This document classified as: Company Restricted Data Owner: Procurement & Shared Services

## **POD Upload Request**



SiC	*User Name (enample: michael james.smith) *Password (enample: 0/079/23) (enample: 0/079/23) (enample: 0/079/23) (enample: 0/079/23) **TIP For any Support, Please contact to Service Desk (servicedesk@stc.com.kw) Reset Password
	Select a Language: English

a. Logs into Oracle application using the URL link

https://sourcing.stc.com.kw and the username/password

provided.

		Personalize
iSupplier Portal	iSupplier Portal	
🛅 RFQ Supplier	Home Page	
	Advance Payment Request	
	POD Payment Request	
	POD Upload	
	Network PAC Upload	
	IT/CYBER/F&F PAC Load Page	
	Advance Payment Search	
	PAC Supplier Search Home	

		* PO	Number Select the PO Number Search Clear		
Export	Add POD				
POD ID	PO Number	Creation Date	PO Description	POD Status	View
No search conducted.					

b. To upload the POD details, click on stc POD Upload3. Enter the PO number and click on add POD button

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## **POD Upload Request**

POD Upload Request									sic					
Information	1 													
The upload	was successful without Errors. Please submit your request for approval.													
											Send For App	roval		
Upload Item	s for the Job Order Selected													
Errors Pro	cessed Successfully	Please select a Template File	Upload	Browse										
Processed Tr	ransaction													
Export														
Item Code	PO Number				Tag Number	Site Id	SiteType	PatDate	ItemDescription	ParentChild	Quantity	Paren		
C14-KW- CW050905-M	417448				CWTWIBM0000001	7 IAF0057	Macro	12-Feb-2020	6m Pole	Parent	1			
C14-KW- CW050905-M	417448				CWTWIBM00000018	3 IAF0057	Macro	12-Feb-2020	6m Pole		1			
C14-KW- CW050905-M	417448				CWTWIBM0000001	9 IAF0057	Macro	12-Feb-2020	6m Pole		1			
C14-KW- CW050905-M	417448				CWTWIBM0000002	IAF0057	Macro	12-Feb-2020	6m Pole		1			
C14-KW- CW050905-M	417448				CWTWIBM0000002	LIAF0057	Macro	12-Feb-2020	6m Pole		1			

4. Click on send for approval button for approval

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