



ArcelorMittal

SAP Ariba Platform – ASN (Advanced Shipping Notifications)

Frequently Asked Questions

Short description

This document provides helpful information for suppliers for the ASN creation in SAP Ariba (Advanced Shipping Notifications).

Scope

This Frequently Asked Questions applies to all suppliers from ArcelorMittal Europe – Flat Products who have to access SAP Ariba platform to transact with ArcelorMittal Europe – Flat Products.

Welcome to ArcelorMittal's Advanced Shipping Notifications (ASN) FAQ document. This guide provides answers to the most common questions about ASN requirements, procedures and resources.

General Questions

1. Where can I find documentation?

ArcelorMittal has created a new Supplier Information Portal for Ariba topics. You can find comprehensive documentation, including guidelines and detailed instructions, on this portal. Please visit the Supplier Information Portal [here](#) to access the documents. The portal offers resources in multiple local languages to ensure you can find the information you need in your preferred language.

2. Who should I contact if I have questions or need help?

If you have questions or you need help, you can create a ticket for the Ariba experts if you cannot find the answer in the shared documents on the [Ariba Supplier Information Portal](#). To create a ticket to the Ariba Help Center, please follow this [procedure](#).

If you still have a question or your problem persists after consulting this portal and after contacting the Ariba Help Center, you can, as a last option, contact ArcelorMittal support at the following email address: digipace.contact@arcelormittal.com

3. What does ASN (Advanced Shipping Notice) stand for ?

Advanced Shipping Notice (ASN) or Ship Notice is a document used in Ariba to provide advance notification of an upcoming shipment. It contains detailed information about the goods being shipped and is typically sent by a supplier to a buyer before the actual physical delivery of the products.

The ASN serves as a communication tool that allows both parties to better plan, coordinate, and manage the logistics and the inventory management.

ASN Creation and Requirements

4. From which date is the use of ASN mandatory?

From now, we expect you to create an ASN for all material orders. This process is now mandatory for all our suppliers' receiving orders for materials.

5. Is the creation of the ASN mandatory for all orders?

ASN creation is mandatory for all materials orders, excluding Framework Orders and consignment stock. Service orders are excluded from this process.

6. Are there criteria for whether a supplier has to submit an ASN or not?

No, all suppliers are required to submit an ASN for material orders unless specified otherwise.

7. How early in advance should an ASN be submitted before effective delivery?

The ASN should be created as soon as the details of transport/shipment are known. This allows the buyer to prepare for the incoming delivery and manage inventory and logistics accordingly.

8. Is it necessary to create a separate ASN for each order?

Yes, we request a separate ASN for each order.

9. What should I do with partial deliveries ?

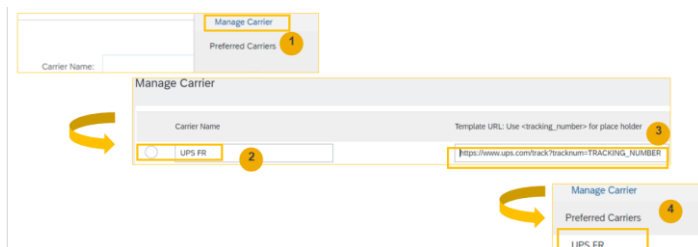
For partial deliveries, you can generate multiple ASNs for the same order if items are shipped on different dates, allowing for accurate tracking and receipt of each shipment.

10. Can the ASN be created if the confirmed delivery date is due ?

Yes, it is possible. Creating the ASN when the delivery date is due will enable ArcelorMittal to know when the order will actually be delivered. It will also permit ArcelorMittal to be prepared for the goods receipt.

11. What should I do if the carrier is not included in the list of carriers in Ariba?

If you cannot find your carrier in the Ariba default dropdown list, you need to create your own carrier as indicated in the procedure below :



12. What carrier should I select when I deliver my products myself?

If you cannot find your carrier in the Ariba default dropdown list or if carrier is not known, you need to select "Other" as a Carrier Name and follow the procedure below :



1. If you cannot find your carrier in the Ariba default dropdown list or if carrier is not known, you can select "Other" as a Carrier Name :
 1. Click on **Carrier Name**
 2. Select **Other** in the dropdown list
 3. Add a **Carrier Name**. If the carrier is not known, you can add **N/R** or **Not Known**
 4. Add the **Tracking number**. The tracking number serves as a unique identifier for your package. It helps identify the delivery with a barcode that can be scanned by ArcelorMittal, and therefore create the inbound delivery for the Goods Receipt

13. Is a tracking number necessary if the supplier delivers by his own transport or if the carrier does not work with a tracking number?

Yes, a tracking number must always be provided. In case you deliver goods by our own and you do not have a tracking number, you need to add the same value entered in the "Packing Slip ID" of your ASN in the Tracking number field. In other words, you will notice Packing Slip ID value in the field "Tracking Number".

14. Where can I get the packing slip ID?

The packing slip ID is the title of your ASN in Ariba, and you can create it based on your internal reference, such as the delivery note number or something else that you will choose as a supplier.

15. How is the barcode generated with the ASN?

As part of the ASN creation, the barcode must be printed by the supplier or by the carrier. This barcode needs to be printed to appear on the delivered package with reference to the tracking number. In case you deliver goods by our own and you do not have a Tracking Number, please enter the Packing Slip ID value in the Tracking Number field.

16. With the creation of the ASN in Ariba by the supplier, does this change the way of receiving the goods (GR) for ArcelorMittal?

The ultimate goal is that the supplier creates the ASN in Ariba, which will generate an inbound delivery in the buyer's SAP system. This allows the receiver to efficiently and accurately receive and verify goods against the inbound delivery document upon their arrival, thereby streamlining the entire goods receipt process.

17. Is it possible to invoice an order for which the ASN has not been created?

We have not blocked the creation of the invoice if the ASN is not created, but it is mandatory to create an ASN for all material orders, and ArcelorMittal will be attentive to suppliers who don't create ASNs.

Integration and Technical Questions

18. Is there any possibility of integrating the sending of orders, confirmations, and shipping notices through cXML files?

Yes, integration through cXML files is possible. For all integration project related questions, please contact digipace.contact@arcelormittal.com for further information.

19. Is it possible to automate the creation of ASNs (through EDI)?

Yes, EDI integration is possible. Please contact digipace.contact@arcelormittal.com for more details.

20. Is the creation of ASNs automatically activated in the supplier account?

Yes, the creation of ASNs should be automatically activated in your Ariba supplier account. If not, you can create a ticket for the Ariba experts if you cannot find the answer in the shared documents on the [Ariba Supplier Information Portal](#). To create a ticket to the Ariba Help Center, please follow this [procedure](#).

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