

In this Quick Reference Guide: **WE EXPLORE QUALITY INSPECTION PROCESS**

SEARCH AND IDENTIFY QUALITY INSPECTION

- From the Homepage:
- 1. Click on **Quality > Inspection**.
 - 2. Use search filters to identify quality inspection.
 - 3. Configure the columns you see.
 - 4. Click **Customer inspection number** to view inspection details.

Quality inspection

Search filters

Page 5

Customer inspection no.	Supplier inspection no.	Customer	Inspection lot quantity	Customer part no.	Supplier part no.	Days to complete	Inspection end date	Inspection status	Order no.	Order Line Number
010000000118	dasdasd	QIBUYER	Pending							
010000000123		QIBUYER	Submitted							

VIEW INSPECTION DETAILS

- Quality Inspection screen displays:
- 1. Customer inspection no.
 - 2. Supplier inspection no.
 - 3. Name of Customer.
 - 4. Inspection Status.
 - 5. Inspection progress.
 - 6. Usage decision.
 - 7. Inspection lot quantity.
 - 8. Customer part no.
 - 9. Order no.

Quality inspection

Search filters

Page 5

Customer inspection no.	Supplier inspection no.	Customer	Inspection status	Inspection progress	Usage decision	Inspection lot quantity	Days to complete	Inspection end date	Customer part no.	Order no.
010000000118	dasdasd	QIBUYER	Pending		Not Valuated	100			II-14412	Non-PO
010000000123		QIBUYER	Submitted		Not Valuated	5			CSC-IM-FP-5001	4500441679

VIEW INSPECTION DETAILS

The Inspection Number is visible in the Ariba Network, once the Buyer creates the inspection lot in their ERP.

- 1. The Inspection status initially will be “Pending”.
- 2. The Usage decision initially will be “Not Valuated”.
- 3. Click “**Customer Inspection Number**” to record the inspection results.
- 4. There are 3 Inspection Characteristics to record the results for this inspection number.

Customer inspection no.	Supplier inspection no.	Customer	No. of characteristics	Inspection status	Inspection progress	Usage decision	Inspection lot quantity	Inspection end date	Customer part no.	Order no.
000000006462		NALA CLAQ1 BUYER2	1	Pending		Not valuated	10	Apr 20, 20XX	PROC-PH-T B-01	4500048989
000000006416		NALA CLAQ1 BUYER2	3	Pending		Not valuated	100	Apr 17, 20XX	PROC-IM-CO -1000	4500048960
000000006415		NALA CLAQ1 BUYER2	1	Pending		Not valuated	10	Apr 16, 20XX	PROC-PH-T B-01	4500048935

RECORD INSPECTION DETAILS

- Under Quality Inspection details:
- 1. Click **Edit** to record the Inspection details and Attached the Quality related documents.
 - 2. Enter “Supplier Inspection Number” and “Supplier Batch”.
 - 3. List Certificates and documents.
 - 4. Click “**Attached files**” and then “**Additional Documents**” to attach the Quality related documents like Certification of Analysis, calibration documents etc.

Inspection details

DetailsHistory

Inspection date: Apr 17, 20XX

Inspection due date: Apr 17, 20XX

Inspection status: Pending

Usage decision: Not Valuated

Inspection progress: 0 of 3 complete

Customer: NALA CLAQ1BUYER2

Customer location: 3200 Atlanta

Supplier: Supplier part no.

LOB NALA Supplier 9

Date of Manufacture: --

Inspection type: ZA - Ariba Goods Rpt Insp. for Purchase Order

Customer part no.: PROC-IM-CO-1000 - Castor Oil

Supplier inspection no.: XYZ123

Inspection lot quantity: 100

Customer inspection no.: 000000006416

Supplier Batch: 10

Revision: --

Purchase order: 4500048960

Customer batch: --

Purchase order item: 10

Customer inspection no.: 000000006416

Supplier Batch:

Revision: --

Purchase order: 4500048960

Customer batch: --

Purchase order item:

List certificates and documents

Test results for characteristics (3)

Operation Number: 0010

0010

Viscosity

Inspect 1 * 1 BBL

Minimum 20 ; Maximum 40 ;

Summarized Recording

required

RECORD INSPECTION CHARACTERISTICS

- Under Test results for Characteristics:
- 1. Enter the Mean Value for Characteristics - Viscosity (0010) & PH level (0020).
 - 2. Once the Mean Value is within the Minimum and Maximum range, the horizontal monitor bar shows 100% Passed.
 - 3. The third Characteristic – Visual test is Qualitative, Select “Good” or “Bad” from the Drop-down menu.
 - 4. Click “**Submit**” once the characteristics are recorded.

List certificates and documents

Test results for characteristics (3)

Operation Number: 0010

0010

Viscosity

Inspect 1 * 1 BBL

Minimum 20 ; Maximum 40 ;

Summarized Recording

required

Mean value: 30

Above range: 0

Below range: 0

Non-conformance: 0

0020

PHLEVEL

Inspect 1 * 1 BBL

Minimum 4 ; Maximum 4 ;

Summarized Recording

required

Mean value: 4

Above range: 0

Below range: 0

Non-conformance: 0

0030

Visual test

Inspect 1 * 1 BBL

Summarized Recording

required

Good

Bad

Good

Non-conformance: 0

Cancel

Submit

RECORD INSPECTION DETAILS

Once the Inspection results are recorded and Submitted

- 1. The Inspection status changes from “Pending” to “Submitted” and the Inspection Progress turns from Blank to Solid.

Buyer reviews the Inspection results in ERP system and accepts the results

- 2. The Inspection status changes from “Submitted” to “reviewed” or “Partially reviewed” and Usage decision changes to “Valuated”

Once the Usage decision is made by the Buyer in the ERP system

- 3. The Inspection status changes from “Submitted” to “reviewed”

Customer inspection no.	Supplier inspection no.	Customer	Customer batch	Supplier batch	No. of characteristics	Inspection status	Inspection progress	Usage decision	Inspection lot quantity	Inspection end date	Customer part no.	Order no.
000000006462		NALA CLAQ1BUYER2			1	Pending		Not valuated	10	Apr 20, 20XX	PROC-PH-TB-01	4500048989
000000006416	XYZ123	NALA CLAQ1BUYER2		10		Submitted		Not valuated	100	Apr 17, 20XX	PROC-IM-CO-1000	4500048960
000000006183	SUP762762	NALA CLAQ1BUYER2				Reviewed		Valuated	100	Mar 14, 20XX	PROC-IM-CO-1000	4500048250
000000006166	SIN6166	NALA CLAQ1BUYER2	0000000707			Reviewed		Accepted	500	Mar 12, 20XX	SCC201QA	4500048158