



Conflict Minerals Plattform

Premium Plus User Guide

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1 Introduction

Welcome to the iPoint Conflict Minerals Platform (or iPCMP, for short). This guide will give you an overview on how to use the additional features, available with a Premium Plus license. For detailed workflows, please also refer to the iPCMP User Guide.

The iPCMP is tailored for businesses to gather and document information in line with the requirements stated in Section 1502 of the Dodd-Frank Wall Street Reform and Consumer Protection Act.

For ease of use and maximum compatibility with your supply chain partners, the iPCMP utilizes the leading EICC-GeSI reporting framework for exchange of information on conflict minerals. The conflict minerals included in the current rule and on iPCMP are the following: Tin, Tungsten, Tantalum and Gold (referred as 3T-G in the user manual) It is strongly recommended that you go to www.conflictreesourcing.org and familiarize yourself with the reporting framework and the template before you start creating reports with the iPCMP.

Further supporting materials are available at <http://www.conflict-minerals.com/en/solution/backgrounds-resources/>.

Should you find yourself with unresolved questions after reading the manual, you are welcome to get in touch with the iPCMP support team via cm-support@ipoint-systems.com.



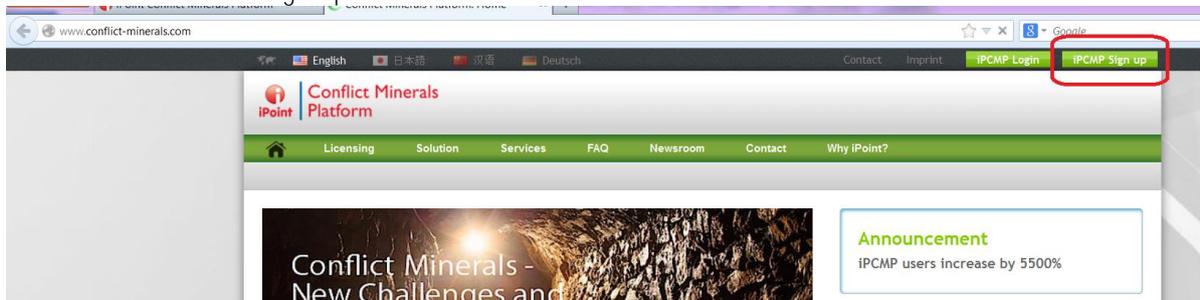
2 Your iPCMP Account

2.1 Request a New Company Account

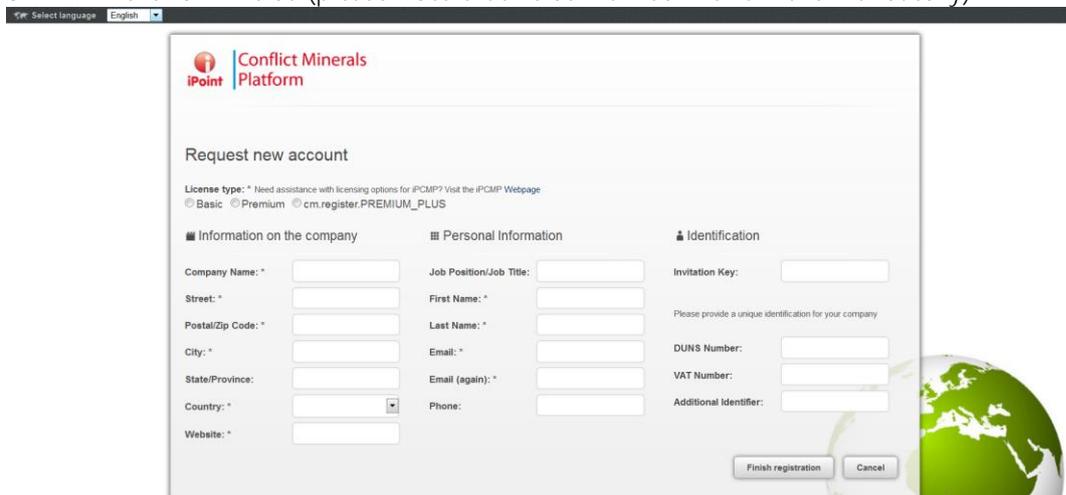
If your company is not yet registered on iPCMP, or if you are not sure whether your company has already been registered by a colleague, please follow these steps to set up an account.

1. On an internet-enabled computer, open the web browser and go to www.conflict-minerals.com

2. Click on “iPCMP Sign up”



3. Fill in the form fields (please note that fields marked with a * are mandatory)



Request new account

License type: * Need assistance with licensing options for iPCMP? Visit the iPCMP Webpage
 Basic Premium cm.register.PREMIUM_PLUS

Information on the company	Personal Information	Identification
Company Name: *	Job Position/Job Title:	Invitation Key:
Street: *	First Name: *	Please provide a unique identification for your company
Postal/Zip Code: *	Last Name: *	DUNS Number:
City: *	Email: *	VAT Number:
State/Province:	Email (again): *	Additional Identifier:
Country: *	Phone:	
Website: *		

Finish registration Cancel

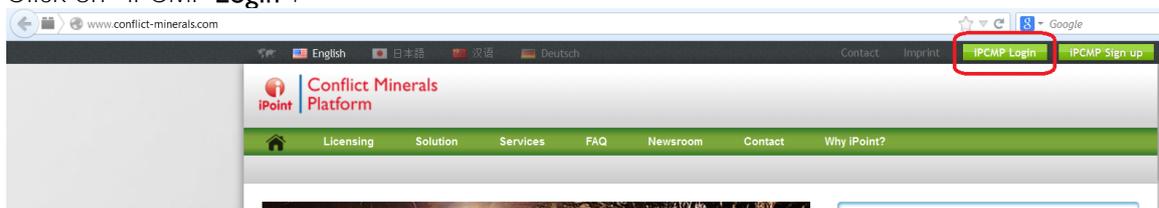
License type: Select the desired license type (“Basic”, “Premium” or “Premium Plus”). When choosing Premium, the first month you will receive a free trial of the Premium version, enabling two users to access iPCMP free of charge.

Additional identifier: Please provide proof of your organization's identity. Any company that signs up for iPCMP is individually validated by iPoint to ensure high data quality and avoid double registrations. There are three options for you to provide proof of identity:

- a. DUNS number (this is the preferred way of identity verification with iPCMP): A widely used unique numeric identifier. For more information, visit www.dnb.com, the website of the DUNS service provider.
 - b. Value Added Tax Number (VAT): In the European Union, the VAT is a general, broadly based consumption tax, assessed on the value added to goods or services. Tips: If you are not sure about your VAT number, contact your administrative department for more information. Typical formats are: DE012345678, FRXY012345678, GB012345678012, etc.
 - c. Business Registration Number: This code is usually provided by the Chamber of Commerce of your country. The registration number, the registration authority and the registration date are usually provided in the same document. Contact your administrative department for more information.
- Email: Please enter your corporate email address (e.g. firstname.lastname@yourcompany.com). This will also serve as the username for your account. Note, that only company email addresses can be accepted. Email addresses from private Mail Service Providers (e.g. **Hotmail, Yahoo,...**) may only be used if there is a valid invitation key entered during registration.
 - Invitation Key: If you have received an invitation letter including an invitation key from your customer, please copy-paste this key in the registration form.
4. Click on “Finish Registration”. Your request will be reviewed and validated by the iPCMP support team, and you may expect an e-mail response within one business day (between Monday to Friday). Please click the link provided to validate the given email address. After that, you will receive your account data, may login (see Chapter 2.2) and start using the application. Please check your spam folder in case you did not receive an Email.

2.2 Log In

1. On an internet-enabled computer, open the web browser and go to www.conflict-minerals.com.
2. Click on “iPCMP Login”.



3. Enter your personal account data:
 - a. Username: the email address that was used to create your account.
 - b. **Password: the password that you have received from either your company’s iPCMP administrator or the iPoint Support team.**
4. Upon your first login, a welcome message and the iPCMP Terms of Use appear. Please read through them and acknowledge them by checking the box and clicking the Submit-Button. You will only be allowed to use the tool once you have completed this step. Whenever the Terms of Use change, they will be shown to you again when you login to the system and you will have to accept them again.

3 The Home Screen

After logging in, you are brought to the iPCMP home screen (see Figure 1). Enterprise license users will also see the button “New Product Level Requests” in the Supplier Requests tile.

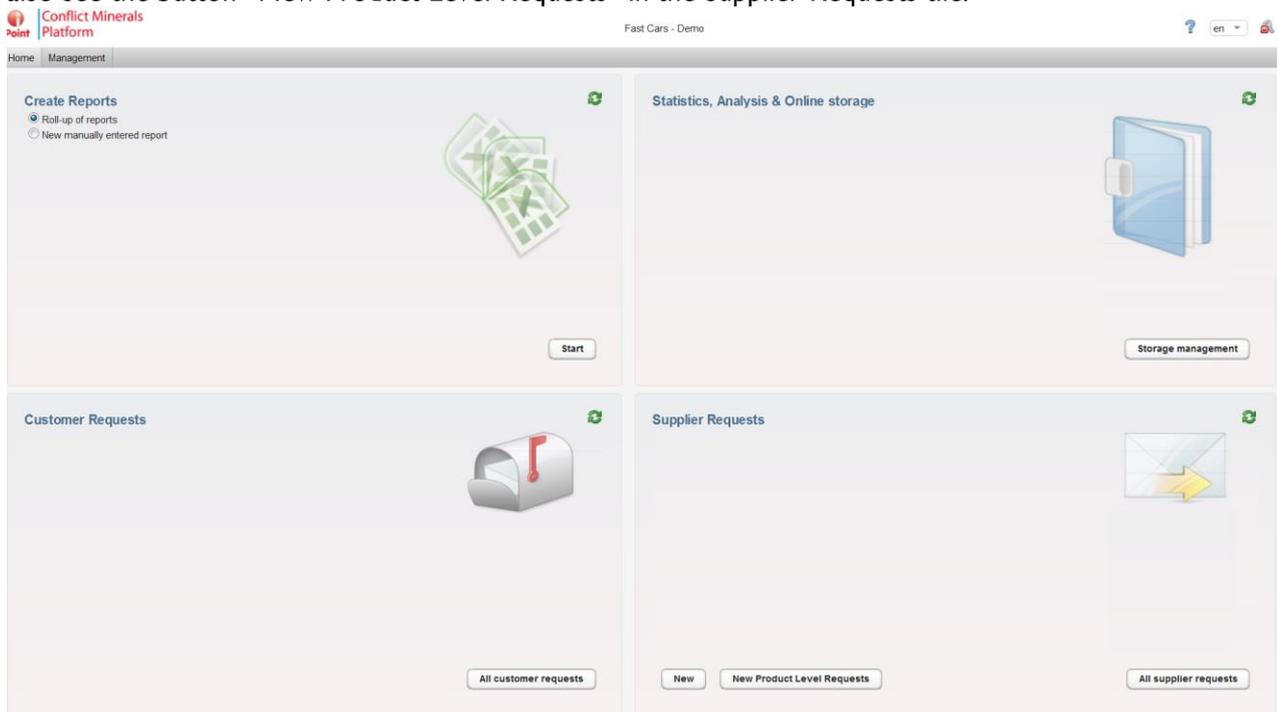


Figure 1 Home Screen of a Premium Plus License User

This is the central dashboard of the application. From here you can start any and all workflows and get an “**at-a-glance**” **overview of** your overall conflict minerals reporting status. Once you have made your first transaction, the home screen elements will be populated with the list of open customer and/or supplier requests.

The screen is divided into four tiles, which represent the core navigation elements. A clean, simple layout guides you through the available workflows.



3.1 User Interface Conventions

-  **Home** The “Home” button is available on any menu. Clicking it will cancel the current process and take you back to the Home Screen/Dashboard. Note: Please do not use the browser “Backspace” as this will log you out completely.
-  The “Refresh” Button refreshes the content of the list displayed on the screen. It appears in any list menu. Click on it after completing a process to see the updated status of the list items. The Refresh function has to be performed manually in order to ensure an adequate speed of usage.
-  Many iPCMP menus contain search menus near the top of the screen, where you can search for or filter the items that you want to track down. You may set an * before and after the word you are looking for if you do not have the exact phrase at hand. To find, for example, companies that have the phrase “plastic” in their name, you enter *plastic* in the search field and the iPCMP will provide a list of all the companies using this phrase in their name. If you do not set *, the inserted word must at least exactly match the beginning of the company name you are looking for.
-  The “Reset” button resets the search field and clears the previously entered search criteria.
-  Mandatory form fields are marked with a red asterisk.
-  Your data belongs to you, and to make it as easy as possible for you to extract data out of the platform an “Export to csv/xls” button is embedded in nearly every menu.
-  Click the “Add” button to add one or more items from a selected list. After you have finished your selection, click “Done” to confirm.
- List items are generally either editable or viewable by double-clicking on them.
- In order to facilitate selection processes within the tool, iPCMP will automatically highlight each item that you click on in a list. If you have accidentally clicked on an item, simply click on it again to un-highlight it.
- Please note that Unicode control characters in Excel files or manually entered will be removed by iPoint. Unicode control characters are used to control the interpretation or display of text and look like this: U+0000<control-0000>

Throughout the manual, we will use two fictional sample companies to illustrate the workflows: “*Fine Metal Supply*” is a producer of metal components. As a well-established tier-1 supplier to the automotive industry, the company has been supplying its OEM customer “*Fast Cars*” for years. To manage their conflict minerals reporting, both of them have recently signed up for the iPCMP.

4 Highlight supplier reports by select criteria

The iPCMP allows Premium Plus Users to highlight specific supplier reports, according to their content. You can choose between eleven conditions which will lead to “red flags” in the left most column when opening “All Supplier Requests” in the Supplier Requests tile.



Supplier Requests

▼hide search

Due date: [] - [] Last change of state: [] - [] Request state: []
 Request date: [] - [] Declaration scope requested: [] Select supplier: []
 Request tag: [] Private supplier name: [] Private supplier own id: []

Search [] Reset []

RED FLAG STATE	DUE DATE	SENT DATE	RECIPIENT	SUPPLIER IPCMP ID	PRIVATE SUPPLIER OWN ID	PRIVATE SUPPLIER NAME	STATE	REQUESTED SCOPE	SCOP
●	2013-11-02 2	2013-11-02 16	Fine Metals Supply	2565			Received	Company Level	
●	2013-11-08 2	2013-11-02 16	Fine Metals Supply	2565			Accepted	Company Level	Comp

All reports you have already received, are marked with red or green “flags”, depending on whether the conditions you have defined for highlighting a report are fulfilled or not.



The conditions you can choose are predefined. They are summarized in the following table:

Red Flag Code	Red Flag Description	Comment	contains smelter	only certified	Q1	Q2	Q3	Q4	Q 5	Q6	View
RF001	Minerals originate from the DRC or an adjoining country				yes	yes					Metal
RF002	No completed Conflict Minerals Reporting Templates were received from suppliers							no none			Metal
RF003	Smelter list from supplier contains smelters which are not certified as CFS		yes	no	yes						Metal
RF004	"Minerals originate from the DRC or adjoining countries and no smelter information is included or not all smelter are certified as CFS(and Metal is not scrap or recycled)		no/yes	no	yes	yes	no				Metal
RF005	The list of smelters contains more than 2500 entries.		more than 2500								Global
RF006	The supplier stated that all his smelters are certified but listed either none, unknown or non-certified smelters (Nicht alle angegebenen Schmelzen sind zertifiziert)		yes	no	yes					yes	Metal
RF007	Supplier states that he uses no Conflict Minerals at all but gives no comment	none			No						Global
RF008	Supplier states that he uses 3TGs, that they all come from a recycler or scrap supplier and gives no comment	none			yes		yes				Metal
RF009	Metal declared but no smelter provided		no		yes						Metal
RF010	Not all of the smelters used to supply the products included within the declaration scope indicated above have been identified				yes				No		Metal
RF011	Non-certified smelter for unused metal		yes		no						Metal

So for example, Red Flag Nr 001 will be activated (red dot) in case a report has been filled with a “yes” in Question 1 and Question 2, other questions will be ignored for this red flag:

1) Are any of the following metals necessary to the functionality or production of your company's products that it manufactures or contracts to manufacture? (*)

	Answer
Tantalum (*)	Yes
Tin (*)	No
Gold (*)	No
Tungsten (*)	No

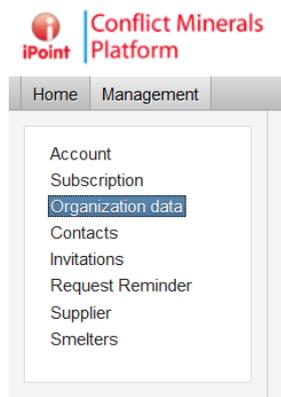
2) Do the following metals (necessary to the functionality or production of your company's products) originate from the DRC or an adjoining country? (*)

	Answer
Tantalum (*)	Yes
Tin	
Gold	
Tungsten	

The “Metal” in the column “View” informs you, that this red flag is metal-specific, in contrast to a global red flag that is not tied to a metal (e.g. the smelter list contains more than 2500 smelters).

4.1 Set your red flag conditions

- To enable this feature, please go to the Management Section of your account and click on “Organization data”.



- Scroll down to the very bottom of the page, where you will see the following screen:

RED FLAG	CONDITION	ACTIVATED
RF009	Metal declared but no smelter provided	<input checked="" type="checkbox"/>
RF004	Minerals originate from the DRC or adjoining countries and no smelter information is included or not all s	<input checked="" type="checkbox"/>
RF001	Minerals originate from the DRC or an adjoining country	<input checked="" type="checkbox"/>
RF002	No completed Conflict Minerals Reporting Templates were received from suppliers	<input checked="" type="checkbox"/>
RF011	Non-certified smelter for unused metal	<input checked="" type="checkbox"/>
RF010	Not all of the smelters used to supply the products included within the declaration scope indicated have t	<input checked="" type="checkbox"/>

Reset Save

3. Activate the Conditions which you would like to be highlighted when receiving a supplier report **by clicking the checkbox in the column “Activated”**.
4. Click **“Save”**
5. Please restart the iPCMP (Logout > Login) to activate the new settings.

In the Supplier requests window, you can now view the red flag status of your suppliers. Of course, **requests in the state “Sent” or “Canceled” do not have red flags, as there are no reports saved** with these requests.

Depending on which conditions you have activated and the answers given by your supplier, the dots can have different colors:

- The reports is ok (regarding the red flag conditions) and no red flag has been raised.
- A red flag for this reports was raised because a red flag condition is fulfilled, e.g. for Red Flag 001 this would mean that there are minerals listed which originate from the DRC or an adjoining country.
- This condition is not activated/checked in your account or no report has be sent for this request.

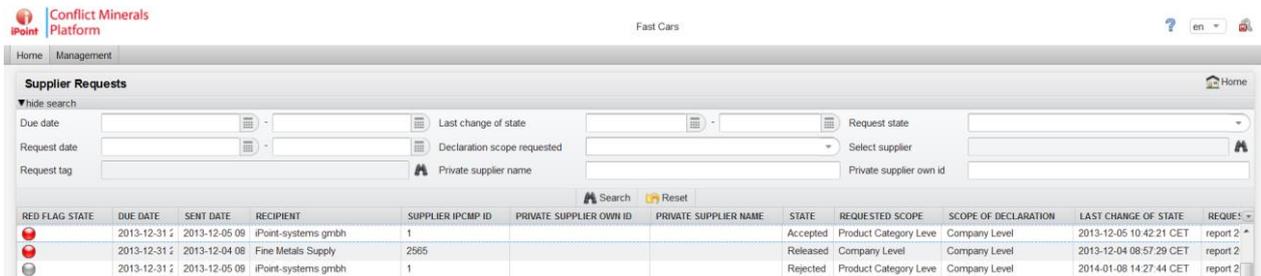
4.2 Review red flag settings of your incoming reports

Make use of your Premium Plus extras and check your incoming reports for red flags. To do so, please **enter the Supplier requests window by clicking “All supplier requests”**:



You will see that reports you have received are marked with red or green dots in the column **“Red flag state”**.





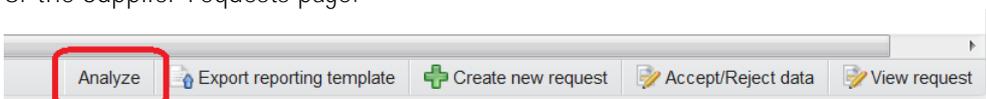
RED FLAG STATE	DUE DATE	SENT DATE	RECIPIENT	SUPPLIER IPCMP ID	PRIVATE SUPPLIER OWN ID	PRIVATE SUPPLIER NAME	STATE	REQUESTED SCOPE	SCOPE OF DECLARATION	LAST CHANGE OF STATE	REQUEST ID
Accepted	2013-12-31	2013-12-05 09	iPoint-systems gmbh	1			Accepted	Product Category Level	Company Level	2013-12-05 10:42:21 CET	report 2
Released	2013-12-31	2013-12-04 08	Fine Metals Supply	2565			Released	Company Level	Company Level	2013-12-04 08:57:29 CET	report 2
Rejected	2013-12-31	2013-12-05 09	iPoint-systems gmbh	1			Rejected	Product Category Level	Company Level	2014-01-08 14:27:44 CET	report 2

To review individual supplier reports, click the desired row and then on “View request”, at the bottom of the page. A window pops up, showing you which red flags triggered that particular “red flag” state. The screenshot below shows, that two red flags have been raised: the supplier stated that no Conflict Minerals are used but did not include any comment on it and he/she stated that 3TG-s are used, they are all sourced from recycling or scrap but he/she does not include any comment on it.

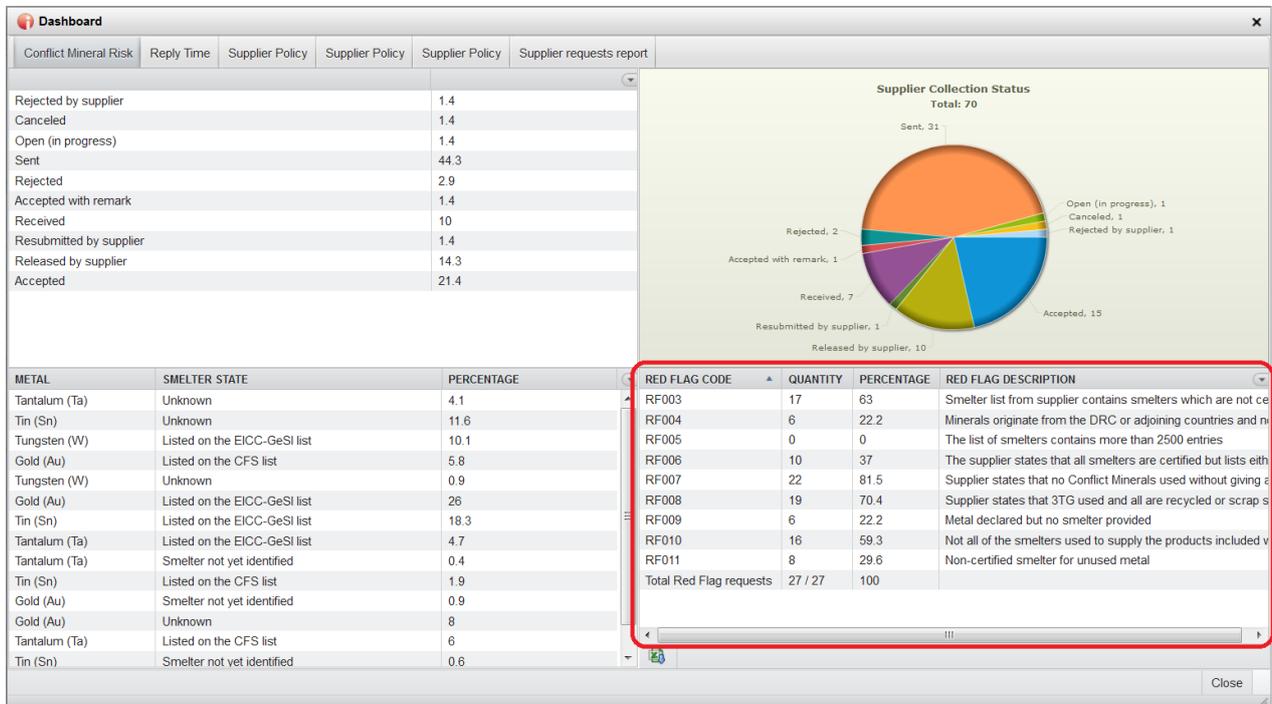


RED FLAG CODE	RED FLAG DESCRIPTION	RED FLAG
RF001	Minerals originate from the DRC or an adjoining country	⊖
RF002	No completed Conflict Minerals Reporting Templates were received from suppliers	⊖
RF003	Smelter list from supplier contains smelters which are not certified as CFS	⊕
RF004	Minerals originate from the DRC or adjoining countries and no smelter information is included or not all smelter are certified as CFS (and metal is not scrap or recycled)	⊕
RF005	The list of smelters contains more than 2500 entries	⊕
RF006	The supplier states that all smelters are certified but lists either none, unknown or non-certified smelters (not all given smelters are certified)	⊕
RF007	Supplier states that no Conflict Minerals used without giving a comment	⊖
RF008	Supplier states that 3TG used and all are recycled or scrap sourced but gives no comment	⊖
RF009	Metal declared but no smelter provided	⊕
RF010	Not all of the smelters used to supply the products included within the declaration scope indicated have been identified	⊕
RF011	Non-certified smelter for unused metal	⊕

To have an overview about the red flags in all received reports (you can use the filter options at the top of the page to specify which reports you would like to analyze), please click on “Analyze” at the bottom of the Supplier requests page.



Conflict Minerals Platform



Red flags that have not been checked under “Organization data” will not be shown in this Analysis. If you change your red flag conditions, please note that you need to logout and login again, to make your changes effective.



5 Manage different accounts

5.1 Create a company hierarchy

You have probably chosen the Premium Plus License of iPCMP to manage various locations and/or Business Units of your company. To do so, please register all the accounts separately and write an email to our helpdesk at cm-support@ipoint-systems.com. The different accounts will then be connected by the support team, according to your specifications.

The Administrator of the “head account” can switch to other accounts of his company by clicking “Company Hierarchy” in the Management Section. Choose the company you would like to switch to and click “Switch to company”. You will then be able to see the supplier lists, supplier requests and reports as well as the online storage of the account you have just switched to.

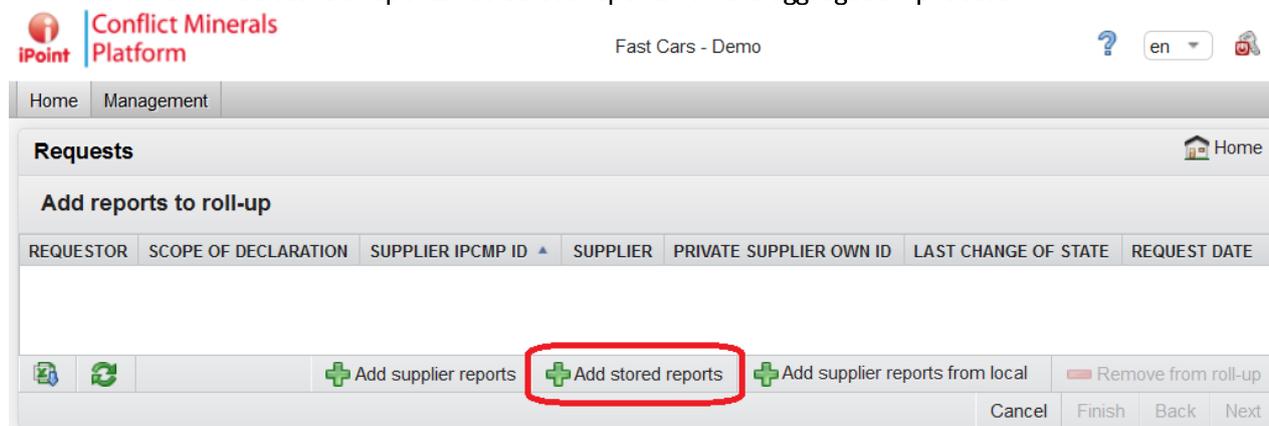
5.2 Roll-up reports from different Business Units / Sub-organizations

To create an aggregated report which consists of supplier reports from different Business Units of your Corporation, please go to the Create reports tile on your home screen.

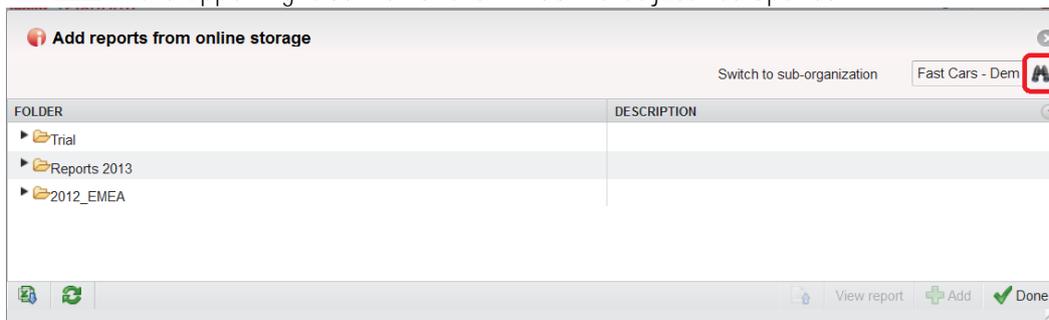
1. Please select “Roll-up of reports” and click “Start”.

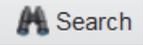


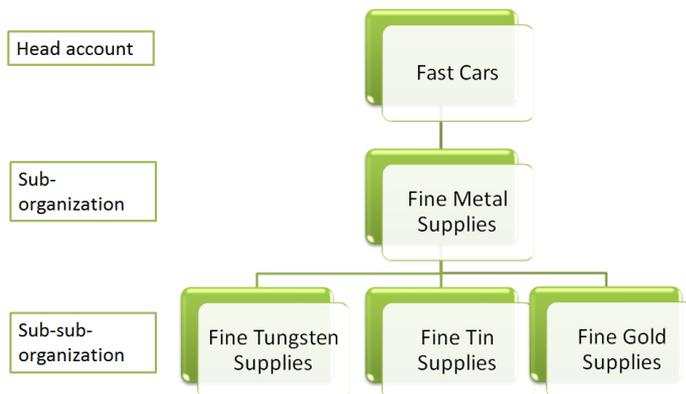
2. Click on “Add stored reports” to select reports for the aggregation process:



3. For choosing another Business Unit than the one you are logged in at the moment, please click the  in the upper right corner of the window that just has opened:



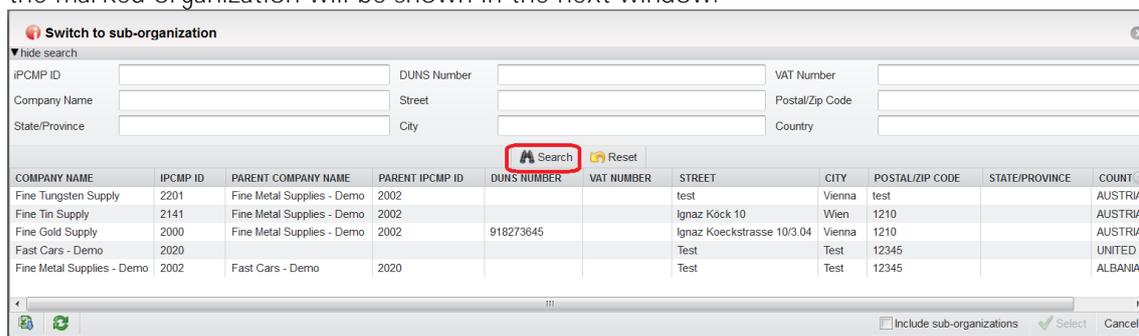
4. A new window will appear, showing all Business Units which are connected to your account or to your sub-organizations when clicking the  button. This is the hierarchy we have chosen for our example:



To decrease the amount of Business Units shown, please use the filter options available.

The column “Parent company name” shows that company **Fast Cars** has one sub-organization which is called **Fine Metal Supplies – Demo** (Column “Company name”). This sub-organization has 3 sub-organizations, which are **Fine Tungsten Supplies**, **Fine Tin Supplies** and **Fine Gold Supplies**. **Fast Cars** has no parent company, as this is the head account we are currently logged in.

By clicking the checkbox for “Include sub-organizations”, the reports from all suborganizations of the marked organization will be shown in the next window.



- Please choose the sub-organization from which you would like to add a report to your roll-up and click „Select“. (For information on the “Include sub-organizations” checkbox, please scroll down to step 6b)

Switch to sub-organization

▼ hide search

IPCMP ID: DUNS Number: VAT Number:
 Company Name: Street: Postal/Zip Code:
 State/Province: City: Country:

Search Reset

COMPANY NAME	IPCMP ID	PARENT COMPANY NAME	PARENT IPCMP ID	DUNS NUMBER	VAT NUMBER	STREET	CITY	POSTAL/ZIP CODE	STATE/PROVINCE	COUNTY
Fine Tungsten Supply	2201	Fine Metal Supplies - Demo	2002			test	Vienna	test		AUSTRIA
Fine Tin Supply	2141	Fine Metal Supplies - Demo	2002			Ignaz Kock 10	Wien	1210		AUSTRIA
Fine Gold Supply	2000	Fine Metal Supplies - Demo	2002	918273645		Ignaz Koeckstrasse 10/3.04	Vienna	1210		AUSTRIA
Fast Cars - Demo	2020					Test	Test	12345		UNITED K
Fine Metal Supplies - Demo	2002	Fast Cars - Demo	2020			Test	Test	12345		ALBANIA

Include sub-organizations

6a. A window opens which shows you the folder structure of the chosen sub-organization. Please choose the report you would like to add and click “Add”. When you have finished adding reports, click “Done”.

Add reports from online storage

Switch to sub-organization:

FOLDER	DESCRIPTION
▶ August	
▶ demo 1	
<input checked="" type="checkbox"/> Fine Metal Supplies - Demo -2013-06-16	
<input type="checkbox"/> Fine Metals	
<input type="checkbox"/> Coarse Metals	

7a. The reports you have chosen will appear in the list of reports for the roll-up. You can now start again choosing another sub-organization or proceed with the report aggregation by clicking “Next”. Please see further steps in the User Manual for iPCMP (Basic and Premium licenses).

Conflict Minerals Platform Fast Cars - Demo ? en

Home Management

Requests Home

Add reports to roll-up

REQUESTOR	SCOPE OF DECLARATION	SUPPLIER IPCMP ID	SUPPLIER	PRIVATE SUPPLIER OWN ID	LAST CHANGE OF STATE	REQUEST DATE	PRIVATE SUPI
	Company Level		Fine Metal			2013-06-15 20:00	

6b. When checkmarking the box besides “Include sub-organizations” in step No 5, mark the organization of which you would like to include all sub-organizations and click “Select”.

Switch to sub-organization

▼ hide search

iPCMP ID: DUNS Number: VAT Number:

Company Name: Street: Postal/Zip Code:

State/Province: City: Country:

Search Reset

COMPANY NAME	IPCMP ID	PARENT COMPANY NAME	PARENT IPCMP ID	DUNS NUMBER	VAT NUMBER	STREET	CITY	POSTAL/ZIP CODE	STATE/PROVINCE	COUNT
Fine Tungsten Supply	2201	Fine Metal Supplies - Demo	2002			test	Vienna	test		AUSTRIA
Fine Tin Supply	2141	Fine Metal Supplies - Demo	2002			Ignaz Köck 10	Wien	1210		AUSTRIA
Fine Gold Supply	2000	Fine Metal Supplies - Demo	2002	918273645		Ignaz Koeckstrasse 10/3.04	Vienna	1210		AUSTRIA
Fast Cars - Demo	2020					Test	Test	12345		UNITED K
Fine Metal Supplies - Demo	2002	Fast Cars - Demo	2020			Test	Test	12345		ALBANIA

Include sub-organizations

7b. The reports of all sub-organizations from the organization you have chosen in point 6b will be shown. Choose the ones you would like to add to your roll-up and click “Add”. When you have finished adding reports, click “Done”. The second column shows the sub-organization which has received the report, the fourth column shows the company that has created the report.

Add accepted supplier reports

Switch to sub-organization: Fine Metal Supplies - Demo

▼ hide search

Due date: - Last change of state: - Request date: -

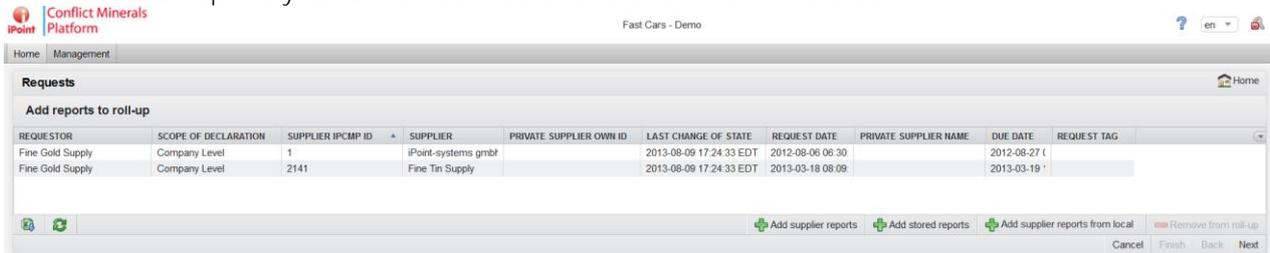
Declaration scope requested: Select supplier: Private supplier name:

Private supplier own id:

Search Reset

2002	Fine Metal Supplies - Demo	2013-12-31	2013-12-03 10:39	Fine Metal Supplies	2121	Accepted	Division Level	Company Level		2013-12-03 10:41:42	EST
2002	Fine Metal Supplies - Demo	2013-10-30	2013-10-12 06:38	Fast Cars - Demo	2020	Accepted	Company Level	Company Level		2013-10-12 06:52:41	EDT
2002	Fine Metal Supplies - Demo	2013-12-31	2013-10-03 08:43	Fast Cars - Demo	2020	Accepted	Company Level	Company Level		2013-10-12 06:52:03	EDT
2002	Fine Metal Supplies - Demo	2013-05-31	2013-05-25 11:55	Julia Galehr Supplier GmbH	2142	Accepted	Product Level	Product Level		2013-08-09 17:24:33	EDT
2002	Fine Metal Supplies - Demo	2012-12-26	2012-12-13 07:36	iPoint-systems gmbh	1	Accepted	Company Level	Company Level		2014-02-19 08:14:15	EST
2002	Fine Metal Supplies - Demo	2012-09-18	2012-09-05 14:00	Fast Cars - Demo	2020	Accepted	Company Level	Company Level		2013-08-09 17:24:33	EDT
2002	Fine Metal Supplies - Demo	2012-09-12	2012-09-05 13:44	Fast Cars - Demo	2020	Accepted	Company Level	Company Level		2013-08-09 17:24:32	EDT
2002	Fine Metal Supplies - Demo	2012-08-23	2012-08-22 13:39	Fast Cars - Demo	2020	Accepted	Product Category Level	Company Level		2013-08-09 17:24:32	EDT
2000	Fine Gold Supply	2013-03-19	2013-03-18 08:09	Fine Tin Supply	2141	Accepted	Company Level	Company Level		2013-08-09 17:24:33	EDT
2000	Fine Gold Supply	2012-09-26	2012-08-08 10:16	iPoint-systems gmbh	1	Accepted	Product Level	Product Level		2013-08-09 17:24:32	EDT
2000	Fine Gold Supply	2012-09-28	2012-08-08 10:15	iPoint-systems gmbh	1	Accepted	Division Level	Division Level		2013-08-09 17:24:32	EDT
2000	Fine Gold Supply	2012-08-31	2012-08-07 09:17	Fine Gold Supply	2000	Accepted	Product Category Level	Product Category Level		2013-08-09 17:24:32	EDT
2000	Fine Gold Supply	2012-08-27	2012-08-06 06:30	iPoint-systems gmbh	1	Accepted	Company Level	Company Level		2013-08-09 17:24:33	EDT
2000	Fine Gold Supply	2012-08-28	2012-08-06 06:30	iPoint-systems gmbh	1	Accepted	Product Level	Product Category Level		2013-08-09 17:24:32	EDT
2000	Fine Gold Supply	2012-08-31	2012-08-06 06:28	iPoint-systems gmbh	1	Accepted	Division Level	Division Level		2013-08-09 17:24:32	EDT
2141	Fine Tin Supply	2014-02-28	2013-10-11 07:12	Fine Metal Supplies - Demo	2002	Accepted	Division Level	Company Level		2013-10-11 07:47:39	EDT
2141	Fine Tin Supply	2013-12-31	2013-10-11 07:03	Fine Metal Supplies - Demo	2002	Accepted	Company Level	Company Level		2013-10-11 07:33:18	EDT
2141	Fine Tin Supply	2013-04-25	2013-04-18 05:00	Fast Cars - Demo	2020	Accepted	Company Level	Company Level		2013-08-09 17:24:33	EDT
2141	Fine Tin Supply	2013-02-06	2013-02-05 04:44	Fast Cars - Demo	2020	Accepted	Division Level	Division Level		2013-08-09 17:24:33	EDT

8b. All reports you have chosen will be shown on the next window.

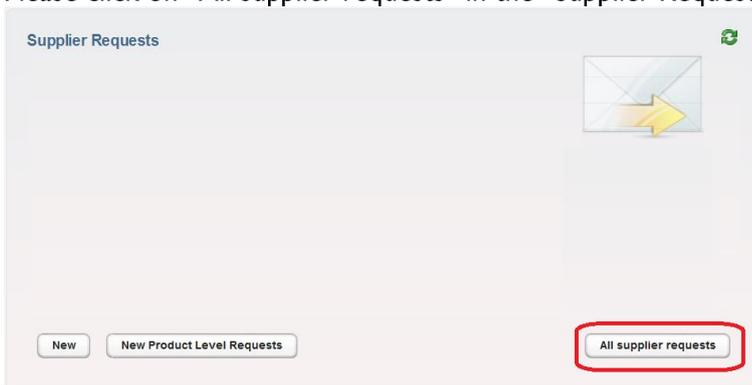


Please click “Next” and proceed as shown in the User Guide for Basic and Premium Users.

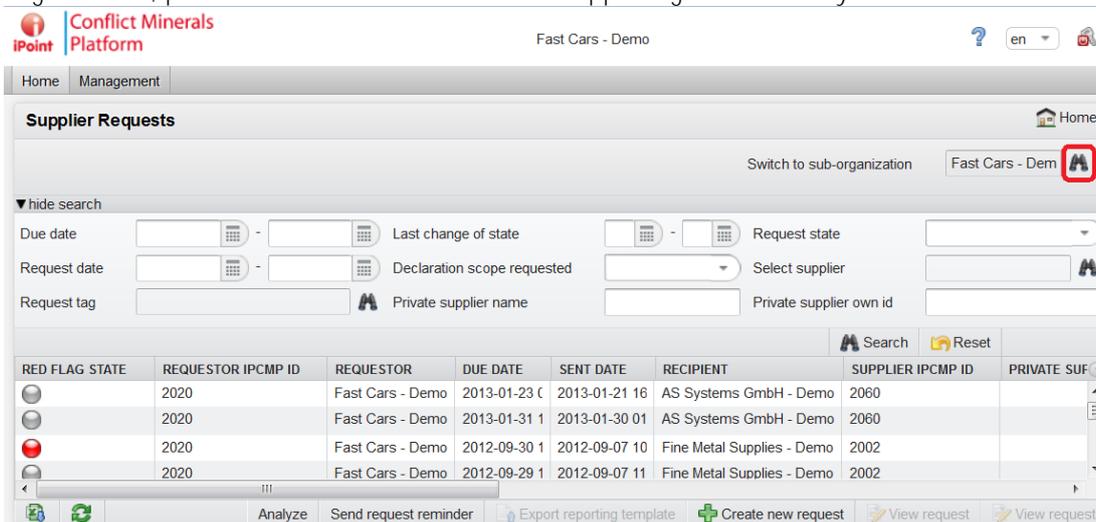
5.3 Analyze the performance of your Business Units / Sub-organizations

There are several features available which make it easy for you to analyze the supplier feedback rate as well as the Conflict Minerals Risk within your organization, as well as your sub-organizations.

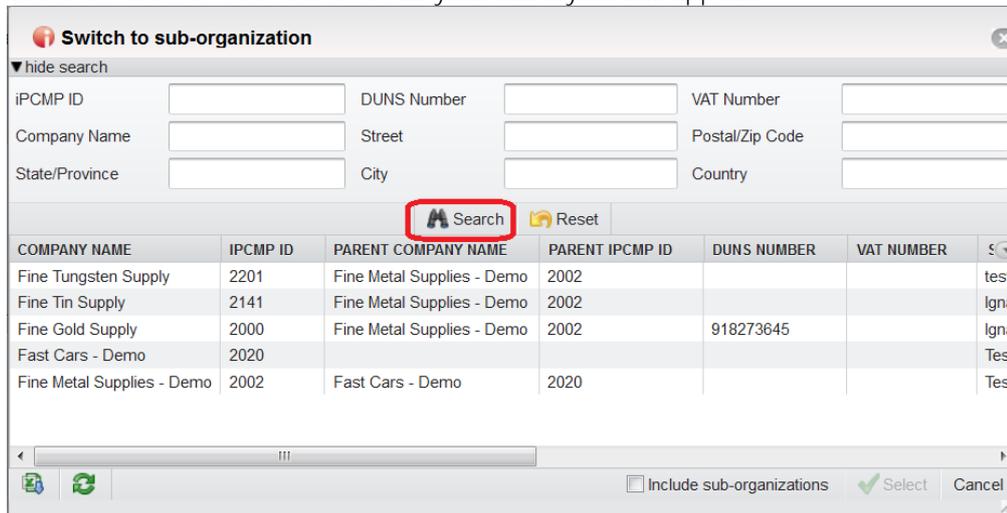
Please click on “All supplier requests” in the “Supplier Requests” tile of your home screen.



A new window appears, showing all supplier requests you have sent out. To choose another sub-organization, please click this button  in the upper right corner of your screen.



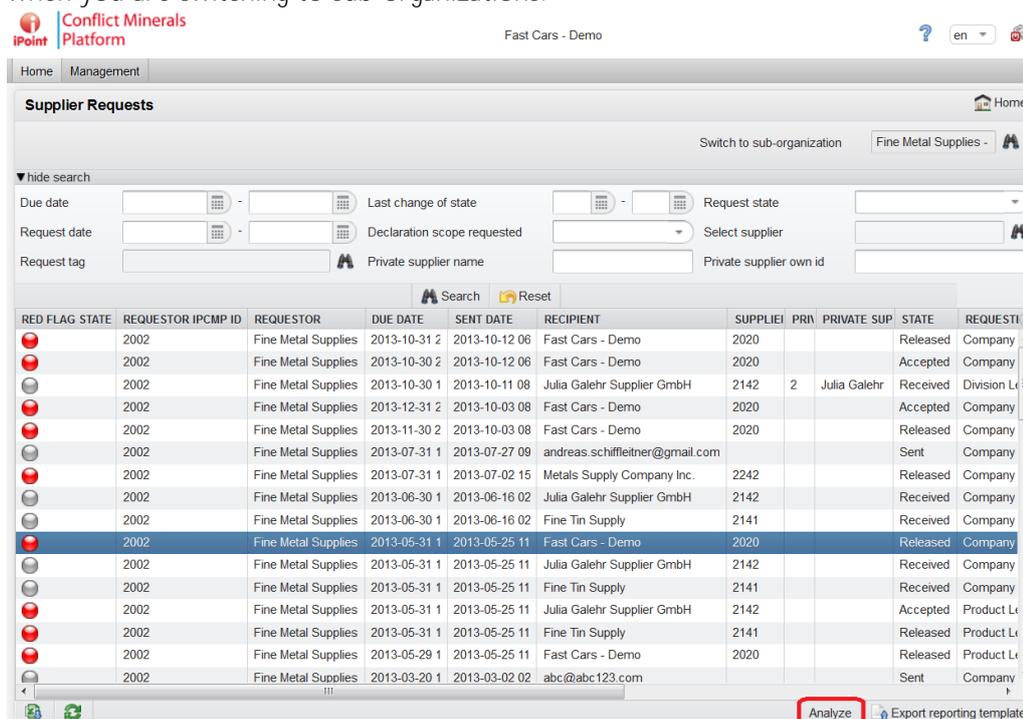
Click on “Search” and the list of all your sub layers will appear.



COMPANY NAME	IPCMP ID	PARENT COMPANY NAME	PARENT IPCMP ID	DUNS NUMBER	VAT NUMBER	
Fine Tungsten Supply	2201	Fine Metal Supplies - Demo	2002			test
Fine Tin Supply	2141	Fine Metal Supplies - Demo	2002			Igna
Fine Gold Supply	2000	Fine Metal Supplies - Demo	2002	918273645		Igna
Fast Cars - Demo	2020					Test
Fine Metal Supplies - Demo	2002	Fast Cars - Demo	2020			Test

Please choose the organization you would like to analyze. Please see a description of the company hierarch which can be seen here under chapter 5.2.

Click select to open a new window, showing you all requests that have been sent out from the chosen sub-organization, including its incoming reports if there are any. Filter your search result as usual and click the “Analyze” button to finally reach the Analyze window. Please refer to the iPCMP Basic and Premium User guide on more information on the Analyze section. Please note, that other buttons such as “Close request” (which can be seen when you are looking at your own supplier requests tile) are not shown when you are switching to sub-organizations.



RED FLAG STATE	REQUESTOR IPCMP ID	REQUESTOR	DUE DATE	SENT DATE	RECIPIENT	SUPPLIEI	PRN	PRIVATE SUP	STATE	REQUESTI
🚫	2002	Fine Metal Supplies	2013-10-31 2	2013-10-12 06	Fast Cars - Demo	2020			Released	Company
🚫	2002	Fine Metal Supplies	2013-10-30 2	2013-10-12 06	Fast Cars - Demo	2020			Accepted	Company
🚫	2002	Fine Metal Supplies	2013-10-30 1	2013-10-11 08	Julia Galehr Supplier GmbH	2142	2	Julia Galehr	Received	Division L
🚫	2002	Fine Metal Supplies	2013-12-31 2	2013-10-03 08	Fast Cars - Demo	2020			Accepted	Company
🚫	2002	Fine Metal Supplies	2013-11-30 2	2013-10-03 08	Fast Cars - Demo	2020			Released	Company
🚫	2002	Fine Metal Supplies	2013-07-31 1	2013-07-27 09	andreas.schiffleitner@gmail.com				Sent	Company
🚫	2002	Fine Metal Supplies	2013-07-31 1	2013-07-02 15	Metals Supply Company Inc.	2242			Released	Company
🚫	2002	Fine Metal Supplies	2013-06-30 1	2013-06-16 02	Julia Galehr Supplier GmbH	2142			Received	Company
🚫	2002	Fine Metal Supplies	2013-06-30 1	2013-06-16 02	Fine Tin Supply	2141			Received	Company
🚫	2002	Fine Metal Supplies	2013-05-31 1	2013-05-25 11	Fast Cars - Demo	2020			Released	Company
🚫	2002	Fine Metal Supplies	2013-05-31 1	2013-05-25 11	Julia Galehr Supplier GmbH	2142			Received	Company
🚫	2002	Fine Metal Supplies	2013-05-31 1	2013-05-25 11	Fine Tin Supply	2141			Received	Company
🚫	2002	Fine Metal Supplies	2013-05-31 1	2013-05-25 11	Julia Galehr Supplier GmbH	2142			Accepted	Product L
🚫	2002	Fine Metal Supplies	2013-05-31 1	2013-05-25 11	Fine Tin Supply	2141			Released	Product L
🚫	2002	Fine Metal Supplies	2013-05-29 1	2013-05-25 11	Fast Cars - Demo	2020			Released	Product L
🚫	2002	Fine Metal Supplies	2013-03-20 1	2013-03-02 02	abc@abc123.com				Sent	Company

