

SELL/ORDER UNIT CONVERSION (SOUCN)

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1. GENERAL

- 1.01 This instruction provides information to be used by Inventory Management when the need arises to load a Sell/Order Unit Conversion (SOUCN) into Southwestern Inventory Management System (SWIMS).
- 1.02 Whenever this practice is reissued the reason(s) for reissue will be indicated in this paragraph.
- 1.03 The objective of this instruction is to provide a means to:
- a. Comply with overall policies of the company;
 - b. Provide the service level required by users;
 - c. Deploy resources effectively;
 - d. Assure SWIMS data base integrity to pass accurate information to downstream systems, and;
 - e. Promote communications among the various organizations involved in the SOUCN process.

2. DEFINITIONS

- 2.01 Alternate Unit of Measure - Is the SWIMS Alternate Unit of Measure 1 field which contains the same unit as the CAPRI invoice unit (EA, FT, LB, etc.). Alternate Unit of Measure 1 is the only field transmitted to the SWIMS/CAPRI interface*. Alternate Unit of Measure 2 and Alternate Unit of Measure 3 are for informational use and do not get transmitted to the SWIMS/CAPRI interface. The Alternate Unit of Measure 1 field is found on the SWIMS "Item Master Inquiry" screen, see Exhibit 1.

*Note: With the implementation of the enhanced SOUCN routine, during the first quarter of 1991, the Alternate Unit of Measure 1 field will no longer be transmitted to the SWIMS/CAPRI interface.

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- 2.02 Confirming Order - Confirming orders are of two types:
- a. Emergency Order - An order called in directly to a contract vendor for immediate shipment of material to the warehouse, thus reducing procurement interval time. A manually generated confirming order is also entered directly into CAPRI, via the CAPRI Confirming Order Entry form, to satisfy bill payment requirements. This bypasses the SWIMS MR system.
 - b. Spot Buy - When a contract vendor is unable to supply a material need, an alternate source such as a non-contract vendor or distributor is used for immediate shipment of material to the warehouse. A manually generated confirming order is also entered directly into CAPRI, via the CAPRI Confirming Order Entry form, to satisfy bill payment requirements. This bypasses the SWIMS MR system. A spot buy can be made for non-loaded standard supply item (SSI) vendors, and loaded standard supply item vendors.
- 2.03 Minimum Ordering Quantity (MOQ) - Is the minimum quantity that should be ordered from a vendor. It is usually established for an item as a result of a contractual agreement or a purchase price advantage. For example, a MOQ for an item might be 50 each, whereas the vendor standard package quantity might be 10 each. Note: A MOQ is not synonymous with vendor standard package quantity. The MOQ is found on the CAPRI "Standard Supply Item Price Information" screen, Exhibit 2. It is also found on the SWIMS "Inventory Master Maintenance Inquiry" screen, Exhibit 3, under the heading Minimum Quantity.
- 2.04 Order Multiple - An order quantity modifier in SWIMS that rounds the order quantity to multiples of the vendor standard package quantity. The order multiple is synonymous with the vendor standard package. The order multiple is found on the SWIMS "Inventory System Summary Inquiry" screen, Exhibit 4.

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- 2.05 Routine Order - A SWIMS generated replenishment order for material placed on a vendor without manual intervention.
- 2.06 Sell/Order Unit Conversion (SOUCN) - The converting of procurement order quantities from vendor order units to disbursement units upon receipt of the material at stocking locations. It is called the Conversion Factor 1 field in SWIMS. The Conversion Factor 1 field is the only field that gets transmitted to the SWIMS/CAPRI interface*. Conversion Factor 2 and Conversion Factor 3 fields do not get transmitted to the SWIMS/CAPRI interface. This conversion to disbursement units passes from SWIMS to CAPRI to the Perpetual Inventory Records. The SOUCN is found on the SWIMS "Item Master Inquiry " screen, Exhibit 5.
- *Note: With the implementation of the enhanced SOUCN routine, during the first quarter of 1991, the Conversion Factor 1 field will no longer be transmitted to the SWIMS/CAPRI interface
- 2.07 Unit of Measure (UOM) - The SWIMS disbursement unit for material shipping from stocking locations to users/clients. Examples include: EA, PK, CT, RL, FT, see Exhibit 6. The UOM is found on the SWIMS "Item Master Inquiry" screen, Exhibit 7, under the heading U/M:.
- 2.08 Vendor Order Unit - The invoicing unit loaded in CAPRI by which a vendor invoices SWB. For example, EA, PK, RL, etc. The vendor order unit is found on the CAPRI "Standard Supply Item Contract Information" screen, Exhibit 8, under the heading Unit.
- 2.09 Vendor Standard Package Quantity (VSPQ) - The standard quantity that a vendor uses to package his product. In most cases the Inventory Manager must order from the vendor in multiples of vendor standard package quantity. For example: 1 carton of 24 each, 1 package of 12 rolls, 1 box of 100 each, 1 carton of 12 cans. The vendor standard package quantity is found on the SWIMS "Inventory System Summary Inquiry" screen, Exhibit 9, under the heading Order Multiple.

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3. RESPONSIBILITIES

- 3.01 It is the responsibility of the Inventory Manager to review the SW6538, CAPRI & SWIMS SSI Update form, and determine the appropriate SOUCN based on the CAPRI invoice unit and the SWIMS disbursement unit.
- 3.02 The maintenance of SOUCN factors in SWIMS is the responsibility of the Inventory Manager in coordination with the Departmental Technical Staff, Procurement Contracting, and Procurement Systems and Accounting.
- 3.03 Close coordination is required among Inventory Management, Departmental Technical Staffs, Procurement Contracting, and Procurement Systems and Accounting to assure that the proper SOUCN is applied as required.
- 3.04 It is essential that the integrity of all data bases be maintained. Employees must maintain the highest legal and ethical standards as set forth in Southwestern Bell Telephone Company's booklet entitled A Code of Business Conduct. All functions within the SOUCN process must be performed with care and honesty for the successful management of the business.

4. SELL/ORDER UNIT CONVERSION (SOUCN)

- 4.01 One of the most misunderstood concepts in an Inventory Management environment is the application of SOUCN factors. An item becomes a candidate for a SOUCN factor when its disbursement unit, which is the SWIMS unit of measure, differs from its vendor order unit, which is the CAPRI invoice unit.
- 4.02 SWIMS computer balances are reflected in disbursement units, unit of measure, whereas CAPRI order quantities are expressed in vendor invoice units.
- 4.03 Sell/Order Unit Conversion factors are critical for two reasons:
- a. Procurement order quantities calculated in SWIMS are converted to vendor order units, for

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appropriate items, by way of Conversion factors;

- b. Conversely, Conversion factors are utilized by the receiving programs to update computer balances, on the applicable items, by converting procurement order quantities from vendor order units to disbursement units upon receipt of the material.

4.04 Sell/Order Unit Conversion factors are always established with the objective being the proper updating of computer balances; i.e., the converting of procurement order quantities from vendor order units to disbursement units upon receipt of the material at stocking locations.

4.05 For SWIMS routine orders, SOUCNs are "divide by" when a procurement order is placed;

$$\text{(SWIMS order quantity)} / \text{(SOUCN factor)} = \text{CAPRI vendor order quantity}$$

Conversely, SOUCNs are "multiply by" at the time of receiving;

$$\text{(CAPRI vendor order quantity)} * \text{(SOUCN factor)} = \text{SWIMS order quantity.}$$

5. ESTABLISHING A SOUCN IN SWIMS

5.01 The Inventory Manager receives a SW6538 from Procurement Contracting to load a new item into SWIMS, or change an existing item, see Exhibit 10A and 10B.

5.02 The Inventory Manager must review the SW6538 and compare information in the following fields for continuity:

- a. Field Standard Package - Which is determined by the Departmental Technical Staff, to determine how the item will be disbursed to the user/client;
- b. Description - To determine if there is a recommended disbursement unit;

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- c. Invoicing unit (CAPRI) - To determine how the vendor will invoice SWB;
- d. Minimum order quantity (vendor) - To determine the minimum quantity the vendor will sell to SWB;
- e. Standard package quantity (vendor) - To determine how the vendor packages material.

5.03 The SWIMS disbursing UOM is routinely taken from the Field Standard Package field.

5.04 If the Field Standard Package unit is inconsistent with appropriate disbursement of the material, the Inventory Manager should consult with the Departmental Technical Staff, Procurement Contract Manager, and/or the vendor to arrive at the appropriate disbursing UOM before attempting to load anything into SWIMS.

5.05 SOUCN factors are of three basic types and are determined as follows:

- a. The SOUCN factor is one if the vendor order unit is the same as the SWIMS disbursement unit;

$$\frac{\text{SWIMS disbursement unit}}{\text{CAPRI vendor order unit}} = \frac{1 \text{ ea.}}{1 \text{ ea.}} = 1$$

- b. The SOUCN factor is a whole number if the vendor order unit is larger than the SWIMS disbursement unit;

$$\frac{\text{SWIMS disbursement unit}}{\text{CAPRI vendor order unit}} = \frac{20 \text{ ea.}}{1 \text{ case}} = 20$$

- c. The SOUCN factor is a fraction if the vendor order unit is smaller than the SWIMS disbursement unit.

$$\frac{\text{SWIMS disbursement unit}}{\text{CAPRI vendor order unit}} = \frac{1 \text{ lb.}}{5 \text{ lb.}} = .2$$

Note: For cable and wire items, SOUCN factors cannot be calculated exactly if they are greater than five digits to the right of the decimal. The SOUCN

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factor is a 12 position field in the following format: 99999999.999999.

5.06 Once the UOM has been determined the Inventory Manager will load the following information into the SWIMS Item Master Maintenance (CSMM) screen, see Exhibit 11, or the SWIMS Item Master Add screen (CSMA) as appropriate:

- a. Unit of measure - which is the SWIMS disbursement unit;
- b. Order multiple, if required - usually a multiple of the disbursement unit, of the vendor standard package;
- c. Alternate unit of measure 1 - which is the CAPRI invoice unit;
- d. Conversion factor 1 - which is the SWIMS "divide by" factor.

5.07 Maintenance of SOUCN factors is the responsibility of Inventory Management in coordination with Departmental Technical Staffs, Procurement Contracting, and Procurement Systems and Accounting.

5.08 Once Sell/Order Unit Conversion Enhancement 1991 is established during the first quarter of 1991, it will replace the process described in Section 5. SWIMS data bases however will continue to read the Alternate UOM 1 and Conversion Factor 1 fields, and it is recommended that these fields continue to be populated. The SWIMS/CAPRI interface will not read Alternate UOM 1 and Conversion Factor 1 after implementation.

6. FLOW OF AN ORDER WITH A SOUCN APPLIED FOR ROUTINE ORDERS

6.01 For illustration purposes, Nail Wire Common Galvanized 6D 5 pound pack (900168899) will be used.

- a. SWIMS recommends placing an order on a vendor for a quantity of 60 packs. It recommends packs because the SWIMS UOM is loaded as packs.

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- b. The Inventory Manager reviews the SWIMS recommendation of 60 packs and releases an order.
- c. SWIMS/CAPRI Interface converts the 60 packs to 300 pounds based on information loaded in the Alternate Unit of Measure 1 and the Conversion Factor 1 in the Item Master file. $(60 \text{ pks}) / (.2) = 300 \text{ lbs.}$
- d. CAPRI generates a purchase order (PO) for 300 pounds.
- e. The PO is mailed/transmitted to the vendor for 300 pounds of nails.
- f. CAPRI sends feedback to SWIMS acknowledging an order has been placed on a vendor equal to 60 packs.
- g. The vendor receives and processes the SWB PO for 300 pounds of nails.
- h. The vendor ships 300 pounds of nails to the MDC.
- i. The MDC receives 300 pounds of nails on the receiving dock.
- j. The MDC receiving personnel update SWIMS balances with one of two methods:
 - 1. Manually converts 300 pounds to 60 packs and keys 60 packs received into SWIMS, $(300 \text{ lbs}) \times (.2) = 60 \text{ pks.}$
 - 2. Inputs 300 pounds into SWIMS , and SWIMS calculates a receipt of 60 packs, $(300 \text{ lbs}) \times (.2) = 60 \text{ pks.}$
- k. The PO in SWIMS is closed if the received amount is equal to or greater than the ordered quantity, or the order is Force Closed.
 - l. SWIMS transmits the receipt transaction to CAPRI for 300 pounds.
- m. CAPRI transmits invoice transaction information to SWAPS for the SWIMS receipt of 300 pounds.

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- n. CAPRI authorizes payment of the vendor invoice of 300 pounds if the order quantity, the invoice quantity, and the received quantity match.
- o. Upon payment of vendor invoice, SWAPS transmits to DOPAC, the accounting system, updates to the PIR for 60 packs.

7. CONFIRMING ORDER ENTRY FOR NON-ROUTINE ORDERS

- 7.01 Call-in orders are an essential part of Inventory Management responsibility to alleviate backorders, and provide service to users/clients.
- 7.02 It must be kept in mind that SOUCNs must be applied for appropriate items each time a call-in order is initiated to assure proper updating of computer balances.
- 7.03 SOUCN information is entered on the "Confirming Information" section of the Confirming Order Entry form, Exhibit 12.
- 7.04 Call-in orders are manual confirming Purchase Orders bypassing the SWIMS MR system and are entered directly into CAPRI based on information from the Confirming Order Entry form. The SOUCN can be either multiply or divide.
- 7.05 For an item with a vendor order unit the same as the SWIMS disbursement unit the "Confirming Information" section of the Confirming Order Entry form would be filled out as follows, see Exhibit 13:
 - a. CAPRI Quantity ordered = 10
CAPRI Unit = EA
SWIMS Quantity ordered = 10
SWIMS Unit = EA
SOUCN = multiply by 1 (1/M)
- 7.06 For an item with a vendor order unit larger than the SWIMS disbursement unit the "Confirming Information" section of the Confirming Order Entry form would be filled out as follows, see Exhibit 14:
 - a. CAPRI Quantity ordered = 20

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CAPRI Unit = EA
 SWIMS Quantity ordered = 1
 SWIMS Unit = CS
 SOUCN = divide by 20 (20/D)

7.07 For an item with a vendor order unit smaller than the SWIMS disbursement unit the "Confirming Information" section of the Confirming Order Entry Form would be filled out as follows, see Exhibit 15:

a. CAPRI Quantity ordered = 5
 CAPRI Unit = LB
 SWIMS Quantity ordered = 1
 SWIMS Unit = PK
 SOUCN = multiply by 5 (5/M)

7.08 A complementary SWIMS entry must be entered into PRPA to establish a confirming order. This enables receipt of the material into SWIMS. See exhibit 16.

8. SELL/ORDER UNIT CONVERSION - 1991 ENHANCEMENT

8.01 Since the sell/order unit conversion process as it is currently configured is often misunderstood and is somewhat cumbersome to use, a replacement process is being developed for implementation during the first quarter of 1991.

8.02 Due to the fractional conversion factors that are loaded for many items in SWIMS, the calculations that take place in the CAPRI interface often result in quantities being passed to CAPRI that are not multiples of the vendor's standard packaging quantity. When this occurs, manual intervention is required to ensure that the proper quantities are ordered and adjustments must be made before the invoice can be paid.

8.03 To correct the problem as described in paragraph 8.02, three new fields will be added to the CSITMS segment in the SWIMS Item data base, see Exhibit 17.

a. CAPRI UOM - A two character field to contain the CAPRI Unit of Measure (i.e. BX, EA, FT, etc.). An edit will be added to ensure a valid unit of measure exists in this field. This field is read by the SWIMS/CAPRI interface.

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- b. CAPRI Conversion Factor - A nine position numerical field with two decimal places which represents the number of SWIMS units in one vendor unit (if CAPRI M/D indicator equals "M") or the number of vendor units in one SWIMS unit (if CAPRI M/D indicator equals "D"). An edit will be added to ensure that a value greater than zero exists in this field. Format is as follows: 9999999.99. This field is read by the SWIMS/CAPRI interface.
- c. CAPRI Multiply/Divide Indicator - A one character field that will contain either an "M" or a "D". This will be used to determine whether the quantity being passed to CAPRI should be multiplied or divided by the CAPRI Conversion Factor. An edit will be added to ensure an "M" or a "D" exists in this field. This field is read by the SWIMS/CAPRI interface.

8.04 Once Sell/Order Unit Conversion Enhancement 1991 is established during the first quarter of 1991, it will replace the process described in Section 5. SWIMS data bases however will continue to read the Alternate UOM 1 and Conversion Factor 1 fields, and it is recommended that these fields continue to be populated. The SWIMS/CAPRI interface will not read Alternate UOM1 and Conversion Factor 1 fields after implementation.

9. ESTABLISHING A SOUCN USING ENHANCED ROUTINE

- 9.01 The Inventory Manager receives a SW6538 from Procurement Contracting to load a new item into SWIMS, or change an existing item.
- 9.02 The Inventory Manager must review the SW6538 and compare information in the following fields for continuity:
 - a. Field Standard Package - Which is determined by the Departmental Technical Staff, to determine how the item will be disbursed to the user/client;

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- b. Description - To determine if there is a recommended disbursement unit that should be part of the description.
- c. Invoicing unit (CAPRI) - To determine how the vendor will invoice SWB;
- d. Minimum order quantity (vendor) - To determine the minimum quantity the vendor will sell to SWB;
- e. Standard package quantity (vendor) - To determine how the vendor packages material.

9.03 The SWIMS disbursing UOM is routinely taken from the Field Standard Package field.

9.04 If the Field Standard Package unit is inconsistent with appropriate disbursement of the material, the Inventory Manager should consult with the Departmental Technical Staff, Procurement Contract Manager, and/or the vendor to arrive at the appropriate disbursing UOM before attempting to load anything into SWIMS.

9.05 SOUCNs can be either multiplication or division factors. The decision for applying either a multiplication or a division SOUCN factor and the quantity of the factor, is determined in the following ways:

- a. If the SWIMS disbursement unit is smaller than the CAPRI vendor order unit, the CAPRI M/D indicator will be a "D" and the conversion factor will be the number of SWIMS units in one vendor unit.

Example: If an item's SWIMS disbursement unit is EA (each) and its CAPRI vendor order unit is CT (carton) and each carton contains 100 each, a conversion factor of 100 would be applied, and the M/D indicator would be a "D". For every carton received, the computer balance would be updated by 100 each.

$$(100 \text{ EA}) / (100) = 1 \text{ CT.}$$

Where:

(100 ea) = SWIMS order quantity;
/ = Divide Indicator;

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(100) = Conversion Factor;
1 CT = CAPRI Order Quantity.

- b. When the SWIMS disbursement unit is larger than the CAPRI vendor order unit, the M/D indicator will be an "M", and the conversion factor will be the number of CAPRI units in one SWIMS disbursement unit.

Example: If the SWIMS disbursement unit is CT (carton) and its CAPRI vendor order unit is EA (each), and each carton contains 100 each, a conversion factor of 100 would be applied, and the M/D indicator would be a "M". For every carton received, the computer balance would be updated by one SWIMS disbursement unit.

$$(1 \text{ CT}) * (100) = 100 \text{ EA.}$$

Where:

(1 CT) = SWIMS order quantity;
* = Multiply Indicator;
(100) = Conversion Factor;
100 EA = CAPRI Order Quantity.

- c. When the SWIMS disbursement unit is equal to the CAPRI vendor order unit, the M/D indicator will be an "M", and the conversion factor will be a one.

Example: If the SWIMS disbursement unit is EA (each), and its CAPRI vendor order unit is EA (each), a conversion factor of 1 would be applied, and the M/D indicator would be a "M".

$$(1 \text{ EA}) * (1) = 1 \text{ EA}$$

Where:

(1 EA) = SWIMS order quantity;
* = Multiply Indicator;
(1) = Conversion Factor;
1 EA = CAPRI Order Quantity.

- 9.06 Maintenance of the SOUCN factors is the responsibility of the Inventory Management in coordination with Departmental Technical Staffs, Procurement Contracting, and Procurement Systems and Accounting.

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10. RELATED DOCUMENTATION

- 10.01 CAPRI & SWIMS SSI Update Form SW-6538 Workbook.
- 10.02 Adding Or De-Stocking Items At The Materials Distribution Center (MDC), SW 748-100-900.
- 10.03 Procurement Purchasing Manual.

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EXHIBIT 1
 SWIMS - ITEM MASTER INQUIRY

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                                ITEM MASTER INQUIRY                                RCS400-I
04/05/91 - 12:59:09                                CREATE DATE 09/17/83
ITEM ID: 900168899                                UPDATE DATE 03/17/90
  DESCRIPTION                                PRINT LAST ACTIVITY
000  NAIL WIR COM GLV 6D5LBPK                                Y      08/29/86
001  O MIM ORDER 50,STD PKG-10,5L3 PKS                                N      08/17/90
002  O DESTOCK AT T90 PER N.M. 7-11-89                                N      08/17/90
006  O 2 IN. FCR WOODEN INSULATOR PINS IN                                N      08/17/90
U/M: PK      ORDER MULTIPLE:      10  WEIGHT:      .00000 U/W:
VENDOR: 389600      PART ID:      MFR:
CONTROL DESCRIPTION: NAIL WIR COM GLV 6D5LBPK      PRINT IND: Y
DETAIL MESSAGE CODES:      BUYER ID: 00L      1099 CODE: 99
INVENTORY METHOD: P  PRICE IND: 1  COMMODITY CODE: 0017      FORECAST: Y
  UNIT PRICE:      5.12000  QTY VARIANCE %: 10.000  SHELF LIFE: 9
  SAFETY/FIFO: N      HAZARDOUS: N
ALTERNATE U/M 1: LB      CONVERSION FACTOR 1:      .20000
  2:      2:
  3:      3:
CAPRI UOM: LB      CAPRI CONVERSION FACTOR:      5.00  CAPRI M/D IND: M
PG. S A WD P MIC-CODE. SIC-CODE.. AIC C FRT-CLS..
USER DATA : 017 N C OD Y      042 O E95950
                                PF4=NEXT ITEM
ITEM: 900168899      SEQ:      PF5=P/N XREF      PF6=DESC PF7=USER
                                CMD:
    
```

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EXHIBIT 2
 CAPRI- STANDARD SUPPLY ITEM CONTRACT INFORMATION

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04/05/91 V11.0 STANDARD SUPPLY ITEM CONTRACT INFORMATION 12:59:32
ITEM ID DESCRIPTION ITEM LAST UPDATED: 02/23/90 ITEM DEL
900168899 NAIL/WIRE COMMON GLV 6D ORD TYPE STK/NON STK S
DISP

UNIT P/A MIC EXTC APPROV GCC ECC CAT PRT BUYER INSP HAZ
LB 17 523 1 3315 21300 Y 00227
CONTRACT DEL COPY CONTRACT TO ITEM ID CONTRACT LAST UPD: 02/23/90
CONTRACT TYPE START DATE EXPIRE DATE EXTEND DATE VENDOR LOC CD ML
C2378CO 030190 022893 389600 A
COMMITMENT QTY AMOUNT LOW LIMIT MIN STOCK MAX STOCK ALLOC MECH RCD
Y
AUTH LEAD TIME 4 PO ATTACH PRIORITY IND TERMS
FOB:QUAL OR MTHD PAY PC CITY LINDENWOLD ST NJ ZIP 08021 CENTRY
CONTRACT BALANCE 000000.00 NO. OF TIMES ORDERED 000004 LAST ORDERED 032191
CONTRACT-TO-DATE LPO USE
QUANTITY DOLLARS 1 52 2 3 4 5 6
ORDERED 000001000.00 000000760.00 7 8 9 10 11 12
RECEIVED 000000750.00 000000570.00 13 14 15
OWED 000000250.00 000000190.00
VPN RMKS
MAIN MENU -PF1 PRIM TBL MENU -PF2 NEXT ITEM -PF3 CAT DESC -PF6
NEXT CONTRACT -PF4 CURR PRICE INFO -PF5 FUTURE PRICE -PF7 TO COPY -S/R
    
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EXHIBIT 3
 SWIMS - INVENTORY MASTER MAINTENANCE INQUIRY

INVENTORY MASTER MAINTENANCE AS OF 02/91 02/22/91																													
ITEM ID:	900169899 01 CLA						ACTION: INQUIRY																						
DESCRIPTION:	NAIL WIR COM GLV 60SLBPK						DATA: ORDER QUANTITY																						
<table border="0"> <thead> <tr> <th>**** METHOD ****</th> <th>* MIN/MAX *</th> <th>**** MINIMUM ***</th> <th>**** MAXIMUM ****</th> <th colspan="6"></th> </tr> <tr> <th>TYPE</th> <th>QTY</th> <th>TYPE INHB</th> <th>MIN QTY PERIOD</th> <th>MAX QTY PERIOD</th> <th colspan="5"></th> </tr> </thead> </table>										**** METHOD ****	* MIN/MAX *	**** MINIMUM ***	**** MAXIMUM ****							TYPE	QTY	TYPE INHB	MIN QTY PERIOD	MAX QTY PERIOD					
**** METHOD ****	* MIN/MAX *	**** MINIMUM ***	**** MAXIMUM ****																										
TYPE	QTY	TYPE INHB	MIN QTY PERIOD	MAX QTY PERIOD																									
ORDER E	.00 (I)	2 (I)	(I)	50.00	.00 (I)	9999999.00	.00 (I)																						
FORCING CONTROL:																													
ORDER MULTIPLE:	10 (I)																												
SCRAP FACTOR:	0.0000 (D)			SCRAP QUANTITY:	0 (D)																								
ITEM ORDER COST:	18.0000 (1)			CARRY COST FACTOR:	.40 (1)																								
EQ X VALUE:	.00 (D)			UNIT COST:	4.29000 (I)																								
DISCOUNT 1: QUANTITY:	0 (D)			COST:	0.00000 (D)																								
DISCOUNT 2: QUANTITY:	0 (D)			COST:	0.00000 (D)																								
DISCOUNT 3: QUANTITY:	0 (D)			COST:	0.00000 (D)																								
BATCH ADJUSTMENT FACTOR:	.00 (D)																												
ANNUAL PRODUCTION CAPACITY:	999999999 (D)																												
CMD:																													

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EXHIBIT 4
 SWIMS - INVENTORY SYSTEM SUMMARY INQUIRY

04/05/91 - 13:53:04		INVENTORY SYSTEM		RIA400-I
LOCATION.: CLA 01		SUMMARY INQUIRY		
ITEM ID.: 900168899		METHOD: P TYPE: P		
ITEM DESC: NAIL WIR COM GLV 6DSLBP		U/M.: PK		
COSTING METHOD.: 1		NEW COST METHOD: (1-STD, 2-AVGE, 3-CURRENT, 4-ZERO)		
STANDARD COST..:	4.29	BIN/ROW..:		
AVERAGE COST...:	4.29	NEXT COUNT:	041591	
CURRENT COST...:	.00	FREQUENCY.:	3	
SELLING PRICE...:	3.36	PRINT DEST:	CLA	
MINIMUM REORDER:	29	AVGE LEAD.:	28	
MAXIMUM REORDER:	119	ACTL LEAD.:	32	
ORDER MULTIPLE.:	10	SUB TYPE.:	NORMAL ITEM	
TRANSFER FROM		BROKEN PACKAGE INDICATOR:	N	
LOCATION.:		QUEUE TO 1:	QUEUE TO 2:	
PRIME VENDOR...:	CAPRI			
USER DATA:				
	C KEEP-PARM MISC-2.... MISC-3..... LTA X			
	N			
NEXT LOCATION:	CLA 01	PF04=	NEXT ITEM FOR LOCATION	
NEXT ITEM ID.:	900168899	PF05=	NEXT LOCATION FOR ITEM	
			CMD:	

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EXHIBIT 5
SWIMS - ITEM MASTER INQUIRY

```

ITEM MASTER INQUIRY                                RCS400-1
04/05/91 - 13:53:26                                CREATE DATE 09/17/83
ITEM ID: 900168899                                UPDATE DATE 08/17/90
DESCRIPTION                                          PRINT LAST ACTIVITY
000 NAIL WIR COM GLV 6D5LBPK                        Y 08/29/86
001 0 MIM ORDER 50,STD PKG-10,5LB PKS              N 08/17/90
002 0 DESTOCK AT T90 PER N.M. 7-11-89              N 08/17/90
006 0 2 IN. FOR WOODEN INSULATOR PINS IN          N 08/17/90
U/M: PK ORDER MULTIPLE: 10 WEIGHT: .00000 U/W:
VENDOR: 389600 PART ID: MFR:
CONTROL DESCRIPTION: NAIL WIR COM GLV 6D5LBPK      PRINT IND: Y
DETAIL MESSAGE CODES: BUYER ID: 00L 1099 CODE: 99
INVENTORY METHOD: P PRICE IND: 1 COMMODITY CODE: 0017 FORECAST: Y
UNIT PRICE: 5.12000 QTY VARIANCE %: 10.000 SHELF LIFE: 9
SAFETY/FIFO: N HAZARDOUS: N
ALTERNATE U/M 1: LB CONVERSION FACTOR 1: .20000
2: 2:
3: 3:
CAPRI UOM: LB CAPRI CONVERSION FACTOR: 5.00 CAPRI M/D IND: M
PG. S A WD P MIC-CODE. SIC-CODE.. AIC C FRT-CLS..
USER DATA : 017 N C 00 Y 042 0 E95950
ITEM: 900168899 SEQ: PF4=NEXT ITEM PF6=DESC PF7=USER
CMD:

```

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EXHIBIT 6
STANDARD ORDERING UNIT ABBREVIATIONS

STANDARD ORDERING UNIT ABBREVIATIONS			
(Not all-inclusive)			
<u>DENOMINATION</u>	<u>ABBREVIATION</u>	<u>DENOMINATION</u>	<u>ABBREVIATION</u>
Bag	BG	Kits	KI
Bale	BA	Linear Foot	LF
Block	BL	Load	NL
Banks	BK	Lot	LO
Barrel	BR	Meters	MR
Bars	BI	Milligrams	ME
Board Feet	BF	Millimeter	MM
Books	BS	Mixed	MX
Bottle	BT	Ounce	OZ
Box	BX	Package	PK
Bundle	BD	Pads	PD
Cans	CN	Pails	PA
Car	NC	Pair	PR
Carboys	CB	Pallet (Lift)	PL
Carton	CT	Piece	PC
Case	CA	Pint	PT
Centimeter	CM	Pound	LB
Crate	CP	Quart	QT
Coil	CO	Reams	RM
Cone	CJ	Reels	RE
Container	CH	Roll	RL
Cubic Foot	CF	Set	ST
Cubic Inch	CI	Sheets	SH
Cartridge	CQ	Skeins	SW
Cubic Yard	CY	Sleeve	SL
Cylinder	CL	Spool	SP
Drum	DR	Square	SQ
Each	EA	Square Foot	SF
Envelopes	EN	Square Inch	SI
Foot	FT	Square Yard	SY
Gallon	GA	Strips	SR
Hanks	HA	Trailer	NT
Hours	HR	Tank	TK
Inch	IN	Tube	TU
Jars	JR	Vials	VI
Keg	KE	Yard	YD

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EXHIBIT 7
SWIMS - ITEM MASTER INQUIRY

```

ITEM MASTER INQUIRY                                PCS400-:
04/05/91 - 13:53:26                                CREATE DATE 09/17/83
ITEM ID: 900168899                                UPDATE DATE 08/17/90
      DESCRIPTION                                PRINT LAST ACTIVITY
000 NAIL WIR COM GLV 6D5LBPK                        Y 08/29/86
001 0 MIM ORDER 50,STD PKG-10,5LB PKS                N 08/17/90
002 0 DESTOCK AT T90 PER N.M. 7-11-89                N 08/17/90
006 0 2 IN. FOR WOODEN INSULATOR PINS IN            N 08/17/90
U/M: PK ORDER MULTIPLE: 10 WEIGHT: .00000 U/W:
VENDOR: 389600 PART ID: MFR:
CONTROL DESCRIPTION: NAIL WIR COM GLV 6D5LBPK        PRINT IND: Y
DETAIL MESSAGE CODES: BUYER ID: 00L 1099 CODE: 99
INVENTORY METHOD: P PRICE IND: 1 COMMODITY CODE: 0017 FORECAST: Y
UNIT PRICE: 5.12000 QTY VARIANCE X: 10.000 SHELF LIFE: 9
SAFETY/FIFO: N HAZARDOUS: N
ALTERNATE U/M 1: LB CONVERSION FACTOR 1: .20000
                2: 2:
                3: 3:
CAPRI UOM: LB CAPRI CONVERSION FACTOR: 5.00 CAPRI M/D IND: M
PG. S A WD P MIC-CODE. SIC-CODE.. AIC C FRT-CLS..
USER DATA : 017 N C 00 Y 042 0 E95950
ITEM: 900168899 SEQ: PF4=NEXT ITEM PF5=P/N XREF PF6=DESC PF7=USER
                                CMD:

```

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EXHIBIT 8
 CAPRI - STANDARD SUPPLY ITEM CONTRACT INFORMATION

```

04/05/91 V11.0 STANDARD SUPPLY ITEM CONTRACT INFORMATION 12:59:32
ITEM ID DESCRIPTION ITEM LAST UPDATED: 02/23/90 ITEM DEL
900168899 NAIL/WIRE COMMON GLV 6D ORD TYPE STK/NON STK S
DISP

UNIT P/A MIC EXTC APPROV GCC ECC CAT PRT BUYER INSP HAZ
LB 17 523 1 3315 21300 Y 00227
CONTRACT DEL COPY CONTRACT TO ITEM ID CONTRACT LAST UPD: 02/23/90
CONTRACT TYPE START DATE EXPIRE DATE EXTEND DATE VENDOR LOC CD ML
C2378C0 030190 022893 389600 A
COMMITMENT QTY AMOUNT LOW LIMIT MIN STOCK MAX STOCK ALLOC MECH RCD
Y

AUTH LEAD TIME 4 PO ATTACH PRIORITY IND TERMS
FOB:QUAL OR MTHD PAY PC CITY LINDENWOLD ST NJ ZIP 08021 CNTRY
CONTRACT BALANCE 000000.00 NO. OF TIMES ORDERED 000004 LAST ORDERED 032191
CONTRACT-TO-DATE LPO USE
QUANTITY DOLLARS 1 52 2 3 4 5 6
ORDERED 000001000.00 000000760.00 7 8 9 10 11 12
RECEIVED 000000750.00 000000570.00 13 14 15
OWED 000000250.00 000000190.00
VPN RMKS
MAIN MENU -PF1 PRIM TBL MENU -PF2 NEXT ITEM -PF3 CAT DESC -PF6
NEXT CONTRACT -PF4 CURR PRICE INFO -PF5 FUTURE PRICE -PF7 TO COPY -S/R
    
```

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EXHIBIT 9
SWIMS - INVENTORY SYSTEM SUMMARY INQUIRY

```
                                INVENTORY SYSTEM                                RIA400-1
                                SUMMARY INQUIRY
04/05/91 - 13:54:36
LOCATION.: CLA 01
ITEM ID.: 900168899
ITEM DESC: NAIL WIR COM GLV 605L3PK
                                METHOD: P  TYPE: P
                                U/M...: PK

COSTING METHOD.: 1 NEW COST METHOD: (1-STD, 2-AVGE, 3-CURRENT, 4-ZERO)
STANDARD COST.: 4.29
AVERAGE COST...: 4.29
CURRENT COST...: .00
SELLING PRICE...: 3.36
MINIMUM REORDER: 29
MAXIMUM REORDER: 119
ORDER MULTIPLE.: 10
TRANSFER FROM
LOCATION...:
PRIME VENDOR...: CAPRI
USER DATA:
C KEEP-PARM MISC-2.... MISC-3..... LTA X
N

NEXT LOCATION: CLA 01
NEXT ITEM ID.: 900168899

                                BIN/ROW...:
                                NEXT COUNT: 041591
                                FREQUENCY.: 3
                                PRINT DEST: CLA
                                AVGE LEAD.: 28
                                ACTL LEAD.: 32
                                SUB TYPE...: NORMAL ITEM
                                BROKEN PACKAGE INDICATOR: N

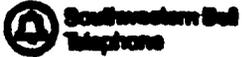
                                QUEUE TO 1:
                                QUEUE TO 2:

                                PF04=NEXT ITEM FOR LOCATION
                                PF05=NEXT LOCATION FOR ITEM
                                CMD:
```

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EXHIBIT 10A
CAPRI & SWIMS SSI UPDATE



CAPRI & SWIMS SSI UPDATE

SW-0530
(Rev. 11-89)

Rate 1 year, until _____

- NEW ITEM ADDITIONAL VENDOR CHANGE DELETE ITEM FROM
- REINSTATE DELETE CONTRACT NSTR TO STR SWIMS REASON:
- STR TO NSTR CAPRI

Reference:
BCP010-522-900

CMU	ITEM ID _____	DESCRIPTION _____	STR/NON STR <input type="checkbox"/>
	ENTER BY _____		DISP UNIT _____
	DATE _____		
BUYER	BUYER NAME _____ PHONE # _____		DELETE CONTRACT # _____
	INVOICING UNIT _____	APPROV <input type="checkbox"/> OCC _____	BCC _____ CAT PRY _____ BUYER CD _____ INSP <input type="checkbox"/> HAZ <input type="checkbox"/>
	CONTRACT # _____	TYPE <input type="checkbox"/> START _____	EXPIRE _____ VENDOR CD _____ LOC CD <input type="checkbox"/> ML <input type="checkbox"/>
	COMMITMENT QTY _____	AMOUNT _____	LOW LIMIT _____
	MIN STOCK _____	MAX STOCK _____	ALLOC _____ MECH BCD _____
	AUTH LEAD TIME <input type="checkbox"/>	PO ATTACHMENT <input type="checkbox"/>	PRIORITY IND <input type="checkbox"/> VENDOR TERMS _____
	FOR: QUAL <input type="checkbox"/>	MTRD PAY <input type="checkbox"/>	CITY _____ STATE <input type="checkbox"/> ZIP _____ CTRY <input type="checkbox"/>
	YPR _____		
	PO REMARKS _____		
	MIN ORD QTY _____	MAX ORD QTY _____	STD PRG _____ SHIP INT(DAYS) _____
	FUTURE PRICE EFF DATE _____		MISC CHARGE: CODE 1 _____ RATE _____ CODE 2 _____ RATE _____ TRADE DISC% _____
	PRICE BREAK QTY _____	PRICE MULT <input type="checkbox"/>	PRICE BREAK AMOUNT _____
	_____		_____
	_____		_____
	_____		_____
LPO(S) _____		CATALOG NARRATIVE _____	
_____		_____	
_____		_____	
_____		_____	

COMPTROLLERS	
P/A _____	AI Code _____
EXTC _____	
MIC _____	

(Official File Copy, unless reproduced)

(SEE REVERSE)

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EXHIBIT 10B
CAPRI & SWIMS SSI UPDATE

SWIMS BUYER, TECH STAFF OR ORIGINATOR	NAME (Print) _____ TITLE _____ TEL. NO. _____																																										
	TECH STAFF SIGNATURE(S) _____		DATE(S) _____																																								
	DESCRIPTION OF ITEM _____																																										
	HOW IS ITEM USED _____																																										
	<input type="checkbox"/> STOCK REQUEST		CAT PRY END <input type="checkbox"/> Y																																								
	<input type="checkbox"/> NON-STOCK REQUEST		ITEM SHOULD BE LOADED FOR THE FOLLOWING LPO(S): _____ _____																																								
	STOCKING LOCATIONS	LANCASTER	PENTON	TCS #																																							
	INITIAL DEMAND																																										
	MONTHLY DEMAND																																										
	INITIAL STOCKING INTERVAL (DATE)																																										
REPLACEMENT FOR EXISTING ITEM? <input type="checkbox"/> Y <input type="checkbox"/> N IF YES, WHAT IS DESC OF REPLACED ITEM? _____																																											
ITEM ID OF REPLACED ITEM _____																																											
DISPOSITION _____																																											
FIELD STD PRG _____	TYPE OF ITEM	<input type="checkbox"/> SAFETY	<input type="checkbox"/> SEASONAL																																								
MANUFACTURING LOCATION _____	REPAIR LOCATION _____	<input type="checkbox"/> CONST	<input type="checkbox"/> HAZARDOUS																																								
		<input type="checkbox"/> PERISHABLE																																									
		KEEP LIST																																									
		<input type="checkbox"/> MANUAL/TTY _____	<input type="checkbox"/> ALL <input type="checkbox"/> CALCULATED																																								
MINI MAX QUANTITY	ITEM CONTROL NUMBERS		PREPONT CLASS																																								
	<table border="1" style="width:100%; text-align: center; font-size: small;"> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> </table>		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	<table border="1" style="width:100%; text-align: center; font-size: small;"> <tr><td> </td><td> </td></tr> </table>																				
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20																								

ROUTING		
Audit #	IN	OUT
Contracting/LPO		
CMO		
Comptrollers		
CMO		
*Inventory Mgmt.		
Contracting/LPO		

* FOR STOCK ITEMS ONLY

ROUTING			NON-STOCK TO STOCK <input type="checkbox"/>
			STOCK TO NON-STOCK <input type="checkbox"/>
Audit #	IN	OUT	
Contracting			
CMO			
Inventory Mgmt.			
Contracting			

MANAGER - INVENTORY MANAGEMENT _____ DATE _____
DISTRICT MGR. - INVENTORY MANAGEMENT _____ DATE _____

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EXHIBIT 11
 SWIMS - ITEM MASTER INQUIRY

```

                                ITEM MASTER INQUIRY                                RCS400-1
04/05/91 - 13:54:58                                CREATE DATE 09/17/83
ITEM ID: 900168899                                UPDATE DATE 08/17/90
DESCRIPTION                                PRINT LAST ACTIVITY
000 NAIL WIR COM GLV 605LBPX                                Y 08/29/86
001 0 MIM ORDER 50,STD PKG-10,5LB PKX                                N 08/17/90
002 0 DESTOCK AT T90 PER N.M. 7-11-89                                N 08/17/90
006 0 2 IN. FOR WOODEN INSULATOR PINS IN                                N 08/17/90
U/M: PK ORDER MULTIPLE: 10 WEIGHT: .00000 U/W:
VENDOR: 389600 PART ID: MFR:
CONTROL DESCRIPTION: NAIL WIR COM GLV 605LBPX PRINT IND: Y
DETAIL MESSAGE CODES: BUYER ID: 00L 1099 CODE: 99
INVENTORY METHOD: P PRICE IND: 1 COMMODITY CODE: 0017 FORECAST: Y
UNIT PRICE: 5.12000 QTY VARIANCE %: 10.000 SHELF LIFE: 9
SAFETY/FIFO: N HAZARDOUS: N
ALTERNATE U/M 1: LB CONVERSION FACTOR 1: .20000
2: 2:
3: 3:
CAPRI UOM: LB CAPRI CONVERSION FACTOR: 5.00 CAPRI M/D IND: M
PG. S A WD P MIC-CODE. SIC-CODE.. AIC C FRT-CLS..
USER DATA : 017 N C 00 Y 042 0 E95950
ITEM: 900168899 SEQ: PF6=NEXT ITEM PF6=DESC PF7=USER
CMD:
  
```

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EXHIBIT 12
CONFIRMING ORDER ENTRY

Confirming Order Entry

PO # _____ Date _____

Inv Mgr Code _____

CONFIRMING INFORMATION

Service Cntr _____ WHSE I D _____ Prod I D _____

Qty Ordered _____ Unit _____ Source (M/D) _____

Qty Ordered _____ Unit _____ ON JOB DATE _____

Buyer Auth Code _____

Description _____

VPN _____

RMKS _____

SELECTED VENDOR INFORMATION

Contract # _____ VNDRADD Codes _____ F.O.B. _____

City _____ St _____ Co _____

Price _____ Confirm to/from _____ Vendor Co. Name _____

Auth by _____ Entry by _____ Entry by _____

WORKING INFORMATION

Pri	Ind	Contract #	VNDRADD Codes	Name & Phone	Price
1	_____	_____	_____	_____	_____
RMKS	_____				
2	_____	_____	_____	_____	_____
RMKS	_____				
3	_____	_____	_____	_____	_____
RMKS	_____				
4	_____	_____	_____	_____	_____

ORIGINAL

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EXHIBIT 13
CONFIRMING ORDER ENTRY

Confirming Order Entry

PO # _____ Date _____

Inv Mgr Code 006 SWMS

CONFIRMING INFORMATION

Service Cntr _____ WHSE. I.D. GLA Prod. I.D. 900 168 899

Qty Ordered 10 CAPM Unit EA CAPM Sourcn(M/D) 1 M

Qty Ordered 10 SWMS Unit EA SWMS ON JOB DATE 11/30/90

Buyer Auth Code _____ CAPM

Description Nail Wire Common GLV 60

VPN _____

RMKS _____

SELECTED VENDOR INFORMATION

Contract # _____ VNDRIADD Codes _____ FOB _____

City State Co

Price _____ Confirm to/from _____ Vendor Co. Name _____

Auth by _____ inv mgr Entry by _____ swms Entry by _____ capm

WORKING INFORMATION

Pr. Ind	Contract #	VNDRIADD Codes	Name & Phone	Price
1	_____	_____	_____	_____
RMKS	_____			
2	_____	_____	_____	_____
RMKS	_____			
3	_____	_____	_____	_____
RMKS	_____			
4	_____	_____	_____	_____

ORIGINAL

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EXHIBIT 14
CONFIRMING ORDER ENTRY

Confirming Order Entry

PO # _____ Date _____

Inv Mgr Code 006 SWHIS

CONFIRMING INFORMATION

Service Cntr _____

WHSE ID CLA

Prod ID 900 168 899

Qty Ordered 20 CAPM

Unit EA CAPM

Source/(M/D) 20 0

Qty Ordered 1 SWHIS

Unit CS SWHIS

ON JOB DATE 11/30/90

Buyer Auth Code _____ CAPM

Description Nail Wire Common GLV 6D

VPN _____

RMKS _____

SELECTED VENDOR INFORMATION

Contract # _____

VNDRIADD Codes _____

FOB _____

Price _____

Confirm to/from _____

Vendor Co. Name _____

Auth by _____ INV MGR

Entry by _____ SWHIS

Entry by _____ CAPM

WORKING INFORMATION

Pri. Ind.	Contract #	VNDRIADD Codes	Name & Phone	Price
1	_____	_____	_____	_____
	RMKS _____			
2	_____	_____	_____	_____
	RMKS _____			
3	_____	_____	_____	_____
	RMKS _____			
4	_____	_____	_____	_____

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EXHIBIT 15
CONFIRMING ORDER ENTRY

Confirming Order Entry

PO # _____ Date _____

Inv Mgr Code 006 SWMS

CONFIRMING INFORMATION

Service Cntr _____ WHSE I D CLA Prod I D 900 168 899

Qty Ordered 5 CAPM Unit LB CAPM Sourcn(M/D) 5 "

Qty Ordered 1 SWMS Unit PK SWMS ON JOB DATE 11/30/90

Buyer Auth Code _____ CAPM

Description Nail Wire Common GLV 60

VPN _____

RMKS _____

SELECTED VENDOR INFORMATION

Contract # _____ VNDRIADD Codes _____ F.O.B. _____

City _____ St _____ Co _____

Price _____ Confirm to/from _____ Vendor Co. Name _____

Auth by _____ Inv Mgr Entry by _____ SWMS Entry by _____ CAPM

WORKING INFORMATION

Pri	Ind	Contract #	VNDRIADD Codes	Name & Phone	Price
1					

RMKS _____

RMKS _____

RMKS _____

RMKS _____

ORIGINAL

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EXHIBIT 16
SWIMS - PURCHASE ORDER LINE INQUIRY

04/05/91 - 13:56:31		PURCHASE ORDER		2PR500-1
CO...: SWBT PUR GROUP: SWBT		LINE INQUIRY		
PO NO: C P5259560		VENDOR.: CAPRI		
LINE.: 0001		COMPANY PURCHASING		
OPEN		SHIP TO: 000012 - SW BELL TEL CO		LTLROCK
COMMODITY.....: 0017		DESC...: NAIL WIR COM GLV 5DSLPK		REVIEW/EXPEDITE NOTES
BUYER: OOL		ITEM...: 900168899		
		LOC.....: CLA C1		
UNIT PRICE.....:	4.13	QUANTITY/PRICING	ORIGIN.: INVNTY	DATES/CODES
PRICE VARIANCE:				NEEDED BY...: 04/21/91
QTY VARIANCE...:	10.000 %			PROMISED BY.:
QTY ORDERED...:	50	UOM.....: PK		LAST PRINTED:
QTY RECEIVED...:	0	AS OF...:		CREATED ON...: 03/21/91
QTY RETURNED...:	0			PURCH CODE...: 00
QTY INVOICED...:	0	AS OF...:		PRIORITY...: 08
INVOICE TOTAL..:	.00			MESSAGES.....:
		BUYER REVIEW/EXPEDITE		M/R REFERENCE
REVIEW.....:		TRKG: 001 LATE REPORT		NO...: DRP CLA 91079 0006
EXPEDITE.....:	01/11/00	TRKG: 001 LATE REPORT		LINE: 0022
				REQ.: DRP
PO NO: C P5259560		LINE: 0001	PF5=GL DIST	PF8=LINE/ITEM
				PF9=RECEIPTS
				CMD:

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EXHIBIT 17
SWIMS - ITEM MASTER INQUIRY

Date 8/17/90		ITEM MASTER UPDATE		RCS420-M
08/16/90 - 15:34:14		CREATE DATE	10/16/89	
ITEM ID: SPOONER4		UPDATE DATE	08/15/90	
DESCRIPTION		PRINT LAST ACTIVITY		
000 DW UOM TEST ITEM4		Y	08/14/90	
U/M: BX	ORDER MULTIPLE:	1	WEIGHT:	U/W:
VENDOR:	PART ID:			MFR:
CONTROL DESCRIPTION: DW UOM TEST ITEM4				PRINT IND: Y
DETAIL MESSAGE CODES:		BUYER ID: 00A		1099 CODE:
INVENTORY METHOD: P	PRICE IND: 1	COMMODITY CODE: 0001		FORECAST: N
UNIT PRICE:	1.00000	QTY VARIANCE %:		SHELF LIFE:
SAFETY/FIFO: N		HAZARDOUS: N		
ALTERNATE U/M 1: FT	CONVERSION FACTOR 1:		.00166	
2:	2:			
3:	3:			
CAPRI UOM: XX	CAPRI CONVERSION FACTOR: 9999999.99	CAPRI M/D IND: X		
PG. S A WD P MIC-CODE. SIC-CODE.. AIC C FRT-CLS..				
USER DATA :				
ITEM: SPOONER4	SEQ:	PF4=NEXT ITEM	PF6=DESC	PF7=USER
		PF5=P/N XREF		CMD:

Note: The Bold Faced fields shown above are the three new fields that need to be added to the CSITMS segment (11 bytes total).

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APPENDIX 1

ACRONYMS

1. CAPRI Computer Assisted Purchasing Receiving & Invoicing.
2. CSITMS Corporate System Item Master Segment.
3. DOPAC Disk Oriented Property & Cost (system).
4. MDC Materials Distribution Center.
5. MOQ Minimum Order Quantity.
6. MR Material Requisition.
7. PIR Perpetual Inventory Record.
8. SOUCN Sell/Order Unit Conversion.
9. SSI Standard Supply Item.
10. SWAPS Southwestern Accounts Payable System.
11. SWIMS Southwestern Inventory Management System.
12. UOM Unit Of Measure.
13. VSPQ Vendor Standard Package Quantity.
14. + Addition
15. - Subtraction
16. * Multiply
17. / Divide

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