

Area	Questions to ask for Supplier #:	Yes	No
Buyer	Is there a signed ARA/T&C on file for the Supplier?	Proceed with checklist.	<b>STOP!!! Active vendors should have the ARA fields populated in VMF (F12 from main Supplier screen). Supplier file must have a signed ARA/T&amp;C.</b>
EDI	Is the Supplier on EDI 850/855 PO and transmitting 856/ASNs?	Proceed with checklist.	<b>STOP!!! Replenishment Suppliers must be EDI and ASN capable. Contact the EDI group.</b>
EDI	Is the Supplier VMI? And do they have a signed agreement?	Supplier must be 855 Capable and set up with partners on-line program to access reports for assortment information including OHs, sales, etc. VMI indicators in VMF and RMS Supplier screens must be set. The EDI group currently gives the Supplier PO numbers to use and this continues.	If Supplier wants to work VMI, contact SD Supply Chain Manager and the EDI/VMI group to start the Supplier on the VMI program. If a Supplier does not want to work as a VMI Supplier, proceed with checklist.
Supp.	Does the Supplier allow backorders ?	<b>STOP!!! Replenishment Suppliers require the backorder flag set to NO or un-checked.</b>	Replenishment Suppliers require the backorder flag set to NO or un-checked. Proceed with checklist.
Supp.	Does the Supplier have minimums?	Determine the type of minimums (\$ amount, case, units, etc.). Are there multiple minimums? Weight and \$ amount? Units and Volume? Verify minimums are correct with the Supplier prior to turning on to RMS Replenishment.	Proceed with checklist.
Supp.	What is the Supplier Lead Time?	Enter the time it takes the Supplier to send out the merchandise after receiving the purchase order in RMS. Verify the lead time (Vendor Prep Time) with the Supplier.	<b>This is required.</b> Contact Supplier to obtain Supplier Prep Lead Times.
Supp.	What are the Supplier shipping point locations?	Verify ship points and SPLCs with the Supplier prior to turning on RMS Replenishment.	<b>This is required.</b> Contact Supplier to obtain Supplier ship point locations.
Supp.	Are there multiple ship points?	A separate Supplier Number is needed. Contact SD-P/S.	Proceed with checklist.
Supp.	Is the Supplier origin or destination shipping? Has the buyer determined if the supplier is capable or can support FOB Origin? Is FOB Origin for this vendor cost effective for AAFES? Are the Origin/Destination terms on the ARA?	Contact LG for an analysis to determine the most cost effective shipment method.	<b>This is required.</b> Contact the Logistics Group.
Supp.	Does the Supplier have any hazardous or handling sensitivity items?	Ensure proper hazmat codes are attached to the items as needed.	Proceed with checklist.
SIML	Are the Supplier minimums set up in RMS?	Verify the minimums are correct within the Supplier Inventory Management Level. The 'Purge Orders Failing Minimums' indicator must be checked.	Proceed with checklist.
SIML	Is the Review Cycle and Days to review this Supplier for Replenishment set up in RMS?	Verify the Review Cycle and Days are correct in RMS. (Review days are to be set based off SPLC).	<b>This is required. Order dates for the Supplier need to be determined for the Supplier.</b>

SIML	<b>Is Purchase Order Scaling used for the Supplier?</b>	Identify Scaling constraints (by weight, \$ amount, cases, etc.) and if multiple constraints are being used. Once Scaling constraints are identified, set up in RMS: Scale order to constraints indicator, Scaling Objective, Scaling Level, Multiple Vehicle scaling.	Proceed with checklist.
SIML	<b>Is Truck Splitting used with the Supplier?</b>	Identify Truck Split constraints (by weight, \$ amount, cases, etc.) and identify if multiple constraints are used. Once Truck Splitting constraints are identified, set up in RMS: Split Truckloads into orders indicator, Auto Approve LTL orders indicator, Truck Splitting Method.	Proceed with checklist.
Item	<b>Are all the Replenishment locations (Warehouse and Store) and location sources set up correctly?</b>	Verify in RMS the Replenishment locations that carry/sell the item are attached to all items. In addition, proper source method must be identified. Warehouse =WHSE stocked or XD. Supplier =Supplier Direct to Store items.	<b>This is required.</b> Contact Buyer for location that should be attached to item(s).
Item	<b>Is the Supplier set up for each item/location?</b>	Verify in RMS the Supplier is attached to the item prior to setting Replenishment parameters.	<b>This is required.</b> Contact Buyer for the Supplier that should be attached to item(s).
Item	<b>Is the replenished item a Simple Pack?</b>	Verify Simple Pack and components are set up correctly. Components can not be replenished. Is there a case UPC and individual unit UPC?	Proceed with checklist. If the purchase is by case UPC and the sale is by the unit UPC, then this is a Simple Pack.