

FAQ: GENERAL QUESTIONS REGARDING ASN



What type of Vestas suppliers should use ASN?

All suppliers delivering physical goods to Vestas, both direct and indirect (ASN is not relevant to service or transport suppliers). For example, suppliers who deliver items with Vestas material number and IT and office equipment suppliers will be onboarded to ASN.



Where can I find ASN Guides and training material?

You can find all available ASN guides and material [here](#).



Is ASN only relevant for export orders?

ASN is relevant for all types of orders towards Vestas, irrespective of trading condition.



Should we provide ASN Ship labels on all the packages in a delivery?


No. Only one ASN ship label is required for the entire delivery.





Does the ASN Ship Notice also pertain to shipping ocean containers?


The ASN Ship Notice applies for all transportation types, including sea, air, or by other means.


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 **Will integrated suppliers be onboarded in ASN?**
Yes, in the future. The integrated suppliers will be contacted when the onboarding begins.


 **Is ASN mandatory only for FCA Incoterm?**
No, ASN is mandatory for all orders which requires physical delivery of goods irrespective of Incoterms.


 **Can we edit the ASN once it has been submitted to Vestas?**
No. Once an ASN has been submitted, it cannot be edited. In case of any discrepancy, please reach out to your buying contact in Vestas.


 **Who is responsible for ASN creation on the supplier's end?**
Usually, the person responsible for the outbound delivery handling and logistics will be the ASN responsible, as this person have the full overview of the process. Please ensure that the correct stakeholders at your company are involved in the ongoing ASN communication and training activities.


 **How to select the shipping payment method?**
Based on the business transactions with Vestas, Suppliers need to select the payment variant on the list in the mandatory field 'Shipping Payment Method'


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 **How to create multiple ASN's for large volume of Purchase Orders?**
On [Vestas.com](https://vestas.com), you can find the following guides:
[ASN creation through excel upload](#) or [ASN creation through CSV upload](#).

 **How do Suppliers add multiple users in Ariba Network to work on ASN and Order Deliveries?**
On [Vestas.com](https://vestas.com), you can find the following guide: [Add new user and roles & manage access for roles in Ariba](#)

 **What is a serial number in the ASN context?**
Certain materials in Vestas contains a traceability matrix , in order to trace it we need certain serial numbers. For such materials, suppliers need to provide a serial number. Serial number is not required for all suppliers.

 **How do we know whether the material is serialized or not?**
If the material is serialized, Ariba Network will raise a prompt/warning to provide serial number.

 **What should be the tracking number for DAP Suppliers if the supplier don't have one?**
Please input the Vehicle(Truck) Registration or Plate Number as tracking number, if not available please input in the Purchase order Number as the Tracking Number.(For FCA/EXW-it should always be the FO number).

FAQ: QUESTIONS REGARDING ITM AND ASN



What is the biggest change in using ASN instead of ITM?

ASN and ITM are two different systems with different purposes. ITM is related to booking of delivery of FCA and ExW orders. ASN covers all incoterms and is more related to traceability and the Goods Receipt Process. ASN is also a measure of Supplier Performance.



When ASN is live should we then stop using the ITM system?

No. You should use both ITM and ASN. Vestas is working on a solution to integrate ITM and the Ariba Network



Do Suppliers need to upload the ITM booking info into ASN?

For FCA and ExW orders, Suppliers should input their freight order number as a tracking number in ASN.

FAQ: QUESTIONS REGARDING FCA/EXW



Who should I contact if I need support with FCA/EXW deliveries or reoccurring issues?

To get support on FCA/EXW, please contact ITMgeneralsupport@vestas.com.