

U.S. ERP Deployment Carrier Toolkit

June 2018

Agenda

Presentation

30 minutes

Submit Questions

5 minutes

Respond to Questions

25 minutes

**We're making it
easier to do
business
together**



We are implementing a new global Enterprise Resource Planning (ERP) system, one that will link business processes, countries, people and information through a single, integrated platform. We value our relationship with our carriers and strive to keep you informed about the changes you will see. In this document you will find clear, accessible details about upcoming changes.

Please note that you may be transacting with 3M in more than one system for a period of time.

This document and additional information regarding this US deployment may be found at <http://3M.com/SupplierDirect>

eCommerce: Supplier Collaboration

3M is expanding the use of eCommerce supplier collaboration tools and increasing our electronic trading relationships with suppliers. The use of eCommerce to transact business with 3M is a mandatory expectation of all suppliers.

These tools will enable suppliers to view a process electronically:

- Purchase Orders (PO) – view, download or interface directly into a Supplier’s ERP system
- Purchase Order Acknowledgments (POA) – confirm and correct details of purchase orders
- Advanced Shipping Notices (ASN) – confirm details of shipment quantities, dates prior to shipment
- Invoices – send electronic invoices
- Electronic Funds Transfer – electronic payment of invoices
- Online catalogs – view products and product details 24/7 online

The benefits to 3M and our suppliers will be:

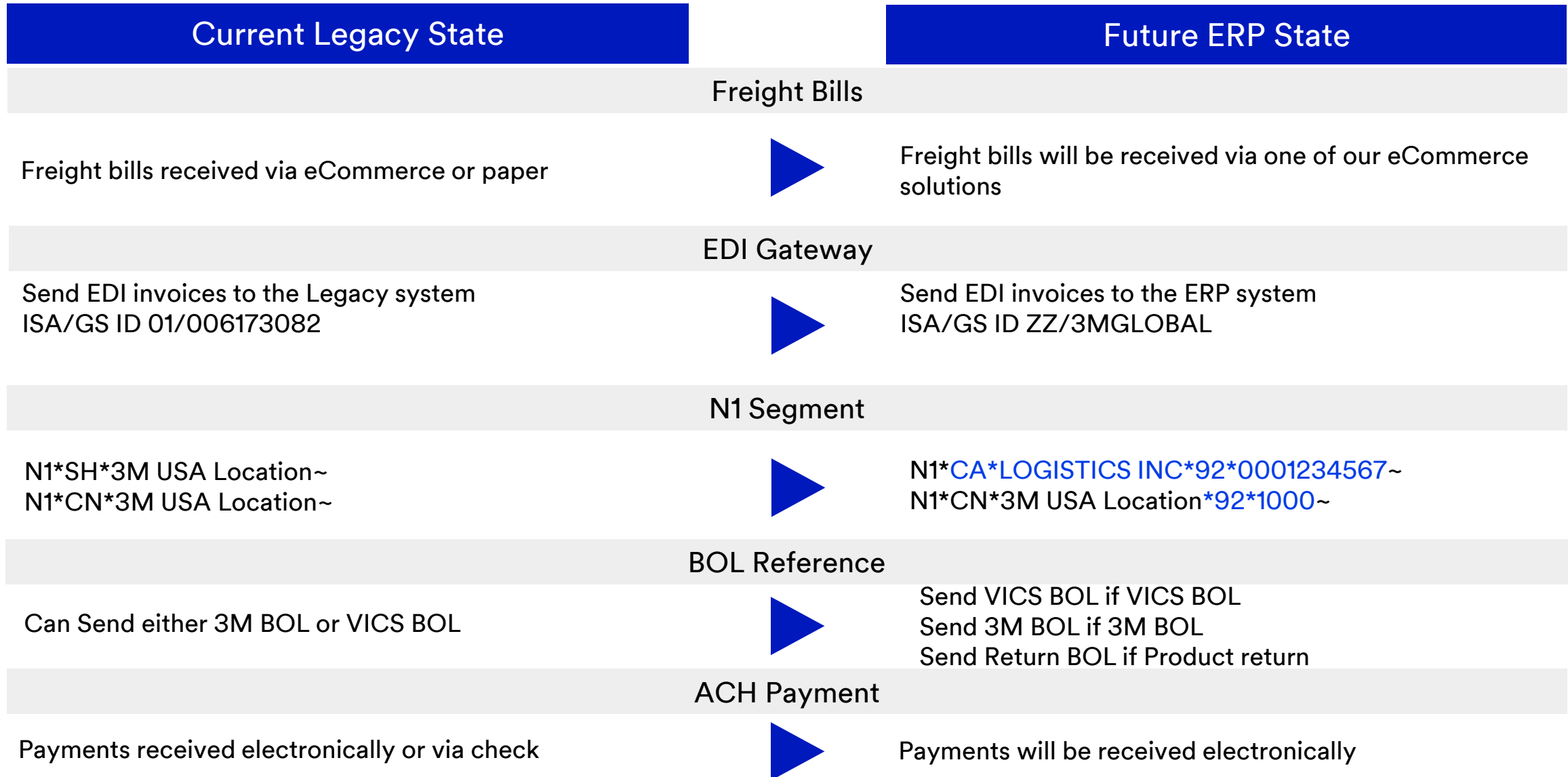
- Real-time communication and visibility of purchasing data
- Reduction in paper, manual data processing and lost paperwork
- Early identification and correction of errors in purchasing data
- Reduction in receiving and invoice match exception errors
- Improvement in data processing accuracy and efficiency
- Enable invoices to be paid on time

eCommerce Tools:

- Ariba Network – covers most purchases (direct, indirect) but **not** sub-contracting POs
- Electronic Data Interchange (EDI) – covers all purchases (direct, indirect, sub-contracting POs)
- Corcentric – covers all purchases (direct, indirect, sub-contracting POs)
- Supply Network Collaboration (SNC) – covers sub-contracting POs. Also supports inventory collaboration with suppliers (sharing of net demand, Supplier Managed Inventory (SMI))

Questions? Contact: STPeCommerceAmericas@mmm.com

eCommerce Requirements: EDI 210



BOL Reference Numbers: Standard

3M Standard BOL numbers are 8-10 digits long and will be in the following format: 2-4 digit alpha-numeric prefix followed by 6 trailing numbers.



Example: FYCG123456

SHIPPING ORDER STRAIGHT BILL OF LADING <small>Subject to the terms of the Original Bill of Lading</small>							3M BILL OF LADING NO. EDCG008971	
CHARGES TO PREPAID		CARRIER REF. NUMBER	INSIDE DEL.	DEL APPT.	DELIVERY APPOINTMENT DATE/TIME	DEL SORT	EQUIPMENT	FROM AT 51 COMMERCE DR Mechanicsburg PA 170502608
C O N S I G N E E	[REDACTED]		MODE	SCAC-CARRIER NAME	CAR OR VEHICLE INITIALS & NO.	PAGE	DATE SHIPPED	
	[REDACTED]		LT	[REDACTED]	[REDACTED]	2 of 2	[REDACTED]	
	[REDACTED]		SPECIAL INSTRUCTIONS		** SEAL **	[REDACTED]		
[REDACTED]		DEST. RSCA	COUNTRY US					

BOL Reference Numbers: VICS

A VICS BOL will be used if the customer requires. VICS BOL numbers are 17 numeric digits long and always start with the numbers 0212. Must be the BOL referenced if provided.

Example: 02120000009968616

Date: [REDACTED]		Shipper Provided Short Form		BILL OF LADING		ORIGINAL - NOT NEGOTIABLE		Page: 1 of 2	
SHIP FROM				3M		Bill of Lading Number:			
Name: 3M DeKalb North Dist Center		Address: 1250 Macom Drive		City/State/Zip: DeKalb IL 601158764		02120000005545794			
SHIP TO				Name: [REDACTED]		CARRIER NAME: [REDACTED]		Trailer number: [REDACTED]	
Address: [REDACTED]				Location #: [REDACTED]		Seal number(s): [REDACTED]		SCAC: [REDACTED]	
City/State/Zip: [REDACTED]				SID#: [REDACTED]		Pro number: [REDACTED]			
THIRD PARTY CHARGES BILL TO				Name: [REDACTED]		Freight Charge Terms: freight charges are prepaid unless marked otherwise)			
Address: [REDACTED]				City/State/Zip: [REDACTED]		Prepaid <input checked="" type="checkbox"/> Collect <input type="checkbox"/> 3rd Party <input type="checkbox"/>			
SPECIAL INSTRUCTIONS				[REDACTED]		<input type="checkbox"/> Master Bill of Lading: with attached underlying Bills of Lading			

BOL Reference Numbers: Returns

- 3M has two types of return goods shipments. Return BOL numbers will be a 10 digit number starting with either a 6 or 1 (ex.6102123456, 1001234567, etc)

Example: 6102123456, 1001234567, etc.

SHIPPING ORDER STRAIGHT BILL OF LADING		RECEIVED, subject to individually determined rates and contracts that have been agreed upon in writing between the carrier and shipper, if applicable, or otherwise to the rates, classifications and rules that have been established by the carrier and are available to the shipper, on request. The property described below in apparent good order, except as noted (contents and condition of contents of package unless otherwise noted), marked, consigned, and delivered as shown to the carrier who agrees to carry to destination if on its route or otherwise to deliver to another carrier on the route to destination. It is mutually agreed, as to each carrier of all or any portion of said property over all or any portion of said route to destination, and as to each party at any time released in all any of said property, that every service to be performed hereunder shall be subject to all terms and conditions of the Uniform Bill of Lading set forth in the National Motor Freight Classification 100-X and successive issues. Shipper hereby certifies that he is familiar with the terms and conditions of the said bill of lading, including those set forth in the classification or tariff which governs the transportation of this shipment and the said terms and conditions are hereby agreed to by the shipper and accepted for himself and his assigns.					3M BILL OF LADING NO. 1002337841	
CHARGES TO BE	CARRIER REF. NUMBER	INSIDE DEL.	DEL APPT.	DELIVERY APPOINTMENT DATE/TIME	DEL SORT	EQUIPMENT	FROM	AT
							3M	3050 Corporate Drive
3M FOREST CITY							DEKALB IL 60115-9299	
CONSIGNEE	806 W CRYSTAL LAKE ROAD	MODE	SCAC-CARRIER NAME		CAR. OR VEHICLE INITIALS & NO.	PAGE	DATE SHIPPED	
	FOREST CITY IA	TM-LTL			4413454	1 of 1	11.14.2017	
	HANCOCK 50436-2337	SPECIAL INSTRUCTIONS						
		DEST.	COUNTRY					

Freight Billing Overview

Prepaid Outbound Shipments

- Processed through 210 EDI or Collaboration Portal
- Reference number is the Bill of Lading
- Send Accessorials charges tied to BOL via EDI*
- Returns process

Inbound, Collect or 3rd Party Shipments

- Processed through Data2Logistics
- Reference number is the 3M PO Number
- Send 3M assessorial charges with original freight invoice

Dedicated & Shuttling Services

- Processed through Ariba/Corcentric
- Processed through standard PO
- Weekly/Monthly Billing

Billing Tools

- Integrated EDI 210
- Ariba/Corcentric
- Collaboration portal
- Data2Logistics

Remittance: EDI Invoice Status

Carrier will continue to receive email communications on the following:

- Validation Failures – Reference information was invalid and could not match the invoice to an existing shipment in 3M's system.
- Disputes – 3M rejects the invoice or short-pays the carrier (3M's rate does not match the proposed amount)

3M expects carriers to monitor communications and take appropriate action to resolve discrepancies, enabling timely payment.

Remittance: Payments

Carrier can choose ONE:

- eMail – provide appropriate eMail address to 3MAPGSCUS@mmm.com
- EDI 820 – Same feed as the EDI 210
 - Integrated EDI: 3MAPGSCUS@mmm.com
 - Web Portals: Contact Ariba/Corcentric
- CTX – Contact carrier's bank & 3MAPGSCUS@mmm.com

Please contact appropriate party with your selection

Billing Changes

Current Legacy State

Future ERP State

Prepaid Outbound Freight Bills

All 3M US sites except Forest City & Roanoke



All 3M US Sites Effective 8/2/18

Accessorial Bills

Accessorial bills on paper invoices



Accessorial bills via EDI*

Limit Order eCommerce Tool

eSettlements portal



Ariba/Corcentric

Payment Agent

Western Union



JP Morgan*

* 3M Billing Guide gets into further detail

Billing Changes

Current Legacy State

Future ERP State

Accounts Payable Contacts

3M Sourcing Operations Response Center (SORC) Phone:
(651)-575-6450



Utilize your eCommerce tool or send email to:
3MAPGSCUS@mmm.com

Address for prepaid, outbound paper invoice by exception only

Most invoices are sent electronically; paper invoices by
exception only are sent to:
3M Company
PO Box 33400
St. Paul, MN 55133-3400



Invoices will be sent electronically
Paper invoices sent by exception only to the “Send Invoices
To” address on the PO or BOL

Interim State

- Will use Legacy & ERP systems on PO's for a period of time

Prepaid

- Freight Bills have separate gateways for Legacy & ERP Activity
 - Legacy: 'Bill To' addresses have PO Box 33400 before August 2nd
 - ISA/GS ID 01/00617382)
 - Except for Roanoke & Forest City – already on ERP
 - ERP: 'Bill To' addresses will have PO Box 33115 after August 2nd
 - ISA/GS ID ZZ/3MGlobal

Inbound or 3rd Party

- For PO activity, respond to the system from which you received the PO
 - Legacy PO number starts with USMMM...
 - ERP PO is a 10-digit number

FAQ

Questions

Answers

How will we be able to determine from which system the BOL is issued ?

- Legacy: 'Bill To' addresses have PO Box 33400 before August 2nd
 - ISA/GS ID 01/00617382)
 - Except for Roanoke & Forest City
- ERP: 'Bill To' addresses will have PO Box 33115 after August 2nd
 - ISA/GS ID ZZ/3MGlobal

Who do I contact regarding BOL questions?

3MBOLDesk@mmm.com

Who do I contact regarding billing questions?

Legacy: jthelen@mmm.com

ERP: 3MAPGSCUS@mmm.com

Who do I contact about eCommerce questions?

STPeCommerceAmericas@mmm.com

Resources and Contacts

- 3M Supplier Direct: (US ERP Deployment > Carrier Toolkit)
https://www.3m.com/3M/en_US/suppliers-direct/suppliers/shipping-transportation/
- As always, please reach out to your 3M Sourcing or Transportation Contact with questions
- Targeted questions can be directed to:
 - US Carrier Readiness: US_splr_readiness@mmm.com (Carrier Toolkit)
 - EDI: STPeCommerceAmericas@mmm.com
 - Ariba eCommerce Questions: 3Menablement@Ariba.com
 - Corcentric eCommerce Questions (i-forms, EDI) 3mglobal@corcentric.com
 - Bill Of Lading (BOL): 3MBOLDesk@mmm.com
 - Invoices/Payments: 3MAPGSCUS@mmm.com

Take Aways:

- Understand the Interim State: Dual systems
 - ERP
 - Legacy
- Understand Different billing scenarios
 - Prepaid outbound
 - Collect / 3rd Party Inbound
 - Services
- Communicate 3M Billing Guide to appropriate internal parties (e.g. Accts Rec, Billing)
 - https://www.3m.com/3M/en_US/suppliers-direct/suppliers/shipping-transportation/
- Monitor communication and take appropriate action to resolve communicated issues, enabling timely payment