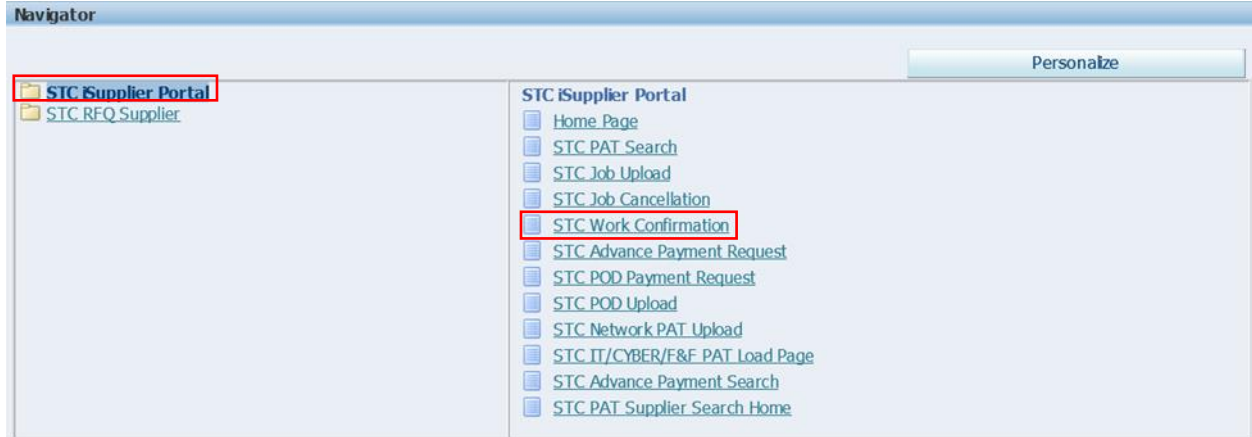


- a. The Supplier Logs into Oracle Applications using the URL link <https://sourcing.stc.com.kw> and the **username/password** provided.



- b. To upload the Work Confirmation Supplier clicks on Work Confirmation Upload Page



c. Enter Approved PO Number and click Go

Job Confirmation

Simple Search

Note that the search is case insensitive
 Supplier Name: Huawei Technologies Kuwait Co. W.L.L.
 * PO Number: 417400
 Go Clear

Select PO Number	Job Order Name	SiteID	Site Description	Job Order Amount	Job Order Status	Revision	Utilized Percentage Amount	Avilable Percentage Amount	History
No search conducted.									

Note: there are two options for Work Completion:

1. **Clicking Work Confirmation in case you have less jobs**

Job Confirmation

Simple Search

Note that the search is case insensitive
 Supplier Name: Huawei Technologies Kuwait Co. W.L.L.
 * PO Number: [input]
 SiteID: [input]
 Job Order Name: [input]
 Go Clear

Work Confirmation Export Work Confirmation Upload

Select PO Number	Job Order Name	SiteID	Additional Job Order Description	Job Order Amount	Job Order Status	Revision	Utilized Percentage Amount	Avilable Percentage Amount	History
No search conducted.									

a. Select the Job

b. Click on Work Confirmation/Work Confirmation Upload

Job Confirmation

Simple Search

Note that the search is case insensitive
 Supplier Name: Huawei Technologies Kuwait Co. W.L.L.
 * PO Number: 420807
 SiteID: [input]
 Job Order Name: [input]
 Go Clear

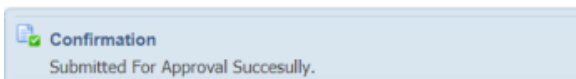
Work Confirmation Export Work Confirmation Upload

Previous 1-10 Next 10

Select	PO Number	Job Order Name	SiteID	Additional Job Order Description	Job Order Amount	Job Order Status	Revision	Utilized Percentage Amount	Avilable Percentage Amount	History
<input checked="" type="checkbox"/>	420807	PS -420807-HUA-NET-TRA-GKC025, GCK108-MATERIAL-PAYABLE--V2	GKC025, GCK108	GKC108	39.28	Approved	V2	0	100	History

c. Enter % Completed

d. Click on Submit for Approval



e. Confirmation message will pop up by system

f. stc Business team will receive the Work Confirmation Approval Notification to approve the work confirmation submitted by

Supplier



- g. Once the stc Business user approves the work confirmation an FYI notification will goes to Supplier

2. Clicking Work Confirmation Upload in case you have many jobs

Note that the search is case insensitive

Supplier Name **Huawei Technologies Kuwait Co. W.L.L.**

* PO Number

SiteId

Job Order Name

Work Confirmation | Export | **Work Confirmation Upload** | Previous 1-10 | Next 10

Select	PO Number	Job Order Name	SiteID	Additional Job Order Description	Job Order Amount	Job Order Status	Revision	Utilized Percentage Amount	Avilable Percentage Amount	History
<input checked="" type="checkbox"/>	420807	PS -420807-HUA-NET-TRA-GKC025, GCK108-MATERIAL-PAYABLE-V2	GKC025, GCK108	GKC108	39.28	Approved	V2	0	100	History

- a. **Upload template per below instruction and click Browse**
- b. **Click Submit**
- c. **Click Validate Items**
- d. **Click Submit for Approval**

Work Confirmation Upload

Supplier Name Huawei Technologies Kuwait Co. W.L.L.

* PO Number

Please select a Template File

Job Order Name	PO Number	SiteId	Additional Job Order Description	Supplier Name	Revision	Completion Percentage
No search conducted.						