



WORLD HEADQUARTERS

Prospective Suppliers Frequently Asked Questions (FAQ)

AAM's new Supplier Lifecycle Management (SLM) Module:

1. What is SLM?

Oracle is AAM's primary Enterprise Resource Planning (ERP) system, and AAM has implemented the Supplier Lifecycle Module (SLM) within that system. SLM will be used globally, providing functionality to streamline the registration and review processes for prospective suppliers, and also improving management and governance of supplier profiles for all suppliers. Further, existing suppliers will have the ability to modify their information within the system and submit for final review/approval (e.g., banking details, contacts, additional sites, certifications, etc.).

By allowing the Supply base to self-manage and maintain their own information, AAM will have better business processes, consistent with AAM's "Lean" philosophy.

2. What does AAM hope to achieve by using SLM?

This company-wide addition to the ERP system will enhance AAM's global business systems, allowing for better integration, coordination and visibility of supplier information.

The following goals for the SLM Module will have a positive impact on AAM's Global Supplier Partners:

- o Establish common supplier on-boarding processes for all Global Driveline and Corporate Facilities
- o Improve data integrity and information flow
- o Allow Global Supplier Partners greater functionality in the iSupplier Portal, including self-management of their information (e.g., contacts, banking, certifications)

3. What do I need to do to be able to use SLM?

As part of the review and approval process for a new supplier, a site security coordinator is defined. That person will be able to add additional users for their company. This will allow other associates to access their company's information in our iSupplier Portal. Some of the departments that would likely want access are Finance, and Materials.

Once you have access, you can use the screen shots below to find the training documents related to this process.



4. How will we be trained?

Training modules and supporting materials for the existing Global Supplier Partner Community will be offered via eLearning on the AAM iSupplier portal. The screen shots above is where the Training documents will be posted on our portal.

5. What does AAM need or expect from you?

We will need your support to successfully utilize SLM. There are a few specific things we ask of you:

- Insure that you are setting up the appropriate people to create and update the information for your company.
- Periodically verify that your company and contact information as well as your banking information is accurate
- Participate if invited to informational calls
- Complete the Oracle eLearning when it is made available
- Be aware of the rollout cadence to ensure full utilization of the system
- Don't wait.... ask questions if you aren't sure how this impacts your company
- Be patient, ERP implementations take time and teamwork
- Add your company's certifications (quality, minority, etc.) to the list of certifications and upload copies of the certifications in the attachments section of the supplier profile in SLM. Failure to update quality certifications could result in a PRR or loss of business opportunity as non-quality-certified suppliers will not be sourced new business.

6. Who can I contact if I have questions that haven't been answered in this document?

- Contact your buyer(s) of record
- Submit emails to whq.suppliercommunication@AAM.com
- Accounts Payable remains the same and can be contacted at AccountsPayable@aam.com. Please note this is the US Accounts Payable team. If you have a region specific question they will help facilitate a response with the right region.

7. If I need to make a banking update, how can I start the process?

Send an e-mail to your normal Accounts Payable Contact. They will verify you are set up as a Finance user for your company. If you are, then they will send the assessment to you to fill out and submit with attachments. If you are not a Finance user in Oracle, then they will give you the name of your site security coordinator so they can set you up as Finance Contact. If another Finance contact exists we will also let you know, and we can send the assessment to them.

8. Why am I receiving multiple banking related assessments?

When a supplier is first created in our ERP system, it is based on questionnaires that the supplier fills out for our purchasing and quality departments. One of the questions that is answered by the potential supplier is what AAM locations do you want to do business with. Once the supplier is approved and set up in our ERP system, Accounts Payable for those target locations are notified. Each of those locations will send out separate assessments/questionnaires.

Also, separate AAM sites may perform reviews of supplier information at different times. So you may receive assessments from more than one location performing the review.

9. What if I have a question while filling out my response to a banking assessment?

Please see Appendix A in AP100-02 regarding online discussions. Below are screen shots of where to find the training documents.



10. What does it mean if my banking assessment response is disqualified?

- If your response is disqualified, it may mean that you have missed submitting a form or some of your information isn't correct. Accounts Payable will disqualify your response and it will send an e-mail to you with the detail for the disqualification. The information originally submitted will still be in your response, so you do not have to start over. Once you correct or add the item you can submit again and you will receive a new response number. See Appendix A in AP100-02 for detail on this. See above screen shots for the location of the training documents.

11. What will happen if I refuse to submit the banking assessment?

- If the option is available for the AAM location, you may receive check payments once a month until banking is provided.
- If the site does not send checks, you will not receive payment until the necessary information is submitted. Alternate ways to send/receive banking data are to be managed by the individual locations.