MAHLE Advance Shipping Notice (ASN) Guideline

Version 1.0

Content

List of Abbreviations

ASN	Advance Shipping Notice
Delivery date	Date on which material is delivered to MAHLE plant
EDI	Electronic Data Interchange
GR	Goods Receipt
GTL	Global Transport Label
Pick-up date	Date on which material is collected from the Supplier's shipping docks
Transmission date	Date on which ASN is sent out to MAHLE
VDA	Verband der Automobilindustrie (German Association of the Automotive Industry)

Document History

Version	Date	Changes
1.0	01.01.2025	Guideline creation

Contact

If you have any questions regarding the implementation of this guideline, please contact your responsible MRP Controller at the MAHLE plant to be supplied.

1. Definition of Advance Shipping Notice

An Advance Shipping Notice (ASN) is an Electronic Data Interchange (EDI) document detailing the delivery or arrival of goods. Prepared by the Supplier, it is shared with the customer to confirm the shipment is in transit and to ensure a smooth Goods Receipt (GR) process. ASNs are also crucial for materials planning. Therefore, the Supplier must send an ASN to MAHLE via EDI for each shipment or pick-up.

Since the ASN confirms that the material is in transit, the Supplier must transmit the ASN no later than 30 minutes after the goods have left the Supplier's shipping docks. The transmission date must match the pick-up date.

Any delivery without an ASN means additional effort is required to process the shipment. Consequently, MAHLE reserves the right to invoice the Supplier for any additional costs incurred in handling the shipment, as outlined in the MAHLE Logistics Failure Catalogue, available on the MAHLE Homepage > Purchasing > General guidelines and documents for suppliers (https://www.mahle.com/en/purchasing/general-guidelines-for-suppliers/). Various types of errors can occur with ASNs. For a comprehensive overview, please refer to 4. Advance Shipping Notice Checking Process.

Working with ASNs is a fundamental requirement in the automotive industry. MAHLE suppliers are expected to adhere to global standards and best practices, including the use of ASNs for the benefit of both parties. Therefore, MAHLE will not cover any additional costs arising from this requirement.

The required message formats are detailed in the MAHLE Electronic Data Interchange (EDI) Guideline, available on the MAHLE Homepage > Purchasing > General guidelines and documents for suppliers (https://www.mahle.com/en/purchasing/general-guidelines-for-suppliers/).

MAHLE aims to implement the use of ASNs across all its plants. To avoid potential disruptions, this change is being rolled out in stages.

2. Structure of Advance Shipping Notice

The content of the ASN must include the following information:

1. **Supplier number**

2. **Schedule agreement number** (or Purchase order number)

3. **MAHLE material number**

4. **Correct unit of measure** [e.g. kg, m] (according to the schedule agreement)

5. **Estimated delivery date** (for more information, see MAHLE Global Logistics Guideline, available on the MAHLE Homepage > Purchasing > General guidelines and documents for suppliers (https://www.mahle.com/en/purchasing/general-guidelines-for-suppliers/)

6. **Packaging information/structure** in accordance with MAHLE packaging instructions, using MAHLE packaging codes and Handling Unit ID

7. **External ID (SID) number**
   a. Unique within 12 months

   b. Must match the delivery note number

In the event of a failure to create or transmit the ASN successfully, please contact your MRP Controller at the respective MAHLE plant.

The information transmitted in the ASN must match the details stated in the Global Transport Label (GTL). For further information on the GTL, please refer to the MAHLE Global Transport Label (GTL) Guideline available on the MAHLE Homepage > Purchasing > General guidelines and documents for suppliers (https://www.mahle.com/en/purchasing/general-guidelines-for-suppliers/).

Suppliers are also provided with training documents and videos on the MAHLE Homepage > Purchasing > MAHLE goes Ariba (https://www.mahle.com/en/purchasing/ariba/pm/#training) to assist them in understanding how to transmit ASNs within the SAP Business Network (Ariba). SAP Business Network (Ariba) is the WebEDI solution used by MAHLE.

3. Benefits of using Advance Shipping Notice

There are numerous advantages of using ASNs:

- **Cyber security:** Data transmission via EDI connections (e.g. with ASNs) is significantly more secure than traditional communication channels.

- **Increased visibility:** An ASN confirms that material is in transit. By using ASNs, deliveries can be tracked more accurately, and backlogs can be avoided. This benefits both parties, especially in the context of consignment stock.

- **Scorecards:** At MAHLE, we evaluate all suppliers based on their logistics quality, with the use of ASNs being a key evaluation criterion. Suppliers who excel in this process may benefit from higher ratings, potentially leading to involvement in more future projects with MAHLE.

4. Advance Shipping Notice Checking Process

Error Category	Error	Description
4.2 Packaging Error	ASN missing	Check chapter 4.1 Advance Shipping Notice missing
4.2 Packaging Error	Error while generating packaging data.	Check chapter 4.2 Packaging Error
4.2 Packaging Error	52/packaging error: The material XYZ is not intended in packing instruction.	Incorrect material has been declared in the packaging structure. For more information about packaging errors – check chapter 4.2 Packaging Error
4.2 Packaging Error	Packing instruction 2 – level/ IDoc 1 – level packed.	Mismatch between packaging instruction and ASN packaging information
4.3 Hard Error	SID "0000" is not unique within X months.	The ID of the delivery note has been duplicated
4.3 Hard Error	The external ID of the delivery note is not unique.	The ID of the delivery note has been duplicated
4.3 Hard Error	SPEEDI: For order number no purchasing document was determined!	Purchasing document has not been included in ASN
4.3 Hard Error	No suitable purchasing document found.	Purchasing document has not been included in ASN
4.3 Hard Error	EDI: Receiver partner number in control record is default.	An error has been identified in the control record
4.3 Hard Error	Material "XYZ" does not exist	Material number in ASN is incorrect

4.1 Advance Shipping Notice missing

Due to an error in the ASN, the MAHLE warehouse must manually log goods, which extends the processing time for the inbound (GR) stage. MAHLE will contact you to prevent manual bookings for future deliveries. EDI connection and the use of ASNs are essential for efficient cooperation.

Main reasons for the error "ASN missing":

- **No established EDI connection to MAHLE:** Please contact the responsible MAHLE representative as stated in the MAHLE Electronic Data Interchange

(EDI) Guideline available on the MAHLE Homepage
> Purchasing > General guidelines and documents for suppliers (https://www.mahle.com/en/purchasing/general-guidelines-for-suppliers/).

- **ASN transmitted but stopped due to a hard error:** Please refer to chapter 4.3 Hard Error.
- **ASN transmitted after GR:** Remember that the **pick-up date** must match the **transmission date**. Please submit the ASN no later than 30 minutes after pick-up.
- **ASN not transmitted by the Supplier.**

4.2 Packaging Error

The ASN contains packaging information, which allows the warehouse to determine the number of Handling Units in transit and their physical packaging type.

The Supplier must pack its material "as-is", meaning the packaging data in the ASN must reflect the actual physical packaging. Failure to do so will result in a packaging error. In addition, each material has specific packaging instructions detailing how it should be packed. Upon receipt of the ASN, the system compares the packaging data in the ASN with these instructions. Any discrepancies will generate a Packaging Error. If the packaging data in the ASN does not match the packaging instructions, this issue must be resolved by MAHLE and the Supplier.

To avoid packaging errors, the physical packaging must comply with both the ASN and the packaging instructions. Packaging instructions are created by a designated person at the MAHLE plant. Any discrepancies must be promptly addressed to prevent recurring errors. Please contact the MRP Controller in the respective MAHLE plant.

4.3 Hard Error

A hard error results in an ASN STOP status, indicating that no inbound delivery is logged automatically. Consequently, the MRP Controller and warehouse staff do not see the ASN or the incoming shipment. When the goods arrive at the warehouse, employees must manually log the delivery. This situation also triggers another error, "ASN missing". For more information, please refer to chapter 4.1 Advance Shipping Notice missing.

4.4 Repetition of Errors

If the error occurs repeatedly and the Supplier does not provide feedback or updates to MAHLE, a quality notification will be created. Once a complaint is logged in the system, the Supplier is immediately informed via email. It is important to note that from the date of the complaint, the Supplier has four weeks to provide feedback in the 8D report.

The complaint will be closed after four weeks, and a debit note will be issued based on the ASN and GTL performance. The fee for logistical claims is calculated according to the MAHLE Logistics Failure Catalogue, which can be found on the MAHLE Homepage > Purchasing > General guidelines and documents for suppliers (https://www.mahle.com/en/purchasing/general-guidelines-for-suppliers/).