



QUICK GUIDE OCS-Web

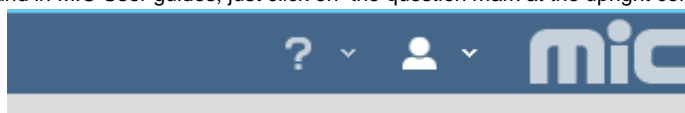
For Scania suppliers – Long Term Supplier's declarations (Country of Origin)



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More information and details are to be found in MIC User guides, just click on the question mark at the upright corner;



1. Click on the link in the e-mail that takes you to SSP (Scania Supplier Portal):

Dear Sir/Madam,

It is time for you to provide a Long Term Supplier's Declaration (LTSD) to Scania! As it is important for Scania to be able to provide correct information regarding the origin of trucks, buses, engines, gensets and spare parts that we deliver to our customers world-wide, your support is required. By completing and submitting the LTSD for the parts supplied by your company you help Scania with this endeavour. Please submit the requested information by 2019-07-24

In order to complete the LTSD please log in to Scania Supplier portal (SSP) and click the link for OCS Web, which you should find under Applications. In OCS Web you will find the parts for which we require an LTSD from you. As we have experienced some issues with our notification system, resulting in some of our suppliers not receiving any notifications for an extended time period, there might be multiple documents in portal that require your attention. If so, please only set the valid to date for documents starting with E18 to 2018-12-31. If there are even older documents (starting with E17 or E16) still open in the portal, please contact customs@scania.com for guidance. Unfortunately the system will also send out one notification per open document, which if there are multiple open documents will result in numerous emails sent out by us. We sincerely apologize for this inconvenience!

Please fill out the information requested and finalize the document. If you have any questions regarding OCS Web or LTSDs please consult the quick guide, found under the CoO tab on SSP or contact customs@scania.com. If you have any questions regarding your login (password reset etc.) or other SSP related issues please contact: supplier_portal.helpdesk@scania.com

Link: <https://supplier.scania.com/> Your Supplier number: 06801

Thank you for your cooperation!

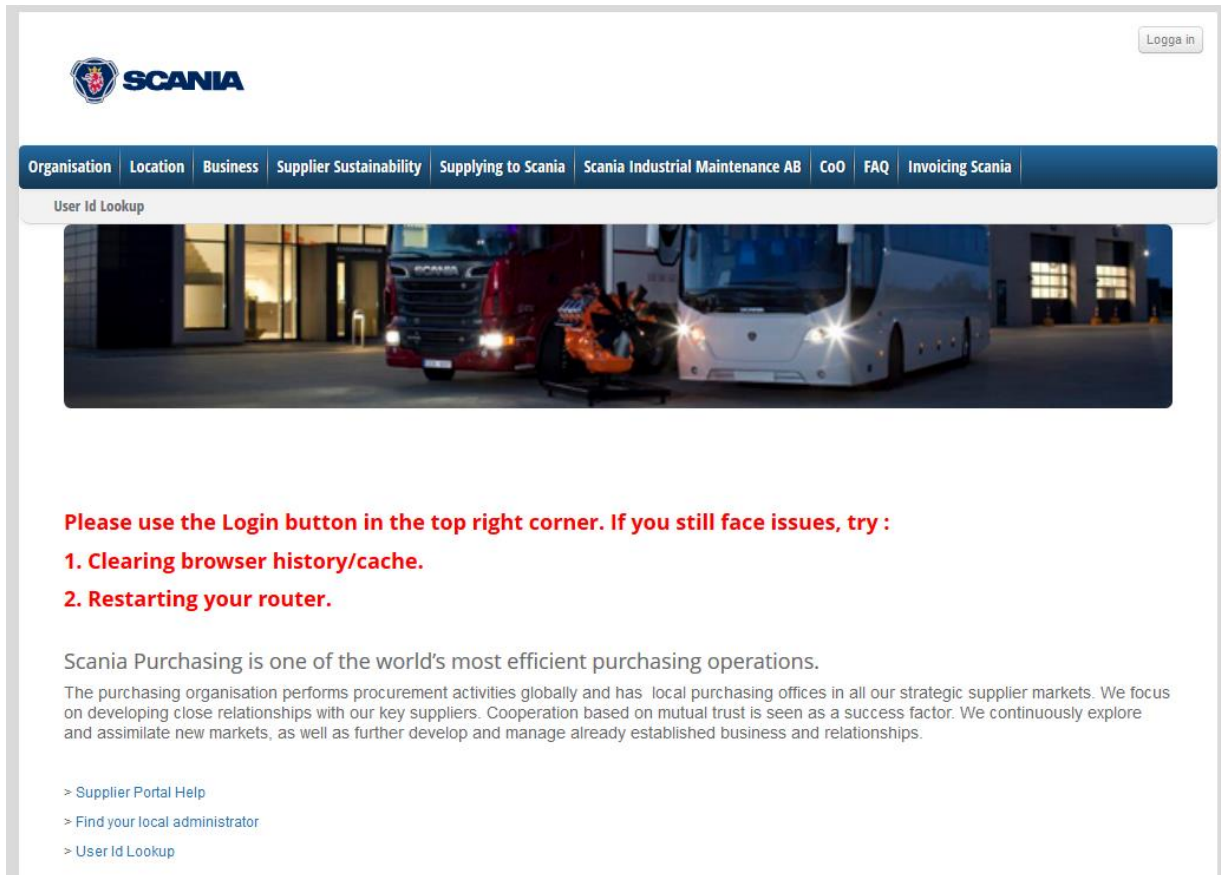
Best regards,

Niclas Lindmark Phone: +46 8 553 815 28

E-mail: customs@scania.com

ZT Taxes and Customs department, Scania CV AB SE-151 87 Södertälje

2a. Click on the log in icon at the top right corner of the screen;



Logga in

Organisation Location Business Supplier Sustainability Supplying to Scania Scania Industrial Maintenance AB CoO FAQ Invoicing Scania

User Id Lookup

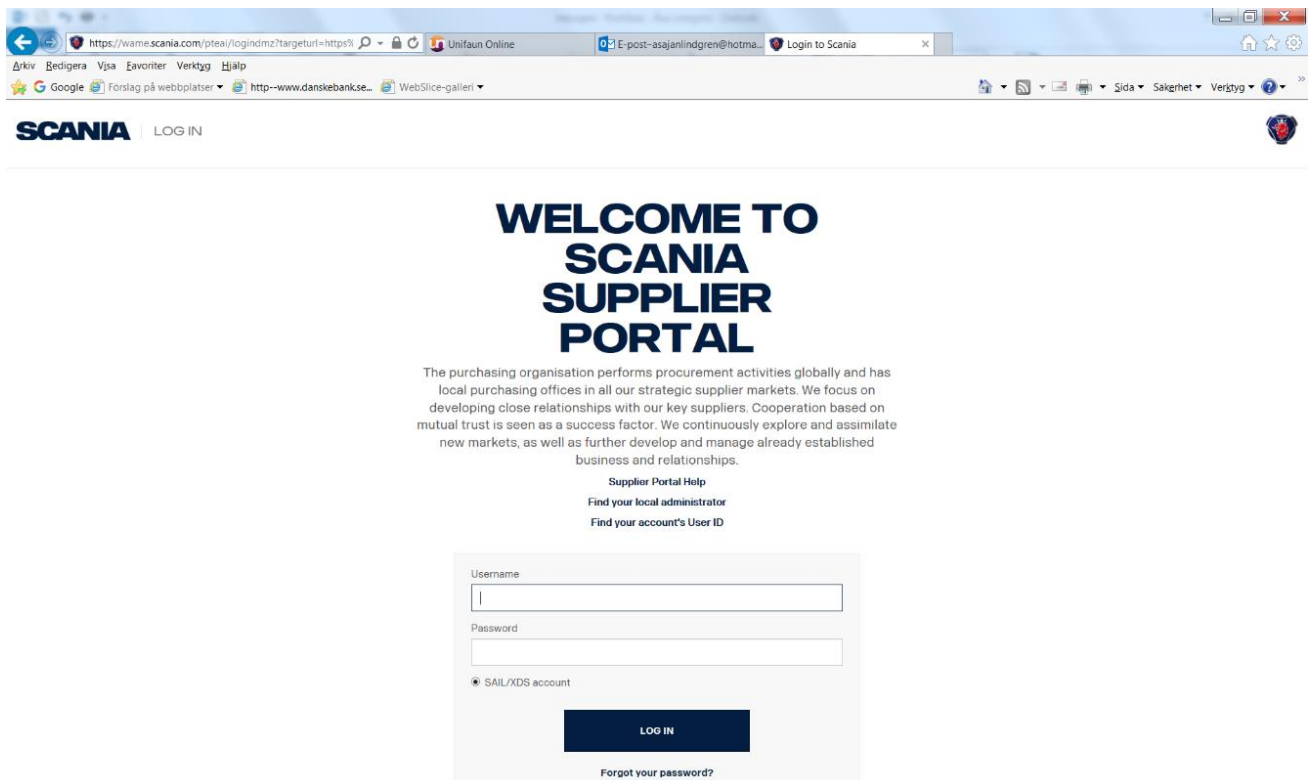
Please use the Login button in the top right corner. If you still face issues, try :

- 1. Clearing browser history/cache.**
- 2. Restarting your router.**

Scania Purchasing is one of the world's most efficient purchasing operations. The purchasing organisation performs procurement activities globally and has local purchasing offices in all our strategic supplier markets. We focus on developing close relationships with our key suppliers. Cooperation based on mutual trust is seen as a success factor. We continuously explore and assimilate new markets, as well as further develop and manage already established business and relationships.

- > [Supplier Portal Help](#)
- > [Find your local administrator](#)
- > [User Id Lookup](#)

2.b Now you enter your user id and password:



https://wame.scania.com/pteai/loginmiz?targeturl=https% Unifaun Online E-post-asajanlindgren@hotmail.com Login to Scania

SCANIA | LOG IN

WELCOME TO SCANIA SUPPLIER PORTAL

The purchasing organisation performs procurement activities globally and has local purchasing offices in all our strategic supplier markets. We focus on developing close relationships with our key suppliers. Cooperation based on mutual trust is seen as a success factor. We continuously explore and assimilate new markets, as well as further develop and manage already established business and relationships.

- [Supplier Portal Help](#)
- [Find your local administrator](#)
- [Find your account's User ID](#)

Username

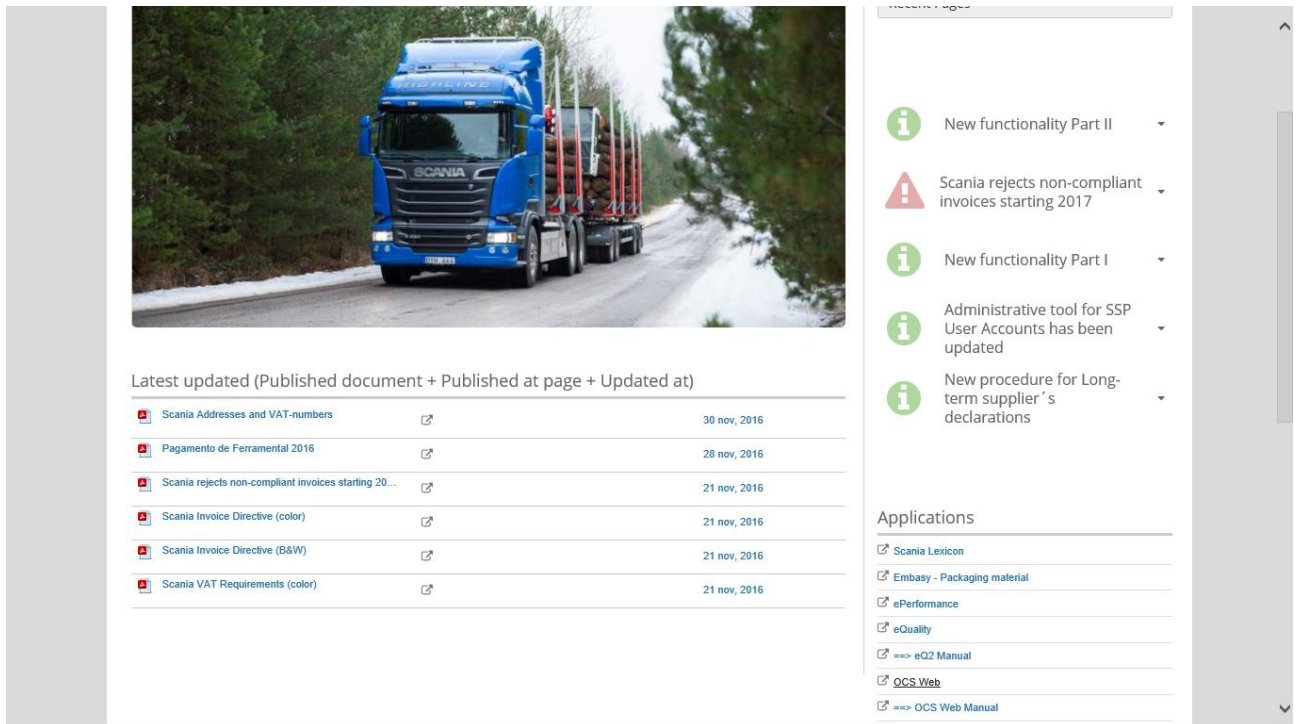
Password

SAIL/XDS account

LOG IN

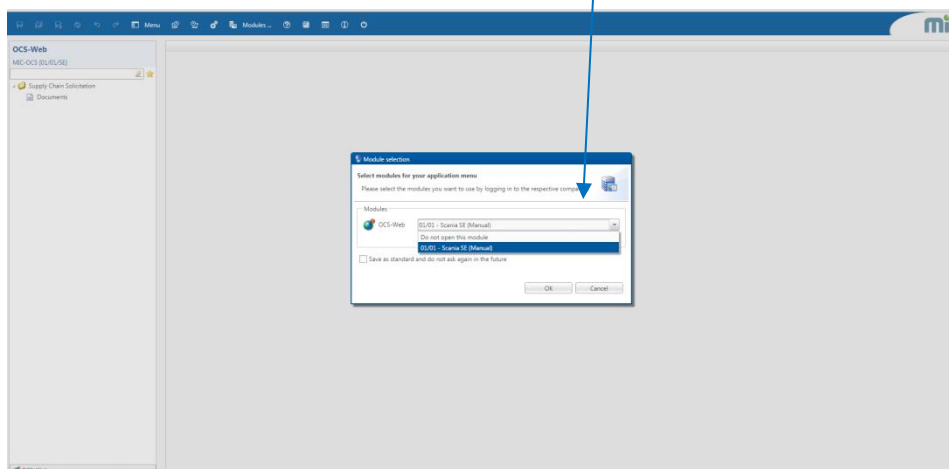
[Forgot your password?](#)

3. Once you are logged in, click on the application (OCS-WEB) to enter the application.

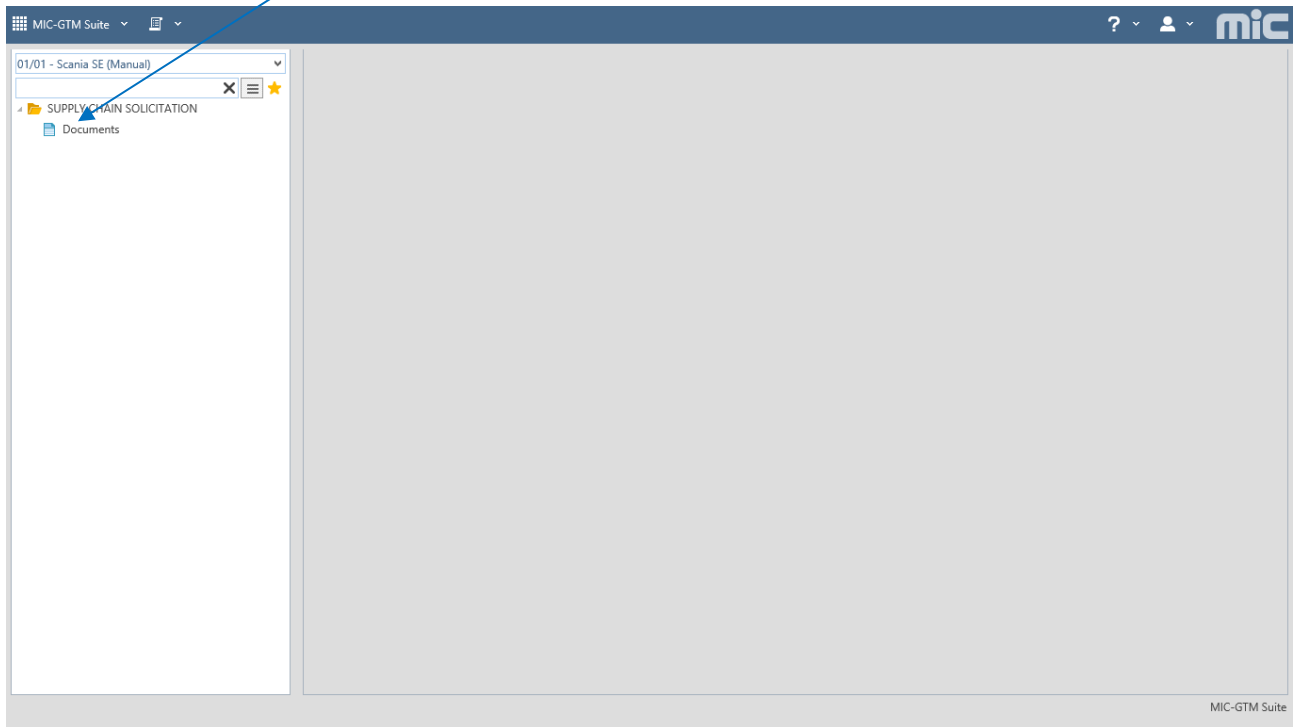


4. You are now in the application! Select 01/01 Scania SE (Manual) :

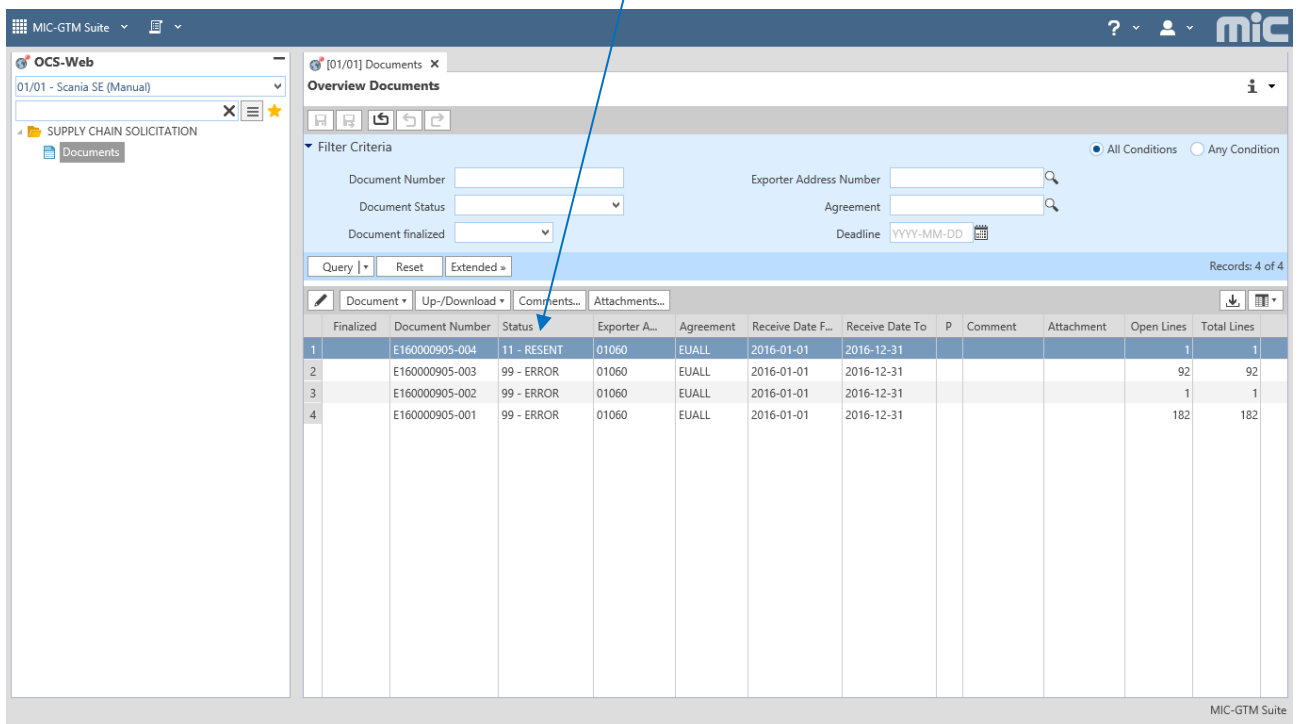
(This happen the first time you access OCS, this will be default in the future.)



5. Double click on Documents on the left side:



6. Double click on the document (the marked record in the middle):



7. All your active parts, provided to Scania will now be visible!

(if the view is limited on your screen, so you don't see the parts - just hide the above part by clicking on the heading Document and Supplier Information) : Or hold down the "CTRL" key and press once the "-" key. This will reduce the size of the screen.

F	*Agreement	*Part Number	Part Description	Tariff Number	Supplier Part Number	Sup. Tariff No.	Country of Origin	Preferential Status	Plant Code
1	EUALL	588858	PRINTERSHE	9403208090				35 - UNKNOWN	*

Sort by clicking on the column heading you wish to sort on, for example – Part description.

Explanation to the columns (the yellow-marked fields are mandatory to fill in):

Agreement : EUALL – cover all agreements that the EU has entered with different countries.

Part number: Your part number at Scania

Part Description: Part description within Scania

Tariff code: the code that Scania has inserted in Scania's system.

Sup Part.No: You have the option to insert your internal part number here:

Supplier Tariff number: If you don't agree with the Scania's tariff you have the option to insert your tariff code in However – this is optional!

CoO – Country of Origin

Preferential Status – All items are 35-UNKNOWN when entering first time. If you select an European country under CoO – status will change to 01-CERTIFIED. You can always change to any of these: 35-UNKNOWN, 50-NOT CERTIFIED. Please note that you are not allowed to approve a part with 35-UNKNOWN status. If you are uncertain, please always use 50-NOT CERTIFIED.

8. Declare Country of Origin and preferential status, part by part:

The screenshot shows the MIC-GTM Suite interface for an EU Document. The document details are as follows:

Doc. No. / Agreement	E160000905-004	EJALL	Supplier Number	01060
Document Status	11 - RESENT		Supplier Name	ALC KONSULT
Valid from / to	2016-01-01	2016-12-31	Address	BOX 7202, TÄBY, 18713, SE
Approval Date				

The 'Filter Criteria' section includes fields for Bulk Change, Supplier Part Number, Supplier Tariff Number, Country of Origin, Preferential Status, Plant Code, and Customer Code. The 'Country of Origin' field is currently empty and is highlighted with a black arrow.

F	*Agreement	*Part Number	Part Description	Tariff Number	Supplier Part Number	Sup. Tariff No.	Country of Origin	Preferential Status	Plant C
1	EJALL	58858	PRINTERSHE	9403208090				35 - UNKNOWN	*

Mark the record and choose Country by clicking in the box under “Country of Origin”. You can either typ in the ISO 2 letter code for the country or use the magnifying glass to get a popup window if you do not know the code for the country in quetsion. Please not that only the two letter country code is accepted.

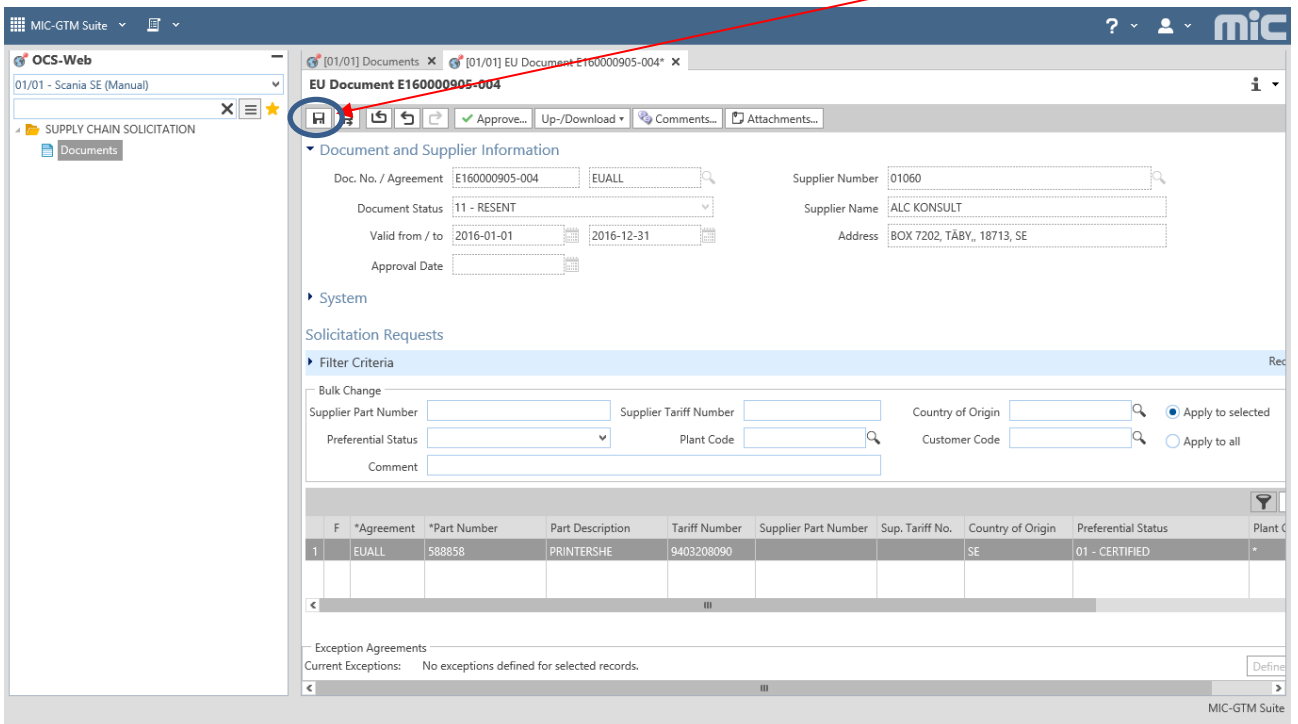
The screenshot shows the MIC-GTM Suite interface with a popup window titled "Country of Origin - General Codes LAS". The popup window displays a list of countries with their ISO 2 letter codes and descriptions:

Code	Description
AD	Andorra
AE	United Arab Emirates
AF	Afghanistan
AG	Antigua and Barbuda
AI	Anguilla
AL	Albania
AM	Armenia
AN	Netherlands Antilles
AO	Angola
AP	migrated from TMS COMA data
AQ	Antarctica

The 'AD' code for Andorra is selected. A black arrow points from the 'Country of Origin' field in the background form to the selected 'AD' code in the popup window.

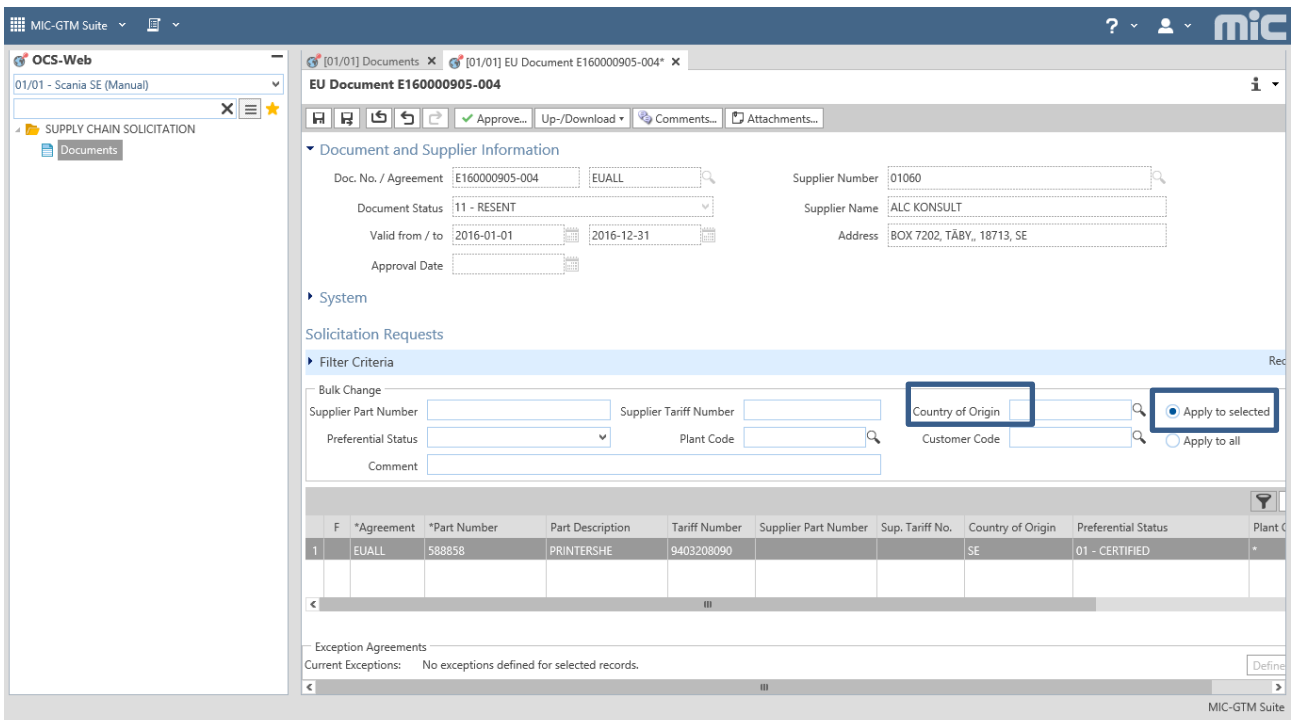
Select “Country of Origin” from the window that pops up. You can insert the first letter in the Country to quickly scroll down. Double-click on the selected Country and it will be inserted on the part selected.

Once completed with Country of Origin and Preferential status, click on “Save”.



9. Declare “Country of Origin” and “preferential status” for several parts that will have the same Country:

Press Ctrl button and mark the parts you want to select, one by one, or if you have sorted on Description and for example want to select all “HOSES” , press Shift and the first and last record of part HOSE and all between these will be part of your scoop.

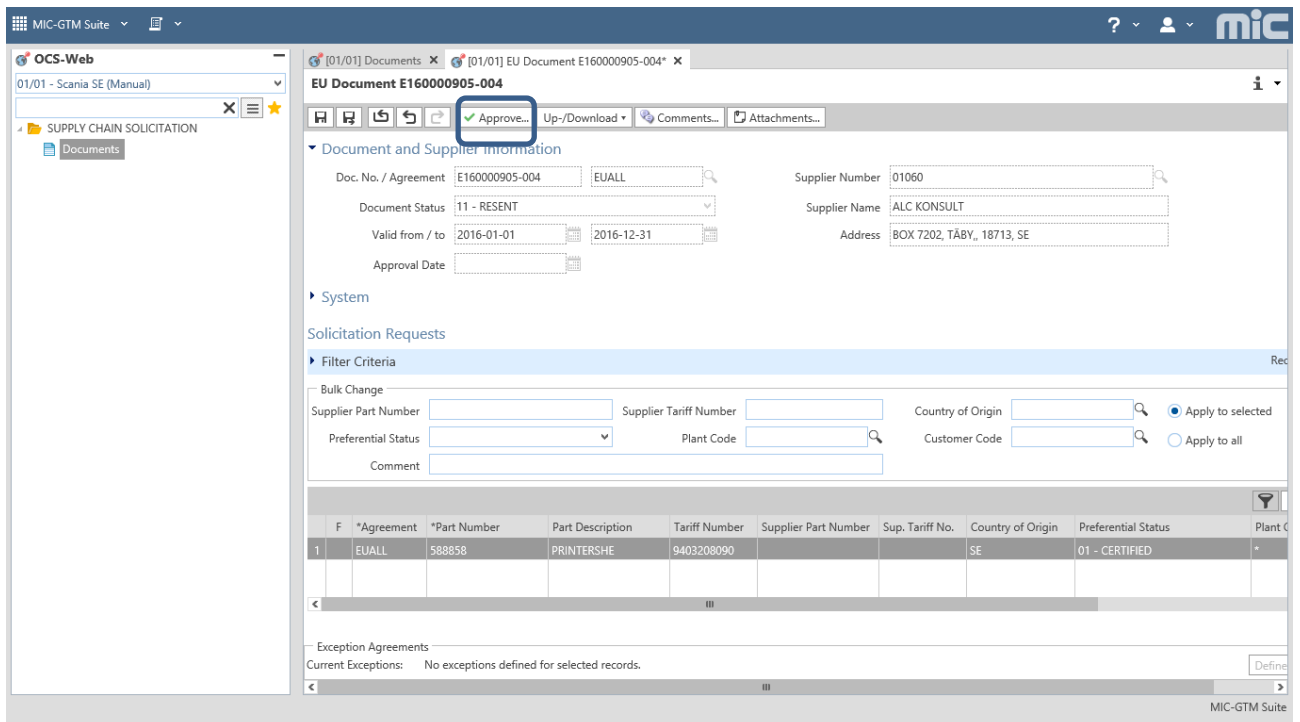


Apply to selected / Apply changes and save.

Do NOT enter any information in "Plant code" nor "Customer Code"

There are several options to sort and declare in the user guides in MIC!

10. Approve/send your Long Term Supplier's declaration when you are ready with your parts by clicking on the Approve-button:



11. Declare the validity period by backdate 1 year.

This is possible with the new UCC. The valid to date will automatically set 2019-12-31 (you can change if you want). Insert your name, position and place and finally click on the Accept-button:

Approval of selected document(s):
E16000011-001

Dear supplier! Before you click on Approval – set the date in Valid From – one year back in time so your declaration is valid the longest possible period! It will automatically generate correct forms due to the new legislation in UCC. So if you approve the declaration 2016-06-23 – set the date 2015-06-23 here! Thanks!

Validity period:
Valid From: 2015 - 06 - 20 Valid To: 2017 - 12 - 31
Approval Date: 2016 - 06 - 20

Signatory Profile 03303
Name: Forrest Gump Position: Supply Schrimp Manager Place: Marseille

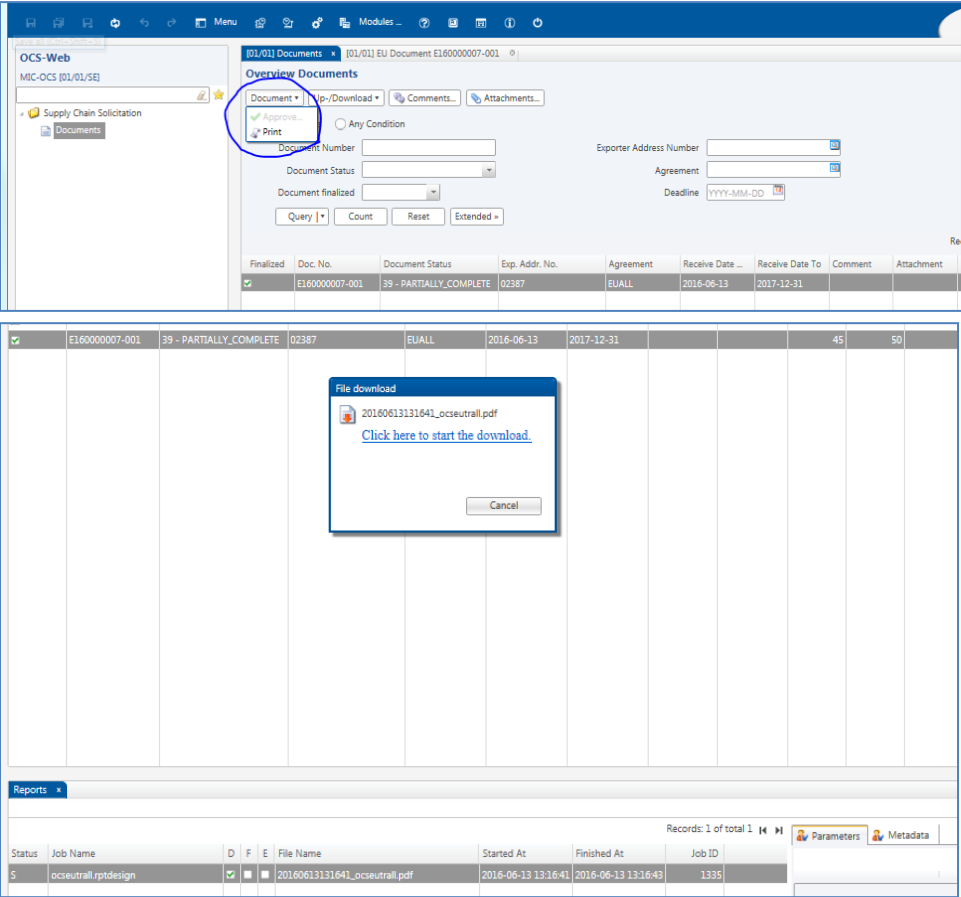
Accept Cancel

Your Long Terms Supplier's declaration is now submitted to Scania – thanks!

This procedure will then re-occur when the LTSD expires, before issuing a new document with the parts the system will check to ensure the parts has been delivered during the previous 12 month period. This will reduce any parts that you have stopped to deliver due to expired or replaced orders. If you start providing new parts during the period you will receive separate requests for these items. They will then be solicited in the same scope as the other parts.

12. If you want to change/correct data you have provided – just contact Scania’s Customs department :customs@scania.com and we will revoke the declaration so you can work with it again. Also state your supplier number in the subject!

13. How to view the *Long Term Supplier’s declaration* that you have submitted:
Click on Document, select Print and click on the text for download:



The Long Term Supplier’s declaration will be expressed and you can print it if you want.

Note that you don't have to send it to Scania! The electronically provided declaration is sufficient.

Declaration no.: E16000011-001 Supplier address no.: 03303		Schrimp Auto Parts Rue de Schrimp 110 FR-1030 MARSEILLE FRANCE	
Long-term supplier's declaration for products having preferential origin status (According to REGULATION (EC) No 2015/2447)			
I, the undersigned, declare that the goods described below (see attachment to this declaration), which are regularly supplied to Scania CV AB originate in (see attachment to this declaration) and satisfy the rules of origin governing preferential trade with: AL, BA, CAF, CH, CL, DZ, EG, FO, GE, IL, IS, JO, KR, LB, LI, MA, MD, ME, MK, MX, NO, PS, RS, TN, TR, UA, XC, XL, ZA			
I declare that (see attachment to this declaration): <input type="checkbox"/> Cumulation applied with _____ (name of the country/countries) <input checked="" type="checkbox"/> No Cumulation applied			
This declaration is valid for all shipments of these products dispatched from _____ to _____			
I undertake to inform the above listed companies immediately if this declaration is no longer valid. I undertake to make available to the customs authorities any further supporting documents they require.			
Place: _____ Date: 20.06.2016 Email: _____		Name: _____ Position in Company: _____	
The long-term supplier's declaration is created electronically and is valid without a signature. According to article 5 paragraph 3 of the (EC) Regulation No. 2015/2447 we take complete responsibility for this long-term supplier's declaration as if it had been physically signed.			
1 / 2		2 / 2	