



Train the Trainer GTM Supplier Role

accelalpha
an IBM Company

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1 Purpose

1.1 Business Needs

1. The purpose of this document is to help train external Suppliers on the functionalities of the GTM Supplier Role.

2 GTM Navigation

2.1 GTM Login

1. A web address for login will be provided for Regal Rexnord Suppliers and will be sent to you when your user is created. Navigate to the GTM Website, Click on “Entra” on the bottom.

Identity domain ⓘ

Default

User Name

piyush.pareek@accelalpha.com

Password

.....

[Forgot Password?](#)

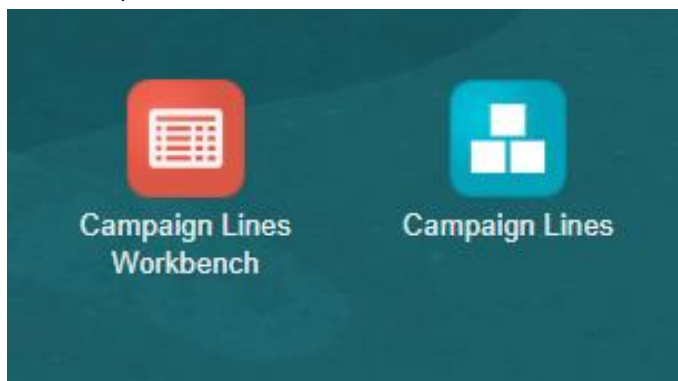
Sign In

Or sign in with

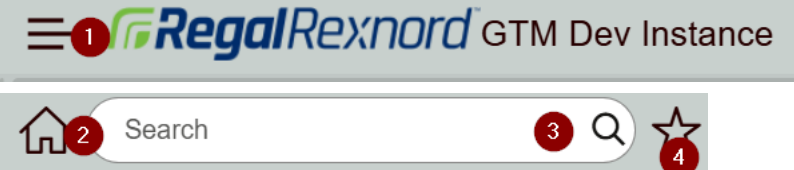


Entra

2. It will take you to GTM Home Springboard depending on the Role Assigned to your User ID (GTM SUPPLIER)



2.2 Unified Home Page

Page Frame	Description
<p>Unified Global Header</p> 	<p>The Unified Global Header is the area across the top of the UI. It contains the following icons:</p> <ol style="list-style-type: none"> 1. Navigator: The Navigator is the main menu, found in the Unified Global Header. Use the Navigator to get to the Oracle Transportation Management menus. <p>To open a menu item in a new tab or window, right-click on the lowest level menu item (for example, Campaign Lines) and select Open in new window. Depending on your browser settings, the page will either open in the new tab or a new window.</p> <ol style="list-style-type: none"> 2. Home: Returns you to the Springboard. 3. Search Bar: Search for menu links. 4. Favorites: View list of user favorites.

3 Solicitation Email Notification

Once Campaign Line is created, an email notification will be sent to the GTM Supplier requesting a response. The GTM Supplier then may login to GTM and complete the information requested.

4 Responding to Campaign Line

The GTM Supplier has two options to navigate to the Campaign Line: through an email link or via the GTM Supplier Role.

4.1 Via GTM Supplier Role (Preferred)

1. Login into [GTM](#)
2. Navigate to the Campaign Lines Workbench



4.2 Via Email Link

The GTM Supplier may receive an email containing a response request for Campaign Line such as below. The user may click on the 'Link to GTM Campaign Response Dashboard' and be directed to GTM where they can respond to the Campaign Line.



Supplier Solicitation

The purpose of this correspondence is to request and obtain information needed from our suppliers to ensure full compliance with all government import and export requirements.

It is important that the information be completed by a person from your company who is knowledgeable of the Rules of Origin and the manufacturing process (if any) of your material. We rely on you for accurate information as well as you maintaining the necessary documentation to support the information provided to us.

Many suppliers require assistance with the proper completion of these forms, as many do not export or import goods themselves. If you need any additional information, or simply need assistance with completing a form, then please do not hesitate to contact.

Please verify that the information indicated for your items is 100% accurate. We require our suppliers to notify us immediately of any changes or updates to this origin information or manufacturing process.

Purpose : GET COO & HS SOLICIT DATA FROM SUPPLIER

Product Classification Type Requested : HTS US

Regards,

Submit Response Here: [Link to GTM Campaign Response Dashboard](#)

Deadline : May 22, 2025

Contact Information	
Name: Company Name: REGAL REXNORD CORPORATION Address: MILWAUKEE, 53203, US	Phone: 6083648800 E-mail: Fax:

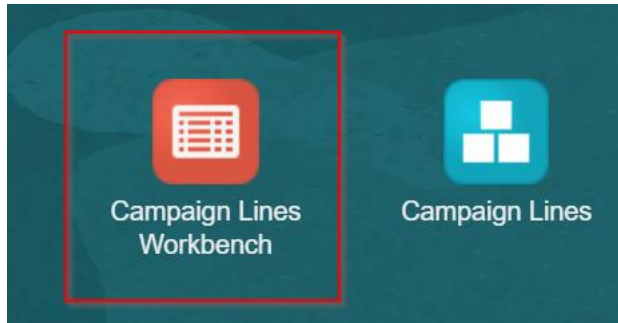
S.no	Item Name	Item Description	Item Identifier
1	10385943	0996.XTSR71.CPLG CONFIGURABLE - B01-B01, STD-XXL, C=140 MM	MDM10385943
2	30042837	0996.XTSR71.CPLG CONFIGURABLE - B01-B01, STD-XXL, C=140 MM	MDM10385788
3			
4			
5			
6			
7			
8			
9			
10			

5 Campaign Lines Workbench

The Campaign Lines Workbench is provided to the GTM Supplier role to allow them to view Campaign Lines in a centralized view. This allows the GTM Supplier to respond to campaign lines, as well as uploading external documents.

5.1 Entering Solicitation Data on Campaign Line

1. Navigate to the Campaign Lines Workbench



2. Click the checkbox on the left of the ID

Campaign Lines		Documents				
Actions	View	GTM_CAMPA				
ID	Campaign Line ID	Trading Partner Item ID	Indi	Part Number	Product Classification...	
<input checked="" type="checkbox"/>	RRX.GB_SUP_01-OR_C84-USMCA-01208	GB_SUP_01-OR_C84-USMCA-01208	GB_CL_TEST_002_GB_SUP_01			

3. Enter the following information:
 1. Product Classification Code: the HTS US code
 2. Country of Origin: two-digit country code
 3. Regional Value Content Percentage
 4. Qualified: drop-down values of YES or NO
 5. Preference Criteria: fixed-list value of A,B,C,D,E,NE
 6. Regional Value Content Method ID: NET COST or TRANSACTION VALUE
 7. Producer [OPTIONAL]
 8. Qualification Effective Date [OPTIONAL]
 9. Qualification Expiration Date [OPTIONAL]
 10. Supplier Full Name [REQUIRED]
 11. Supplier Title [REQUIRED]
 12. Supplier Company Name [REQUIRED]
 13. Date Signed [REQUIRED]
 14. Disclaimer I certify that the goods described in this document qualify as originating and the information contained in this document is true and accurate. I assume responsibility for proving such representations and agree to maintain and present upon request or to make available during a verification visit, documentation necessary to support this certification.

Campaign Line ☆ 1 of 1 **Finished** Log Profile

Campaign Line Documents Additional FTAs

Party Site ID GB_SUP_01 Party Site Name GB_SUP_01 Item ID GB_CL_TEST_002 **Regional Value Content Percentage**

Product Classification Type HTS US **Product Classification Code** Trade Agreement USMCA

Country of Origin CA Origin Effective Date Origin Expiration Date

Line Description

Qualification Details

Qualified YES Preference Criteria ID **Regional Value Content Method ID** Producer

Qualification Effective Date Qualification Expiration Date

Supplier Legal Disclaimer

Legal Disclaimer

I certify that the goods described in this document qualify as originating and the information contained in this document is true and accurate. I assume responsibility for proving such representations and agree to maintain and present upon request or to make available during a

Supplier Solicitation Information

Name of Authorized Signatory Signatory Title Supplier Company Name

Telephone Number Email Address Date Signed

4. Click Finished once information is entered

Campaign Lines Documents

GTM_CAMPAIGN_LINE_SUP

ID	Campaign Line ID	Trading Partner Item ID	Ind	Campaign ID	Product Classification	Product Classification	Party Site ID	Country Of Origin	Origin Effective Date	Origin Expiration Date	Trade As ID
1	GB_SUP_01-CA-20250522-00000013	MDM10385943_ML_GB_SUP_01					GB_SUP_01	CA	2025-04-01 UTC	2025-05-22 UTC	

Records 1 of 1

Edit Line Details

Campaign Line ☆ 1 of 1 **Finished** Log Profile

Campaign Line Documents Additional FTA & HS Codes

Campaign Line ID GB_SUP_01-CA-20250522-00000013

Domain Name SOX

Campaign ID GB_SUP_01-CA-20250522-00000013

Purpose SEF CSR & HS SOLICIT DATA FROM SUPPLIER

Expiration Date 2025-05-22 UTC

Trading Partner Item ID MDM10385943_ML_GB_SUP_01

Trading Partner Item Identifier

Trading Partner Item Name

Trading Partner Item Description

Party Site ID GB_SUP_01

Party Site Name GB_SUP_01

Item ID MDM10385943_ML

Regional Value Content Percentage

Product Classification Type HTS US

Product Classification Code

Trade Agreement USMCA

Country of Origin CA

Origin Effective Date

Origin Expiration Date

Line Description

5.2 Responding to Campaign Line

1. To respond to a Campaign Line, the GTM Supplier should click on Actions -> Solicitations -> Respond to Campaign Line.

The screenshot shows a table with columns: Campaign Line ID, Trading Partner Item ID, Indi, Campaign ID, Product Classification..., Product Classification..., and Party Site. A row is selected with values: 5-0001, GB_SUP_0..., MDM10385943_ML_GB_SUP_01, GB_SUP_01-CA-20250422-00000013, and GB_SUP_... The 'Actions' menu is open, and 'Solicitations' is selected, with 'Respond to Campaign Line' highlighted in red.

Campaign Line ID	Trading Partner Item ID	Indi	Campaign ID	Product Classification...	Product Classification...	Party Site
5-0001	GB_SUP_0...	MDM10385943_ML_GB_SUP_01	GB_SUP_01-CA-20250422-00000013			GB_SUP_...

2. The GTM Supplier will then be directed to the confirmation screen.

The screenshot shows a confirmation screen with a table containing one row. The 'Campaign Line' column contains the ID 'GB_SUP_01-CA-USMCA-20250505-0001'. The 'Status' column contains a green checkmark and the text 'Confirmation Responded to Campaign Line'. A 'View Log' button is located below the table.

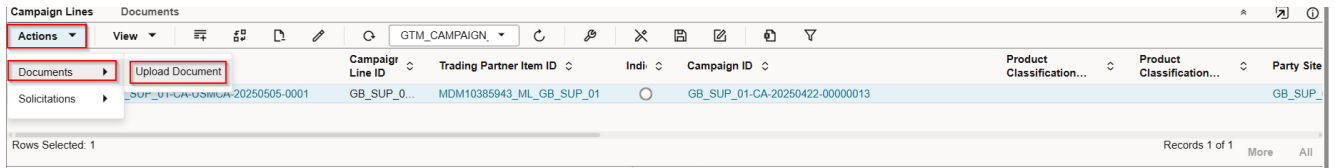
Campaign Line	Status
GB_SUP_01-CA-USMCA-20250505-0001	Confirmation Responded to Campaign Line

***NOTE: Campaign Line will be submitted to Regal Rexnord Trade Compliance Team for review.**

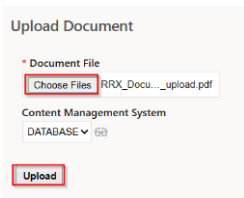
6 Uploading Documents

Suppliers can upload external documents for Regal Rexnord Trade Compliance Team to view.

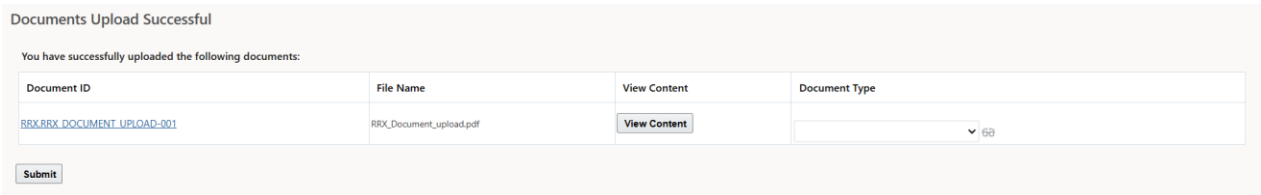
1. Select Campaign Line Record -> Go to Actions -> Documents -> Upload Document



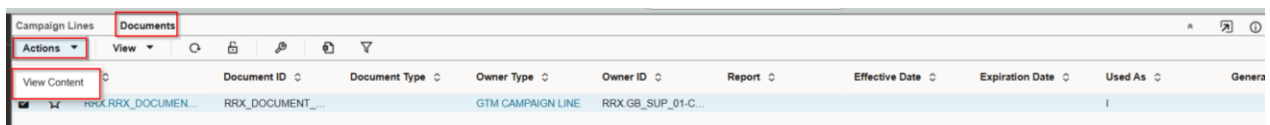
2. Choose Files from local computer -> Click Upload



3. A Successful Message will display



4. To view the uploaded document, navigate to the Documents tab -> click Actions -> View Content



7 [Exception]: Responding to a Campaign Line which requires additional information

The Regal Rexnord GTC team may request additional information from the Supplier, in which the Supplier will receive an Email Notification. The GTM Supplier may click on the 'Link to GTM Campaign Response Dashboard' to be directed to GTM.

May 19, 2025



Supplier Solicitation

Provide HTS US and Qualification Details.

Regards,
Global Trade Compliance
FTA@regalrexnord.com

Submit Response Here : [Link to GTM Campaign Response Dashboard](#) Deadline : June 12, 2025

Contact Information	
Company Name: NOVE MESTO MFG PLANT Address: NOVE MESTO NAD VAHOM, 915 01, SK	Phone: 421 32 77 00 364 E-mail: vidya.sowjanya@accelalpha.com Fax:

S.no	Item Name	Item Description	Item Identifier
1			

The following will be the page where the Supplier will be directed to in GTM. Please note the Campaign Line ID.

Campaign 1 of 1 | [Edit](#) | [Actions](#)

Campaign ID GB_SUP_01-OR_NMO-01055 Effective Date 2025-09-12 Perspective Supplier Purpose GET COO & HS SOLICIT DATA FROM SUPPLIER	Name Expiration Date 2025-09-12 Product Classification Type HTS US	Campaign Type ID GTM_CAMPAIGN HTS_COO_FTA Reminder Duration 100 DAI Trade Agreement USMCA	Domain Name RRX Status <input type="button" value="Status"/> Country of Import External Reference Code
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Campaign Lines

Campaign Line ID	Indicator	Line Description	Trading Partner Item ID	Trading Partner Item Identifier	Party Site ID	Product Classification Type	Product Classification Code	Country of Origin
GB_SUP_01-OR_NMO-USMCA-01055	●		MOM10385943_GBS_GB_SUP_01		GB_SUP_01	HTS US		

Involved Parties

Involved Party Qualifier ID	Involved Party	First Name	Last Name	Company Name	Phone	Email	Indicator
CAMPAIGN_OWNER_CONTACT	OR_NMO	VIDYA SOWJANYA	MULLAPUDI	NOVE MESTO MFG PLANT	421 32 77 00 364	vidya.sowjanya@accelalpha.com	○

Remarks

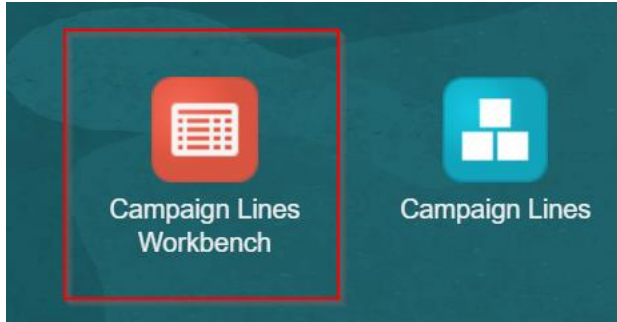
Remark Qualifier ID	Remark Text

Reference Numbers

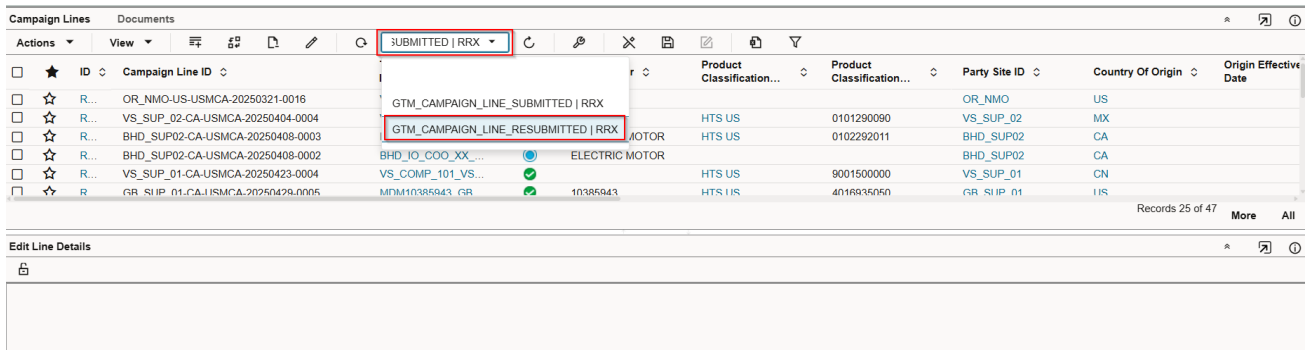
Reference Number Qualifier ID	Reference Number

For the Supplier to review the Campaign Line that needs additional information, they may:

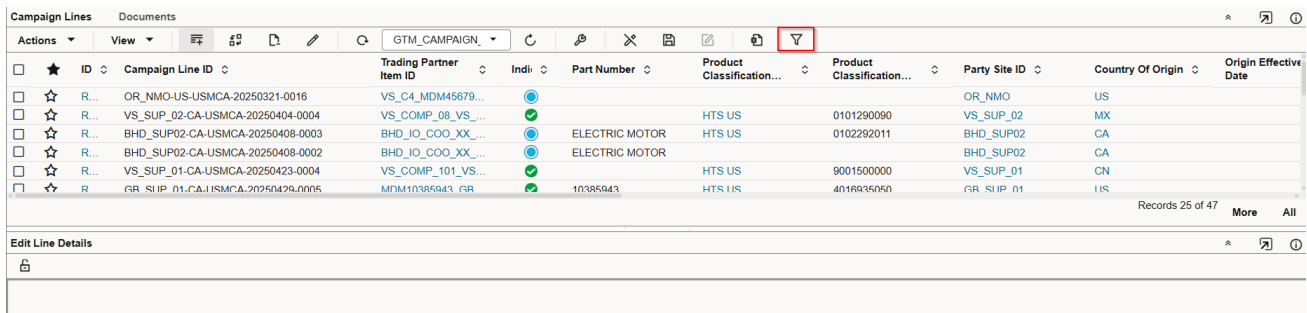
1. Navigate to the Campaign Lines Workbench



2. Select the GTM_CAMPAIGN_LINE_RESUBMITTED Saved Query and find the Campaign Line ID that was listed on the popup from the email



[ALTERNATIVE] The Supplier can also select 'Filter' to search for the Campaign Line ID.



3. Enter the Campaign Line ID on the Filter section and select the checkbox

The screenshot shows the 'Campaign Lines' interface. At the top, there is a table with columns: ID, Campaign Line ID, Trading Partner Item ID, Indi, Part Number, Product Classification, Product Classification, Party Site ID, Country Of Origin, and Origin Effective Date. One row is selected, with a checkbox checked. The filter 'GB_SUP_01-OR' is applied. Below the table, the 'Edit Line Details' section is visible, showing fields for Campaign Line ID, Campaign ID, Trading Partner Item ID, Party Site ID, Domain Name, Purpose, Effective Date, Expiration Date, Trading Partner Item Identifier, Part Number, Trading Partner Item Description, Party Site Name, Item ID, and Regional Value Content Percentage.

4. Review the Campaign Line Status and the Notes from the GTC team at the bottom of the Campaign Line layout

The screenshot shows the 'Campaign Line' interface with the 'Notes' section expanded. The 'Notes' section has a 'Summary' field with the text 'Campaign line resubmitted' and a 'Note' field with the text 'Provide HTS US and Qualification Details.' A 'Statuses' popup window is open, showing a table with columns 'Status Type' and 'Status Value'. The status type is 'CAMPAIGN_LINE_STATUS' and the status value is 'CAMPAIGN_LINE_RESUBMITTED'.

- Fill out the information requested by the Regal Rexnord GTC team and click 'Finished' once completed

The screenshot shows the 'Campaign Lines' interface. At the top, there's a navigation bar with 'GTM_CAMPAIGN' and a filter for 'GB_SUP_01-OR'. Below is a table with columns: ID, Campaign Line ID, Trading Partner Item ID, Indi, Part Number, Product Classification, Product Classification, Party Site ID, Country of Origin, and Origin Effective Date. One row is selected, showing 'R...' for Campaign Line ID, 'MDM10385943_GB...' for Trading Partner Item ID, and 'GB_SUP_01' for Party Site ID. Below the table, the 'Edit Line Details' section shows 'Campaign Line' with a status of '1 of 1 Finished'. A red box highlights the 'Supplier Solicitation Information' section, which includes:

- Name of Authorized Signatory: MARIANNE LAKSANA
- Signatory Title: CONSULTANT
- Supplier Company Name: ACCELALPHA
- Telephone Number: 0000000000
- Email Address: XX@XXX.COM
- Date Signed: 2025-05-19 11:39:00

- Click Actions -> Solicitations -> Respond to Campaign Line to have this updated Campaign Line submitted to the GTC team

The screenshot shows the 'Campaign Lines' interface. The 'Actions' menu is open, and 'Solicitations' is selected, leading to 'Respond to Campaign Line'. Below this, the 'Edit Line Details' section shows 'Campaign Line' with a status of '1 of 1 Finished'. The details section includes:

- Campaign Line ID: GB_SUP_01-OR_NMO-USMCA-01055
- Domain Name: RRX
- Purpose: GET COO & HS SOLICIT DATA FROM SUPPLIER
- Effective Date: 2025-05-12 UTC
- Expiration Date: 2025-06-12 UTC
- Trading Partner Item ID: MDM10385943_GB5_GB_SUP_01
- Trading Partner Item Identifier
- Part Number
- Trading Partner Item Description
- Party Site ID: GB_SUP_01
- Party Site Name: GB_SUP_01
- Item ID: MDM10385943_GB5
- Regional Value Content Percentage

- A successful message will be displayed

The screenshot shows the 'Respond to Campaign Line' confirmation message. It displays the Campaign Line ID as 'GB_SUP_01-OR_NMO-USMCA-01055' and a green confirmation message: 'Confirmation Responded to Campaign Line'. A 'View Log' button is visible at the bottom.




8 Additional Workbench Information

8.1 Saved Queries

Default Saved Query: GTM_CAMPAIGN_LINE_SUBMITTED

Sequence	Saved Query ID	Saved Query Description
1	GTM_CAMPAIGN_LINE_SUBMITTED	Campaign Line has been submitted to the Supplier requesting information to be filled
2	GTM_CAMPAIGN_LINE_RESUBMITTED	Campaign Line has been resubmitted to the Supplier requesting information to be filled

8.2 Campaign Line Indicators

Indicator	Indicator Description	Status
	Campaign Line has been submitted to the Supplier to respond and provide Solicitation Data	CAMPAIGN_LINE_SUBMITTED
	Campaign Line has been responded by the Supplier with Solicitation Data	CAMPAIGN_LINE_RESPONDED
	Campaign Line has been resubmitted to the Supplier by Regal Rexnord Trade Compliance Team	CAMPAIGN_LINE_RESUBMITTED

9 Document Control

a. Change Record

Date	Author	Version	Change Reference
04/07	Grayson Beeman	V1	
04/16	Marianne Laksana	V1	

b. Reviewers

Name	Position
Grayson Beeman	Functional Lead