



Instruction for Business Process Release: Supplier Complaint Management

System: SAP ECC 6.0

Module: Quality Management Document No. : IM_QM_001

Title: Complaint Management

Subtitle: Business Process

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Last Updated by : Vivek Sharma
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L Background

In IEE SAP system, Quality notifications would be used to manage the existing complaint management system. Currently IEE follow following three business processes.

- 1. Customer Complaint Management System
- 2. Supplier Complaint Management System
- 3. Internal Complaint Management System

Quality notifications would help IEE in managing their complaint management system from initiating the complaints to finally closing the complaints with complete analysis and reporting which would be further used for communicating with both internal and external customer and suppliers.

This document highlights the various steps involved in completing a Supplier Complaint in SAP successfully so that the subsequent reporting systems can be used.

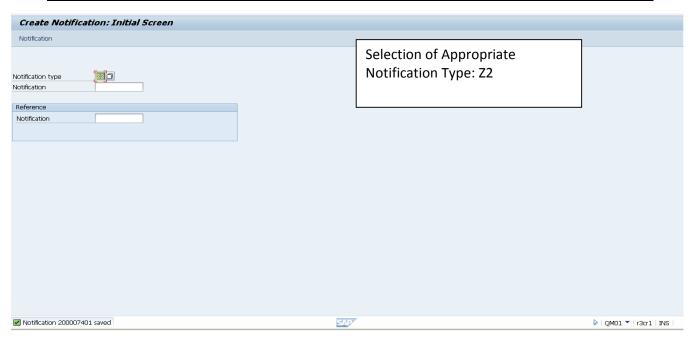
2 Supplier Complaint Management

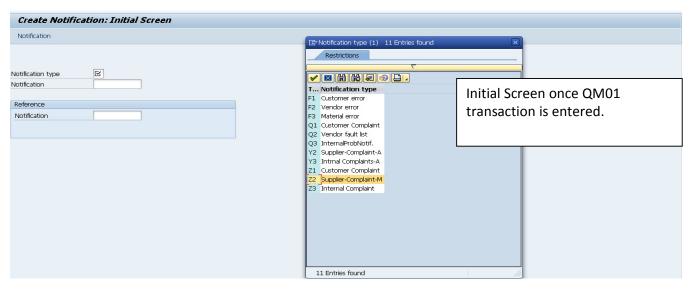
2.1 QM01: Create Supplier Complaint







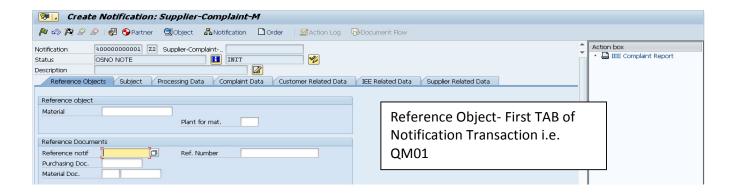


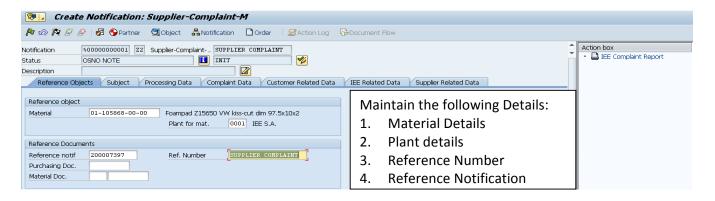


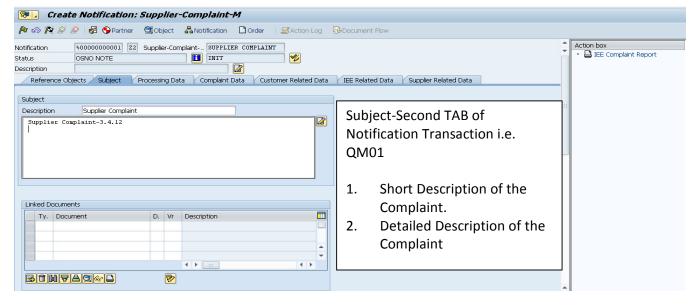






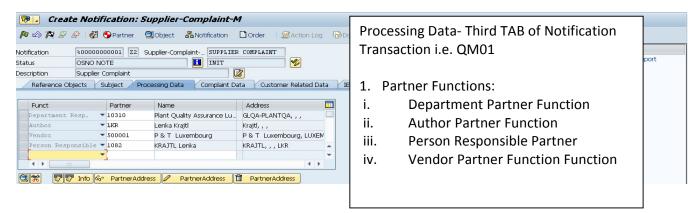


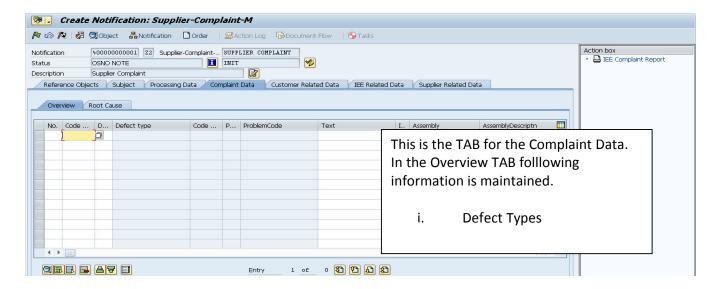


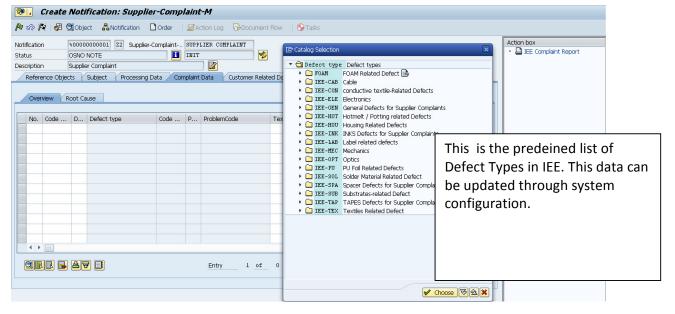






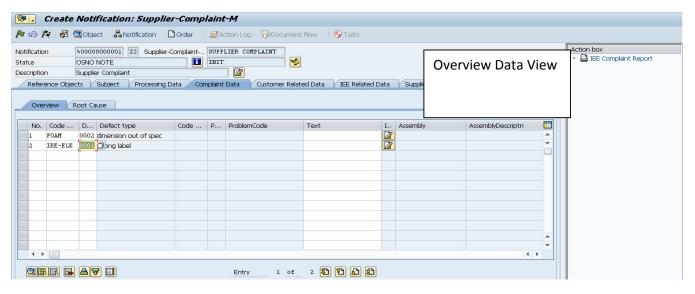


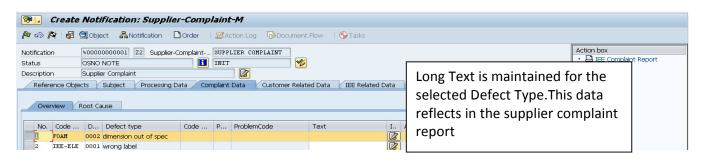




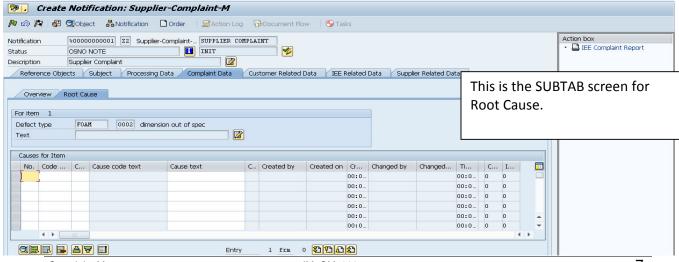






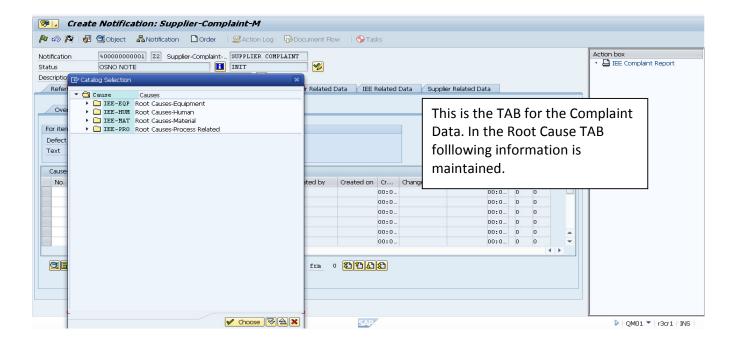


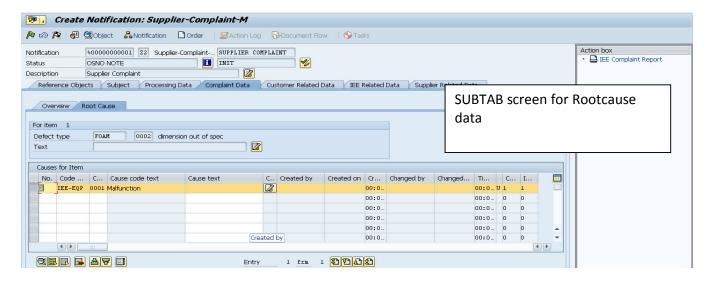










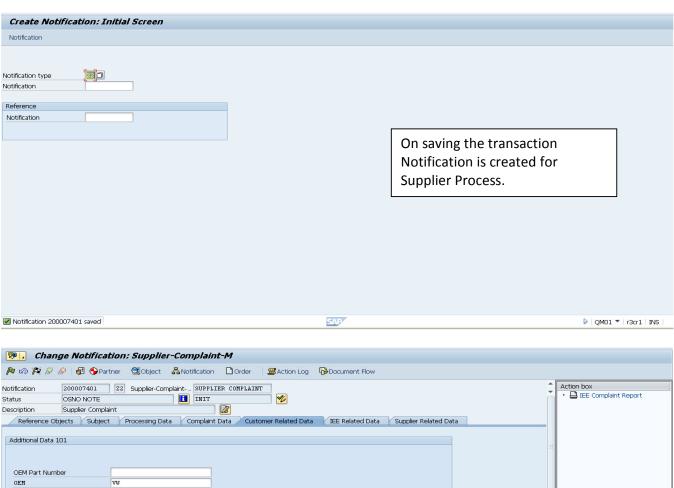


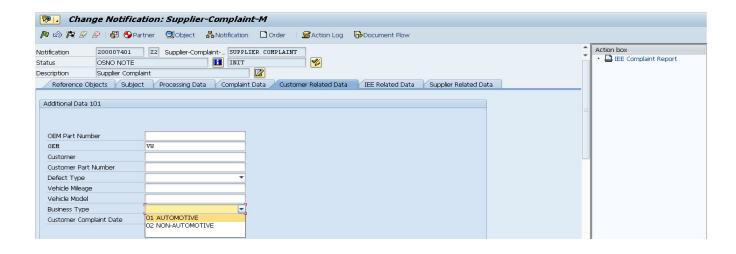


Customer Customer Part Number Defect Type

Vehicle Mileage Vehicle Model Business Type Customer Complaint Date 01 0 KM 02 Field Complaint 03 Logistics Complaint

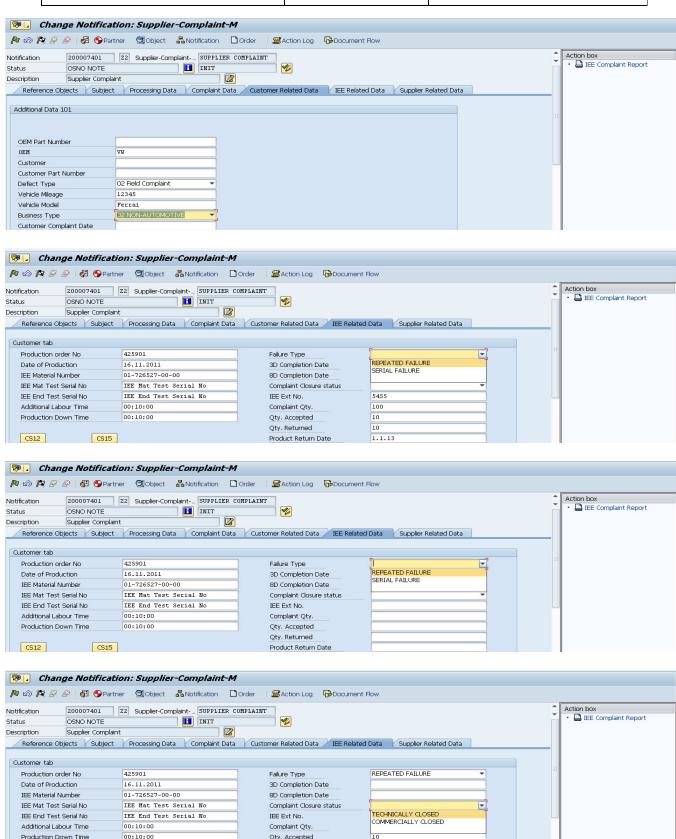












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1.1.13

Oty. Returned

Product Return Date

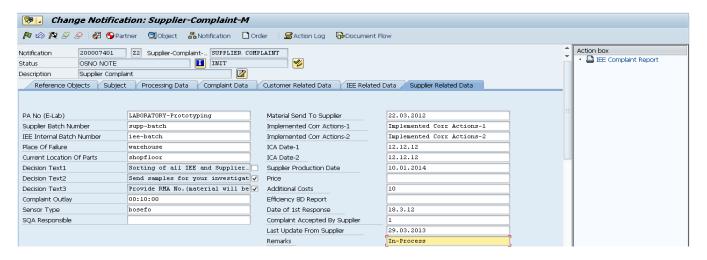
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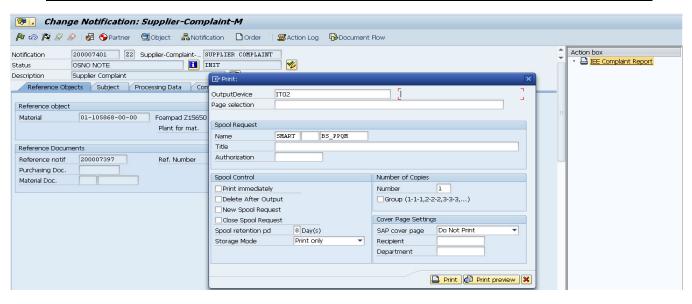
















Complaint Report innovation Complaint Report No. 200007401 KR No. (QA) SUPPLIES IEE Contact: Lenka Krajtl Supplier UPPLIER COMPLAINT upplier No PA No. (E-Lab) Phone No. lddress IEE Ext No. 000005455 Issue Date 3.04.2012 E-Mail in coming inspection@iee lu Phone No Changed On Date Claimed / delivery Details Vo. Sensor R3 No. Ra Name Of Raw Material 1-726527-00-00 1-105868-00-00 Foampad Z15650 VW kiss-cut dim 97 5x10x2 hort Failure Description dimension out of spec wrong label Detailed Failure Description ersor Details & Additional Information , refer to claimed position number o [EE Mat Test Serial No | [EE End Test Serial No | [EE Frod No IEE Mat Test Serial No IEE Frod Order N Sensor Type | Production Hinish Date Vehicle Model Current Location Of The Claimed Part EE MATTEST SERIAL NO EEE END TEST SERIAL NO 16.11.2011 Addittional Expenses orting of all IEE and Supplier stock, replace affected material Additional Labour Time Send samples for your investigation 00:10:00 Minutes Provide RMA No. (material will be shipped back without Return Material Authorization No. Production Down Time Bease send the 3-D report within 48 hours after receipt of this complaint and the 8-D report within 14 days to incoming inspection@iee.lu. Response shall always be in English and refer to IEE complaint number. Best Regards Lenka Krajtl Fib Same: IEE, Complaint, Report 3: 1-62. A. SAE Whitegeron 11, Rus Edmand Fourer L-5320 Cantum Tobphone + 1582 2454. Fax 1552 2454 3200 Information included in this document in the property of IEE. Copyrise of disclosure of its consumer, is series by confidential.

3 Supplier Complaint Management: Status Definitions

3.2 Complaint Management: Status

Status in Complaint management would be independent of the Respective Complaint Process and would have the same interpretation across the release. Following is the definition of various statuses which would in usage.

1. OSNO: Outstanding notification

2. NOTE: Notification (external)

3. NOPR: Notification in process

4. OSTS: Outstanding task(s) exist(s)

5. NOCO: Notification Completed

6. ATCO: All Tasks Completed

7. TSOS: Task Outstanding

8. NOTI: Notification (internal)

TSRL: Task Released
 TSCO: Task Completed

11. TSSC: Task Successful

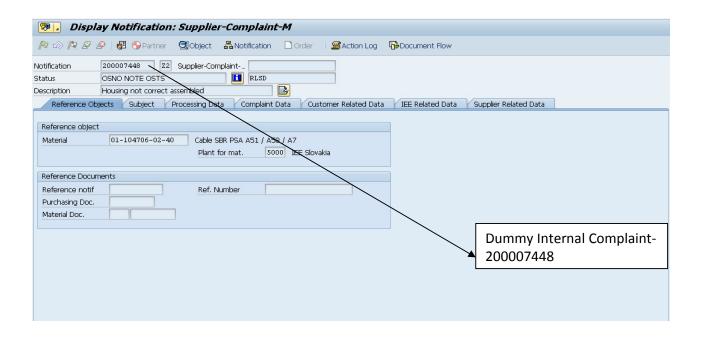
Complaint Management IM QM 002 13





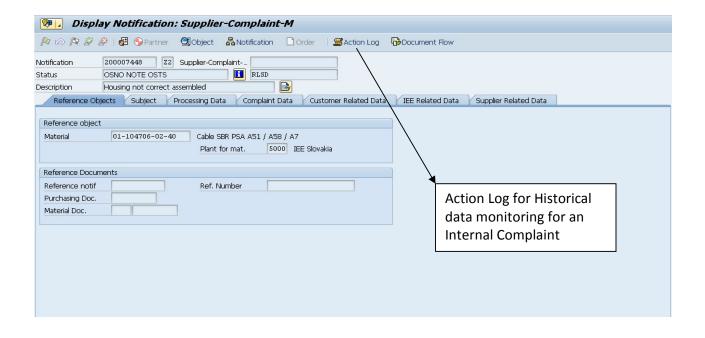
Supplier Complaint Management- Historical Data Monitoring

4.3 Detailing for Historical Data Tracking:





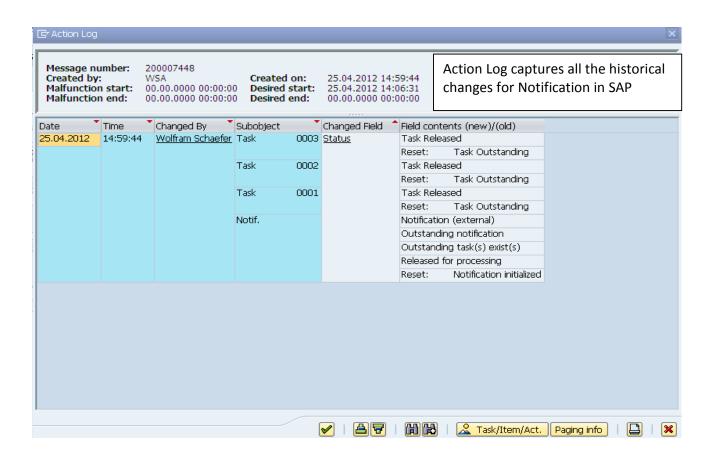








4.4 Detailing for Historical Data Tracking: Action Log







Signoff:

Name	Role	Status (Ap- proved/Rejected)	Signature	Date
Olivier Gasche	Project Sponsor			
Georg Thome	IT SPOC.			
Joerg Reicherz	Key User			
Kai Windel	Substitute Key User			
Jolanta Viskere-Apine	Local Key User IEE Lux- embourg			
Rena Yang	Local Key User IEE China			
Martin Martinko	Local Key User IEE Slovakia			
Sang-Jun KIM	Local Key User IEE Korea			
Jaret JARDINE	Local Key User IEE USA			