How to confirm the Forecast?

Introduction

We created this guide to help showing the STEPS and ACTIONS you should take to be able to send FORECAST confirmation to Jabil.

Forecast confirmation is optional – however, doing this we have the following benefits:

- Improves visibility on your available stock
- Jabil can Plan production accordingly

Saves time by reducing additional emails to address Customer demand changes.

Jabil Forecast Communication

You will receive an email with an Excel attachment from the **e2open** system email address: mailer@services.e2open.com

Suppliers receive one of two types of Forecast Alerts based on the **Order Management** type, please see below:

Forecast Alert types	Description
Long Tail New Changed Forecast Alert DPO	Forecast information against Discrete Purchase Order (DPO) Management Including: Planned Orders
Long Tail New Changed Forecast Alert JIT	Forecast information against just in time (JIT) Schedule Agreements (SA) Including: Firm and Forecast Lines

Forecast Confirmation Options:

Alert type	Option	Description
Long Tail New Changed Forecast Alert DPO	Consumption Commit	Promise Forecast Quantity against Planned Orders
Long Tail New Changed Forecast Alert JIT	Consumption Commit SA	Promise Forecast Quantity against Firm Schedule Agreement (SA) lines
	Available to Promise (ATP) Just in Time (JIT)	Promise Available Quantity against Forecast Schedule Agreement (SA) lines

Each Forecast Alert File is almost identical, however the information you add to the file is different based on option type

Examples:

Long Tail New Changed Forecast Alert DPO:

Long Tail New Changed Forecast Alert JIT:

Forecast confirmation Procedure

To send Forecast confirmation to Jabil – Use the following steps and available Options:

Step	Action
1	Download the Excel file and Open
2	Update your confirmation in the File based on the following criteria: <table><tr><th>If</th><th>Then</th></tr><tr><td>Forecast Planned Orders DPO and Consumption Commit Data Measure</td><td>GO to Option 1</td></tr><tr><td>Forecast Schedule Agreement JIT and Consumption Commit SA Data Measure</td><td>GO to Option 2</td></tr></table>

Option 1

FORECAST COMMIT AGAINST DPO – PLANNED ORDERS

#0	1	2	6	7	8	9	11	12	13	14	15
#Customer ID	*Supplier Code	*Jabil Part Number	Forecast Data Measure	Forecast Quantity	Forecast Date	Forecast Flex String PIT 1	Manufacturing Part Number	*Commit Data Measure	*Commit Quantity	*Commit Date	Comm
# SAPSTG	0000123466	TEST1234	ConsumptionForecast	2000	2022-11-14T00:00:00+0000	EA	TESTMPN456	ConsumptionCommit			EA
SAPSTG	0000123466	TEST1234	ConsumptionForecast	3000	2022-11-21T00:00:00+0000	EA	TESTMPN456	ConsumptionCommit			EA

Step	Action
1	Commit Data Measure: You can see **ConsumptionCommit' –** ONLY this is acceptable – **Do not change!**
2	Commit quantity: Write here available promise quantity against the Planned Order lines
3	Commit date: Write here the date when promise qty is available at Jabil Dock (arrival date)

NOTE: You should use **same date format** we have in Forecast Date column in the file

4	Save attachment!
5	Send reply to the original mail address and attach updated Excel file **Do not change Subject!**

NOTE: If you would like to send new FC Commit during the same week, please send full commit
(Entering 0 on the previously entered buckets!)

Option 2

FORECAST COMMIT AGAINST SCHEDULE AGREEMENT (JIT)

Step	Action
1	**Commit Data Measure:** Against JIT Firm lines You can see **ConsumptionCommitSA' –** ONLY this is acceptable **Do not change!** Against JIT Forecast lines You can see **ATPJIT' –** ONLY this is acceptable **Do not change!**
2	**Commit quantity:** Write here available Ship quantity against the <u>Firm</u> lines Write here available promise qty against the <u>Forecast</u> Lines
3	**Commit date:** Against <u>Firm</u> lines – write here the date when promise quantity is available at Jabil Dock (arrival date) Against <u>Forecast</u> lines write here the date when commit quantity is available

NOTE: You should use **same date format** we have in Forecast Date column in the file

4	Save attachment!
5	Send reply to the original mail address and attach updated Excel file **Do not change Subject!**

NOTE: If you would like to send new FC Commit during the same week, please send full commit
(Entering 0 on the previously entered buckets!)