GD
Land Systems

Promise Date Tool

08.11.26

Agenda

- What is this tool?
- Why are we doing this?
- When you'll see it / use it, if you choose.
- Expectations
- Step-by-Step Workflow + Walk through Demo
- Common questions / Q&A

Promise Date Tool - What & Why?

- What is it?
  - An alternative way of updating and confirming promise dates. It is OPTIONAL
  - Utilizes Outlook or your email provider, and Excel
  - Does not utilize Oracle iSupplier

- Why are we doing this?
  1. Ease the ability to update promise dates → Increased accuracy of promise dates
     - GDLS Win
       - Forecasting and adaptation to market.
     - Supplier Win
       - Possibly an easier format for updating and prioritizing shipments (you'll decide)

- When you'll see/use this – if chosen
  - Emailed once a week (Mondays) to your company's Oracle iSupplier contact or company contact of your choosing

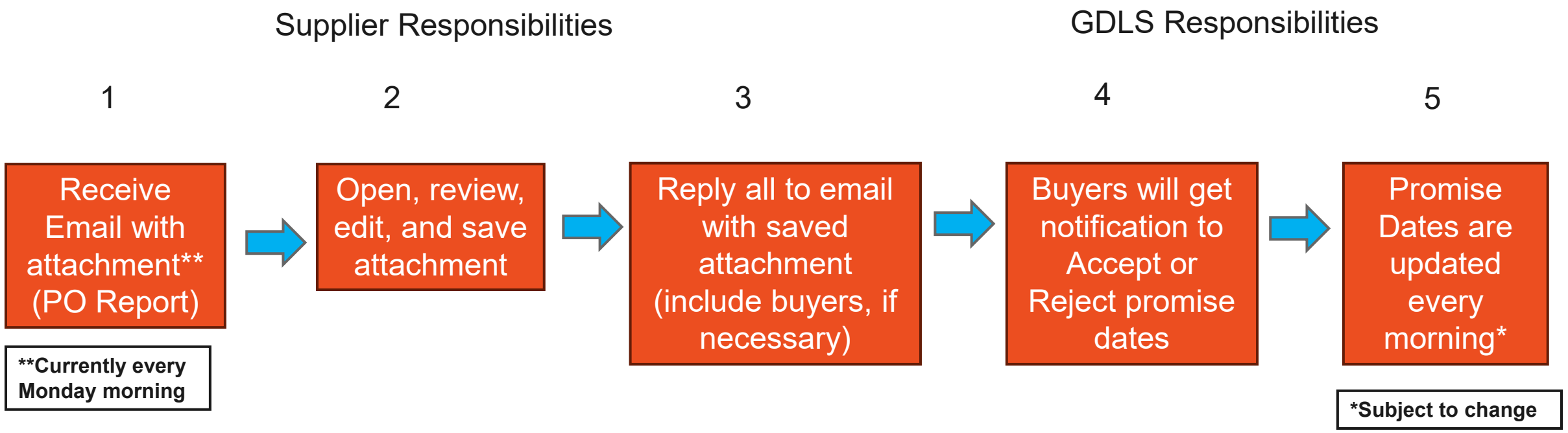
Expectations for promise dates, not the tool

- A promise date is when a product is due to arrive on GDLS property. GDLS expectation is that the promise dates that are inputted are accurate and up to date.
- This is reflected in our supplier scorecard and terms and conditions

- How you get there is up to you. ^^

Workflow / Schedule / Frequency

Workflow


Supplier Responsibilities
GDLS Responsibilities
1
2
3
4
5
Receive Email with attachment** (PO Report)
Open, review, edit, and save attachment
Reply all to email with saved attachment (include buyers, if necessary)
Buyers will get notification to Accept or Reject promise dates
Promise Dates are updated every morning*
**Currently every Monday morning
*Subject to change

Work Instructions

Step 1 - Receive Email from ApexP



Email coming from apexp@mailhost.gdls.com

Contacts are from Oracle iSupplier. Can be edited – contact buyer if they need editing

Email Body

Dear Valued GDLS supplier:

Attached you will find a file listing your company's current open purchase order shipments with GDLS US. This spreadsheet, along with the workflow outlined below, is intended to streamline the process of updating or confirming promise dates for parts and shipments—without the need to log in to Oracle iSupplier.

Please follow the instructions below:

1. **Download** the attached file.
2. **Open** the file and **review** the "Confirm Promise Date" column and select "Yes" if the promise date is accurate, or "No" if it is not.
3. If you select "No," **enter your updated promise date** in the "New Promise Date" column.
4. **Reply All** to this email, attaching your updated file.
   Important: Do not change the file name or the return email address.

   Example:
   File name received: General_Dynamics_Land_Systems.xlsx
   File name to be returned: General_Dynamics_Land_Systems.xlsx
5. Upon receipt, your buyer will review the changes. If necessary, changes will be accepted or rejected, and your shipment promise dates will be updated in our system every Wednesday morning.

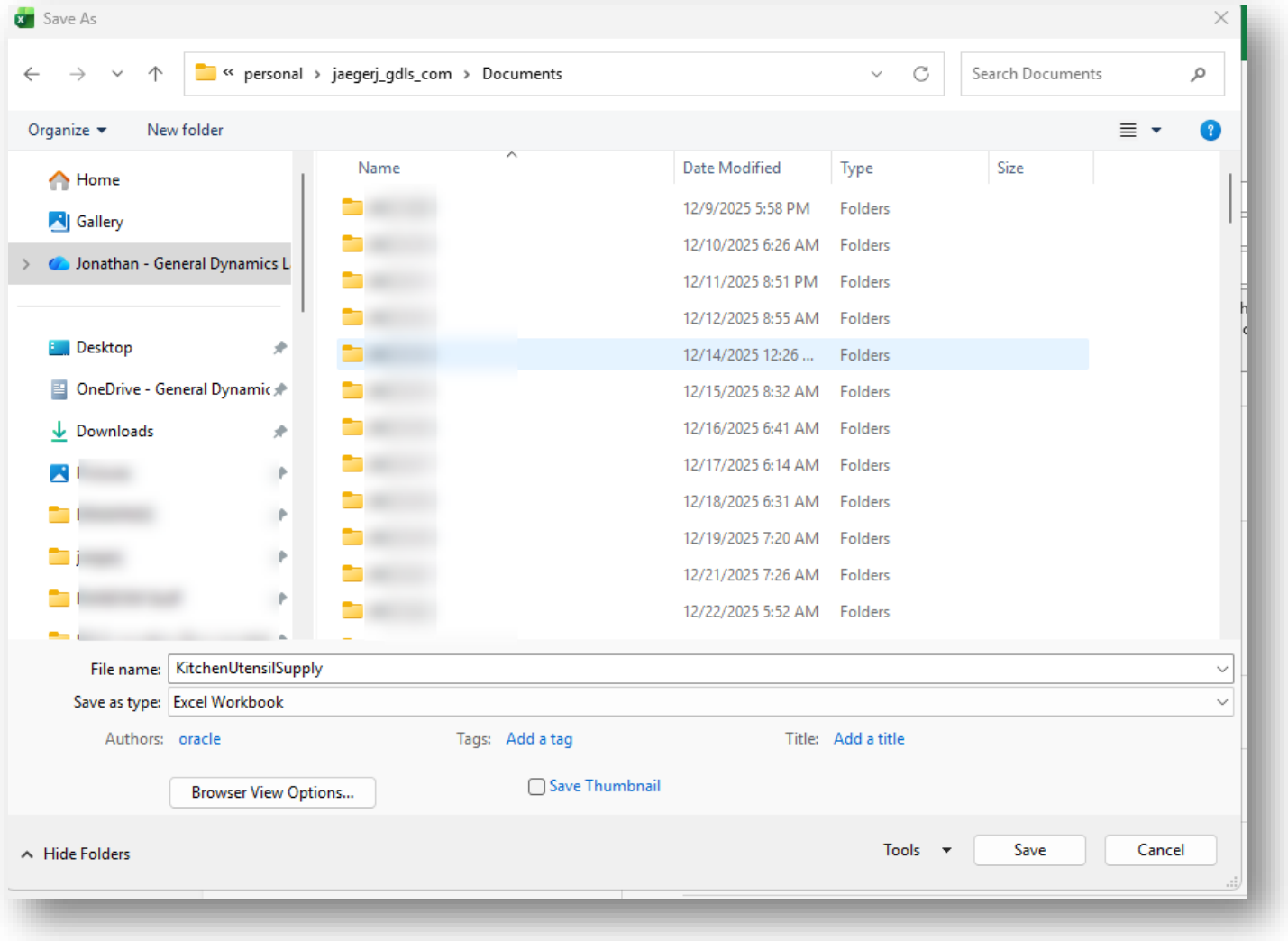
Step 2 – Open, Review, Edit, and Save

	A	B	C	D	H	I	J	K	L	M	N	O	P	Q
1	PO #	Release #	PO Line #	PO Ship #	Part #	Description	Ship Qty	Need By Date	Promise Date	Direction	Confirm Promise Date	New Promise Date	Comment	Buyer Email
2	50293847		1	1	12280137	MEASURING CUP	8	09/24/2025	10/30/2026	PO Pull in - Please update Promise date, if possible				
3	56473829		1	2	12290184	CHEF'S KNIFE	7	09/30/2027	08/07/2026	Past Due Promise Date -- Please update to actual -->	No			
4	56473829		1	1	12290184	CHEF'S KNIFE	10	09/30/2027	08/07/2026	Past Due Promise Date -- Please update to actual -->	No			
5	56473829		1	4	12290184	CHEF'S KNIFE	12	08/05/2027	08/14/2026	PO Push Out -- Our need has changed, please update promise				
6	56473829		1	3	12290184	CHEF'S KNIFE	26	03/31/2027	08/14/2026	PO Push Out -- Our need has changed, please update promise				
7	54736291		1	1	12280429	PARING KNIFE	18	08/26/2026	08/26/2026	Great Promise date! Thank you, Please confirm --->				
8	54736291		1	2	12280429	PARING KNIFE	12	01/22/2027	01/22/2027	Great Promise date! Thank you, Please confirm --->				
9	54736291		1	3	12280429	PARING KNIFE	9	03/31/2027	03/31/2027	Great Promise date! Thank you, Please confirm --->				
10	59384756		1	4	12290476	BREAD KNIFE	10	03/08/2027	03/07/2027	Great Promise date! Thank you, Please confirm --->				
11	57584920		1	1	12280753	SANTOKU KNIFE	20	08/21/2026	08/21/2026	Great Promise date! Thank you, Please confirm --->				

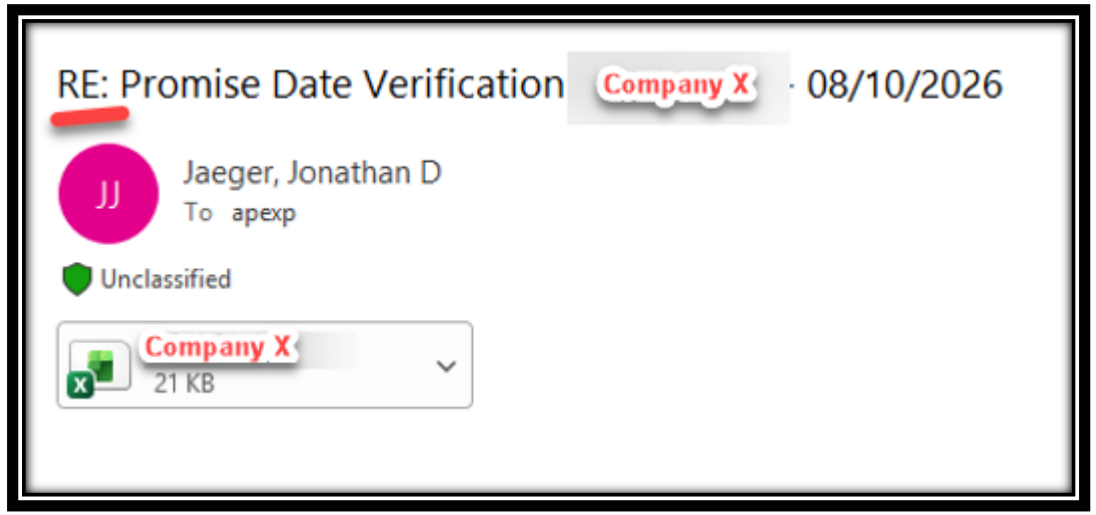
Step 2 – Edit the file (Columns N, O, and P)

J	K	L	M	N	O	P	
Ship Qty	Need By Date	Promise Date	Direction	Confirm Promise Date	New Promise Date	Comment	Buyer
24	03/22/2027	09/21/2026	PO Push Out -- Our need has changed, please update promise	Yes			smithj
3	06/16/2027	02/19/2027	PO Push Out -- Our need has changed, please update promise	Yes			smithj
2	07/20/2027	03/18/2027	PO Push Out -- Our need has changed, please update promise	Yes			smithj
18	02/11/2028	08/17/2026	PO Push Out -- Our need has changed, please update promise	Yes			johnsc
52	04/12/2027	09/14/2026	PO Push Out -- Our need has changed, please update promise	Yes			johnsc
13	02/11/2028	05/07/2027	PO Push Out -- Our need has changed, please update promise	Yes			johnsc
51	09/11/2026	08/31/2026	Great Promise date! Thank you, Please confirm --->	Yes			johnsc
11	07/15/2027	07/25/2026	Past Due Promise Date -- Please update to actual -->	No	8/30/2026	Need to ship this before this new date	smithj
1	03/12/2026	07/25/2026	Past Due Promise Date -- Please update to actual -->	No	8/30/2026		smithj
15	09/09/2027	09/09/2027	Great Promise date! Thank you, Please confirm --->				smithj
7	03/08/2028	03/08/2028	Great Promise date! Thank you, Please confirm --->				smithj
50	08/01/2025	08/11/2026	PO Pull in - Please update Promise date, if possible				brown

Step 2 – Save the file



Step 3 – Reply All to email with saved attachment



Send reply to apexp@mailhost.gdls.com

Demo

Color Categories

If	Then
Promise Date = Blank	
Promise date < Today	
Promise date > Need By Date	
Promise Date < Need by Date - 30	
Promise Date ≤ Need By Date AND Promise Date ≤ Need By Date -30	

Color	Direction	Added context (Not on Sheet)
Red	Past Due Promise - Please update to actual	When will product arrive at GDLS?
Red	No promise – Please Enter -->	When will product arrive at GDLS?
Yellow	PO Pull in - Please update Promise date, if possible	Start a conversation with your buyer if your buyer hasn't
Orange	PO Push Out -- Our need has changed, please update promise	Start a conversation with your buyer if you haven't
Green	Great Promise date! Thank you, Please confirm --->	Is your company's date still accurate?

Promise Date Updates

Goal: Update your promise dates more from red to green, if possible

PO Push out: Can you move out date? Talk to your buyer

PO Pull in: Can you bring in date? Talk to your buyer



No promise dates / Past due promise date: Please update

Awesome date, Thank you! - Please confirm

Desired Outcome: More frequent and easier updates, more visibility on open orders, and clearer order management process after acknowledgement

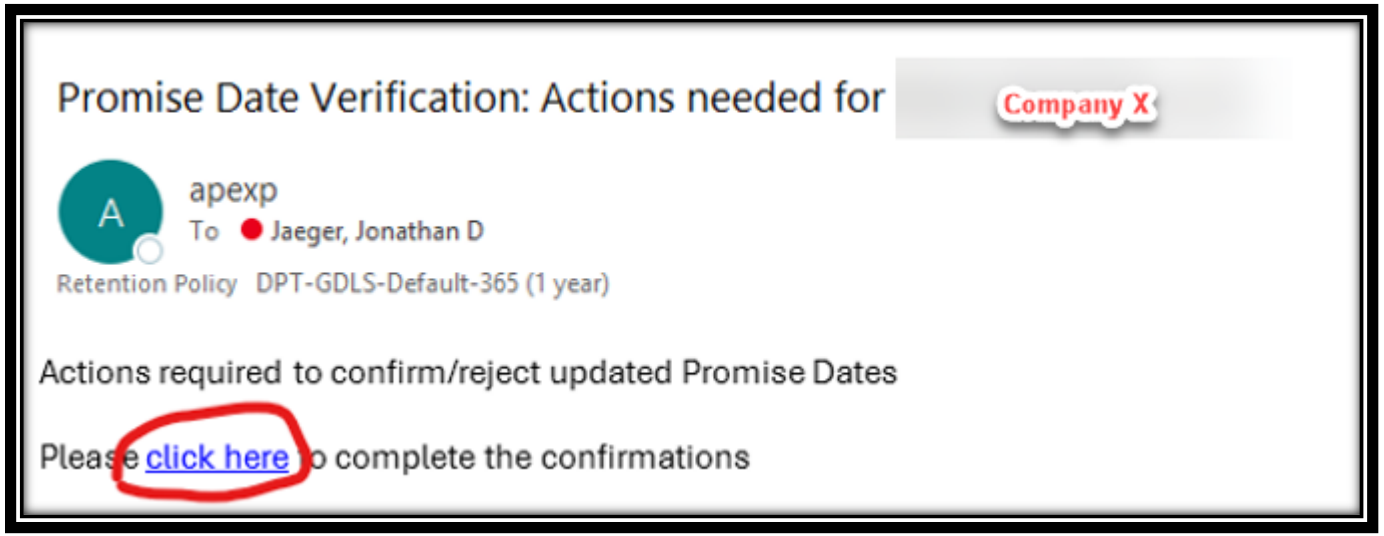
Tips

- Go ahead and filter all columns
- Currently sorted by part, then Red→ Yellow → Orange → Green
- Work your Red Promise dates (Blanks and Past dues)
- Talk to your buyer about yellows and oranges and/or use comments section
- Confirm Greens

End of Supplier Responsibilities

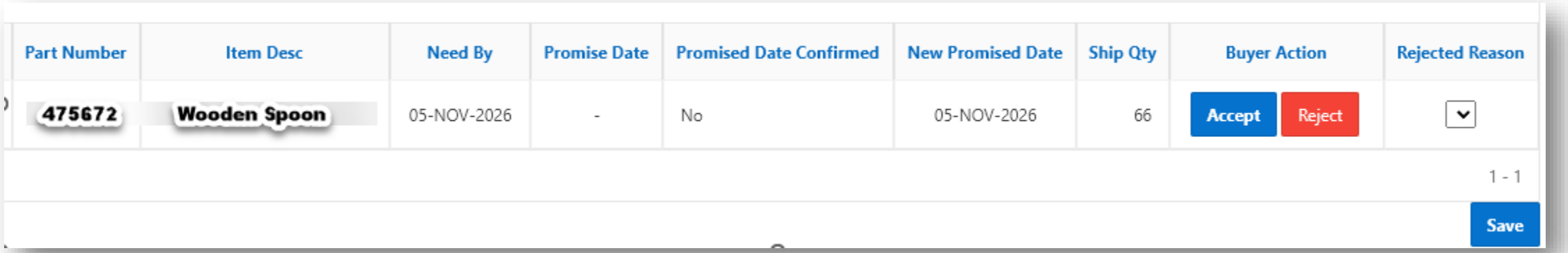
Step 4 – GDLS BUYER VIEW Only - Email Notification

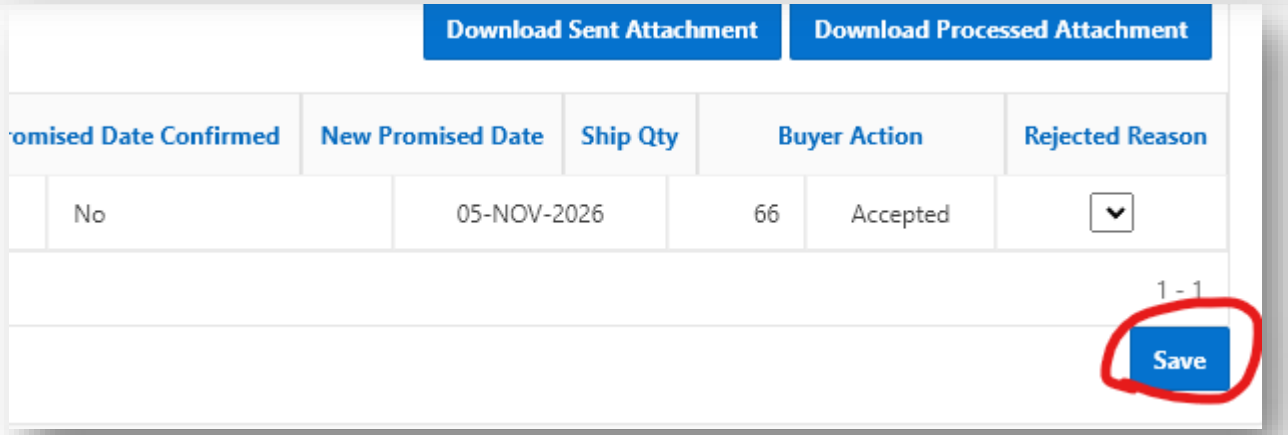
Upon send back of excel workbook, and the buyer will get an email to “view” or “confirm/ reject” the confirmations.



Step 4 Continued – GDLS BUYER VIEW ONLY - APEX – Buyer Responding - Confirm Promise dates

After clicking the link in the email, a web page will pop up. Buyer will Select Accept or Reject, then hit save.*





If rejected the buyer will contact the supplier

Look for the save icon in the top right to confirm saving



Step 5 – GDLS SCM STEP ONLY – Mass Updates Daily*

*As of right now, GDLS planning and ops is mass updating everyday in the morning. That is subject to change.

Summary / Reminders

- The tool is OPTIONAL but meant to be helpful. See if it works for you
- GDLS is doing this with the goal of obtaining more accurate promise date updates
- GDLS expectation is that promise dates that are inputted are accurate and up-to-date.
- GDLS Receiving can receive up to 30 days before a promise date and up to 7 days after a promise date. This is a “Good” Promise date
- Should be helpful with identifying different categories of dates and starting a conversation with GDLS if necessary.
- The tool is subject to future update and improvements.

Questions?



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Questions and Answers – Promise Date Tool Training

Because the Incoterms with GDLS is Ex-works, I will not be able to provide a Promise Date but a Ship Date.

Promise dates can still be provided. I would estimate and add enough buffer time for shipping. You can always create a shipment within 30 days of a promise date.

Can you explain the difference between Promise date vs Contract date?

The **contract date** is the exact day both parties sign a legal agreement. The **commitment date** (or promise date) is the scheduled day a supplier or team promises to finish and deliver the work

Can you get rid of the drop down in Column N and just let us type Yes or No?

If you start typing Yes or No, the option will pre-populate.

Who do we email to add our email to receive weekly Promise Date Verification

It is automatically sent to the Oracle iSupplier contact(s) or Main POC. Reach out to you buyer if you need that information or changes need to be made.

Confirming this is for the promise date not confirming need date, correct?**

Yes, this is for confirming a supplier's promise date, not the need-by-date.

Can we go back and forth between updating the portal and filling out this form? There is no one way of doing it, correct?

Yes, both options work. There is no one correct way of doing.

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Does this need to be returned in the exact format it was sent in, or can I sort it by the color categories and send it back still sorted that way?

You can sort / filter however you want and return it that way. Just make sure you include all columns (A-Q) and don't partially filter.

The new promise date format should be MM/DD/YYYY?

Yes

Can you please confirm where the contractual due date is in the PO?

This is the need-by-date in column K in the workbook.

Should it be sorted by Red -> Orange -> Yellow -> Green?

The form is pre-sorted by part number then by Red, Yellow, Orange, Green. However, you can return it sorted however you would like.

If you enter Comments, will they carry over on next week's report?

Unfortunately, not at this time. Feel free to save a previous version to copy over though.

What is the allowed window from the Promise Date to the actual dock date? Shipments may be delayed etc.

Shipments are allowed up to 30 days before a promise date and receiving is allowed up to 7 days after a promise date without affecting a supplier's scorecard.

Have the buyers started using this tool? for example, should we be seeing our new confirmed promised in the latest reports?

Yes, you should be seeing new updated promise dates the mornings after they are accepted by the buyer.

A lot of times receiving hasn't received in the items so they are showing open. As far as I am concerned it's been delivered.

Yes, that could be the case. Simply add a note in the comment and include your buyer in your return submission where they can investigate.

Are these updates getting uploaded into isupplier?

These updates get mass updated every morning in our system and are reflected in iSupplier upon their update

Will the old format via "scmbusin@gdls.com" that is also a PO report, continue to be automatically sent weekly ? And why it is sent for 2 days in a row? this Promise Date Tool is much better !

Yes, the scmbusin@gdls.com report will still be sent for the time being.

Do we need to update in Isupplier as well?

It's not necessary. If you need a faster update, I would use iSupplier. If you are doing routine updates, this method should work well.

Could you please confirm whether eligibility for the Promise Date tool is determined by the supplier's country, the GDLS buying entity, the receiving facility, or the individual purchase order? we operate in Canada, so we would also appreciate confirmation of whether Canadian suppliers or buyers fulfilling purchase orders for a US GDLS buyer or receiving location are eligible to participate.

Right now, the tool is used exclusively for GDLS US purchase orders which could include foreign suppliers. GDLS-C orders are not included yet but may in the future.

If there is not a "Need By Date" where do we locate that?

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The need-by-date is located on the shipment line of the purchase order. There should always be a need-by-date. If there isn't, please contact your buyer to obtain one.

Could you email a copy of the powerpoint?

The powerpoint will be posted with this Q&A along with the training video to our website.

Will the new look start 8/17/26?

The new look has already started.

If there are no updates since last week report, can we disregard the new report?

Yes – simply disregard.

If a supplier has correctly completed the file and submitted it back to Apex, but promise date notification was not sent to Buyer or included in upload, what could be reason for missing submission?

Likely a technical error, please reach out to Jonathan Jaeger directly so that we can understand your situation.

Will you get an updated PO once the updates are accepted by the buyers?

Right now, there is no notification for an update to the PO. It may come in the future. For now, the new promise dates will show up if looked up in iSupplier.

Is the Promise Date Tool only emailed to a supplier when a supplier has one or more open POs?

Yes