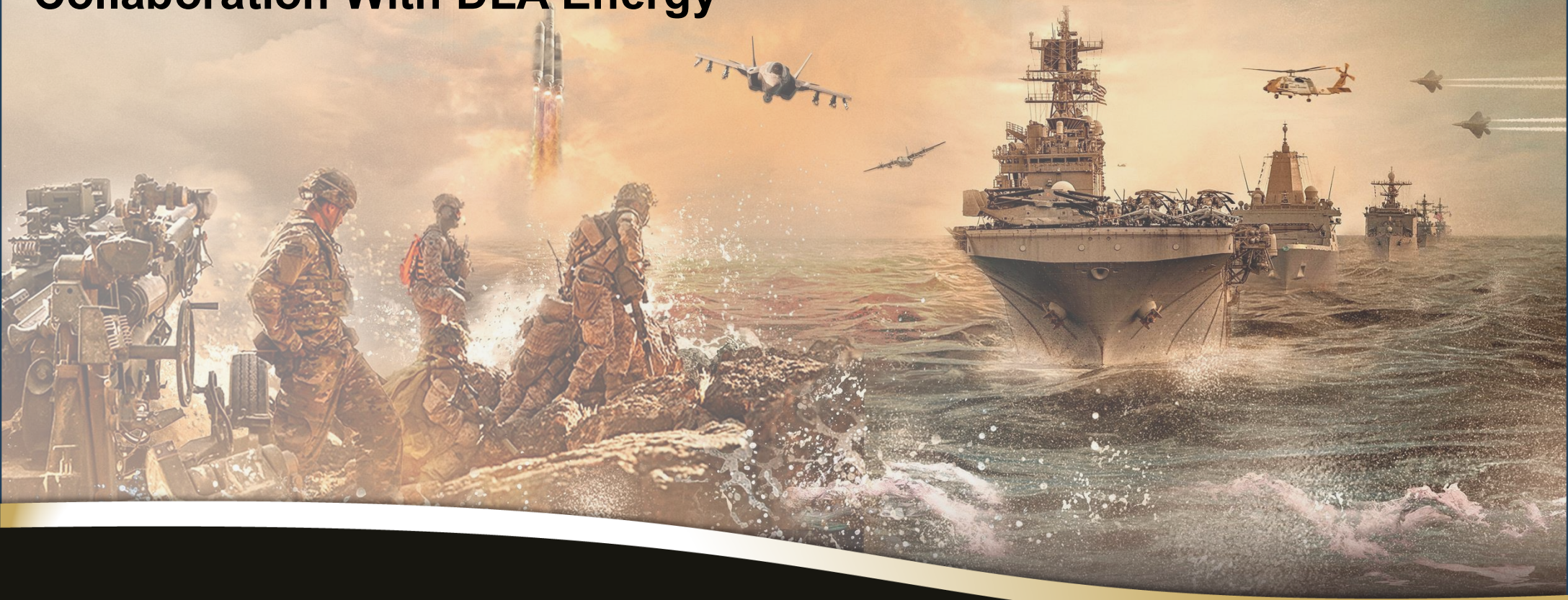


# DEFENSE LOGISTICS AGENCY

*Established 1961*



## Collaboration With DLA Energy



THE NATION'S LOGISTICS COMBAT SUPPORT AGENCY

The overall classification of this presentation is:

UNCLASSIFIED



- Overview
- Demand Planning Process
- Customer Collaboration Overview
- DLA Energy Reporting Metrics
- Demand Planning Contacts
- Questions



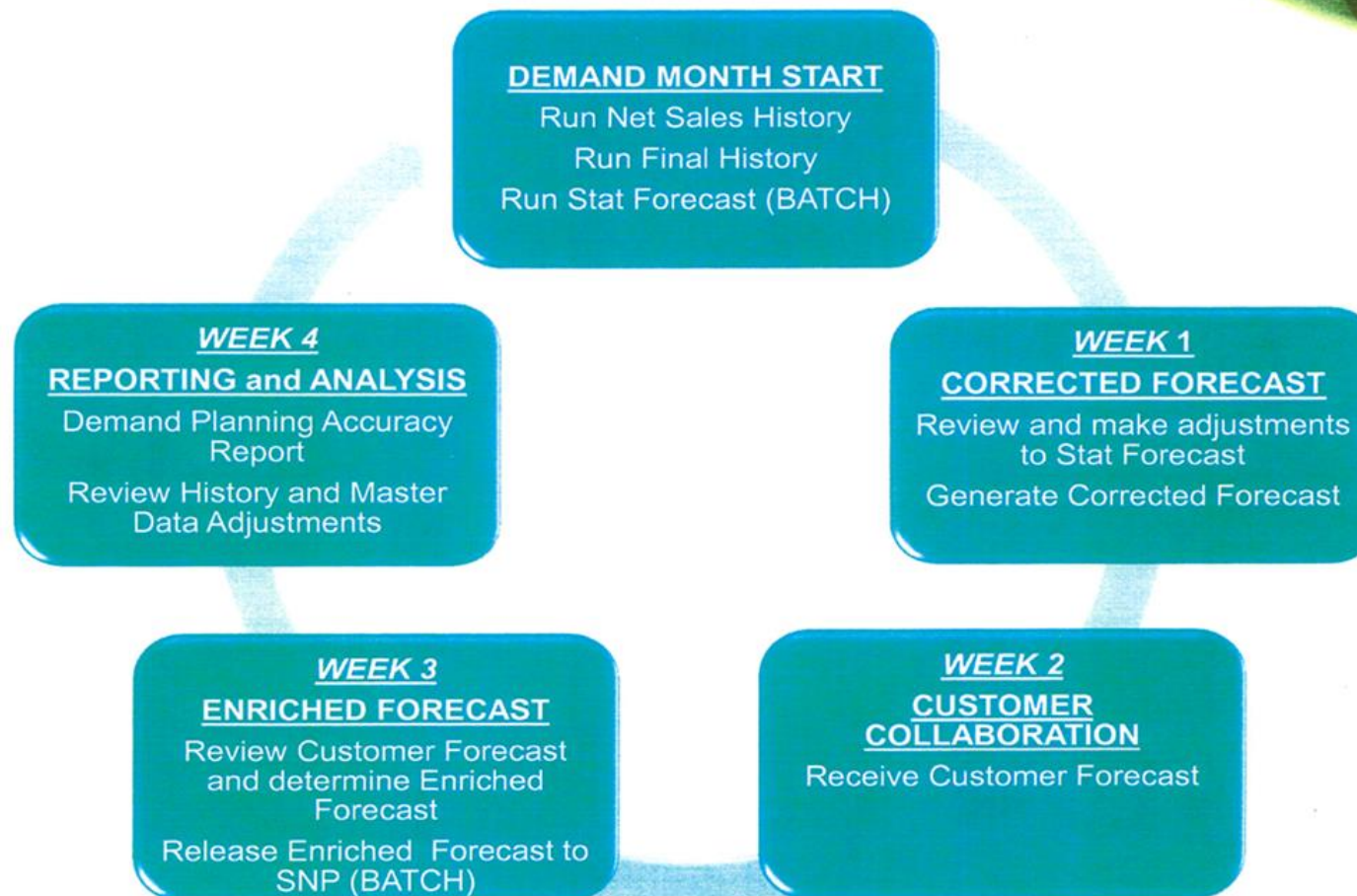
Collaboration with DLA Energy Demand Planning is a monthly process where customers/partners, at the base level, review and provide inputs on DLA Energy generated corrected forecasts. Its main purpose is long-term planning; however, it is a monthly process that provides a snapshot of short-term sales demand. The sales projections are used to assist in the creation of Demand Planning forecasts. These forecasts are used in the following ways:

- Baseline estimate for DLA Energy contracting solicitations
- Provides information for regional supply planners to create stock transfers
- Flow to ADVANA, the Department of Defense (DoD) enterprise data and analytics application
- Assists Finance in budgeting

# Demand Planning Process



## Demand Planning Process Flow Cont.



# Customer Collaboration Inputs



SAP Planner Workspace

Search, Refresh, and User icons

DLA Energy Collaboration Workspace

Simulate Save Data Scenarios

DLA Energy Collaboration Workbook | DP\_E1E3\_C\_Z2\_DOVER\_AFB\*

Time Periods: Product ID: TURBINE FUEL, AVIATION, JET A (F24) Location ID: ED1D - Dover AFB x 1 more LoB:

Collab Planning View Net Sales vs Collab Forecast Historical Collab Rate

Prd Code	Location ID	Key Figures	25-Sep	25-Oct	25-Nov	25-Dec	26-Jan	26-Feb	26-Mar	26-Apr	26-May	26-Jun	26-Jul	26-Aug
1	JAA ED1D - Dover AFB	Corrected Fcst Qty	2,656,390	2,667,212	2,678,033	2,688,855	2,699,677	2,710,499	2,721,321	2,732,142	2,742,964	2,753,786	2,764,608	2,775,429
2	JAA ED1D - Dover AFB	Collab Fcst Qty (Draft)												
3	JAA ED1D - Dover AFB	Approve: Collab Fcst Qty	0	0	0	0	0	0	0	0	0	0	0	0
4	JAA ED1D - Dover AFB	Score: Collab Fcst Qty (Approved)	0%											

SAP Planner Workspace

Search, Refresh, and User icons

DLA Energy Collaboration Workspace

Simulate Save Data Scenarios

DLA Energy Collaboration Workbook | DP\_E1E3\_C\_Z2\_DOVER\_AFB\*

Time Periods: Product ID: TURBINE FUEL, AVIATION, JET A (F24) Location ID: ED1D - Dover AFB x 1 more LoB:

Collab Planning View Net Sales vs Collab Forecast Historical Collab Rate

Prd Code	Location ID	Key Figures	25-Sep	25-Oct	25-Nov	25-Dec	26-Jan	26-Feb	26-Mar	26-Apr	26-May	26-Jun	26-Jul	26-Aug
1	JAA ED1D - Dover AFB	Corrected Fcst Qty	2,656,390	2,667,212	2,678,033	2,688,855	2,699,677	2,710,499	2,721,321	2,732,142	2,742,964	2,753,786	2,764,608	2,775,429
2	JAA ED1D - Dover AFB	Collab Fcst Qty (Draft)	2,500,000	2,500,000									2,500,000	2,500,000
3	JAA ED1D - Dover AFB	Approve: Collab Fcst Qty	0	0	0	0	0	0	0	0	0	0	0	0
4	JAA ED1D - Dover AFB	Score: Collab Fcst Qty (Approved)	0%											

If adjustments are needed to the "Corrected Fcst Qty", enter the total expected sales (not the delta) in the "Collab Fcst Qty (Draft)" cell. Changes will remain blue italics until data is saved.

# Customer Collaboration Inputs



SAP Planner Workspace

Search, Help, Notifications, RF

DLA Energy Collaboration Workspace

Simulate Save Data Scenarios

DLA Energy Collaboration Workbook | DP\_E1E3\_C\_Z2\_DOVER\_AFB\*

Time Periods: Product ID: TURBINE FUEL, AVIATION, JET A (F24) x Location ID: ED1D - Dover AFB x 1 more LoB:

Collab Planning View Net Sales vs Collab Forecast Historical Collab Rate

	Prd Code	Location ID	Key Figures	25-Sep	25-Oct	25-Nov	25-Dec	26-Jan	26-Feb	26-Mar	26-Apr	26-May	26-Jun	26-Jul	26-Aug
1	JAA	ED1D - Dover AFB	Corrected Fcst Qty	2,656,390	2,667,212	2,678,033	2,688,855	2,699,677	2,710,499	2,721,321	2,732,142	2,742,964	2,753,786	2,764,608	2,775,429
2	JAA	ED1D - Dover AFB	Collab Fcst Qty (Draft)	2,500,000	2,500,000									2,500,000	2,500,000
3	JAA	ED1D - Dover AFB	Approve: Collab Fcst Qty	1	1	0	0	0	0	0	0	0	0	1	1
4	JAA	ED1D - Dover AFB	Score: Collab Fcst Qty (Approved)	33.3333%											

After inputting a projected sales quantity in the "Collab Fcst Qty (Draft)" for 4-months out of 12-months and then "Save Data", the "Score: Collab Fcst Qty (Approved)" percentage changes from "0" percent to "33" percent, which indicates your collaboration is not complete. The "Score: Collab Fcst Qty (Approved)" should reflect 100% after collaborating.

SAP Planner Workspace

Search, Help, Notifications, RF

DLA Energy Collaboration Workspace

Simulate Save Data Scenarios

DLA Energy Collaboration Workbook | DP\_E1E3\_C\_Z2\_DOVER\_AFB\*

Time Periods: Product ID: TURBINE FUEL, AVIATION, JET A (F24) x Location ID: ED1D - Dover AFB x 1 more LoB:

Collab Planning View Net Sales vs Collab Forecast Historical Collab Rate

	Prd Code	Location ID	Key Figures	25-Sep	25-Oct	25-Nov	25-Dec	26-Jan	26-Feb	26-Mar	26-Apr	26-May	26-Jun	26-Jul	26-Aug
1	JAA	ED1D - Dover AFB	Corrected Fcst Qty	2,656,390	2,667,212	2,678,033	2,688,855	2,699,677	2,710,499	2,721,321	2,732,142	2,742,964	2,753,786	2,764,608	2,775,429
2	JAA	ED1D - Dover AFB	Collab Fcst Qty (Draft)	2,500,000	2,500,000									2,500,000	2,500,000
3	JAA	ED1D - Dover AFB	Approve: Collab Fcst Qty	1	1	1	1	1	1	1	1	1	1	1	1
4	JAA	ED1D - Dover AFB	Score: Collab Fcst Qty (Approved)	100%											

After inputting "1" in the "Approve: Collab Fcst Qty" for the remainder of the months with no adjustment required, click "Save Data". The "Score: Collab Fcst Qty (Approved)" percentage changes from "33" percent to "100" percent, which indicates your collaboration is complete. The "Score: Collab Fcst Qty (Approved)" should reflect 100% after collaborating.



# Common Mistakes During Collaboration

Below are common mistakes during collaboration

**WARNING**  
**BE CAREFUL**  
**MISTAKES CAN HURT**  
**YOU AND OTHERS**

## Kwang Ju AB Original Input (Incorrect)

[Collab Planning View](#)   [Net Sales vs Collab Forecast](#)   [Historical Collab Rate](#)

	Prd ...	Location ID	Key Figures	25-Sep	25-Oct	25-Nov	25-Dec	26-Jan	26-Feb	26-Mar	26-Apr	26-May	26-Jun	26-Jul	26-Aug
1	JP8	EK2K - KWANG JU AB KOR...	Corrected Fcst Qty	0	2,148	1,664	8,004	0	811	116,306	0	115,979	360,327	16,808	0
2	JP8	EK2K - KWANG JU AB KOR...	Collab Fcst Qty (Draft)	1	1	1	1	1	1	1	1	1	1	1	1
3	JP8	EK2K - KWANG JU AB KOR...	Approve: Collab Fcst Qty	1	1	1	1	1	1	1	1	1	1	1	1
4	JP8	EK2K - KWANG JU AB KOR...	Score: Collab Fcst Qty (Approved)	100%											

Inputting quantity of "1" in the Collab Fcst Qty (Draft) is the same as saying your location only plans to sell "1" gallon of the product. It's better to leave field blank if you have no changes.

## Wheeler Army Airfield Original Input (Incorrect)

[Collab Planning View](#)   [Net Sales vs Collab Forecast](#)   [Historical Collab Rate](#)

	Prd ...	Location ID	Key Figures	25-Sep	25-Oct	25-Nov	25-Dec	26-Jan	26-Feb	26-Mar	26-Apr	26-May	26-Jun	26-Jul	26-Aug
1	JAA	EW1H - WHEELER ARMY AI...	Corrected Fcst Qty	172,537	158,673	178,104	163,712	183,672	168,750	189,239	173,789	194,807	178,828	200,374	183,867
2	JAA	EW1H - WHEELER ARMY AI...	Collab Fcst Qty (Draft)	0	0	0	0	0	0	0	0	0	0	0	0
3	JAA	EW1H - WHEELER ARMY AI...	Approve: Collab Fcst Qty	1	1	1	1	1	1	1	1	1	1	1	1
4	JAA	EW1H - WHEELER ARMY AI...	Score: Collab Fcst Qty (Approved)	100%											

Inputting quantity of "0" in the Collab Fcst Qty (Draft) is the same as saying your location only plans to sell "0" gallons of the product. It's better to leave field blank if you have no changes.

# Adding Notes to Collaboration



< SAP Planner Workspace ▾

🔍 ⓘ 🔔 RF

DLA Energy Collaboration Workspace 🔄

🔄 Simulate Save Data Scenarios ▾

DLA Energy Collaboration Workbook | DP\_E1E3\_C\_Z2\_DOVER\_AFB\* ...

Time Periods:  Product ID: TURBINE FUEL, AVIATION, JET A (F24) × Location ID: ED1D - Dover AFB × 1 more LoB:

Collab Planning View Net Sales vs Collab Forecast Historical Collab Rate

Prd Code	Location ID	Key Figures	25-Sep	25-Oct	25-Nov	25-Dec	26-Jan	26-Feb	26-Mar	26-Apr	26-May	26-Jun	26-Jul	26-Aug	
1	JAA	ED1D - Dover AFB	Corrected Fcst Qty	2,656,390	2,667,212	2,678,033	2,688,855	2,699,677	2,710,499	2,721,321	2,732,142	2,742,964	2,753,786	2,764,608	2,775,429
2	JAA	ED1D - Dover AFB	Collab Fcst Qty (Draft)	2,500,000	2,500,000								2,500,000	2,500,000	
3	JAA	ED1D - Dover AFB	Approve: Collab Fcst Qty	1	1			1	1	1	1	1	1	1	
4	JAA	ED1D - Dover AFB	Score: Collab Fcst Qty (Approved)	100%											

Create Planning Note  
Fix Cell

Create Planning Note

Mission Change - from KC-10 to KC-46, causing a reduction in consumption. RRF/5 August 25

918 characters remaining

Keywords (max. 5):

Create Cancel

Right click on the quantity you input in the "Collab Fcst Qty (Draft)". A "Create Planning Note" option will appear. Click on "Create Planning Note", then the "Note box" will appear. Input a note and click on "Create". Lastly, click "Save Data".

# Common Note Reason Codes



Below are common reasons for collaborator changes. Please use the reasons listed below to start notes. After making an adjustment in the **Collab Fcst Qty (Draft)** key figure, a note is required to be added. Utilizing the common reason codes helps Demand Planning retrieve notes for the specific categories.

For example,,: Mission Change – from KC-10 to KC-46, causing a reduction in consumption.

Common Reasons for Adjustments	
<u>Reason</u>	<u>Description Examples</u>
Forecast Adjustment	Collaborator adjusted forecast to better represent expected sales <b>(Please include specific information)</b>
Exercise	Location has a planned Exercise <b>(Please include specific information)</b>
Mission Change	Location 's mission set has changed <b>(Please include specific information)</b>
Unit(s) Deployed	Unit(s) temporarily delpoyed <b>(Please include specific information)</b>
Unit(s) Returned	Unit(s) returned from deployment <b>(Please include specific information)</b>
Unit Relocation	Unit permanently relocates <b>(Please include specific information)</b>
A/C Deployed	Aircraft temporarily deployed <b>(Please include specific information)</b>
A/C Returned	Aircraft returned from deployment <b>(Please include specific information)</b>
A/C Relocation	Aircraft permanently relocate <b>(Please include specific information)</b>
Runway Closure	Planned or unplanned runway closure for maintenance, etc <b>(Please include specific information)</b>
Contingency Operations	Projected sales in support of contingency operations <b>(Please include specific information)</b>

# Saving Your Collaboration



SAP Planner Workspace

Q [icon] [icon] RF

DLA Energy Collaboration Workspace

Simulate Save Data Scenarios

DLA Energy Collaboration Workbook | DP\_E1E3\_C\_Z2\_DOVER\_AFB\*

Time Periods: Product ID: TURBINE FUEL, AVIATION, JET A (F24) Location ID: ED1D - Dover AFB LoB:

Collab Planning View Net Sales vs Collab Forecast Historical Collab Rate

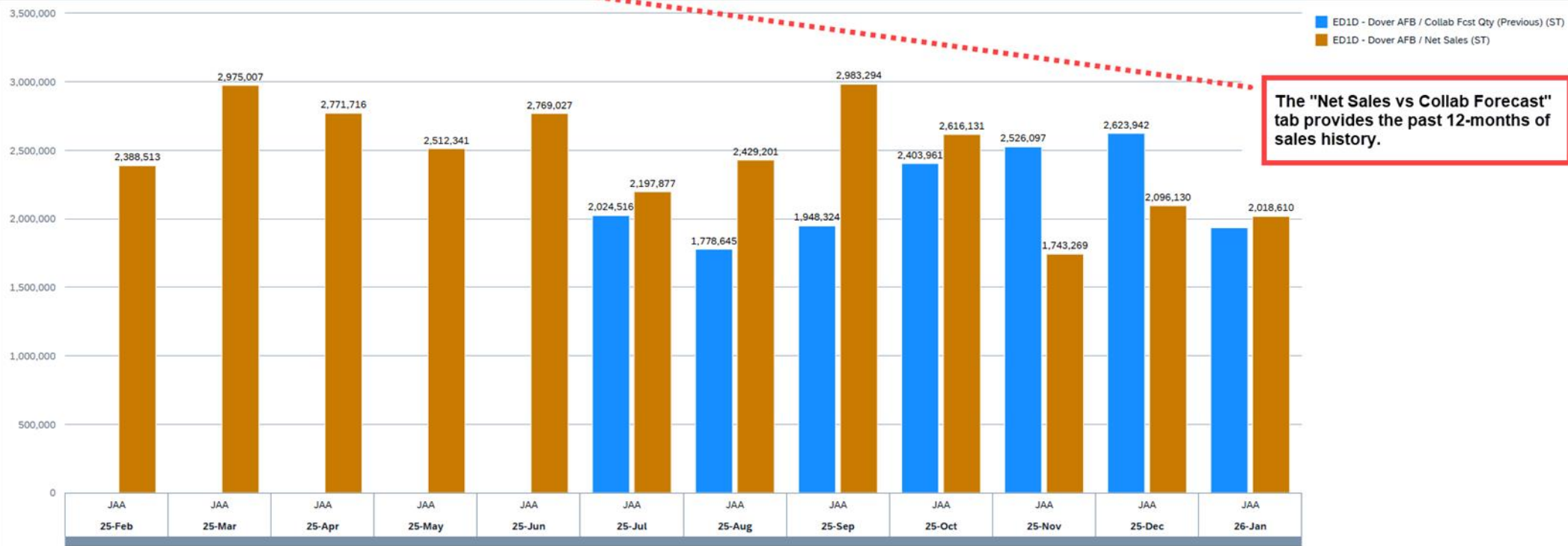
	Prd Code	Location ID	Key Figures	25-Sep	25-Oct	25-Nov	25-Dec	26-Jan	26-Feb	26-Mar	26-Apr	26-May	26-Jun	26-Jul	26-Aug
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2	JAA	ED1D - Dover AFB	Collab Fcst Qty (Draft)	2,500,000	2,500,000									2,500,000	2,500,000
3	JAA	ED1D - Dover AFB	Approve: Collab Fcst Qty	1	1	1	1	1	1	1	1	1	1	1	1
4	JAA	ED1D - Dover AFB	Score: Collab Fcst Qty (Approved)	100%											

When complete, click "Save Data" to save all changes. All numbers should be black when finished.

# Net Sales vs Collaborator Forecast



Time Periods: Product ID: TURBINE FUEL, AVIATION, JET A (F24) Location ID: ED1D - Dover AFB LoB:



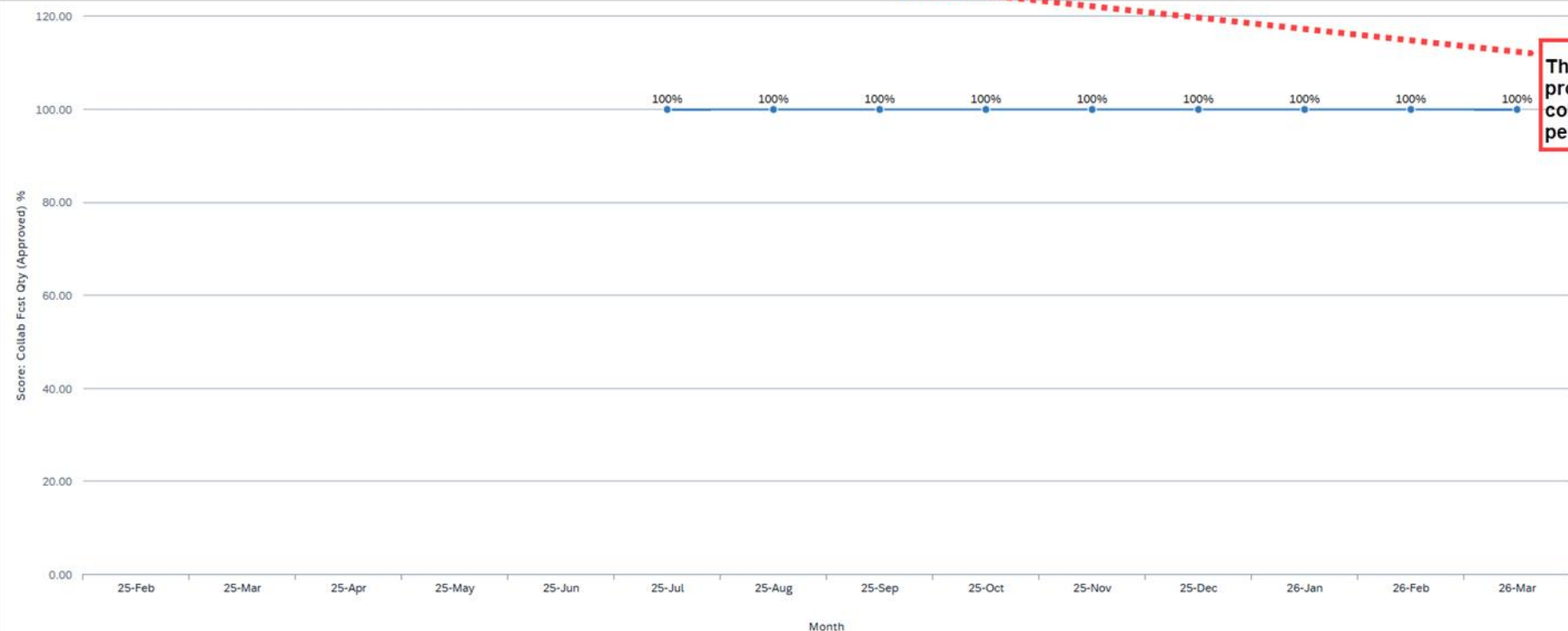
# Historical Collaboration Rate



DLA Energy Collaboration Workbook | DP\_E1E3\_C\_Z2\_DOVER\_AFB\*

Time Periods: Product ID: TURBINE FUEL, AVIATION, JET A (F24) Location ID: ED1D - Dover AFB LoB:

Collab Planning View Net Sales vs Collab Forecast Historical Collab Rate



The "Historical Collab Rate" tab provides the past 12-months of collaboration participation percentage

# Questions

