11:00	00001 | TEST SUPPLIER 9820 | Robert Bosch LLC (AdP-GS)	DE 92676 Eschenbach US 29621 Anderson	UPS SCS GmbH - Air Pre-carriage (FF4C005529)	2 CLL 761.00 kg	2.112 m³	07.05.2018 07:00-15:30 10.05.2018 00:00-23:59

In TMS the following masks are available

1 Order List

Shows overview of all released transport orders in which shipper takes part as consignor or recipient

2 Transport List

Shows overview of all released transport orders that can be released by the shipper

3 Extras

Configuration of default values

4 Logout

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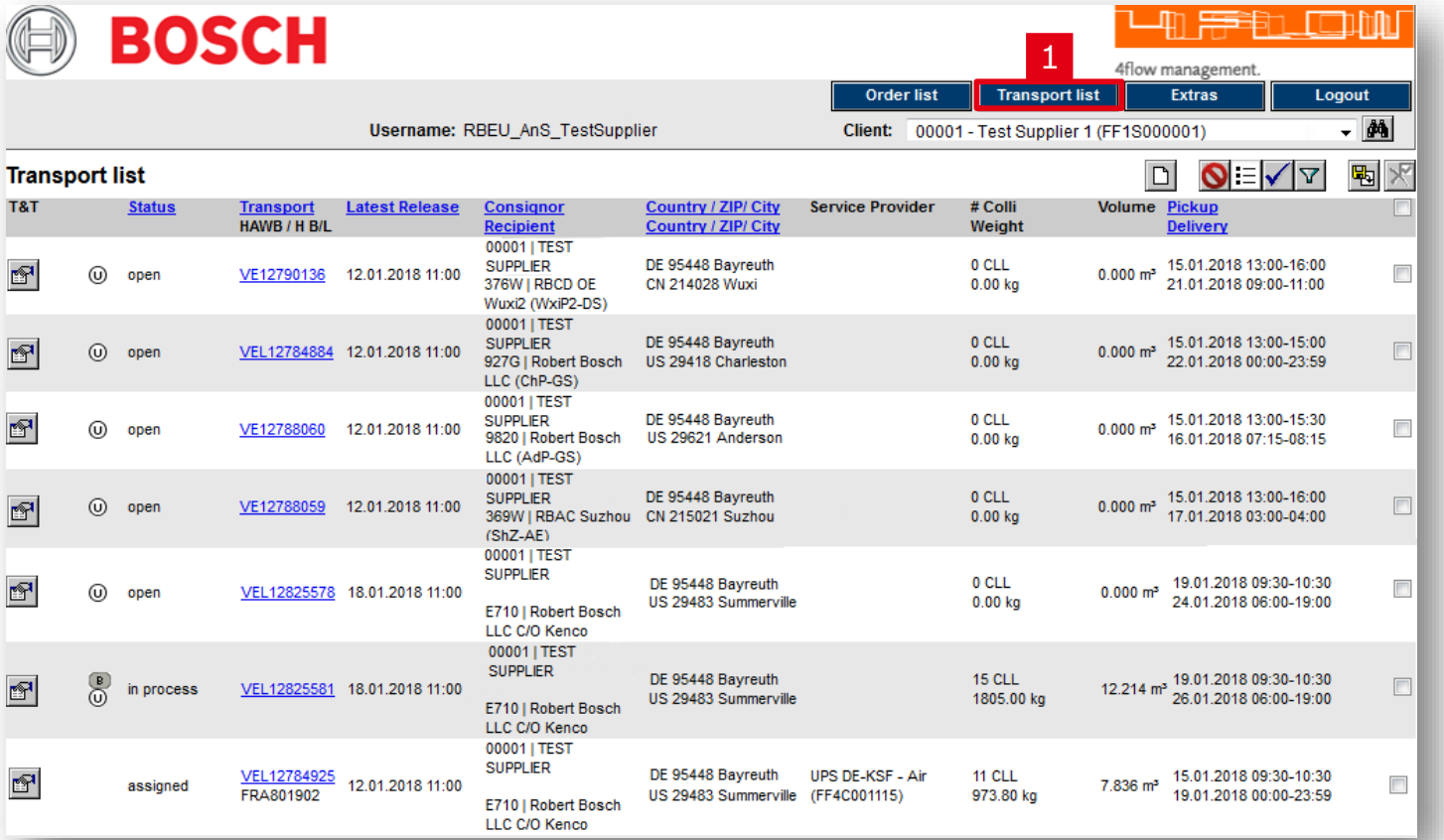
Supplier training material
Step 1: Go to transport list

1 Go to Transport List:

In the transport list, the transport orders with status „open” and the closest pick-up day will be listed first

If the transport is required, the transport order has to be released (saved) by the shipper.



T&T	Status	Transport HAWB / H B/L	Latest Release	Consignor Recipient	Country / ZIP/ City Country / ZIP/ City	Service Provider	# Colli Weight	Volume	Pickup Delivery
	open	VE12790136	12.01.2018 11:00	00001 | TEST SUPPLIER 376W | RBCD OE Wuxi2 (WxiP2-DS)	DE 95448 Bayreuth CN 214028 Wuxi		0 CLL 0.00 kg	0.000 m³	15.01.2018 13:00-16:00 21.01.2018 09:00-11:00
	open	VEL12784884	12.01.2018 11:00	00001 | TEST SUPPLIER 927G | Robert Bosch LLC (ChP-GS)	DE 95448 Bayreuth US 29418 Charleston		0 CLL 0.00 kg	0.000 m³	15.01.2018 13:00-15:00 22.01.2018 00:00-23:59
	open	VE12788060	12.01.2018 11:00	00001 | TEST SUPPLIER 9820 | Robert Bosch LLC (AdP-GS)	DE 95448 Bayreuth US 29621 Anderson		0 CLL 0.00 kg	0.000 m³	15.01.2018 13:00-15:30 16.01.2018 07:15-08:15
	open	VE12788059	12.01.2018 11:00	00001 | TEST SUPPLIER 369W | RBAC Suzhou (ShZ-AE)	DE 95448 Bayreuth CN 215021 Suzhou		0 CLL 0.00 kg	0.000 m³	15.01.2018 13:00-16:00 17.01.2018 03:00-04:00
	open	VEL12825578	18.01.2018 11:00	00001 | TEST SUPPLIER E710 | Robert Bosch LLC C/O Kenco	DE 95448 Bayreuth US 29483 Summerville		0 CLL 0.00 kg	0.000 m³	19.01.2018 09:30-10:30 24.01.2018 06:00-19:00
	in process	VEL12825581	18.01.2018 11:00	00001 | TEST SUPPLIER E710 | Robert Bosch LLC C/O Kenco	DE 95448 Bayreuth US 29483 Summerville		15 CLL 1805.00 kg	12.214 m³	19.01.2018 09:30-10:30 26.01.2018 06:00-19:00
	assigned	VEL12784925 FRA801902	12.01.2018 11:00	00001 | TEST SUPPLIER E710 | Robert Bosch LLC C/O Kenco	DE 95448 Bayreuth US 29483 Summerville	UPS DE-KSF - Air (FF4C001115)	11 CLL 973.80 kg	7.836 m³	15.01.2018 09:30-10:30 19.01.2018 00:00-23:59

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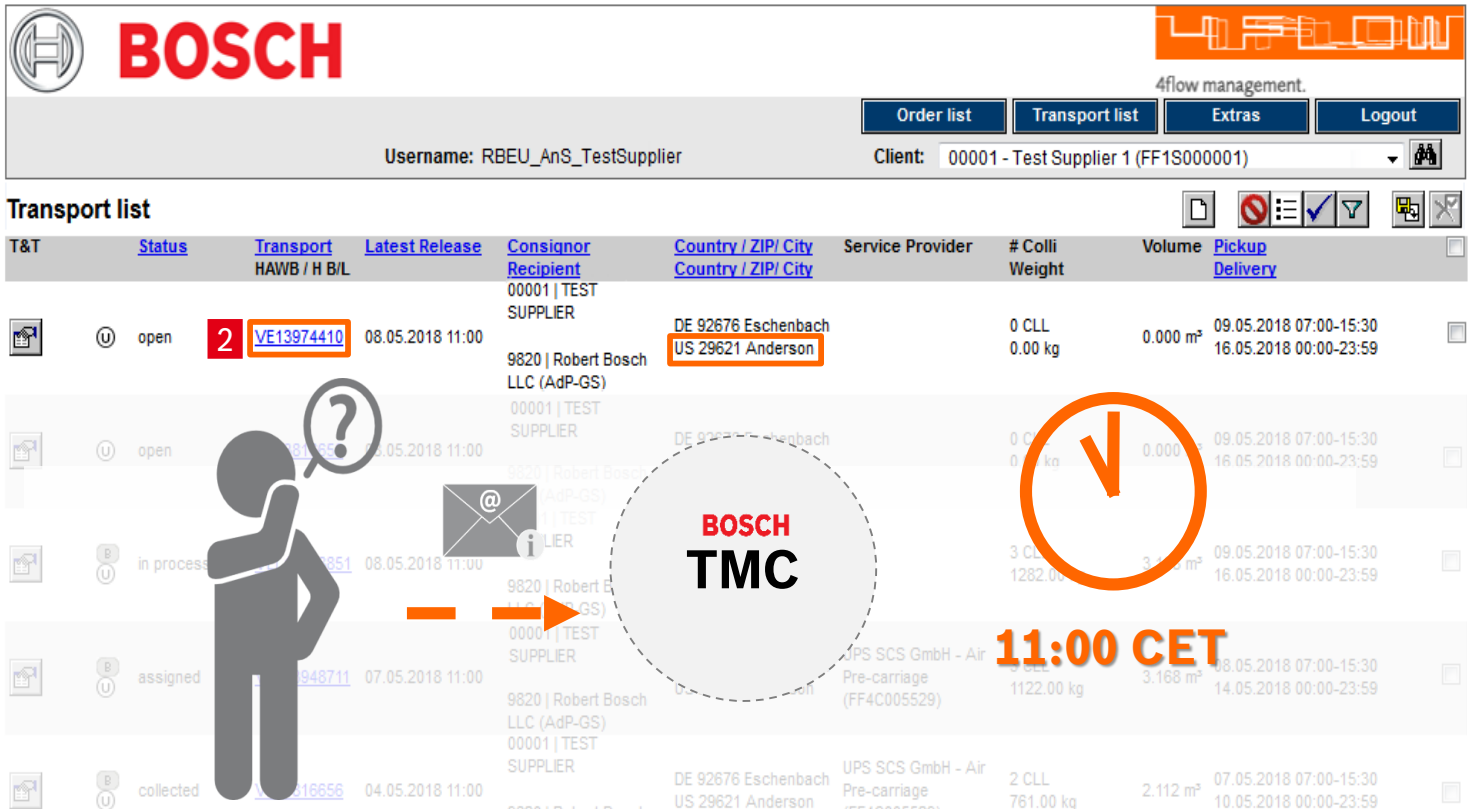
Supplier training material
Step 2: Select relevant TO



2 Select transport order with status “open” for the relevant pick-up day and check the destination your are shipping to!

If the transport is not required, the transport order

<u>should be left in status “open” and will be automatically deleted</u> by the system.

If you cannot find any open TO for your shipment, please contact TMC!
Please make sure to request the TO before the agreed cut-off!

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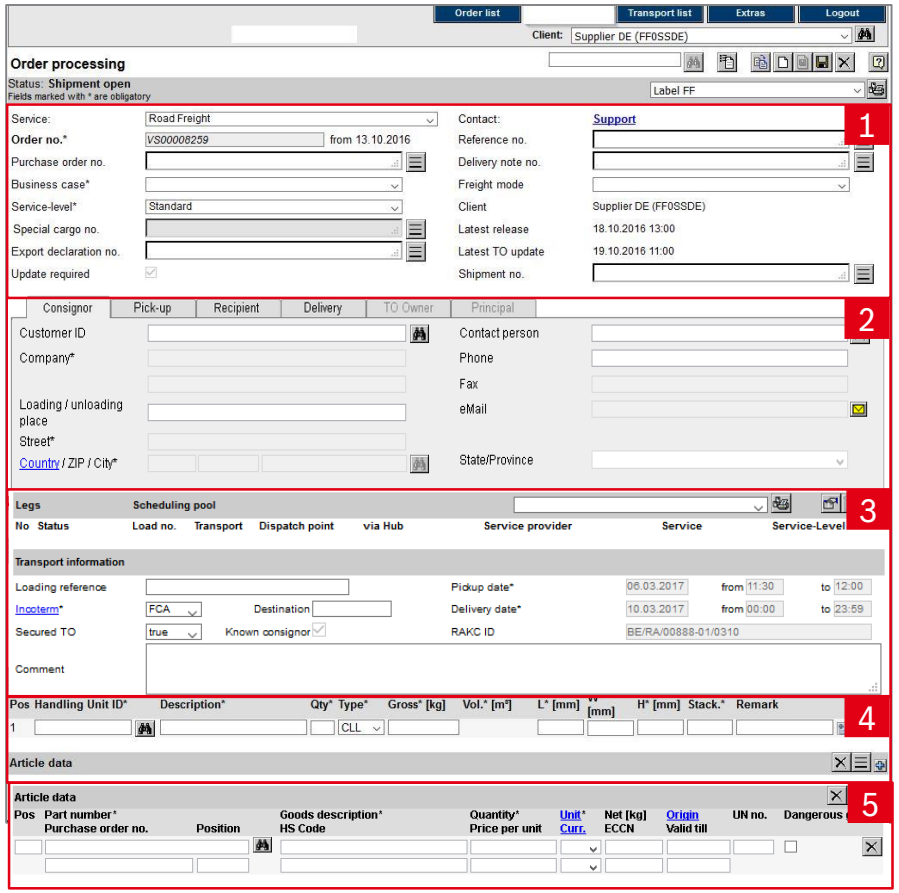
Supplier training material
Transport order details



By clicking on the transport order number in the order list or the transport list, the transport order details will be shown.

The mask for transport order details is divided into five main parts:

1. Order header with main transport order details (Step 2a)
2. Address information
3. Transport details and times (Step 2b)
4. Package information and quantity (Step 2c)
5. Article information and quantity (Step 2d)

Fields marked with an asterisk (*) are mandatory.

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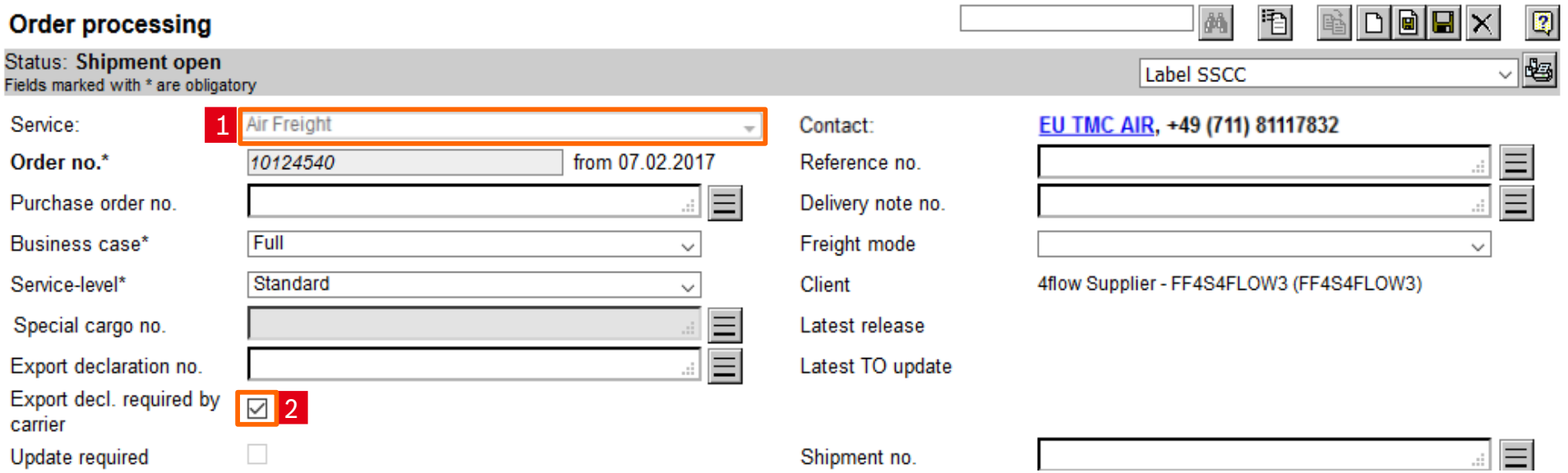
Supplier training material
Step 3: Check TO data



1 Check your TO's transport mode, use the correct transport mode and if you cannot find the correct one, please immediately notify TMC.

2 If you do not prepare the customs documents, this box here will be automatically ticked.
If you are responsible for the Export Customs Clearance of your goods, you have to add the MRN / T1 number, if possible already during TO release. If not possible, during the TO update process.

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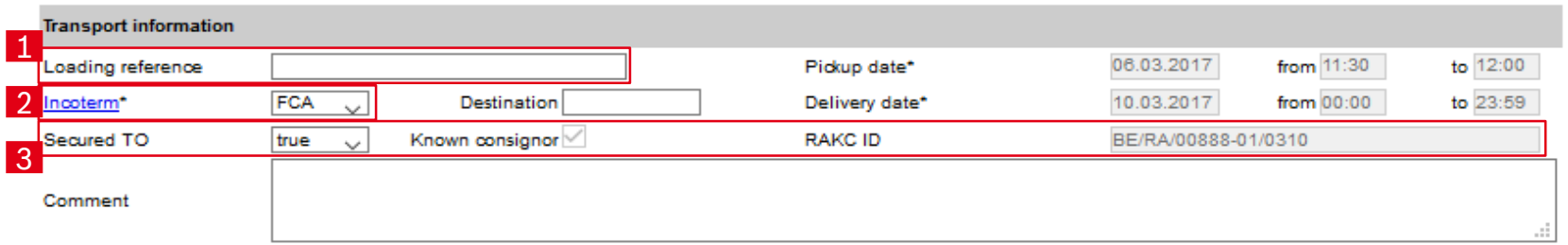
Supplier training material
Step 3/2: Loading reference, Incoterm & Known Consignor

Loading reference (if applicable), Incoterm has to match the aligned Incoterm



1. A special loading reference number (if necessary) can be inputted in the field “Loading reference”
2. It is necessary to check the Incoterm, since it is relevant for the customs declaration. Incoterm information will be requested during the implementation process.
3. “Known Consignor” information will also be asked during the implementation process (including RAKC ID). This master data information is necessary to ensure that no double work occurs.

- If a change regarding your “known Consignor” status occurs, please contact us. Please inform us about your RAKC ID.
- A “known Consignor” can change the goods to “unsecured” if necessary, this is not possible the reverse way. → If the TO volumes do not match the volumes in the documents or the TO volumes have been changes the goods will be “unsecured”.

➢ **A loss of known consignor status has to be communicated immediately!**

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Supplier training material
Step 4: Complete / check handling unit information

All fields are mandatory

1 **Pos** is the package position as identifier for the package line in the TO (set by the system)

2 To select the handling unit use the search function and search by ID or Description
→ **ID, Description** and **Dimensions** 6 & 7 are then (partially) filled by the system automatically

3 **Total Quantity** of handling units in this row

4 **Handling Unit Type** (filled by system)

5 Total **Gross** weight: weight of all packages (including the related articles) in kg

6 **L[mm], W[mm], H[mm]** are the **Dimensions** of the package (Length, Width, Height); for particular handling units the height has to be adjusted → **Enter dimensions always in millimetres [mm]!** The **volume** is calculated automatically based on the quantity and dimensions

7 **Stackability (Piling factor):** is the number of handling units that may be stacked; if piling factor = 1 the handling unit is not stackable, if piling factor = 999 the stackability is not restricted

➢ **Please note that due to identification reasons there need to be at least one position per article number (→ e.g. for two article numbers with 4 pallets, you need two lines)**

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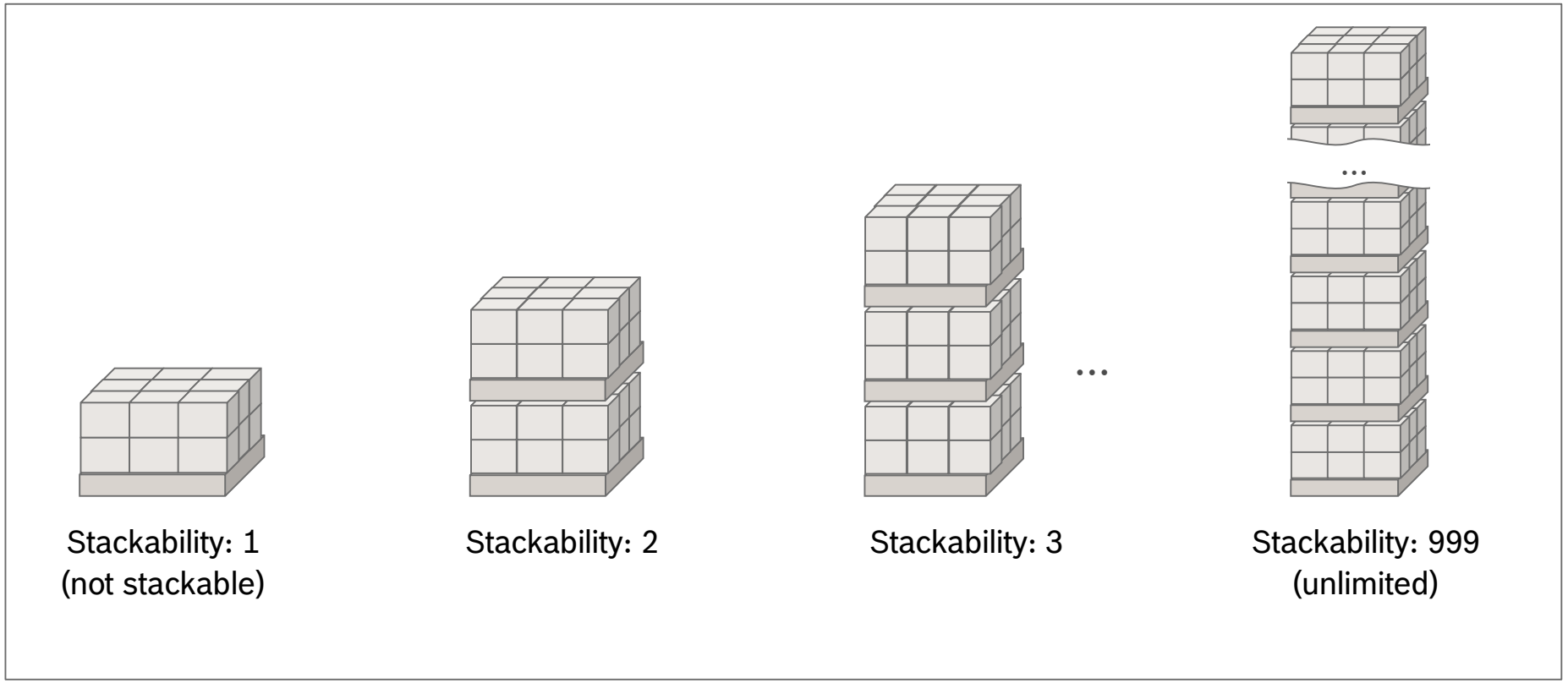
Supplier training material
Explanation of container stackability



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Supplier training material

Step 5:Complete / check article information+ document references

Fields 1-3 & 5-8 (5 if applicable) are mandatory, 4 is optional

1. **Pos**: article position for the assignment to a package line (→ link to the Handling Unit, input the position of the handling unit in this field)
2. To select an article use the search function and search either by Part number or Goods description → **Part number, Goods description** and **Unit** are to be filled
3. **Quantity** of the article
4. **Net weight** is the weight of a single article unit
5. **Dangerous goods** information (including UN no.)
6. **Purchase order no.** per part
7. **Invoice no.** per part
8. **Delivery note no.** per part

In case of dangerous goods, all relevant details (UN no, classification, net weight, packing group, applicable regulation) must be listed in the Comment field, as well!

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Supplier training material

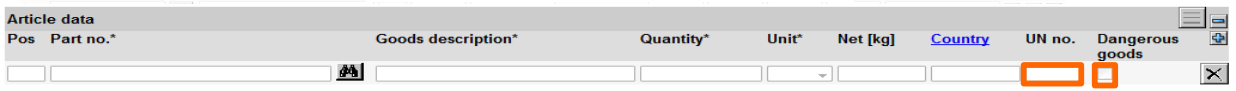
Step 5a: Dangerous goods

MANDATORY:

- UN number
- Material Safety Data Sheet (MSDS)
- Shipper's declaration for dangerous goods (DGD)

TAKE CARE OF

- Packing groups
- Correct packaging &
- Correct labeling



IF YOU SHIP DANGEROUS GOODS, PLEASE ALWAYS CONTACT TMC FIRST !

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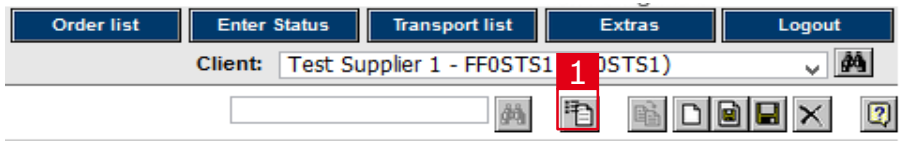
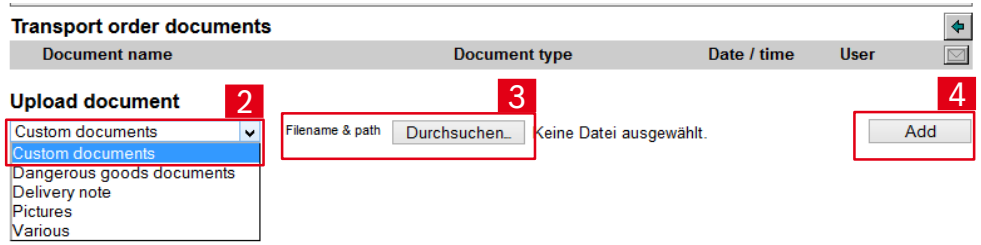
Step 6: Upload transport documents & attach them to the goods

Please make sure to provide the proper required documents!





1. Click the “Documents” button in a TO in order to open the dialogue for uploading documents
2. Select the type of document you want to upload (naming convention on next slide)
3. Search your computer for the file to be uploaded
4. Select “Add” in order to upload the document and attach it to the TO

Mandatory documents:

- Delivery note
- Commercial invoice (proforma invoice for goods without commercial value)
- EX1 (ABD, export declaration)
- Additional → all required, no change will take place. Upload all your current documents

- **All documents that are mandatory for the customs process have to be uploaded in TMS AND attached to the shipment (see picture)**

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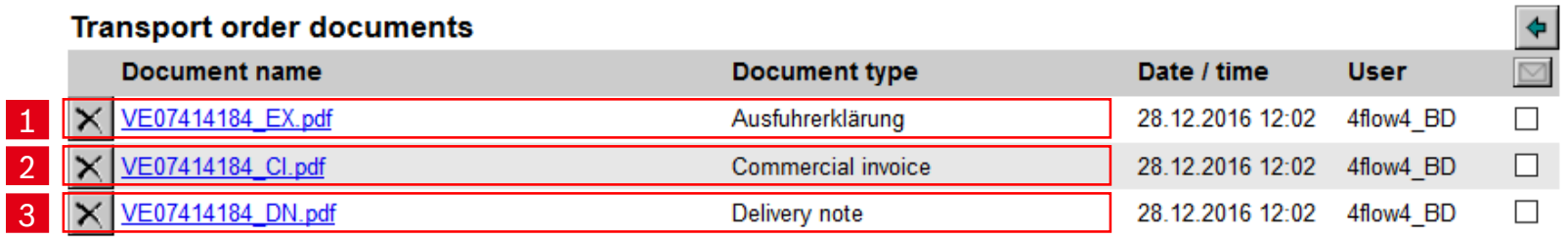
Upload of transport documents - naming

- Following document types are necessary for an international transportation process und have to be uploaded in the TMS per TO according to the following standards (opportunity **A** (every documents in an own file) or **B** (all documents compiled in one file):

	Document name	Document type (EN)
A	1 „*TO-number*_**EX**“	Export declaration
A	2 „*TO-number*_**CI**“	Commercial Invoice
A	3 „*TO-number*_**DN**“	Delivery note
B	„*TO-number*_documents“	Various



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Step 7: Release the TO

A transport will be ordered for all released TO's

Confirmation of a TO

1 A TO is released by clicking on the 'save' button.

➢ The status of the TO then changes from 'open' to 'in process'.

➢ After releasing (saving) the TO it can only be updated once.

2 If you want to save changes and edit the TO again later please use the button ,save with status open.

➢ **Please note: There are no transports ordered for 'open' TO's!**

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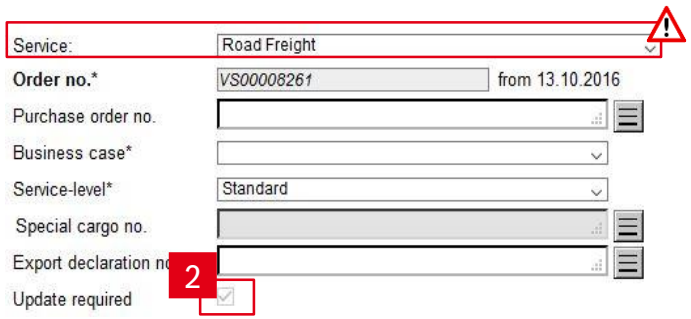
Step 8: TO update process

1 If you want to update a TO, you have to first open the corresponding TO via the transport list

2 You now can see a tick inside the box: „update required“, which means that you can update the TO one single time

3 You can now edit the handling unit information analogue to the process explained above, to save the changes, press the save button.

⚠ It is not allowed to change the Service



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TO adjustment / shipping of backlog

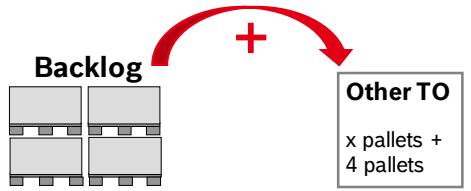
The TO adjustment allows to ship volume that differs to the delivery schedule

Adjustment means that I have to adjust the TO volume to the delivery volume. Possibly because you shipped only partial orders before or the plant ordered short-term.

There are two options for shipping additional volume:

1. If you have a TO that matches the delivery day you can add the volume to this existing TO

(→ fill in additional goods to the existing TO according to the described process)



1. If you do not have a TO that matches the delivery day you have to call the TMC to create a manual TO

(→ fill in additional goods to the new TO according to the described process)

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Communication with TMC
Help us to identify your goods

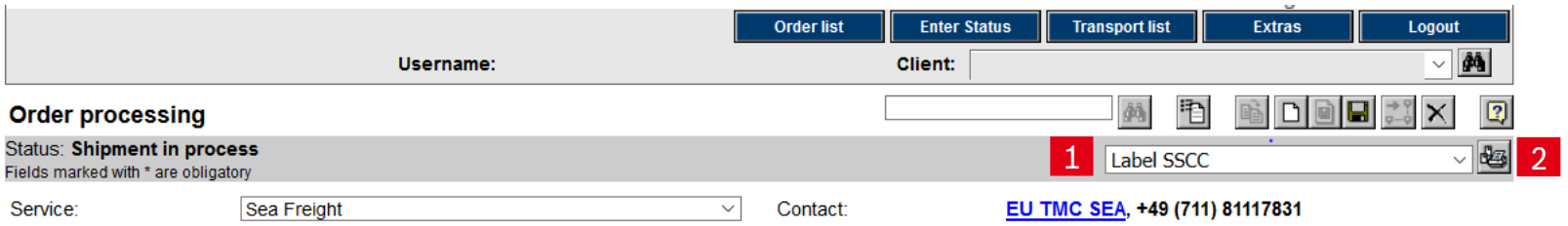
Always mark each Handling Unit with the TO

Why is the transport order (TO) number on the pallet so important?

- The TO has to be linked to the physical shipment in order to ensure a clear identification of transport details within the network and for the goods receiving department at BOSCH.
- Please attach the label to the shortened side of the pallet (1200mmX800mm) in order to make it still visible after loading.

Did you know? We have a TMS Label

- Select „Label SSCC“ in the header of the TO
- Press the “Print” button to print label



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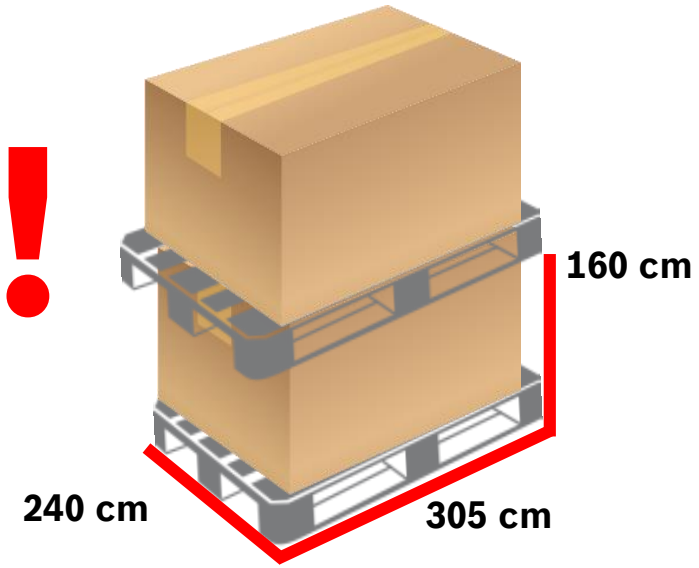
Weight and height limits

Oversized pallets can risk „on time" delivery

The maximum weight and volume on one TO should not exceed the following:

- Maximum weight per TO: **2500** kg
- Maximum volume per TO: **9** cbm
- Maximum dims per pallet: **305** x **240** x **160** cm



In case of any oversize shipment = that exceeds the above maximum values, please always pre-alert TMC (to ensure the capacity and avoid any transport delay).

If the planned shipment exceeds the limit, always request additional TO(s) and inform TMC!

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COMMUNICATION WITH TMC

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Contact us!

In case an exception occurs please always contact the TMC via phone or e-mail!

You should call the TMC when:
- An exception occurs
- In case of any question/issue
- Pick-up is required

TMC will:
- Manage exception
- Help you with your question
- Arrange pick-up

AIR_Test Supplier 1_00001_PLantID123_US

Dear TMC,

Please arrange collection for the following:

Transport mode: AIR
Collection from ID: 00001
Shipper name: Test Supplier 1
Planned pick-up: day.month.year
Receiving Plant: PLantID123

Many thanks,

Best Regards,

Test Supplier 1

Please include the following data in your mails to TMC

- Subject: Transport mode_Supplier name_Supplier ID_Receiving Plant code_Receiving Country
- Mail:
  - ✓ Transport mode
  - ✓ Supplier ID
  - ✓ Shipper name
  - ✓ Planned pick-up day
  - ✓ Receiving Plant
  - ✓ TO number (if already available)

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Supplier training material
TMC Contacts

	ROAD	AIR	SEA
Standard	EU TMC ROAD TMC_EU@bosch.com +36(1)879-8500	US: TMC_NA@bosch.com +49 (711) 81117832 CN: TMC_CN_AIR@bosch.com +49 (711) 81117758 BR: BOSCH_TMC_Sea_LA@4flow.com +55 19 2514 4208 IN: TMC_AP@bosch.com +49 (711) 81117832	US & MX: TMC_NA@bosch.com +49 (711) 81117832 CN: BOSCH_TMC_SEA@4flow.com +49 (711) 81117831 BR: BOSCH_TMC_SEA@4flow.com +49 (711) 81117831
TO release	1 working day prior pick-up 11:00 CET	2 working days prior pick-up 11:00 CET for India 1 working day prior pick-up 11:00 CET for US,CN and BR	LCL: 1 working day prior pick-up 11:00 CET FCL: 2 working days prior pick-up 11:00 CET FLORENCE: 2 working days prior pick-up 16:00 CET
Client info	Road freight account to be used	SEA & AIR freight account to be used	SEA & AIR freight account to be used
Manual Order	Allowed TO released based on routing instruction	Not Allowed Only provided TO to be filled out	Not Allowed Only provided TO to be filled out

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THANK YOU VERY MUCH FOR YOUR PARTICIPATION, YOUR SUPPORT AND COMMITMENT IN THE FUTURE!

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