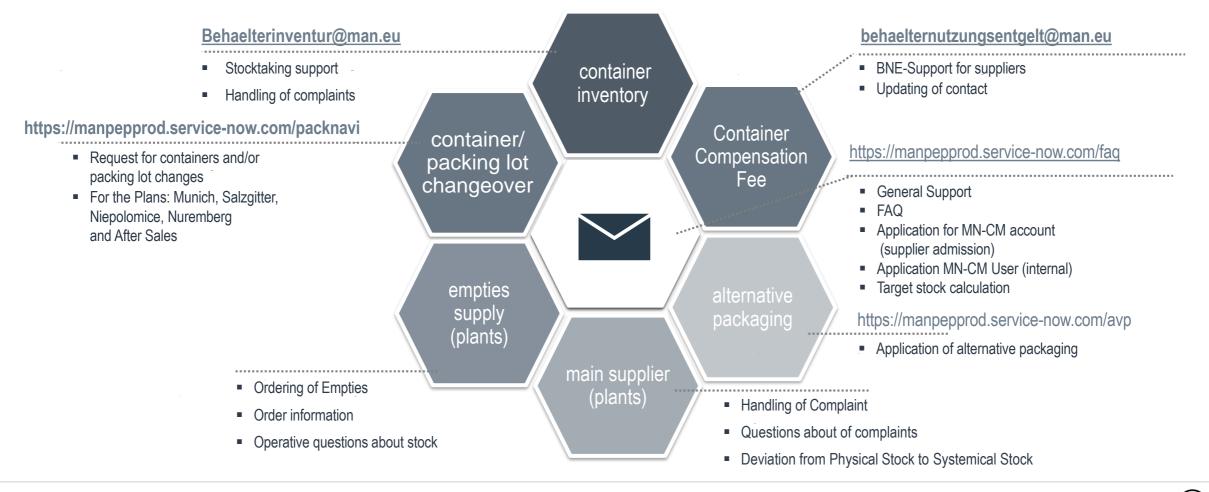




Guideline MAN-Container Processes

Guideline MAN-Container Processes

Contact persons MAN Container-Management





MAN Container processes contest

1	Load Carrier Cycle	→ Page 5
2	Overview of MN-CM Functions	→ Pages 7 -16
3	Ordering of Empties	→ Pages 18 – 27
4	Alternative Packaging	→ Pages 29 – 34
5	Account Movements	→ Pages 36 – 48
6	Container Compensation Fee	→ Pages 50 – 63
7	Complaints	→ Pages 65 – 80
8	Annual Stocktaking	→ Pages 82 – 88

Request for container/ packing lot changeover → Pages 90 –93





MAN Container processes

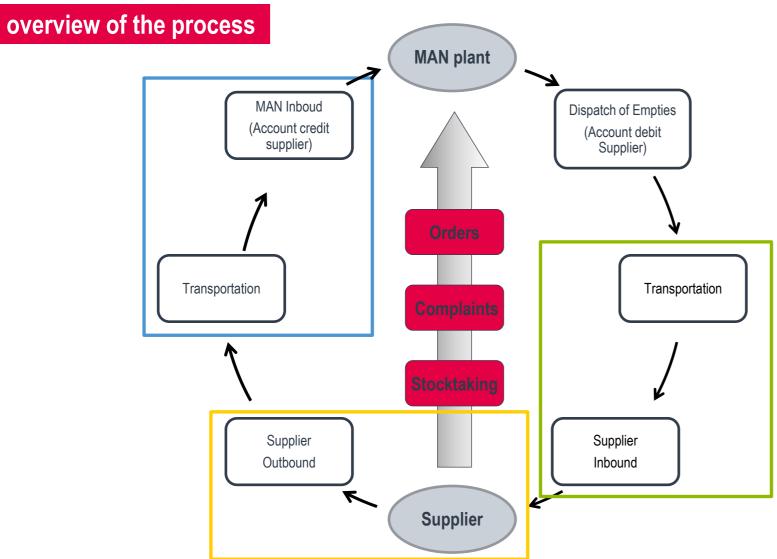
- Load Carrier Cycle
- 2 Overview of MN-CM Functions
- 3 Ordering of Empties
- 4 Alternative Packaging
- 5 Account Movements
- 6 Container Compensation Fee
- 7 Complaints
- 8 Annual Stocktaking
- 9 Request for container/ packing lot changeover







Container Cycle



e.g. range:

Transportation duration empties	2 wd
Internal handling time	3 wd
empties buffer	5 wd
Transportation duration parts	2 wd
Total	12 wd



MAN Container processes

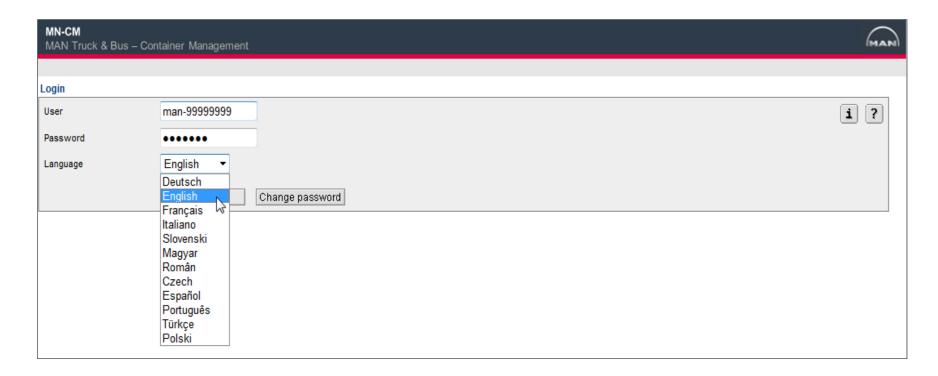
- Load Carrier Cycle
- 2 Overview of MN-CM Functions
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- 4 Alternative Packaging
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- 6 Container Compensation Fee
- 7 Complaints
- 8 Annual Stocktaking
- 9 Request for container/ packing lot changeover







Login & Selection of Language

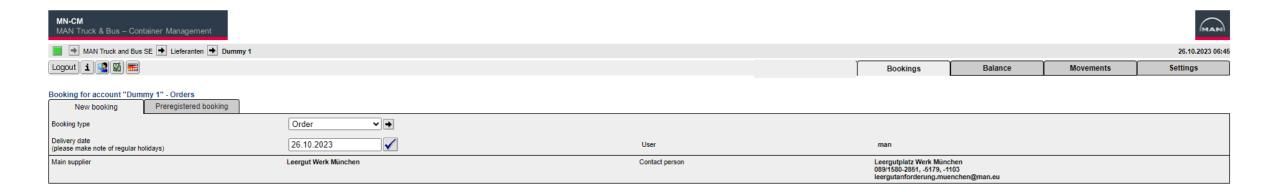


- To use the MN-CM system, use the link
 https://solutions.inet-logistics.com/lm/index.jsp?Branding=man
- Fill in your MN-CM user and password to log in to the system.





Entrance Screen

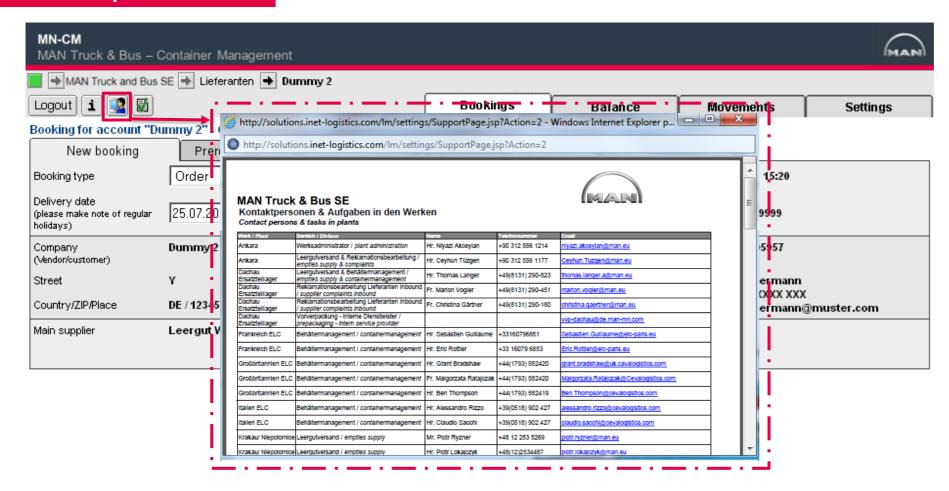


After logging in to the system, you are redirected to the **order screen**.





Contact per MAN Plant

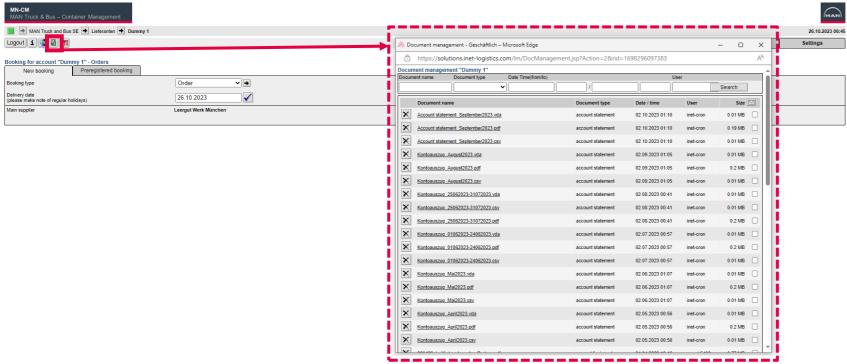


Contact persons of all MAN plants are stored in the sytem MN-CM.





Written Guidelines & Account Statements

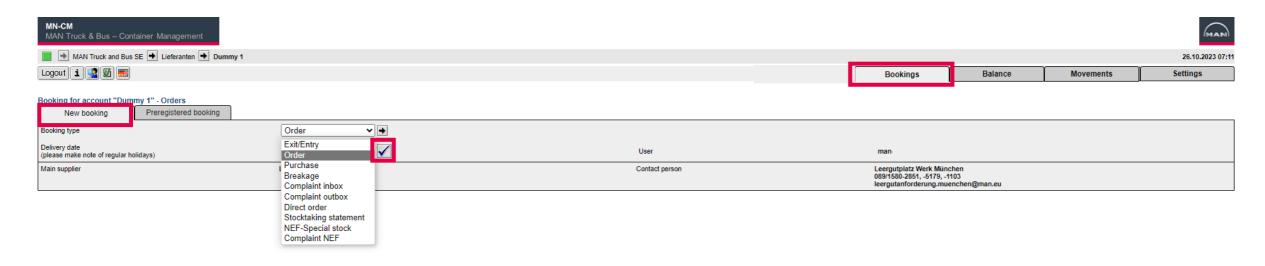


- Click the button Account documents to view your:
 - Account statements of the last 12 months
 - Guidelines
 - Excel for Target stock calculation
 - Container Manual (Behälterhandbuch)





New booking



- Select Bookings > New booking to enter orders and complaints.
- The booking type **Stocktaking statement** is only enabled during the stocktaking period at the end of the year. You will be informed about the stocktaking procedure in advance.

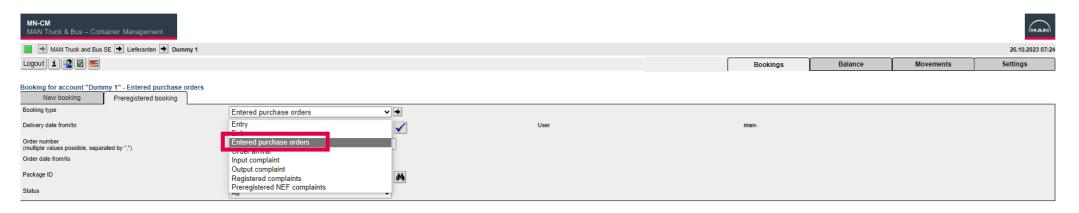




Preregistered booking



Select Bookings > Preregistered booking to view and/or edit your entered orders.

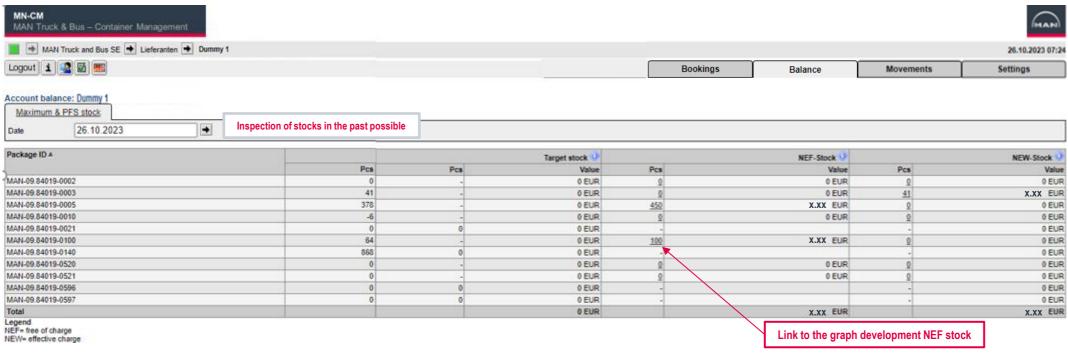


You may also view and edit your registered complaints.





Balance



- Container inventory: the systemic actual inventory (incl. stocks in transit)
- Target stock: only visible when order quantity restriction is activated and for special load carriers
- Royalty-free stock (NEF-Stock): Your allowance for the respective day
 - → **Note**: since the NEFB is calculated via goods receipts, it is always very low for the current day and changes over time. Only after Processing of the inventory complaints can be regarded as final
- Royalty-effective stock (NEW-Stock): A usage fee is charged for this portfolio (see on page 50 for more details)



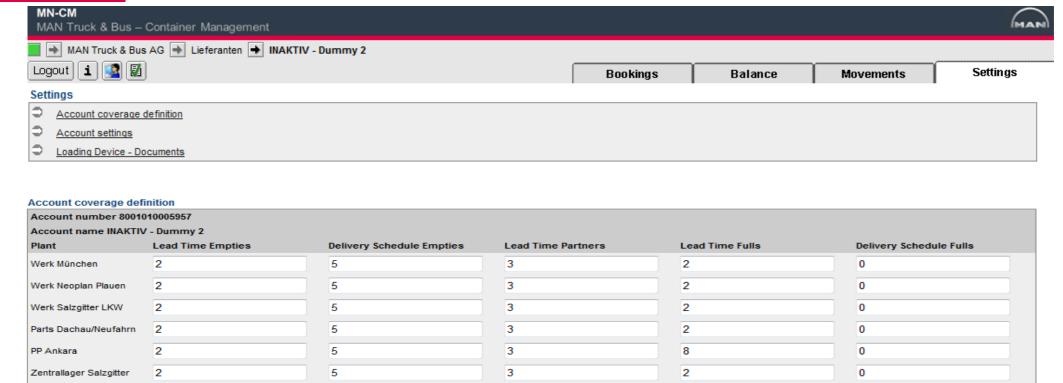




Settings

Werk Nürnberg

Werk Steyr



3

2

- Select Settings > Account coverage definition to see your individual coverage to each MAN plant.
- It should be created a range for all MAN-plants and for all triangle trade (if accurate)

5

For triangle trade is the lead time fulls = ,0', because the container inventory immediately occurs at delivery

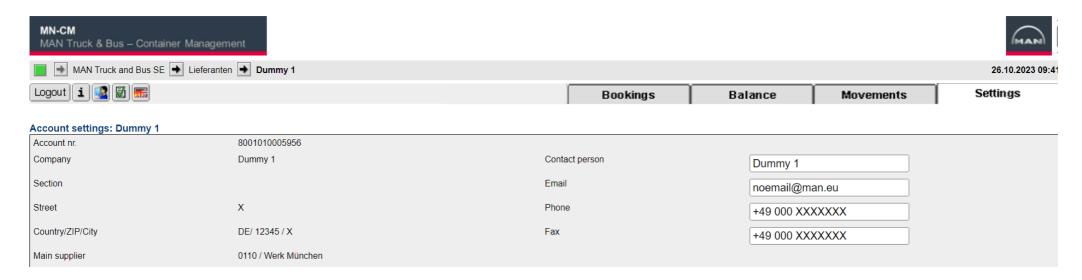


2

2



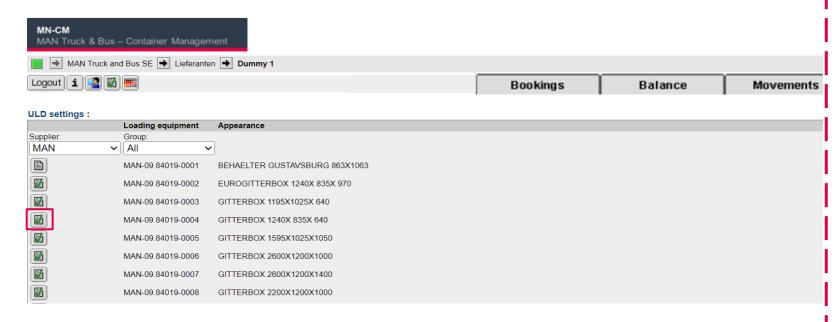
Settings



- Select **Settings > Account** settings to view your account's general data settings.
- Please make sure to keep your **MN-CM contact data** up-to-date.
- If you have multiple email addresses, separate them with a semicolon without spaces The e-mail address saved will receive the following information:
 - Monthly account movements
 - Stocktaking request
 - Information about Order and claim



Settings



- In Settings > Loading Device Documents you find a listing of MAN's container portfolio. To view all the details of a certain container, click the button Item documents.
- The pop-up window Document management opens. Click the link of the respective container data sheet xxxx.pdf. The data sheet contains further details in addition to a photo of the container being displayed





MAN Container processes

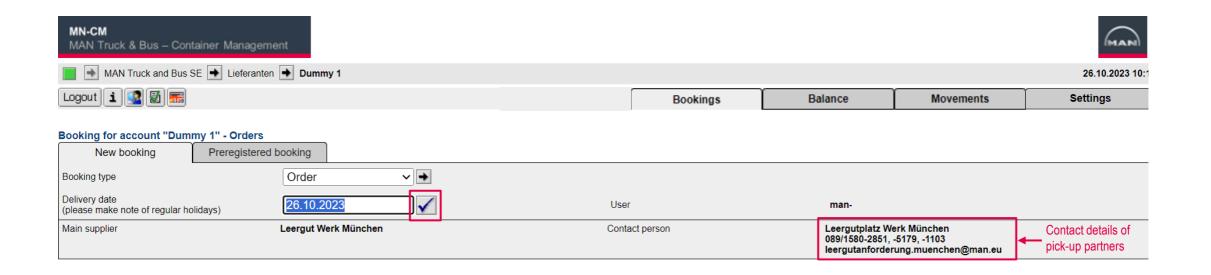
- Load Carrier Cycle
- 2 Overview of MN-CM Functions
- 3 Ordering of Empties
- 4 Alternative Packaging
- 5 Account Movements
- 6 Container Compensation Fee
- 7 Complaints
- 8 Annual Stocktaking
- 9 Request for container/ packing lot changeover







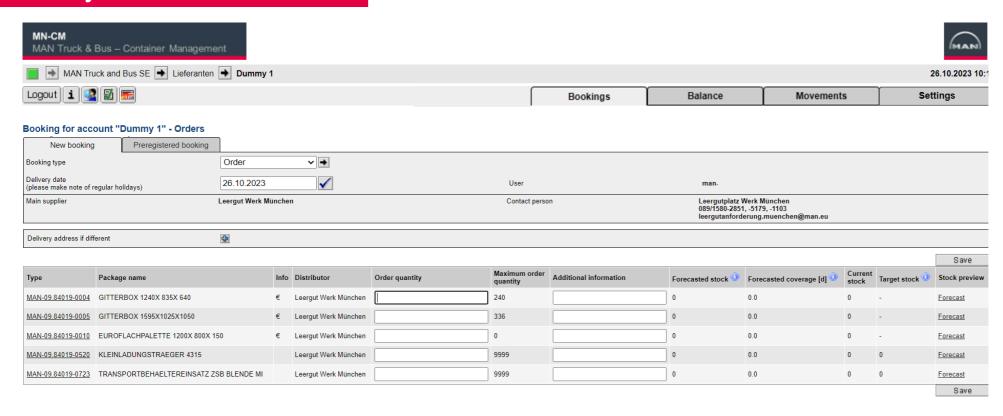
Place your Order



- You can generate orders via Bookings > New booking.
- Select the Booking type **Order** and choose the **Delivery date** or simply confirm the suggested delivery date. Please keep in mind that your plant has to be open in order to receive the MAN container delivery.
- To confirm the delivery date, click the checkmark.



Place your Order - Order screen



To avoid container compensation fee is recommended to order the empties (correct quantity) for each delivery of goods on time (correct date).





Place your Order

If you click on **Type**, you will be redirected to the respective container's data sheet.

уре 🕰	Package name	Info	Distributor	Order quantity	Maximum order quantity	Additional information	Forecasted stock	Forecasted coverage [d]	Current stock	Target stock	Stock preview
MAN-09.84019-0002	EUROGITTERBOX 1240X 835X 970	€	Leergut Werk Salzgitter LKW		180		19	24.0	24	-	<u>Forecast</u>
//AN-09.84019-0004	GITTERBOX 1240X 835X 640	€	Leergut Logistics Park Dachau		240		33	38.0	38	-	Forecast
MAN-09.84019-0010	EUROFLACHPALETTE 1200X 800X 150	€	Leergut Werk Nürnberg		0		8	0.0	8	-	Forecast
MAN-09.84019-0100	BEHAELTER 800X600 BLECH	€	Leergut Logistics Park Dachau		480		53	58.0	58	-	Forecast
/AN-09.84019-0579	EUROGITTERBOX KLAPPBAREUROFOLD 1240X 835X 970	€	Leergut Logistics Park Dachau		480		1200	36.6	1390	-	Forecast
IAN-09.84019-4777	Faltbarer GLT Kunststoff	€	Leergut Werk Nürnberg		540		35	40.0	40	-	Forecast
MAN-09.84019-V0139	TGT -0579 plus 50 Stk Auskleidung / Linings		Leergut Logistics Park Dachau		10		0	0.0	0	0	Forecast
MAN-09.84019-V0142_2	TGT -0579 plus 75 Stk Hohlkammerplatte / Twin-wall panels		Leergut Logistics Park Dachau		10		3	0.0	0	0	Forecast
MAN-09.84019-V0143	TGT -0579 plus 150 Stk Schräggitternetzmatte / Inclined mesh mats		Leergut Logistics Park Dachau		10		3	0.0	0	0	Forecast

- In order to be certain to chose the correct container type, you may inquire the data sheets as well as the information given in the column **Description**.
- After having checked your order details, press the button **Save** and your order will be transmitted to the respective MAN plant.



Ordering Packaging Aids in Shipping Load Unit

Shipping load unit Packaging Aids



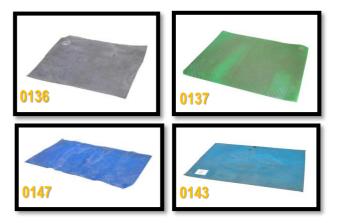
SNR	Für LT	St.	LT		
P0003	0003	30	0003		
P0005	0005	50	0005		
P0138	0100	25	0100		
P0139	0002,4777 · 0579.	je 50		0002	4777
P0140	0004	25	0004		
P0141	0039	35	0039		



SNR	Für LT	St.	LT						
P0134	0100	45	0100						
	0002, 0004, 0039, 4777 0579,		0579	0002	4777	45	0004	25	0039
P0145	0005	70	0005						

Schräggittermatten (Inclined mesh mats)

(Inclined mesh mats)



SNR	Für LT	St.	LT						
P0136	0100	80	0100						
P0137	0003	80	0003						
P0143	0002, 0004, 0039, 4777, 0579,	je 150	0579	0002	4777	75	0004	40	0039
P0147	0005	100	0005						





Ordering Packaging Aids in Shipping Load Unit

Entering an order

			Bookings	Balance	Movements	Settings	
MAN-PHM-0004_0140 TGT -0004 plus 25 Stk Auskleidung	Leergut Logistics Park Dachau 25	100		0	0.0	0	Prognose
MAN-PHM-0004_0142 TGT -0004 plus 45 Stk Hohlkammerplatte	Leergut Logistics Park Dachau	135		0	0.0	0	Prognose
MAN-PHM-0005_0005 TGT -0005 plus 50 Stk Innenverkleidung	Leergut Logistics Park Dachau	150		0	0.0	0	Prognose
MAN-PHM-0005_0145 TGT -0005 plus 70 Stk Hohlkammerplatte	Leergut Logistics Park Dachau	210		0	0.0	0	Prognose

- The packaging aids were stored under a shipping load unit. You can see the quantity of pieces in the Package name
- Under **Order Quantity**, you can determine the number of **container logics**. The minimum order quantity must be ordered In this case 25 PHM TYPE 0140 with a 0004 container.

*PHM = Packaging Aids



Ordering Packaging Aids in Shipping Load Unit

Entering an order

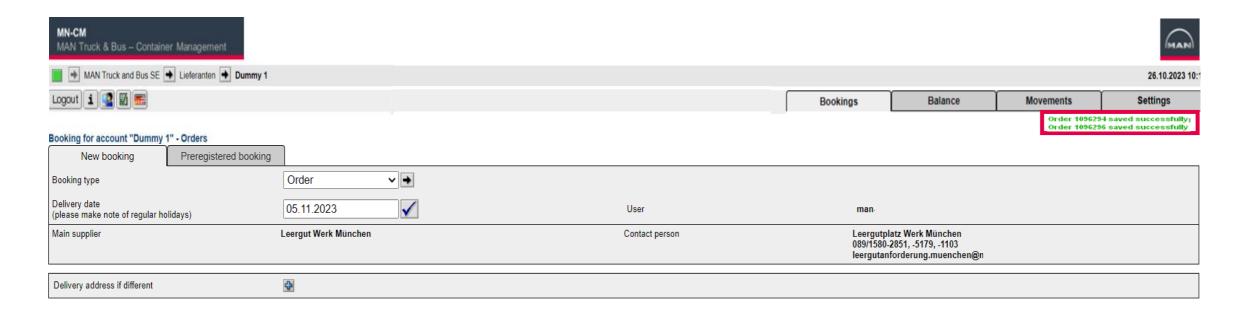
MAN-09.84019-V0142	TGT -0004 plus 45 Stk Hohlkammerplatte	Leergut Werk München	1 1	10
MAN-09.84019-P0142	PHM 45 Stk Hohlkammerplatte		45	
MAN-09.84019-0004	GITTERBOX 1240X 835X 640		1	
MAN-09.84019-V0142_2	TGT -0579 plus 75 Stk Hohlkammerplatte	Leergut Werk München	2	10
MAN-09.84019-P0142_2	PHM 75 Stk Hohlkammerplatte		150	
MAN-09.84019-0579	EUROGITTERBOX KLAPPBAREUROFOLD 1240X 835X 970		2	
MAN-09.84019-V0142_3	TGT -0002 plus 75 Stk Hohlkammerplatte	Leergut Werk München	1 1	10
MAN-09.84019-P0142_2	PHM 75 Stk Hohlkammerplatte		75	
MAN-09.84019-0002	EUROGITTERBOX 1240X 835X 970		1	

In the example, **three identical PHMs** are listed, each with a **different container** and in one case with a smaller number of pieces. Therefore, check which **variant** you need.





Entering Orders



- Once your order is registered, the confirmation message Order XXX saved successfully is displayed in green, including one order number per ordered container type.
- By means of the order number, you can track your order's progress.





Order Quantity

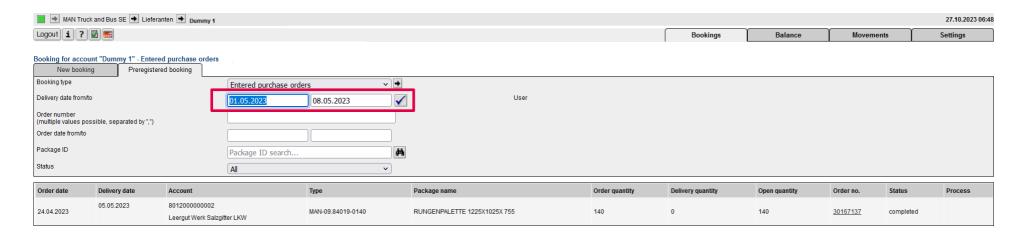
Minimum Order Table:

Item number	Туре	Minimum Order Quantity
09.84019-0010	EP	10 Pallet
09.84019-0520	R-KLT	64 Piece /1 Pallet
09.84019-0521	R-KLT	32 Piece /1 Pallet
09.84019-0522	R-KLT	16 Piece / 1 Pallet
09.84019-0523	ESD-KLT	16 Piece / 1 Pallet
09.84019-0524	ESD-KLT	32 Piece / 1 Pallet
09.84019-0527	R-KLT	128 Piece /1 Pallet
09.84019-0207	Cover	25 Piece / 1 Pallet





View Recorded Orders



- You can view your already entered orders in the Bookings tab > Preregistered booking by selecting the Entered purchase Orders.
- You can view a specific order by entering the **order number**. Otherwise, you can search for orders using the **Delivery Date**, **Order Date**, or Status filter settings.





View Recorded Orders

Here you can view the quantity of load carriers you have ordered (order quantity), the quantity that has already been delivered (delivery quantity) and the quantity that is still open (= order quantity – delivery quantity)

Order date	Delivery date	Account	Туре	Package name	Order quantity	Delivery quantity	Open quantity	Order no.	Status	Process
24.04.2023	05.05.2023	8012000000002 Leergut Werk Salzgitter LKW	MAN-09.84019-0140	RUNGENPALETTE 1225X1025X 755	140	0	140	<u>30167137</u>	entered	

In the Account tab, you can see the MAN shipper Plan

By clicking on the **Edit** button, you can change entered orders if necessary.

- After you have created an order, its status is "entered". Other possible statuses are
 - Work = Order has been started
 - **Delivery** = Order is being processed
 - **completed** = the containers have been shipped.

MAN Container processes

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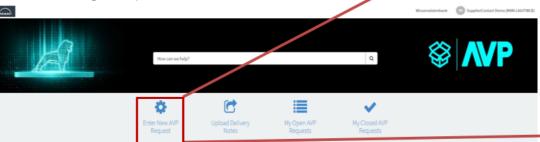


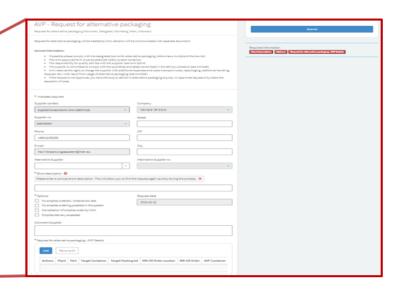




Process

- If the ordered load carrier is not available or is not provided by MAN in time for the shipping date, the request for alternative packaging must be submitted before delivery.
- This is done via a web-based AVP tool:
 https://manpepprod.service-now.com/avp
- The access data must be requested at avp@man.eu
- If the applicant clicks on the "Enter New AVP Request" link, they will be taken to the change request form.





- All mandatory fields are marked with a red asterisk (*). In addition, the mandatory fields that still need to be completed are shown in dark red boxes on the right under the "Submit" button.
- Grayed-out fields are filled in automatically and cannot be changed by the user.





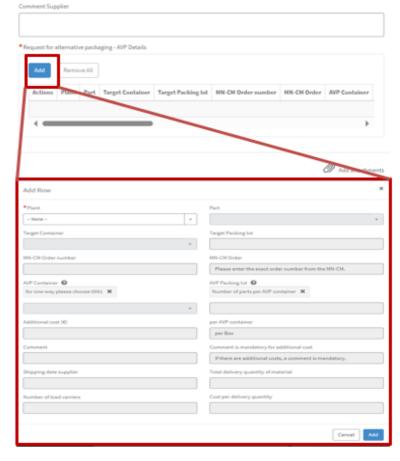
Process

In the lower section "Request for alternative packaging - AVP Details", the details of the alternative packaging

should be added by clicking on "Add"

The following fields must be filled in for each entry:

- the plant to be supplied
- the affected part number
- the target Container
- the target Packing lot
- the MNCM empties order number
- the AVP load carrier
- the AVP packing lot
- the additional costs in € per container (if there are no additional costs, enter a "0")
- the shipping date of the AVP delivery
- the total delivery quantity of the components in units
- The grayed-out fields are automatically filled in
- IMPORTANT: If the component is delivered to several MAN plants in alternative packaging, the details should be added separately for each MAN plant

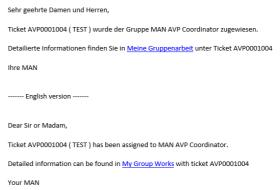




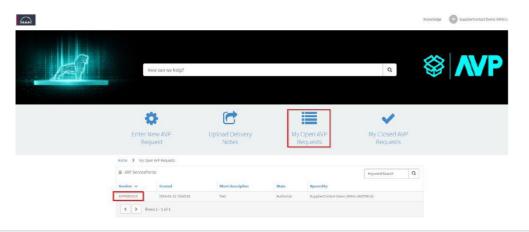


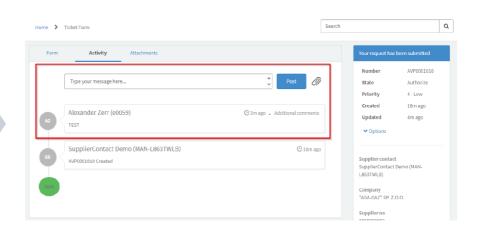
Process

 If the request is successfully stored in the system, the applicant receives an e-mail that a change request has been created.



- If there are any further questions about the AVP request, the MAN coordinator can ask the supplier to add a comment and/or attachment via the application.
- The supplier can display the message by clicking on "My Open AVP Requests" and then selecting the AVP number in the user menu.









Process

- If the application is approved, the supplier will receive a confirmation by e-mail
- By clicking on the link (AVP number) in the email, the supplier accesses the overview of the application. Under the "Attachments" button, a new window opens for the container labels and an overview as a PDF document.

Sehr geehrte Frau / sehr geehrter Herr Demo, Ticket AVP0001007 (TEST) wurde geschlossen. Form Activity Das PDF-Dokument mit der Übersicht und die Behälteranhänger finden Sie unter AVP0001007 Ihre MAN AVP0001004-1-approved.pdf (711 KB) / X ----- English version -----36 Minuten her Dear Ms / dear Mr Demo. AVP0001004-overview.pdf (179.7 KB) / X Ticket AVP0001007 (TEST) has been closed. 36 Minuten her The PDF document containing the overview and the container tags you find here AVP0001007

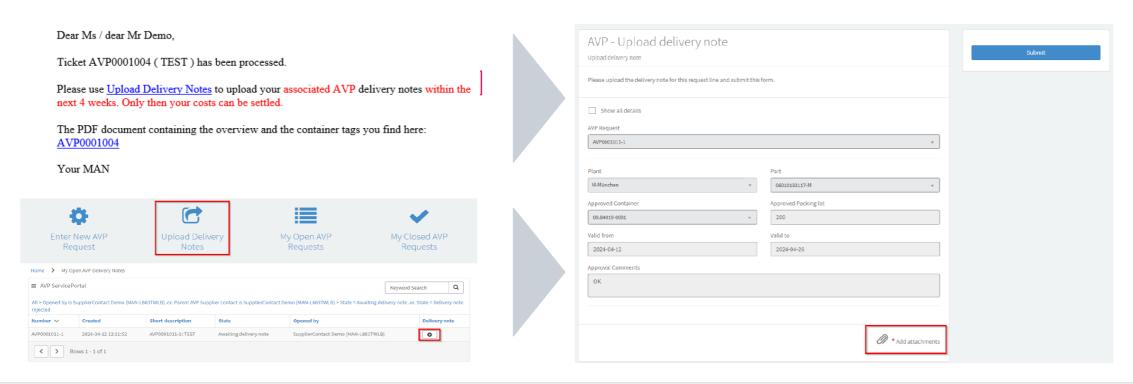


Your MAN



Process

- If the supplier would like to have his additional costs for the alternative packaging reimbursed, the corresponding delivery notes per AVP number are required as proof.
- The delivery bills can be attached to the desired AVP number by clicking on the "Upload Delivery Notes" link in the
 confirmation email or directly via the application in the "Upload Delivery Notes" menu and clicking on the "+" symbol.



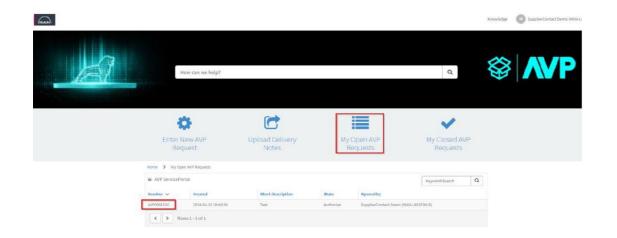


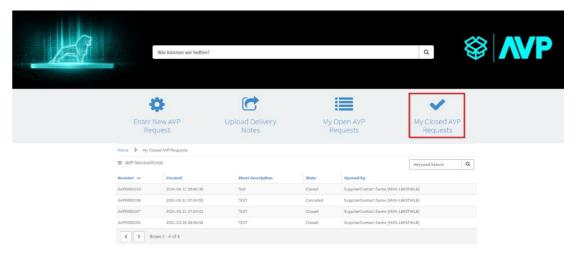




Process

In the portal, you can see the status of your own open applications at any time, as well an overview of completed applications.







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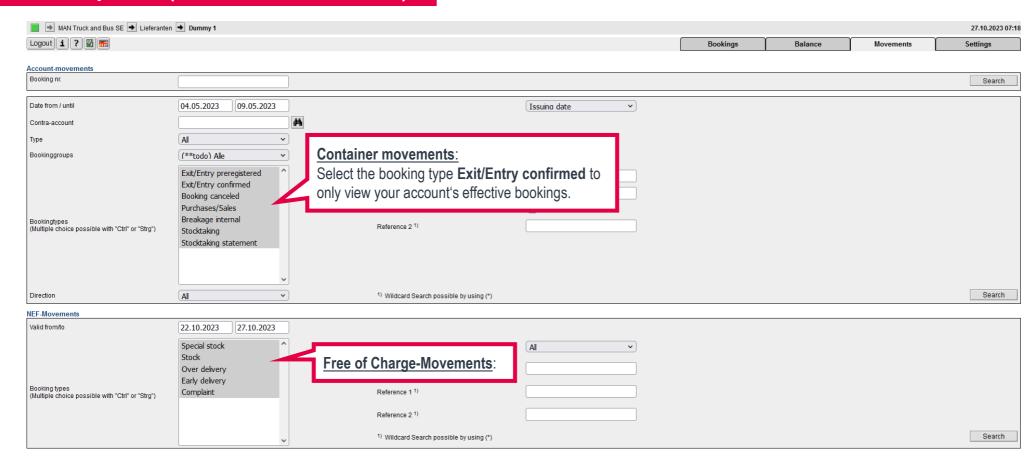






Account Movements

Filter options (container movements)

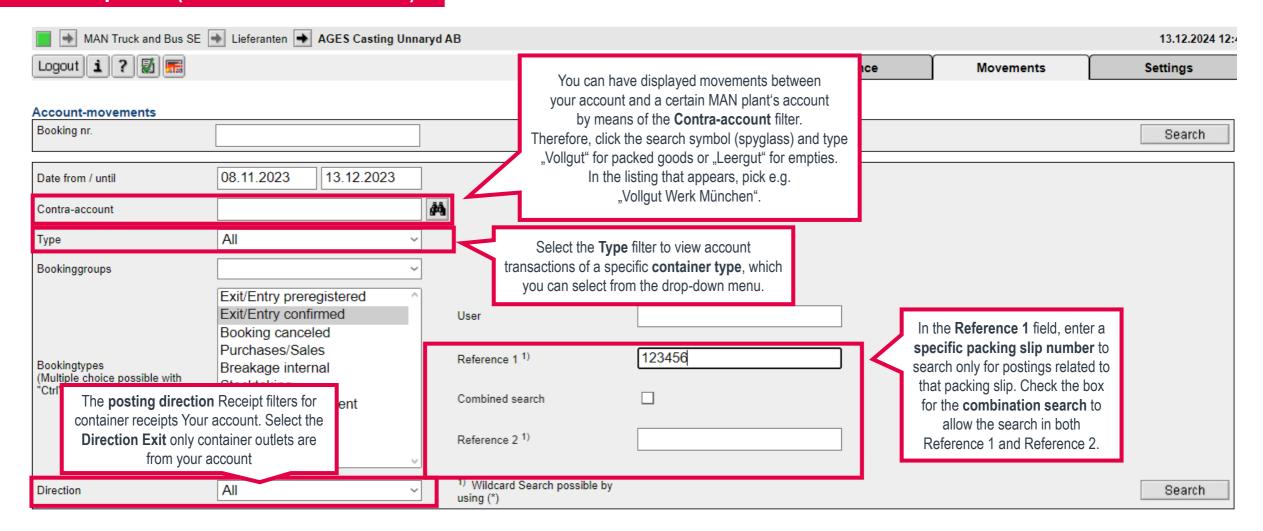


• In the **Movements** tab, you can display all account movements for any period of time and search for specific movements using various filter functions.





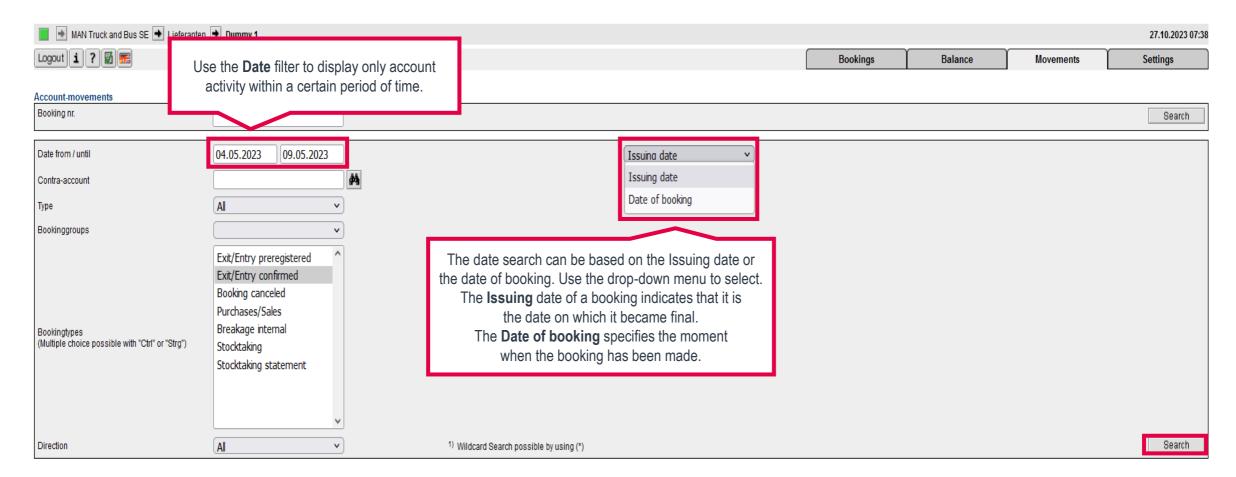
Filter options (container movements)







Filter options (container movements)

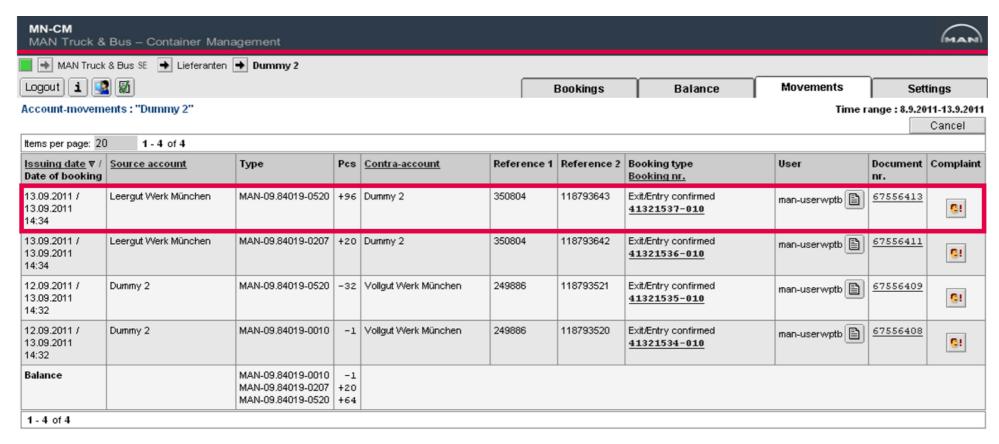


Once you have made all the necessary filter settings, click on **Search** to see the corresponding bookings...





Data Display



• The postings are displayed according to the direction of the **physical container flow**: on the left is the account from which containers were shipped (e.g. empties at the Munich plant), on the right is the recipient account (supplier dummy 2).



Display bookings

Account-movements: "Dummy 2" Time range: 8.9.2011-1												
										Cancel		
Items per page: 20	1 - 4 of 4											
<u>Issuing date</u> ▼ / Date of booking	Source account	Туре	Pcs	Contra-account	Reference 1	Reference 2	Booking type Booking nr.	User	Document nr.	Complaint		
13.09.2011 / 13.09.2011 14:34	Leergut Werk München	MAN-09.84019-0520	+96	Dummy 2	350804	118793643	Exit/Entry confirmed 41321537-010	man-userwptb	67556413	@!		
13.09.2011 / 13.09.2011 14:34	Leergut Werk München	MAN-09.84019-0207	+20	Dummy 2	350804	118793642	Exit/Entry confirmed 41321536-010	man-userwptb	67556411	@!		
12.09.2011 / 13.09.2011 14:32	Dummy 2	MAN-09.84019-0520	-32	Vollgut Werk München	249886	118793521	Exit/Entry confirmed 41321535-010	You can pri account move		•		
12.09.2011 / 13.09.2011 14:32	Dummy 2	MAN-09.84019-0010	-1	Vollgut Werk München	249886	118793520	Exit/Entry confirmed 41321534-010	Use the butt	symbol page previ e e button Download	ad to		
Balance		MAN-09.84019-0010 MAN-09.84019-0207 MAN-09.84019-0520	+20					download the da	a into an e	xcel sheet		
1 - 4 of 4		-										
								Dow	nload	Cancel		

- The plus or minus-sign in front of the booked amount specifies the booking's effect on your account balance. Positive amounts (+) are debits that increase your balance. In contrast, negativ figures (-) indicate credits that decrease your balance.
- Below the booking details, the **Balance** sums up the debits and credits per container type.



NEF-Movements

4 different types:

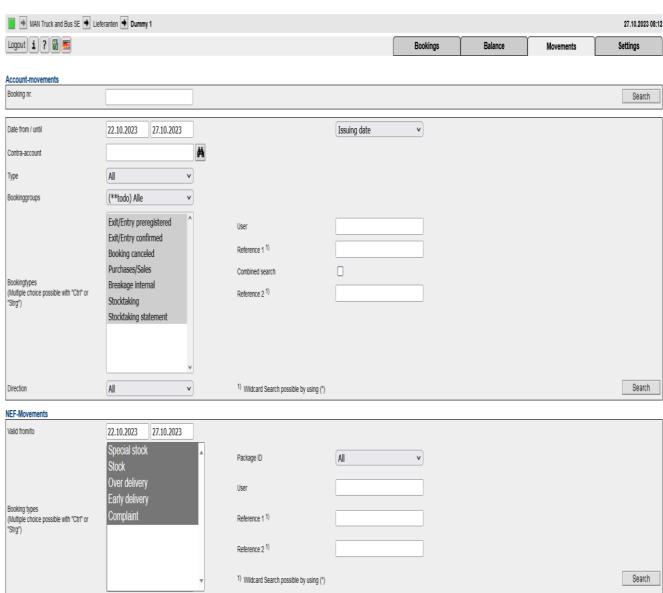
- special stock (free set quantity)
- Stock bookings (due to goods receive)
- over deliveries
- early deliveries
- Complaint (NEF-Complaint)

Search result for:

 All bookings that were valid at least one day of the search period

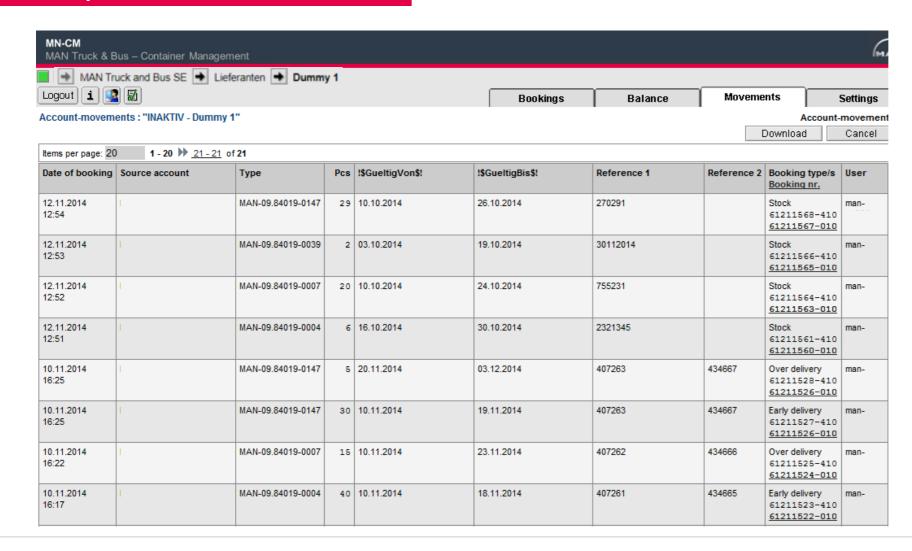
Download:

- To simplify the evaluation of detailed representation
- New line for each day of the validity of a booking
- Ideal for pivot-tables in MS Excel





Compensation fee free Movements





Download function

Selection search mask

25.09.2014	30.09.2014	type	MAN-09.84019-0520 - KLEINI ▼
Special stock Stock			

Display result in results mask

Items per page: 20	Items per page: 20 1-1 of 1													
Date of booking	Source account	Туре	Pcs	!\$GueltigVon\$!	!\$GueltigBis\$!	Reference 1	Reference 2	Booking type/s Booking nr.	User					
07.11.2014 10:57	INAKTIV - Dummy 2	MAN-09.84019-0520	325	25.09.2014	09.10.2014	985862		Stock 61211475-410 61211474-010						

Resultat as download (CSV file)

Leistungsdatum	Gültig von	Gültig bis	Firmenname	LМ-Тур	Stück	Referenz	Referenz 2	Buchungsart	NEF-Buchungsnr.	Buchungsnr. Ein-/Ausgang
25.09.2014	15.09.2014	29.09.2014		MAN-09.84019-0579	100	Wareneingang		Stock	61210218-410	61210217
26.09.2014	15.09.2014	29.09.2014		MAN-09.84019-0579	100	Wareneingang		Stock	61210218-410	61210217
27.09.2014	15.09.2014	29.09.2014		MAN-09.84019-0579	100	Wareneingang		Stock	61210218-410	61210217
28.09.2014	15.09.2014	29.09.2014		MAN-09.84019-0579	100	Wareneingang		Stock	61210218-410	61210217
29.09.2014	15.09.2014	29.09.2014		MAN-09.84019-0579	100	Wareneingang		Stock	61210218-410	61210217

- Search period for 6 days including 5 with validity
- Therefore display of **5 lines** for the same booking, for **each day of the Validity** one
- Therefore simplified evaluation of the NEF-stocks for a day (filter option by issuing date)



Goods receive

Display goods receive movement (standard-account movement)

Issuing date ▼ / Date of booking	Source account	Туре	Pcs	Contra-account	Reference 1		Booking type/s Booking pr	User	Document nr.	Complaint		
30.10.2014 / 07.11.2014 10:41	INAKTIV - Dummy 1	MAN-09.84019-0039	-4	Vollgut Werk München	17891320		Exit/Entry confirmed 61211461-010	man-	101414007	Ą		
Display goods receive movement as NEF-stock booking												

Items per page: 20	1 - 1 of 1							
Issuing date ▼ / Date of booking	Source account	Туре	Pcs	Contra-account	Reference 1	Referenc	eļ	Booking type/s Booking nr.
15.10.2014 / 07.11.2014 10:41	INAKTIV - Dummy 1	MAN-09.84019-0039	4	INAKTIV - Dummy 1	17891320		(Stock 61211462-410
Balance		MAN-09.84019-0039	0					
1 - 1 of 1								

- For each day of the range the entire amount of the booked container is credited as a compensation fee free stock
 - Valid until the day before the goods receipt (inventory stock on the date goods receive reduced anyway)
 - Weekends extend the range
 - Range depending on the receiving plant



compensation fee free special stock

Booking special stock

Items per page: 20 1 - 3 of 3													
Date of booking	Source account	Туре	Pcs	!\$GueltigVon\$!	!\$GueltigBis\$!	Reference 1	Reference 2	Booking type/s Booking nr.					
13.11.2014 14:20		MAN-09.84019-0001	12	12.11.2014	13.11.2014	12	12	Special stock 61211688-410					

It is possible to request a special stock in the system for certain purposes

- Maintenance of MAN-tools
- Pack trials
- etc.

This possibility is also used to **perform billing adjustments**



Compensation fee free stock trough too early delivery

Booking early delivery



Origin order



- requested delivery date: 06/10/2014
- Shipping date at MAN 29/09/2014 (Friday) // Saturday & Sunday no transport
- charge supplier account on 29/09/2014
- → Free amount for early delivery of actual shipping date till 02/10/2014 (4 days transit)



Compensation fee free stock trough **Overdelivery**

Overdelivery

tems per page: 20 1 - 4 of 4												
Date of booking	Source account	Туре	Pcs	!\$GueltigVon\$!	!\$GueltigBis\$!	Reference 1		Booking type/s Booking nr.				
31.10.2014 11:13		MAN-09.84019-0004	20	04.11.2014	17.11.2014	407243	434647	Over delivery 61211280-410 61211278-010				

- Overdelivery is free of charge until the next delivery of containers (max. 14 days)
- You will receive an email informing you that your order will be overdelivered

Cut off overdelivery

Items per page: 20	tems per page: 20 1 - 4 of 4												
Date of booking	Source account	Туре	Pcs	!\$GueltigVon\$!	!\$GueltigBis\$!	Reference 1	Reference 2	Booking type/s Booking nr.					
31.10.2014 11:15		MAN-09.84019-0004	-20	04.11.2014	17.11.2014	407243	434647	Over delivery 61211287-410 61211285-010					
31.10.2014 11:15		MAN-09.84019-0004	30	04.11.2014	17.11.2014	407243	434647	Over delivery 61211289-410 61211284-010					
31.10.2014 11:13		MAN-09.84019-0005	20	04.11.2014	17.11.2014	407243	434647	Over delivery 61211283-410 61211281-010					

- The overdelivery amount have to be considered necessarily in your next order, this should therefore be reduced accordingly
- When shipping the subsequent order before the expiration of the 14 days, overdelivery booking will be "cut off"
 - Booking is fully booked against
 - New booking with updated validity is set (the day before the date of shipment of subsequent order)



Triangular trade

- All triangular trade bookings are to be book promptly
- The **issuing date** of the booking to another supplier must always be the **date of shipment**
 - The range of the triangular trade does **not contain 'transport duration parts**' because the discharge of the first suppliers of the account is with the goods issue.
 - The 'transport duration empties' of the second supplier is the transport of supplier 1 to supplier 2
- **Rear bookings** are allowed only for the **current month**, **complaints** only for the previous month
- There are **no orders** in triangular traffic, so there are **no free stocks for "overdelivery" and "early delivery"**

Zeilen pro Seite: 20	Zeilen pro Seite: 20 1 - 1 von 1													
Buchungsdatum	Konto	Behältertyp	Stk.	Gültig Von	Gültig Bis	Referenz 1		Buchungsart Buchungsnummer	Benutzer					
27.10.2014 12:56	(MAN-09.84019-0002	10	03.10.2014	16.10.2014 day shipping date	Test 1		Bestand 61211058-410 61211057-010						
1 - 1 von 1		N.												

MAN Container processes

- Load Carrier Cycle
- 2 Overview of MN-CM Functions
- 3 Ordering of Empties
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- 6 Container Compensation Fee
- 7 Complaints
- 8 Annual Stocktaking
- 9 Request for container/ packing lot changeover





General Information

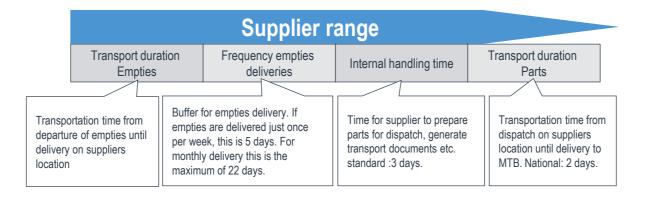
- Basic supply: Deliveries to MAN "from the last loading sill" remain free of charge
- Storage, batch size production & delivery possible against payment of a usage fee (after a request by Behaelternutzungsentgelt@man.eu)
- Previous order quantity restriction has been lifted in principle exception: bottleneck containers
- Only universal load containers are affected
- Definition of processes using MAN Truck & Bus SE M3399 logistics standard (valid since the beginning of 2015)





Definitions

Item	Explanation
Compensation Fee	The suppliers pay a compensation fee for containers which are not covered by the basic supply
Actual stock	MN-CM account balance on the respective date
NEFB	Compensation fee free stock: "How many containers can I have on this date, for which I do not need to pay a compensation fee? "
NEWB	Compensation fee relevant stock ("Nutzungsentgeltwirksamer Bestand"): "By how many containers have I exceeded by basic supply?" or "How many container do I need to pay on this day? "
Range	Time period, that containers may be bound by suppliers free of charge
	For details see picture below.







Calculation rules

Actual stock only changes in following events:

- Empties dispatch by MAN
- Deliveries to MAN
- Container booking in triangular flows (to be booked immediately when send)
- Claims (backwards)
- Special case: Booking of stock taking results

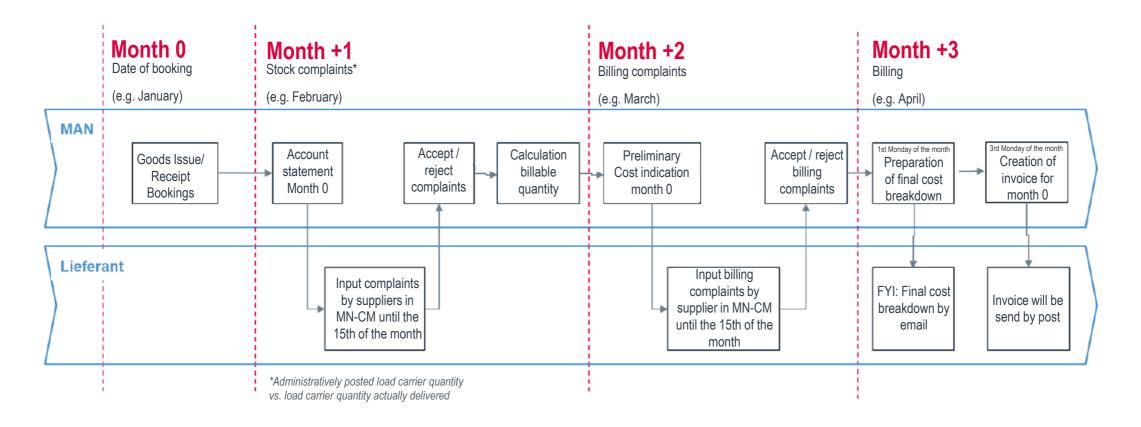
Basic supply is free of charge!

- Every delivery of parts (and containers) will increase the quantity compensation fee free containers. The amount of containers received will be added to the free amount for every single day of the range (plus weekends). The last day is the day before the receiving date.
- The range is specified in the logistics standard and will be visible inside MN-CM
- Overdelivery is free of charge until the next delivery of containers (max. 14 days)
- If MAN delivers more containers than ordered, the additional containers are free of charge until you receive a new delivery of this type of containers
- Early deliveries remain free of charge until the requested delivery date!
- In case an order is send too early by MAN, the total quantity of containers remains free of charge until the delivery date that you specified in the ordering tool
- You will be able to input 2 kinds of claims!
- Inventory claims of movements, dates & quantities
- Additionally you will be able to enter cost claims. e.g. of there is a MTB mandated special quantity requirement, the delay of a delivery schedule etc. An additional claim of movement will not be possible!



Timetable calculation and charging

- Existing inventory management and claim processes are the basis for calculation of compensation fee
- Compensation fee will be charged on a monthly basis





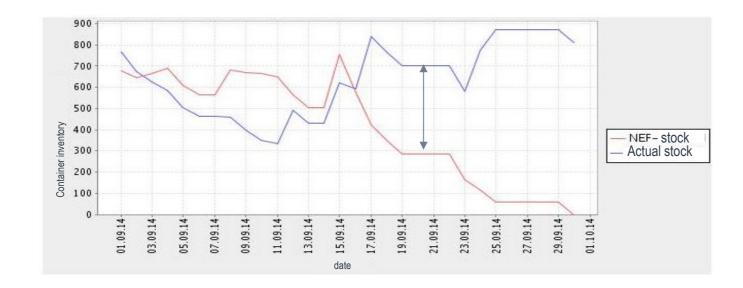


Basics and structure of the MN-CM

Viewing royalty-free holdings

By clicking on the **stock figures** in the account balance screen, the **history graph** for the **corresponding** container opens. The whole month of the account balance date is always displayed (e.g. You can view a balance in September in November, then the whole of September will be displayed in the history)

NEW- stock



NEF- stock

If the blue line is above the red line, the diff. usage fee is charged





FAQ 1/2

➤ Do I have to pay a compensation fee in any case?

In the medium term, the **container usage fee** is activated for all suppliers. Whether **ESD is actually** produced depends on your **ordering behavior**. The basic service is free of charge. This means that if you **order on time and comply** with the MTB processes, **there is no user fee!**

> Are all containers concerned?

No. Container compensation fee currently only applies for Universal containers (including small boxes and pallets). Special containers and other packaging materials are not impacted.

> Are we allowed to make a claim for the price of parts due to increased container costs?

No. The basic service according to MTB logistics standards is **still free** of charge. Any exceedance is due to your **internal processes**.

➤ How does MAN deal with special requirements (e.g. packing tests or tool maintenance)?

For special processes that are explicitly requested by MTB, a temporary special stock can be set up for you. This is then free of charge for the release period. There are many reasons for such a temporary special stock, but can be, for example, packing tests or intermediate buffering for train maintenance.

➤ Does the free basic service correspond exactly to the target stock?

No, the target stock is calculated from average, historical goods receipt data.

The free-of-charge quantity of containers is not calculated based on the target stock but **based on days**. The target stock covers the quantity you need to maintain your deliveries and cover the delivery call-offs.



FAQ 2/2

> For how many days are the containers free without incurring the usage fee?

The basis for both is the "container range" to the respective plant that is supplied. The container reach is the length of time you need containers in accordance with the logistics standard and includes the transport time (full and empty containers), an internal throughput time for the supplier (default: 3 days) as well as an adjustment for the frequency of empties deliveries (default: 5 days). This can be found under Settings> Account Reach Definition.

The free basic supply is calculated from actual, day-to-day goods receipts and is flexibly tailored to your needs.

➤ Who should I contact in case of empties delivery problems?

The responsible **container supply plant** will continue to be responsible for operational issues. A complete **list of contact persons** is available in the web-based **MN-CM** container management system available.

➤ How are the quantities on the invoice calculated?

Is a cumulative quantity of the entire month that is listed in the cost display. The calculation of the container is as follows: In 30 days it was 1 container

Overstock -> 30*1 = 30. Thus, the invoice for quantity reads: 30. (corresponds to number of days* Number of pieces of excess stock)

➤ How do I get the detailed cost report?

the cost notification will be sent monthly by e-mail. (if you change your contact details, please send an email to behaulternutzungsentgelt@man.eu)





Calculation logic: How is the invoice total calculated?

Scenario 1: "Correct ordering & delivery":

- On the 11th day, company X has to buy 10 pieces. Deliver container 0002 with goods
- The range is 7 days (Transportation 2 each, internal handling 3 days)
- Company X orders 10pc. 0002 on day 1 for day 6
- Company X does not need to pay a compensation fee!

Day	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
Actual stock	0	0	0	0	10	10	10	10	10	10	10	0	0	0	0	
Free Stock	e)	10	10	10	10	10	10	10	4	. No co						
Charged Stock	e)	0	0	0	0	0	0	0 4	fee charged			u				
Order	10	0	0	0	0	0	0	0	0	0		3. Parts delivery				
Empties delivery	0	0	0	0	10	0	0	0	0	0		•	uces act e stock f			
Parts delivery	0	0	0	0	2. Empties delivery						0	10	0	0	0	
					(1 day before requested delivery date, increases stock)						•					



Calculation logic: How is the invoice total calculated?

Scenario 5: "Overdelivery":

- On the 11th day, company X has to buy 10 pieces. Deliver container 0002 with goods
- The range is 7 days (Transportation 2 each, internal handling 3 days)
- Company X orders 10pc. 0002 on day 1 for day 6, but receives 15 pc.
- Company X does not need to pay a compensation fee!

Day	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
Actual stock	0	0	0	0	15	15	15	15	15	15	15	5	5	5	5	
Free Stock	0	1.	Orde	n r	10	10 +5	10 +5	10 +5	10 +5	10 +5	10 +5	5	5	5	5	
Charged Stock	(mi	n. 5 da	ays in a	advanc I	e)	0	0	0	0	0	0	0	0	0	0	
Order	10	0	0	0	0	4.	No co	mper	nsatio	n	, F	?eceivi		i rts de duces a		
Empties delivery	0	0	0	0	15		fee	charg	ed				•	e stocl		
Parts delivery	0	0	0 (Ove	2. Empties delivery Overdelivery, increase free stock until				0	10	0	0	0			
				next order of containers shipped												





Prices Universal Containers

Prices container compensation fee MAN Truck & Bus SE

- The prices are daily rates per piece
- Calculation will be done per calendar day
- Tax is not included

Container number	Тур	Daily rate	Container numb		
09.84019-0002	GLT	0,26 €	09.84019-0579		
09.84019-0003	GLT	0,28 €	09.84019-0956		
09.84019-0004	GLT	0,16 €	09.84019-0957		
09.84019-0005	GLT	0,38 €	09.84019-4777		
09.84019-0006	GLT	0,50 €	09.84019-4999		
09.84019-0007	GLT	0,64 €	09.84019-0520		
09.84019-0008	GLT	0,46 €	09.84019-0521		
09.84019-0010	EP	0,05€	09.84019-0522		
09.84019-0036	GLT	0,22 €	09.84019-0523		
09.84019-0039	GLT	0,14 €	09.84019-0524		
09.84019-0040	GLT	0,45€	09.84019-0527		
09.84019-0100	GLT	0,13 €	09.84019-0207		
09.84019-0146	GLT	0,52€	09.84019-0878		
09.84019-0147	GLT	0,52 €			

Daily rate

0,24€

0,10€

0,10€

0,11€

0,23€

0,02€

0,02€

0,03€

Тур

GLT

GLT GLT

GLT

GLT

KLT

KLT

KLT



Allowance Container Compensation Fee

Container Compensation Fee permanently free quantity

- As long as the free quantity is not exceeded, no user fee will be charged
- If the stock exceeds the free quantity, a usage fee is charged for the whole stock

Container number	Тур	Container Compensation Fee permanently free quantity
09.84019-0010	EP	10 palettes
09.84019-0520	R-KLT	64 Piece /1 pallet
09.84019-0521	R-KLT	32 Piece /1pallet
09.84019-0522	R-KLT	16 Piece / 1 pallet
09.84019-0523	ESD-KLT	16 Piece / 1 pallet
09.84019-0524	ESD-KLT	32 Piece / 1 pallet
09.84019-0527	R-KLT	128 Piece /1 pallet
09.84019-0207	Cover	25 Piece/ 1 pallet



MAN Container processes

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Complaints

Important Notes

As a supplier of MAN using MAN containers, it is **your responsibility to verify the bookings on your container account** and place complaints if necessary. Otherwise, all bookings are considered as accepted from your side.

Movement complaints

- In the first month following the observation month, it is possible to enter **movement complaints**. This includes checking **physical stock** as well as all registered container movements and enter complaints in case of missing or faulty bookings.
- Basis for this is the account statement, which is generated in MN-CM and send via Email.
- The time range for inputting movement complaints is **from 2nd until 15th day of the first month following**. Bookings that have been registered in MN-CM can be **claimed immediately**, with the last possible day also being the 15. day of the following month.
- In case a movement complaint is not processed within the month, it will **automatically** be accepted as entered by the system.
- You will be notified by email if a movement-complaint has been accepted/declined/changed.

NEF-Complaints

- In the second month following the observation month it is possible to check the cost-free stock and make complaints if needed.
- Basis for these complaints is the preliminary cost indication, which is send by email from MN-CM
- The time range for inputting NEF-complaints is from **2nd till 15th day of the second month following** the observation month.
- In case a NEF-complaint is not processed within the month, it will **automatically** be accepted as entered by the system.
- You will be informed by email if a NEF-complaint has been accepted/declined/changed

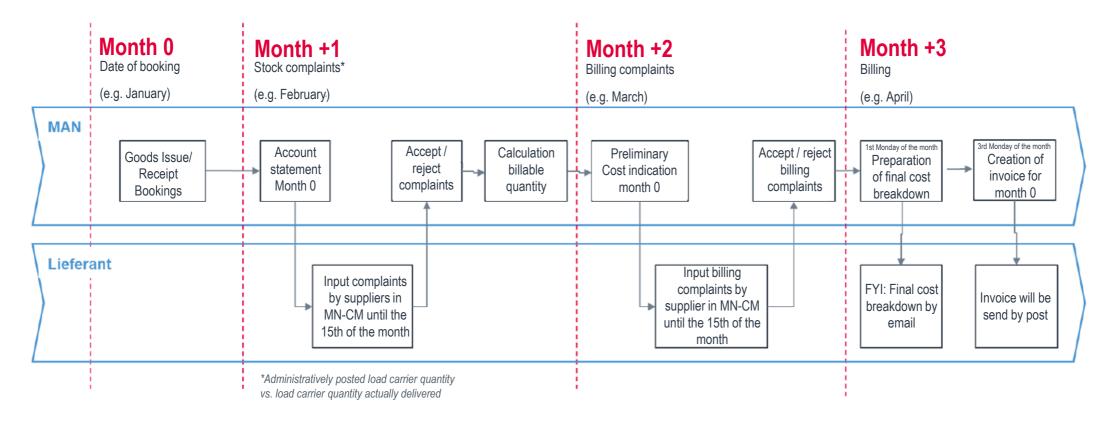






Complaints

Timetable

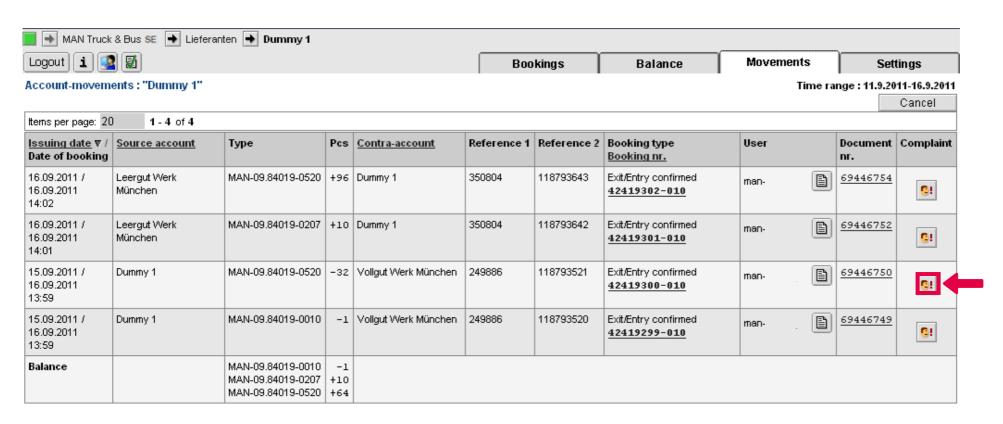


- A possible billing of container compensation fee will only be handled after completion of both complaint periods
- A detailed final cost indication will be sent by email. An invoice will be sent by post.





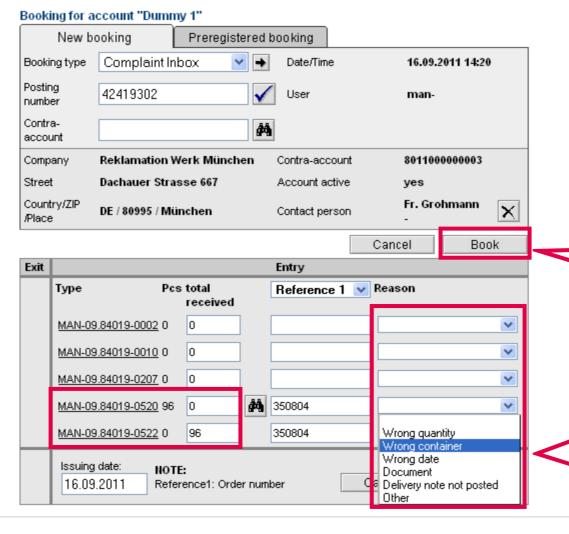
Place Complaints for existing Bookings



- In order to place a **complaint for an existing booking**, use the tab **Movements** and filter the respective bookings (See from Page 37).
- In the movements display, click the button **Complaint** on the right.



Place Complaints for existing Bookings



After rechecking your complaint's details, click on **Book**.

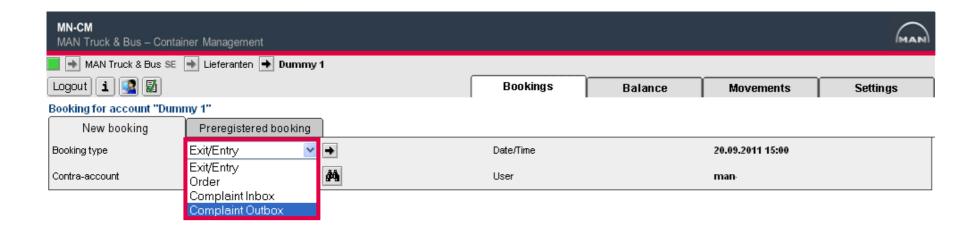
A pop-up window will then open in which you will be required to upload evidence (see from Page 73).

In the example, the initial booking states the container type 0520, whereas MAN actually delivered containers type 0522. In the column **total received**, insert the actual amount of containers and select the reason **wrong container**.





Place Complaints unbooked Bookings

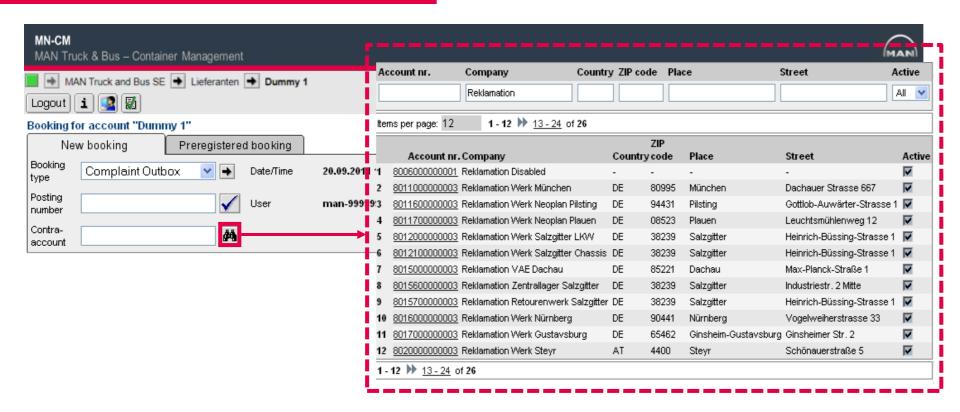


- Via the tab **Bookings > New booking**, you can place complaints for physical container movements that have not been booked in MN-CM. Therefore, select the Booking type **Complaint Outbox** and **Complaint Inbox** respectively.
- Use the booking type **Complaint Outbox** for complaints regarding **deliveries to MAN** (typically packed goods) that have not been booked.
- Use the booking type Complaint Inbox for complaints regarding received container deliveries from MAN (typically empties) that have not been booked.





Place Complaints unbooked Bookings



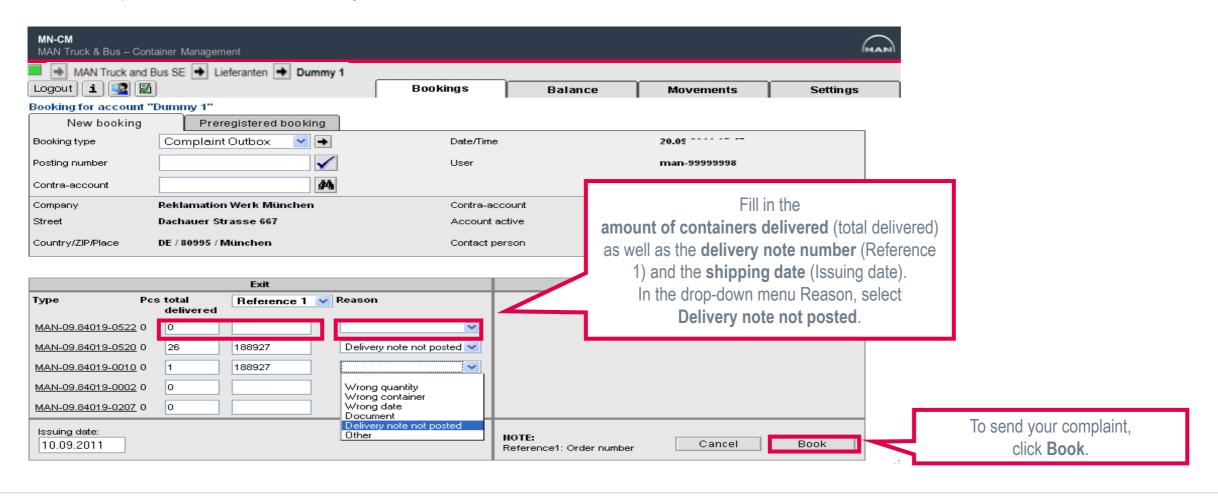
- In the example above, a delivery has been sent to MAN. Therefore, the booking type complaint outbox is selected.
- In the array **Contra-account**, specify the MAN plant that the delivery has been sent to. You may use the search symbol (spyglass): Type "Reklamation" (German equivalent for "complaint"). Then, select the respective account, e.g. *Reklamation Werk München*, by clicking on the account number on the left.





Place Complaints unbooked Bookings

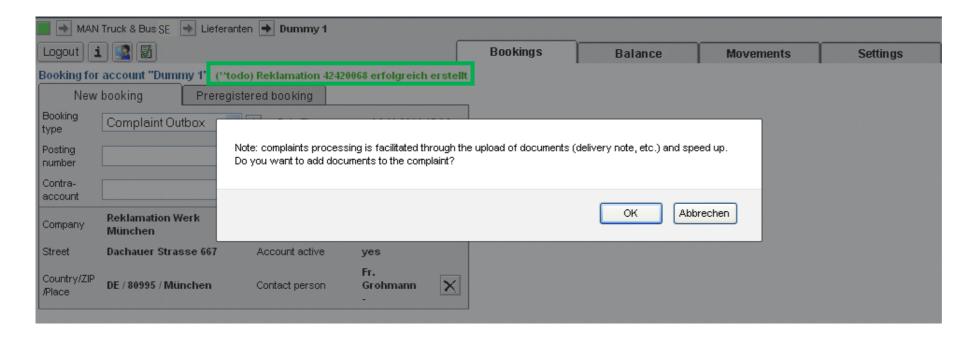
Complaint for unbooked delivery to MAN







Place Complaints

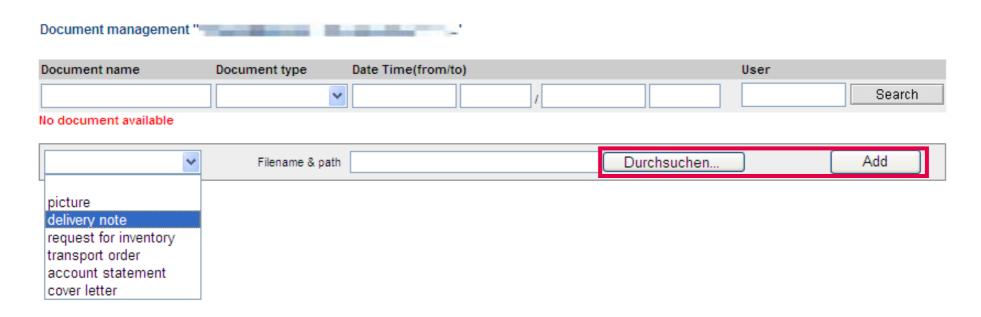


- A confirmation message in green is displayed.
- Furthermore, you now have the possibility to attach documents to your complaint, e.g. a delivery note. Therefore, click **OK**.
- If you do not want to attach any documents, click **Cancel (Abbrechen)**. Your complaint is going to be processed nevertheless.





Place Complaints as new Bookings

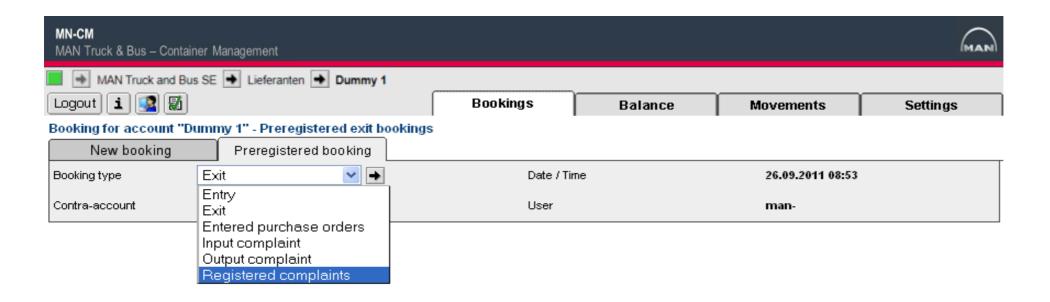


- In the pop-up window that opens, select the **document type** you want to attach, e.g. delivery note.
- Then, click on Browse... in order to select the respective file. Finally, click on Add.





Track your Complaints



- In order to track your registered complaints, navigate to the tab Bookings >Preregistered booking.
- Select the booking type Registered complaints.





Track your Complaints



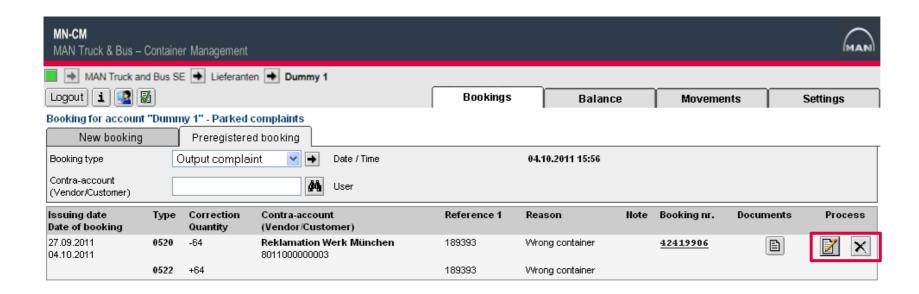
- In order to limit the displayed complaints, various filter options are available.
- Complaints that have not yet been processed carry the status open. Other possible statuses are in progress, accepted, corrected, and rejected.





Movement Complaints

Modify your Complaints



- Navigate to the tab Bookings > Preregistered booking and select the booking type Output complaint in order to modify or delete your complaints.
- Therefore, click the button edit and delete respectively.



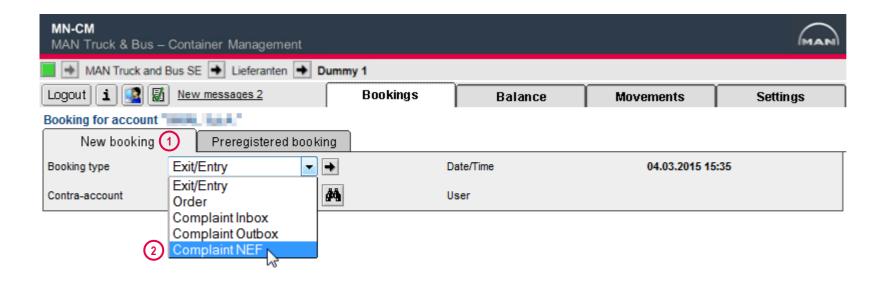
Directions

- In the **second month following** the observation month it is possible **to check the cost free stock** and make complaints if needed.
- Basis for these complaints is the preliminary cost indication, which is send by email from MN-CM
- The time range for inputting NEF-complaints is from **2nd until 15. day of the second month** following the observation month.
- In case a NEF-complaint is **not processed within the month**, it will automatically be accepted as entered by the system.
- You will be notified by email if a NEF-complaint has been accepted/declined/changed





Input of NEF-complaint



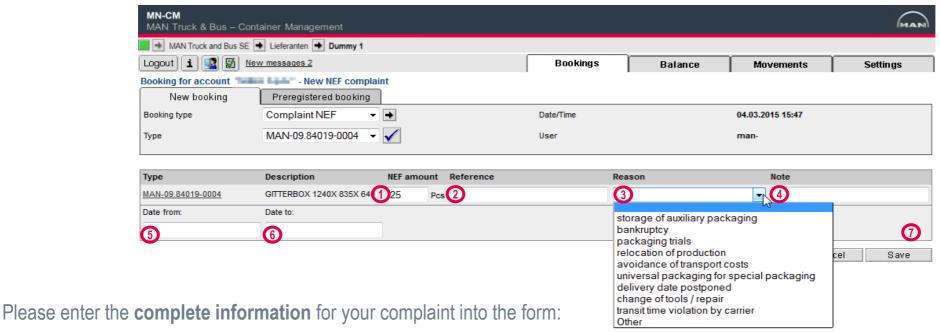
To enter a NEF-Complaint please proceed as follows:

- Register in MN-CM with your username and password
- Choose among "New booking" (1) the booking type "Complaint NEF" (2)
- A complete list with all available container types will be displayed





Input of NEF-complaint

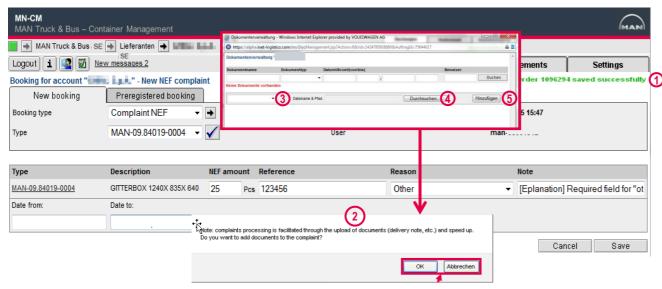


- 1. NEF Amount: Quantity of additional requested free stock
- Reference: Enter **important information** like document numbers (e.g. delivery notes) or short describtion
- Dropdown list "Reason": Please choose the appropriate reason for the NEF-Complaint
- Note: Necessary if you entered "Other" (3) only. Please give all information that can be useful in processing the complaint.
- Date from: First date of validity. Must be in current month -2 (e.g. Entry in March for January only, in April for February etc.)
- Date to: Can be chosen **freely** and can even be in **the future** if reason for claim is still ongoing.
- 7. Then click on "Save"





Input of NEF-complaint

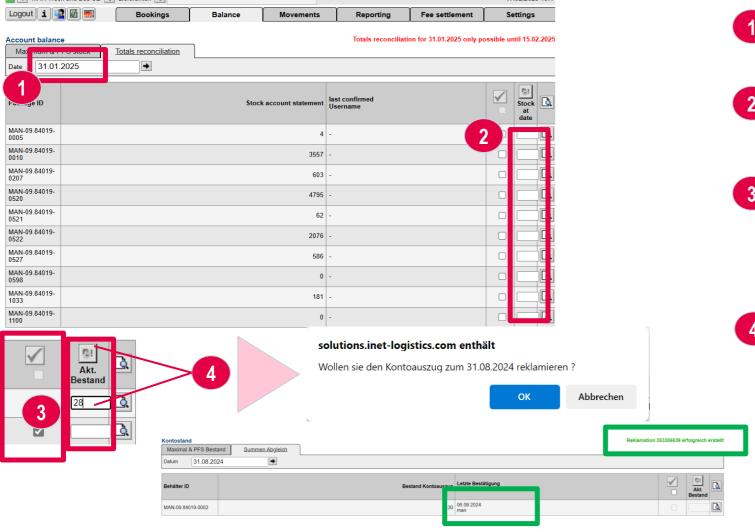


- After saving, you will receive a notification that the complaint has been recorded. Please make a note of the complaint number for future correspondence! (1)
- You can then attach additional documents. If you have documents, emails or delivery notes that prove your complaint, be sure to attach them to speed up the processing!
 - A pop-up (2) prompting you to attach the documents will appear after saving. Click OK
 - 2. For (3), select the document type
 - Search (4) Your PC and select the document to be attached (PDF or image files only)
 - 4. Click on "Add" (5)





Reconciliation – monthly inventory report and complaints



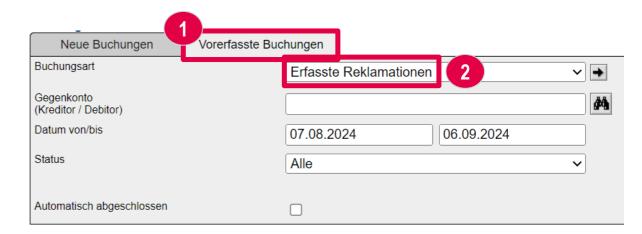
- Column: Summenabgleich
- field for entering actual stocks including transit stocks (like stock taking)
- If all stocks are correct, you can click the button to select all (type in amount last day Previous month)
 - If the stocks in the system are incorrect, please enter the correct stock, click on the Button left. After confirmation, the complaint will be submitted automatically.

Please upload proof of delivery



Reconciliation – upload receipts for complaints

- Choose Column "Vorerfasste Buchungen"
- **Choose Booking type "Erfasste Reklamationen"**



Leistungsdatum Buchungsdatum	Behälter	Korrekturmenge	Gegenkonto (Kreditor / Debitor)	Referenz 1	Grund	Bemerkung	Status	Buchungsnummer 3	Dok.
31.08.2024 06.09.2024	0002	Menge	8015000000003 Reklamation Logistics Park Dachau		Summarischer Abgleich		offen	Buchungsnummer	

In the list of all submitted complaints you will find the correct position

Automatically generated complaint has reason: "Summarischer Abgleich"

Click on the document icon in the "Dok" Column In the newly opened window you can upload the receipts





MAN Container processes

- Load Carrier Cycle
- 2 Overview of MN-CM Functions
- 3 Ordering of Empties
- 4 Alternative Packaging
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- 6 Container Compensation Fee
- 7 Complaints
- 8 Annual Stocktaking
- 9 Request for container/ packing lot changeover







Procedure

- Information on the inventory is provided by pop-up, letter and e-mail.
- In principle, it is possible to record stocks before the cut-off date, but only on the **last day of production**.
- All load carriers provided by MAN must be counted (including VW load carriers that you have received from MAN).
- Packaging aids are not part of the annual inventory.
- The inventory results are entered directly in the MN-CM.
- The **guide** is available to download in the portal under "**Account Documents**".





Instructions for the stocktaking procedure

- It is necessary to enter a quantity for **each displayed load container**.
 - Inventory messages can be entered and stored separately for each load container.
 - If you do not enter a value for a load container, this is evaluated as an input of "0".
- **Negative values can also** be entered for load container from the open pool (e.g. DB iron-barred box, see p.89).
- For load container from the closed pool (MAN charge containers), only positive values or the value zero can be entered.
- Please note transit stocks!
 - Before entering your counts, please check whether:
 - 1) empties have been shipped to you by MAN before your count, which have not yet arrived and/or
 - 2) you have sent full container transports to MAN plants (incl. RMMV Vienna) that have not yet been credited to your account by MAN
 - in **both cases**, please **add these stocks in transit** to your counts (physical load containers stock on site).
- The correction of an inventory report is only possible within the specified inventory period.





Timeline

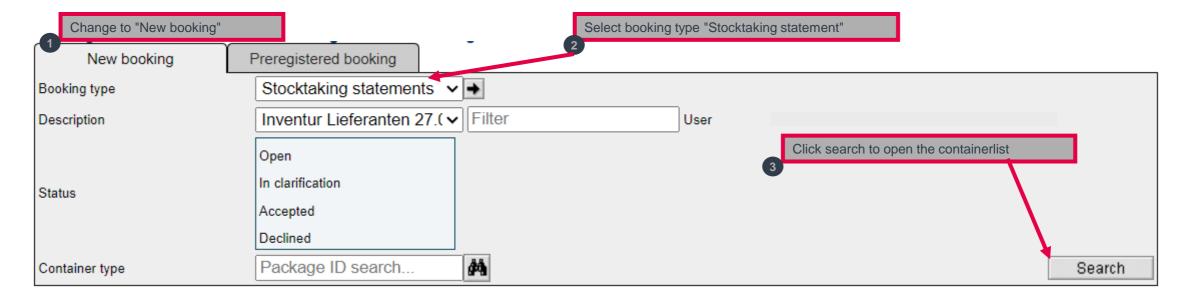
Example of deadlines:

- The inventory has no effect on the processing of complaints and does not release you from your obligation to make a complaint!
- The bank statement for June will list the movements until 24.06.2023 The bank statement for July will list from 25.06.2023 to 31.07.2023
- Please adhere to the complaint deadlines as usual!
- The inventory values will be posted on 01.08.2023 ➤ In the account statement for the month of August, which will be sent to you on 02.08.2023, you will see the inventory postings.



Entering the inventory report in MNCM

Step 1: opening the stocktaking template



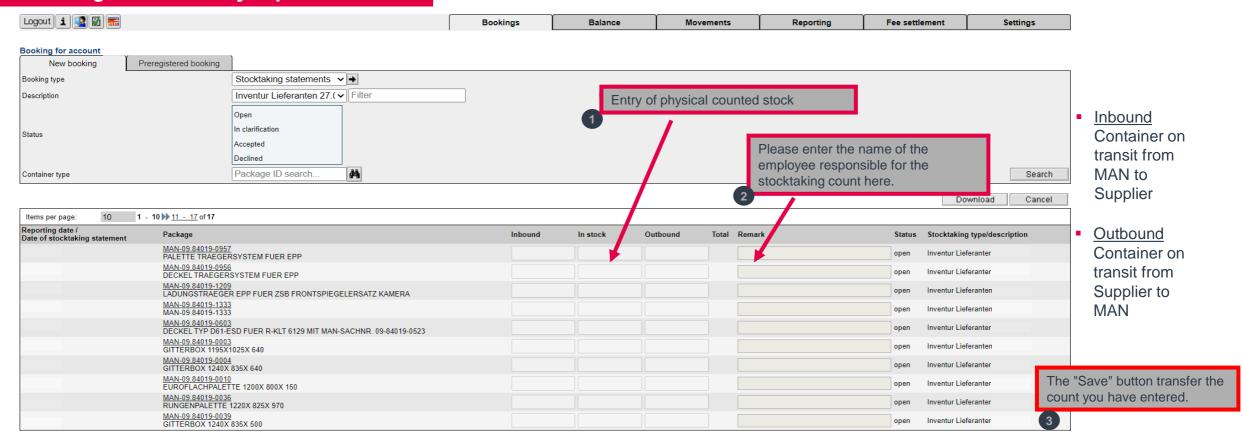
When you have completed action no. 4 above (confirmation of entry), all containers for which the system expects you to enter a stocktaking statement appear in the lower section of the template. Please enter a value for every type of container. If you have no stocks of a particular type of container, enter "0". If you have further stocks of containers from MAN that are not automatically displayed, you will have to add them manually (see step 2b).





Entering the inventory report in MNCM

Step 2: stocktaking statement for containers displayed in MN-CM



If the inventory report is **successfully saved**, a corresponding confirmation message appears in green font and the **quantities are** greyed out





Note

- 1) To Review the data you have already entered as your Stocktaking Statement please repeat the steps described on page 86.
- 2) As the result you will see your stocktaking statement with inactivated input boxes.

Items per page: 10	1 - 10 •• 11 - 15 of 15						
Reporting date / Date of stocktaking statement	Package	Inbound	In stock	Outbound	Tota	l Remark	Status
	MAN-09.84019-0003 GITTERBOX 1195X1025X 640	0	7	0	7	Ms. XXX	accepted I
	MAN-09.84019-0004 GITTERBOX 1240X 835X 640	0	44	6	50	Ms. XXX	accepted I
	MAN-09.84019-0007 GITTERBOX 2600X1200X1400	0	0	0	0	Ms. XXX	accepted I

Satus: open = you can enter the stocktaking accepted = the entry has been transmitted cancelled = you can enter again





Overview of containers which belong to the open pool

1200 x 800 x 95

Open Container Pool										
SLC + Cover / 09.84019-XXXX						DB Box + flat pallet				
Тур 0520	Typ 0521	Typ 0522	Тур 0527	Typ 0523 ESD	Typ 0524 ESD					
VDA 4315	VDA 4329	VDA 6429	VDA 3215	VDA 6129	VDA 4129		09.84019-0002	Pool-iron-barred box		
							09.84019-0010	Pool-flat pallet		
400 x 300 x 148	400 x 300 x 280	600 x 400 x 280	300 x 200 x 147	600 x 400 x 280	400 x 300 x 280	gi.				
Тур	0589	Тур 0590	Typ 0569	Typ 0603 ESD	Typ 0602 ESD					
VDA D45 VDA D65 VDA D35			VDA D61 VDA D41							
				THE REAL PROPERTY.						
Тур 0207										
VDA A 1208-1			0207- (VDA A 1208-1) Can be used, but there ist no ESD protection			principle, the in	d containers are charge caput of negative values is a means that you have a load			



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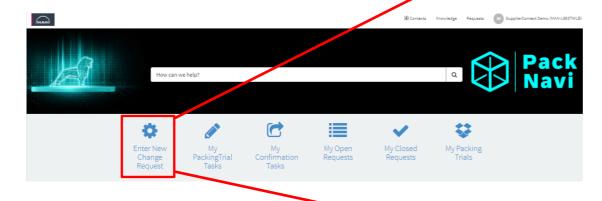


Procedure

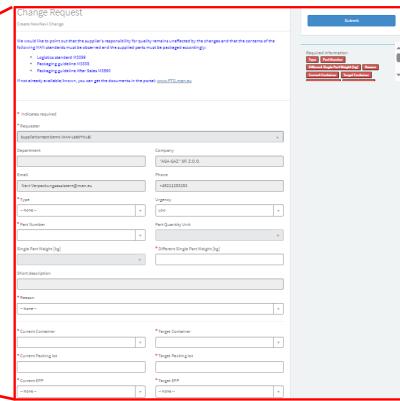
• The request for a changeover from a container or packing lot should be submitted via a web-based PackNavi tool:

https://manpepprod.service-now.com/packnavi

- Change requests can only be created for series or spare parts.
- Clicking on the "Enter new change request" link opens the change request form.



- All mandatory fields are marked with a red star (*) and the mandatory fields that still need to be filled in are shown in dark red boxes on the right under the "submit" button.
- Greyed-out fields are filled in automatically and cannot be changed.







Procedure

• If the request is successfully entered in the system, the requester receives an e-mail that a change request has been opened.

ehr geehrte Frau / sehr geehrter Herr Demo

Ihr Change Request wurde erstellt

Auftragsnummer	Ident	Benennung	Behälter-Vorschlag	Packlos-Vorschlag
NNCHG0001038	06.01013-6812	Sechskantschaftschraube M5X35-8.8-MAN183	09.84019-0520	100

Den aktuellen Status zu diesem Ticket finden Sie über den folgenden Link: NNCHG0001038

Ihre MAN Behälterdefinition

----- English version -----

Dear Ms / dear Mr Demo

Your change request has been created

Order No.	Ident	Designation	Container proposal	Packing lot proposal
NNCHG0001038	06.01013-6812	Sechskantschaftschraube M5X35-8.8-MAN183	09.84019-0520	100

You can find the current status of this ticket via the following link: NNCHG000103

Your MAN Container definition

Sitz der Gesellschaft: Müncher

Registergericht: Amtsgericht München, HRB 2475

regissergischen: Aumsgestent ausstenen, riese 24/12/20.
Verstreibender des Aufstichnerts Cristinalen Levin, Verstrander des Augunder Vlankamp (Verstrander), Murat Aksel, Friedrich Brumann, Michael Kobriger, Indea Koljonen, Ame Puls, Dr. Frederik Zob.
Ref:MSG0633497 6fn/WciffZCA3ObjtGkQX

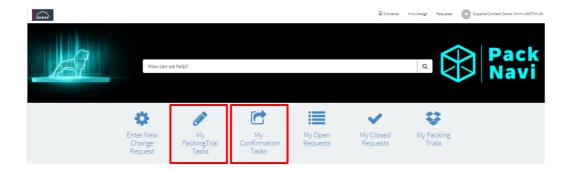
- After a positive internal agreement at the MAN plants, the supplier is requested to schedule a changeover date.
 A corresponding e-mail will be sent to him.
- The link in the email will take you quickly to the relevant page in PackNavi.
- Applications must be processed within fourteen days. If no response is received within this period, a further notification (1st reminder) will be sent. The escalation process is then initiated.



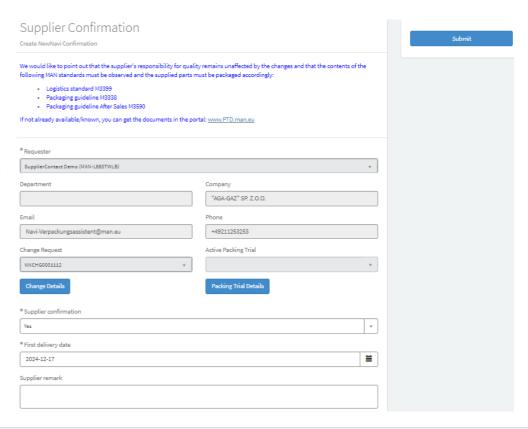


Procedure

You can see the open tasks in the portal at any time: Packing trials and confirmations.



Under Confirmation tasks, the supplier must confirm or reject the changeover.
 If he confirms the changeover, an initial delivery date must be entered.
 If he rejects the changeover, an additional comment is mandatory.

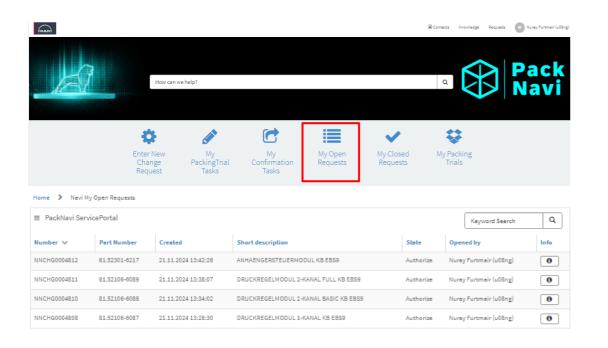


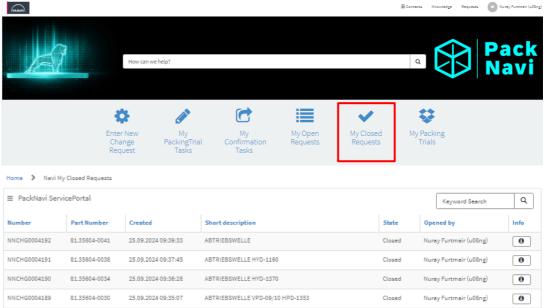




Procedure

• In the portal you can see the status of your own open requests and a list of completed requests at any time.







CONTACT

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Websites:

https://manpepprod.service-now.com/faq

https://manpepprod.service-now.com/packnavi

https://manpepprod.service-now.com/avp