



Presenter Name

Presenter Title

CPSIA Doc Repository

Presented to: Audience Name



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Welcome to the Exchange Partners On-Line Information Site.

Please feel free to review the following:

- [Tentative Schedule for Upcoming Sales Directorate Seminars 2009](#)
- [RETEK Replenishment - 2009](#)
- [AAFES Store Grand Opening Schedule](#)
- [Exchange Beverage Coordinator](#)
- [Command Letter Procurement Policy \(124\) Mar 09](#)
- [MWR Warehouse Ordering Web Training Tips](#)
- [WOW Help Procedures](#)
- [2013 Strategic Plan](#)
- [Plan-o-gram Calendar](#)

E-Business: Vendor Training Opportunities

A two (2) day training program is hosted monthly by E-Business at AAFES Headquarters, Dallas, TX, for current Suppliers to learn about Global Data Synchronization, Marketing & Advertising, Exchange Partners On-Line, an Accounts Payable Workshop and a comprehensive Vendor Learning Seminar. Find Schedule and Registration form at link http://www.aafes.com/EDI/Vendor_Relations

Enter the USERNAME and PASSWORD you previously created.
If this is your first visit to our website, please click on Register Now.

Username:

Password:
(passwords are case sensitive)


[Forget](#) your password?


or [Register Now](#)

Via the Internet logon to:

<https://partners.aafes.com>

Next click on **Register Now**
to begin the registration
process.


ARMY AND AIR FORCE EXCHANGE SERVICE


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User Profile

Determine your own USERNAME and PASSWORD. Since you will need this information to log onto our website, we suggest you use something easy to remember.

Username: * must be at least 6 characters

New Password: * must be at least 6 characters

Confirm Password:

New Email:

Confirm Email:

First Name:

Last Name:

Time Zone:

Company Name:

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Next- enter the required information and then click: **Add Profile.**



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Welcome Test!

You have completed step 1!
Thanks for completing the registration process.

Step 2 is to contact your AAFES Point of Contact (Buyer) to gain access to your applications that may consist of: POs, Sales data, Invoicing, Plan-O-Grams, EDI Home page and more.

Name: Test Reb
Username: Test12
Email: test@yahoo.com

Click [here](#) to change your profile settings.

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Once you have reached this screen it is time to contact the QA Team to complete the registration process. Send us and email us at: (QAQuestions@aafes.com) with the requested information below:

Please be sure to type "CPSIA Registration" in the subject line.

Please provide the following info:

Merchandise Category

Company (Supplier) Name

Vendor Code (listed on PO's)

Real Name

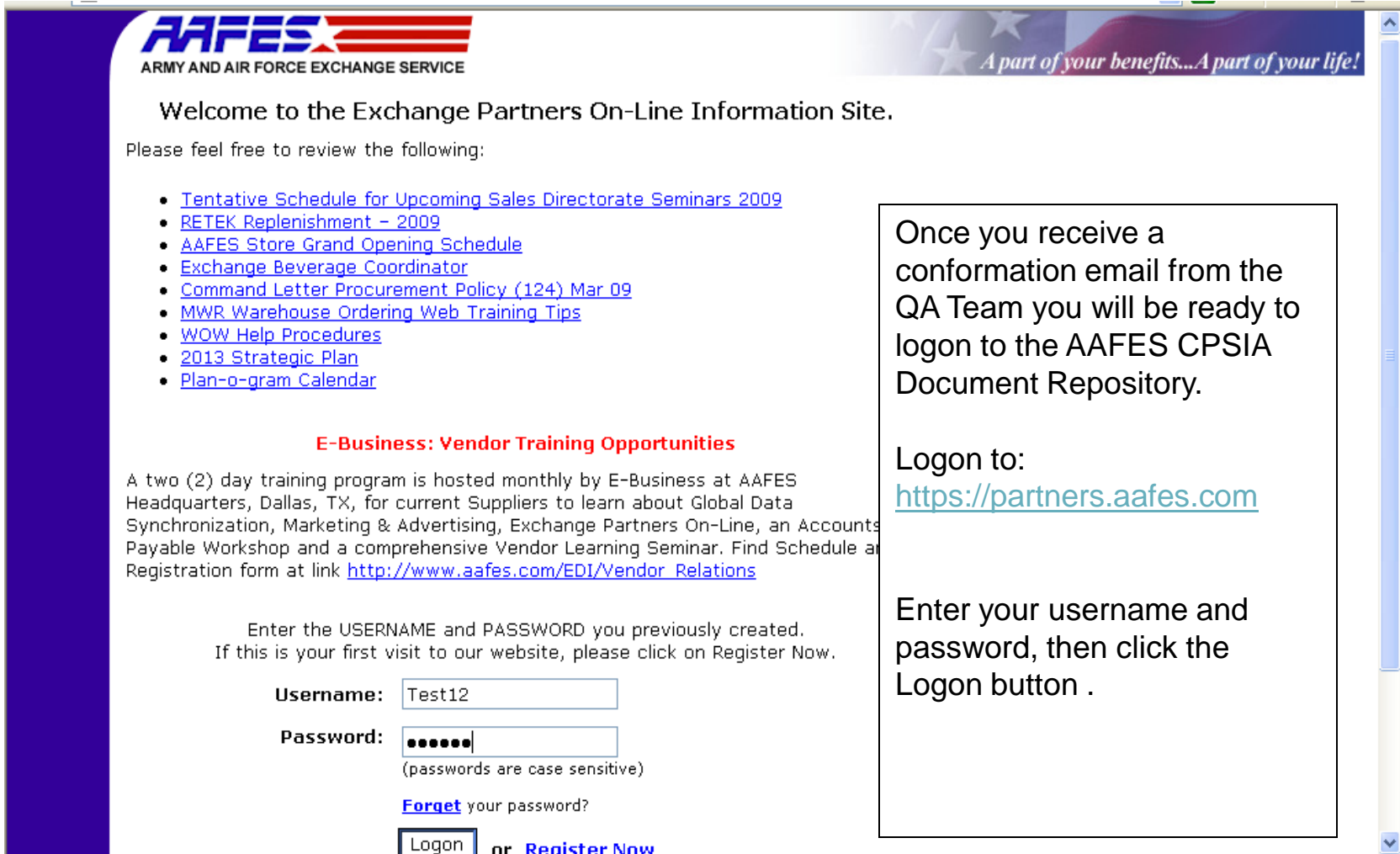
User Name (name you signed up with)

Email address

Phone number

Cell Phone

You will receive a confirmation email once you have been entered into our system.



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Enter the USERNAME and PASSWORD you previously created.
If this is your first visit to our website, please click on Register Now.

Username:

Password:
(passwords are case sensitive)

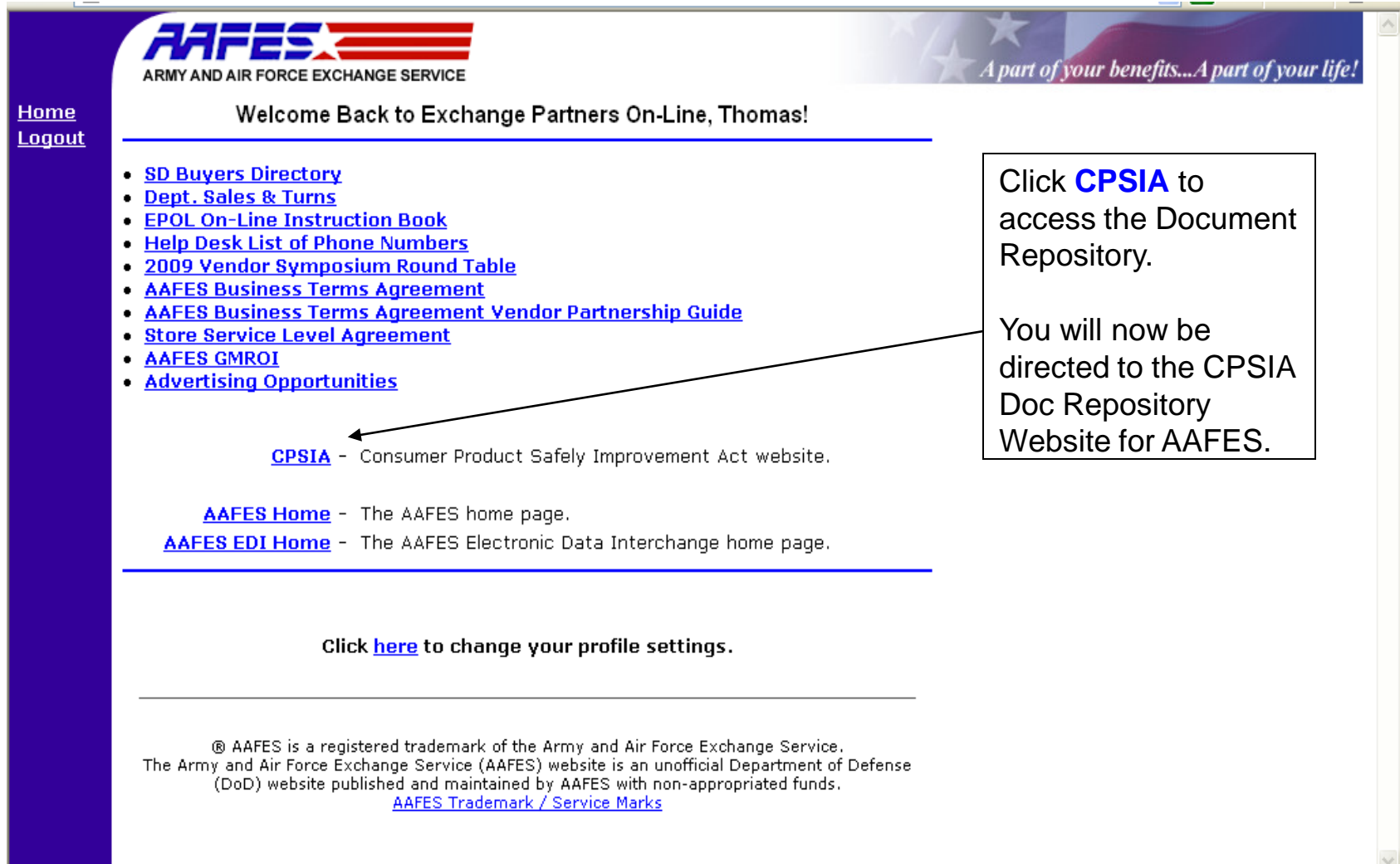
[Forget](#) your password?

or [Register Now](#)

Once you receive a conformation email from the QA Team you will be ready to logon to the AAFES CPSIA Document Repository.

Logon to:
<https://partners.aafes.com>

Enter your username and password, then click the Logon button .



The screenshot shows the AAFES website with a blue header and a purple sidebar. The main content area is white and contains a welcome message, a list of links, and a call to action. A callout box on the right side of the page points to the CPSIA link in the list.

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Welcome Back to Exchange Partners On-Line, Thomas!

- [SD Buyers Directory](#)
- [Dept. Sales & Turns](#)
- [EPOL On-Line Instruction Book](#)
- [Help Desk List of Phone Numbers](#)
- [2009 Vendor Symposium Round Table](#)
- [AAFES Business Terms Agreement](#)
- [AAFES Business Terms Agreement Vendor Partnership Guide](#)
- [Store Service Level Agreement](#)
- [AAFES GMROI](#)
- [Advertising Opportunities](#)

[CPSIA](#) - Consumer Product Safety Improvement Act website.

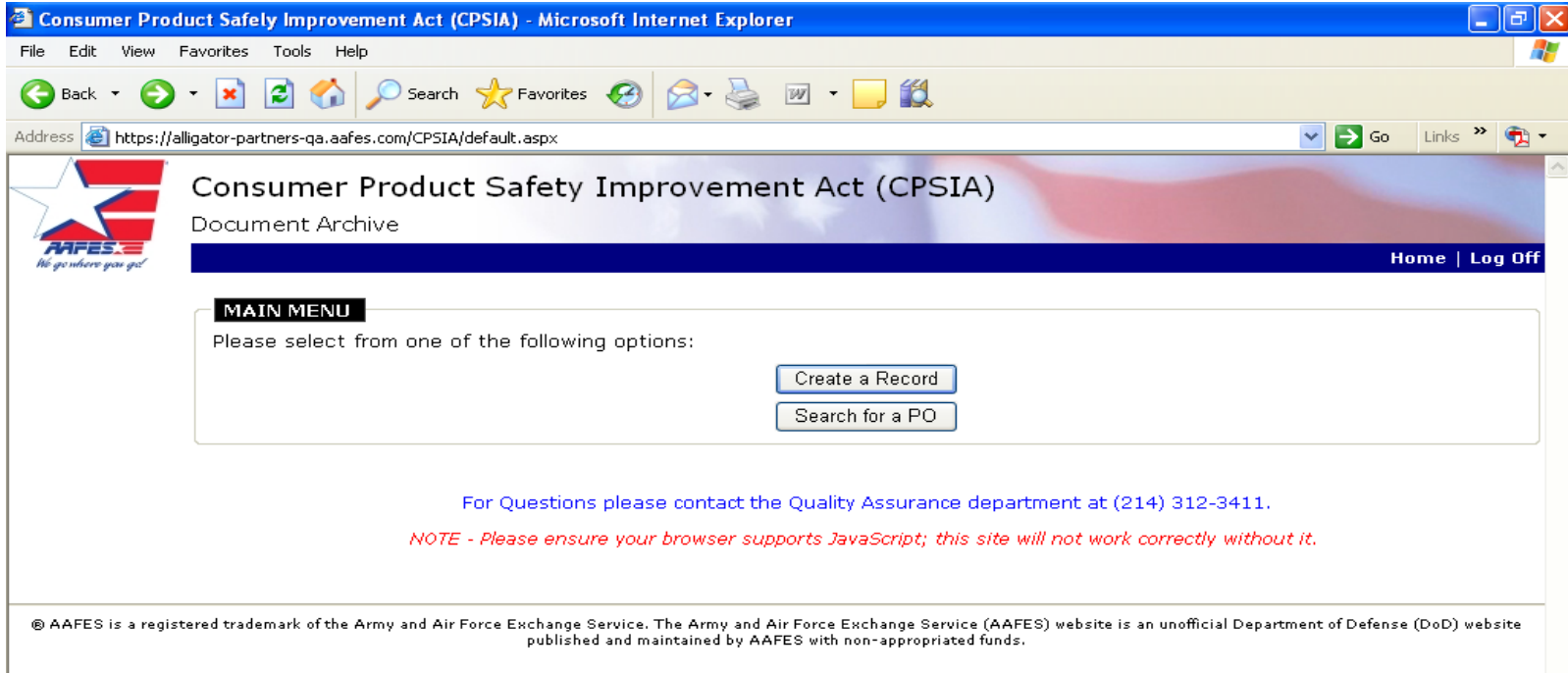
[AAFES Home](#) - The AAFES home page.
[AAFES EDI Home](#) - The AAFES Electronic Data Interchange home page.

Click [here](#) to change your profile settings.

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Click **CPSIA** to access the Document Repository.

You will now be directed to the CPSIA Doc Repository Website for AAFES.




Consumer Product Safety Improvement Act (CPSIA) - Microsoft Internet Explorer

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Address <https://alligator-partners-qa.aafes.com/CPSIA/default.aspx> Go Links

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MAIN MENU

Please select from one of the following options:

[Create a Record](#)

[Search for a PO](#)

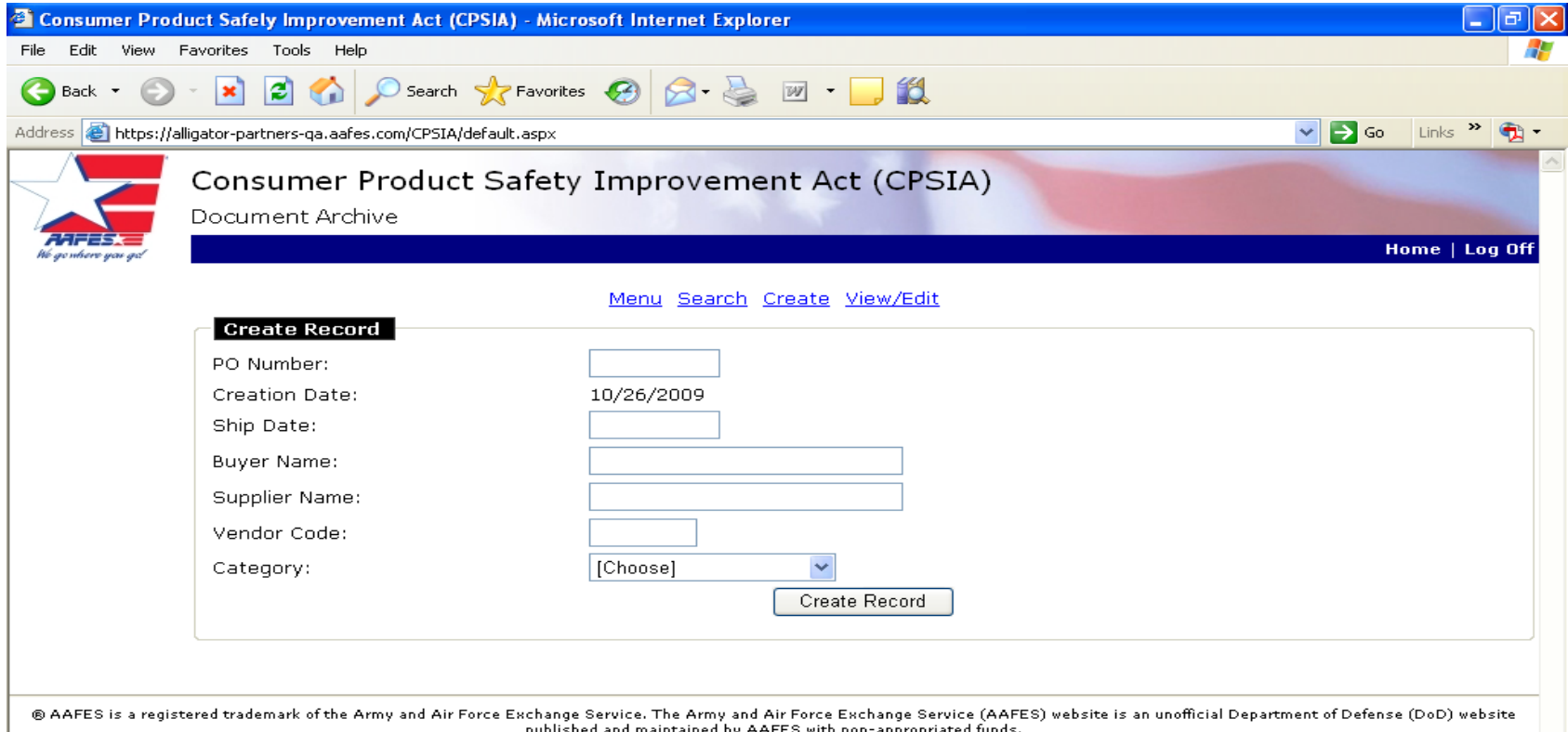
[For Questions please contact the Quality Assurance department at \(214\) 312-3411.](#)

NOTE - Please ensure your browser supports JavaScript; this site will not work correctly without it.

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WELCOME

To begin the process of entering data and uploading GCC's and/or lab reports, click on the [Create a Record](#) button.




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Create Record

PO Number:

Creation Date: 10/26/2009

Ship Date:

Buyer Name:

Supplier Name:

Vendor Code:

Category: [Choose]

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Enter data in all of blank fields and select the applicable category via the drop- down menu.
Next click the **Create Record** button.

Note: If you fail to fill in all in fields an error symbol will be displayed and you cannot proceed.



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Create Record

PO Number:

Creation Date:

Ship Date:

Buyer Name:

Supplier Name:

Vendor Code:

Category:

Click an icon to upload document

Please enter the CRC's for this PO below:

CRC	Item Description	GCC	Lab Rprt	
<input type="text" value="5879311"/>	<input type="text" value="Red Baby Dress"/>			<input type="button" value="Add"/>

Enter the CRC number, item description and upload the GCC and/or Lab Report files. Click the “**Add**” button to complete the action. Additional lines will be added automatically when the “**Add**” button is clicked. See the next screen.

Note: A GCC and lab report are required for the following categories; Baby/Juvenile Products, Children’s Apparel and Toys. The exception to the rule is described on the next screen.



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Create Record

PO Number:

Creation Date:

Ship Date:

Buyer Name:

Supplier Name:


Vendor Code:

Category:

Click an icon to upload document



Please enter the CRC's for this PO below:

CRC	Item Description	GCC	Lab Rprt	
5879311	Red Baby Dress			<input type="button" value="Add"/>

Normally all children’s apparel items require a GCC and a Lab Report, however there is one exception. If a child’s garment is considered “plain” then the GCC must be uploaded both via the GCC and the Lab Report icon.

Note: The GGC must certify that items meet the flammability standard 16 CFR 1610. If and item is exempt, the reason for exemption must be noted on the GCC.



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Create Record

PO Number:	<input type="text" value="9988336555"/>
Creation Date:	<input type="text" value="10/27/2009"/>
Ship Date:	<input type="text" value="11/6/2009"/>
Buyer Name:	<input type="text" value="Fake Buyer"/>
Supplier Name:	<input type="text" value="Fake Supplier"/>
Vendor Code:	<input type="text" value="59553500"/>
Category:	<input type="text" value="Children's Apparel"/>

Please enter the CRC's for this PO below:

CRC	Item Description	GCC	Lab Rpt	
<input type="text" value="5879311"/>	<input type="text" value="Red Baby Dress"/>			<input type="button" value="Add"/>

Page(s) 1

Zip files can be uploaded when multiple reports are required.


When uploading multiple lab reports for one item a zip file must be used to clip the documents together and then uploaded. WinZip or WinRaR are the most popular applications to accomplish this task and WinZip can be downloaded for free.

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View/Edit PO

PO Number:

Vendor Number:

Buyer Name:

Supplier Name:

Category:

Create Date: 26 Oct 2009

Ship Date:

Additional line – becomes available when the Add button is clicked

CRC	Item Description	GCC	Lab Rprt	
9999999	Fake Item			<input type="button" value="Edit"/>
<input type="text"/>	<input type="text"/>			<input type="button" value="Add"/>

Page(s) 1

From here a new CRC can be added or an existing CRC and be edited. The next screen appears when the **Edit** button is clicked.

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View/Edit PO

PO Number:

Vendor Number:

Buyer Name:

Supplier Name:

Category:

Create Date: 26 Oct 2009

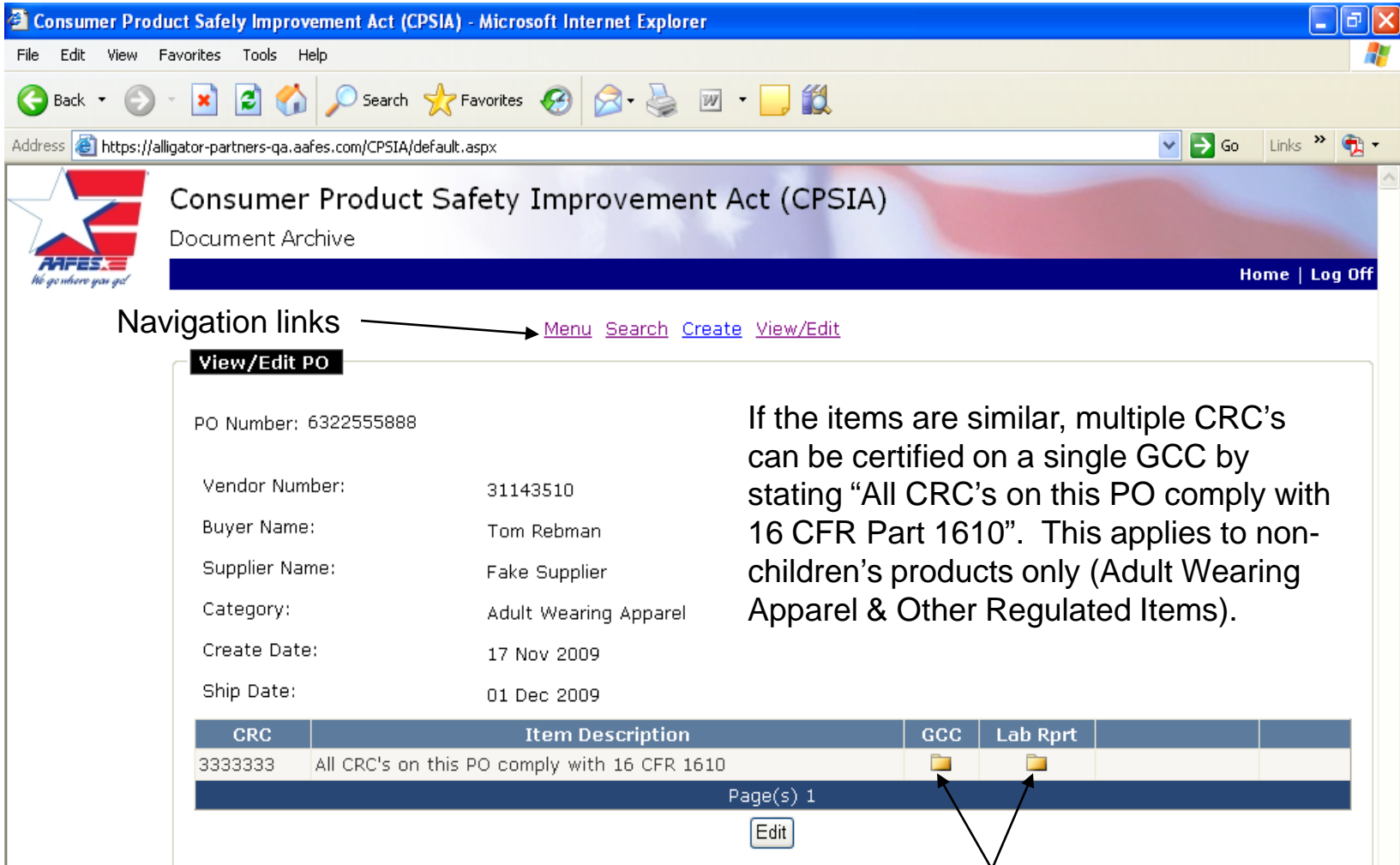
Ship Date:

This screen allows a CRC to be edited or deleted. Upon Completing this operation the save & update button must be clicked sequentially to update the record.

CRC	Item Description	GCC	Lab Rprt		
<input type="text" value="9999999"/>	<input type="text" value="Fake Item"/>			<input type="button" value="Save"/>	<input type="button" value="Cancel"/>

Page(s) 1

Remember to save and update



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View/Edit PO

PO Number: 6322555888

Vendor Number: 31143510



Buyer Name: Tom Rebman

Supplier Name: Fake Supplier

Category: Adult Wearing Apparel

Create Date: 17 Nov 2009

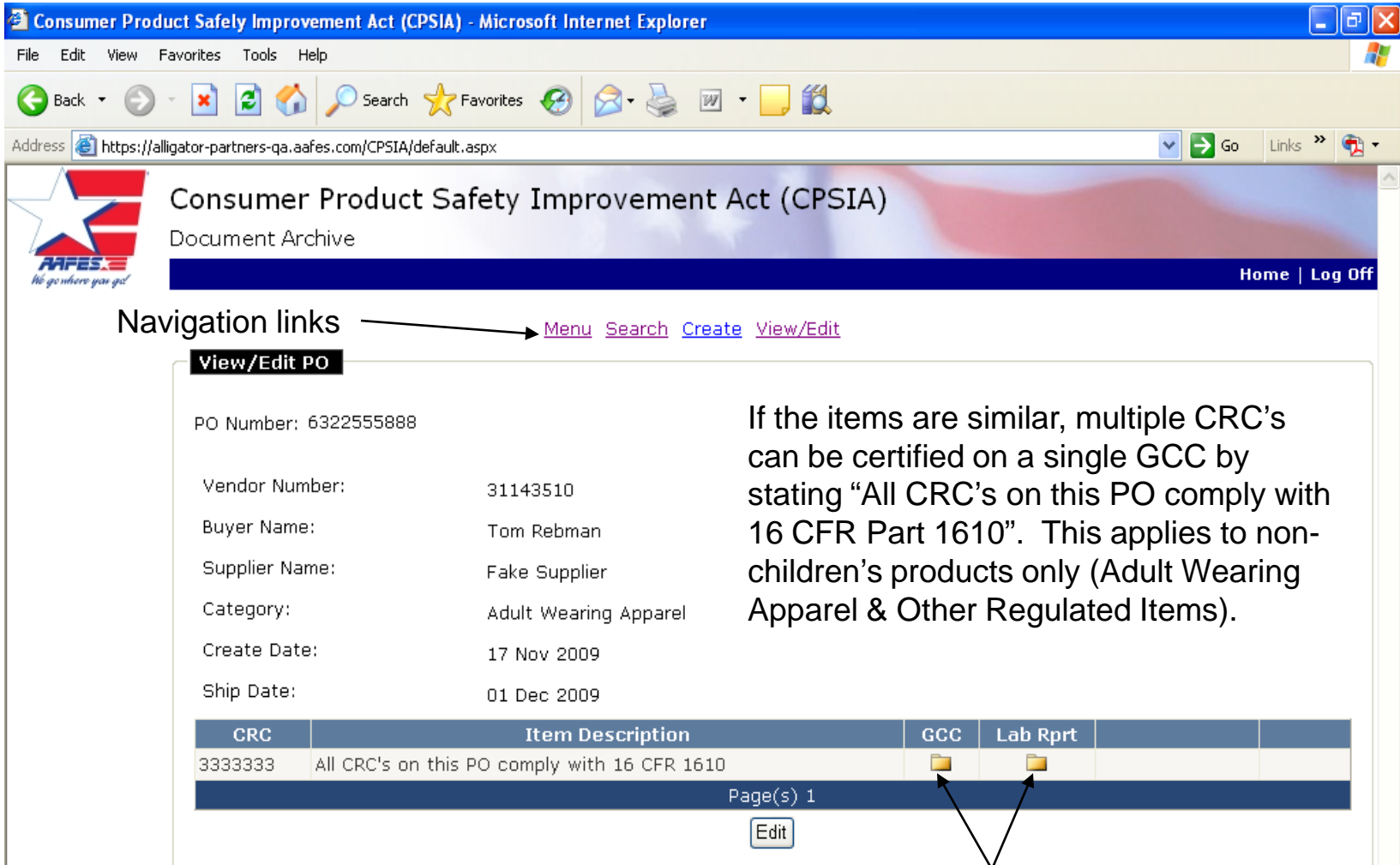
Ship Date: 01 Dec 2009

CRC	Item Description	GCC	Lab Rpt
3333333	All CRC's on this PO comply with 16 CFR 1610		

Page(s) 1

If the items are similar, multiple CRC's can be certified on a single GCC by stating "All CRC's on this PO comply with 16 CFR Part 1610". This applies to non-children's products only (Adult Wearing Apparel & Other Regulated Items).

Upload icons



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View/Edit PO

PO Number: 6322555888

Vendor Number: 31143510



Buyer Name: Tom Rebman

Supplier Name: Fake Supplier

Category: Adult Wearing Apparel

Create Date: 17 Nov 2009

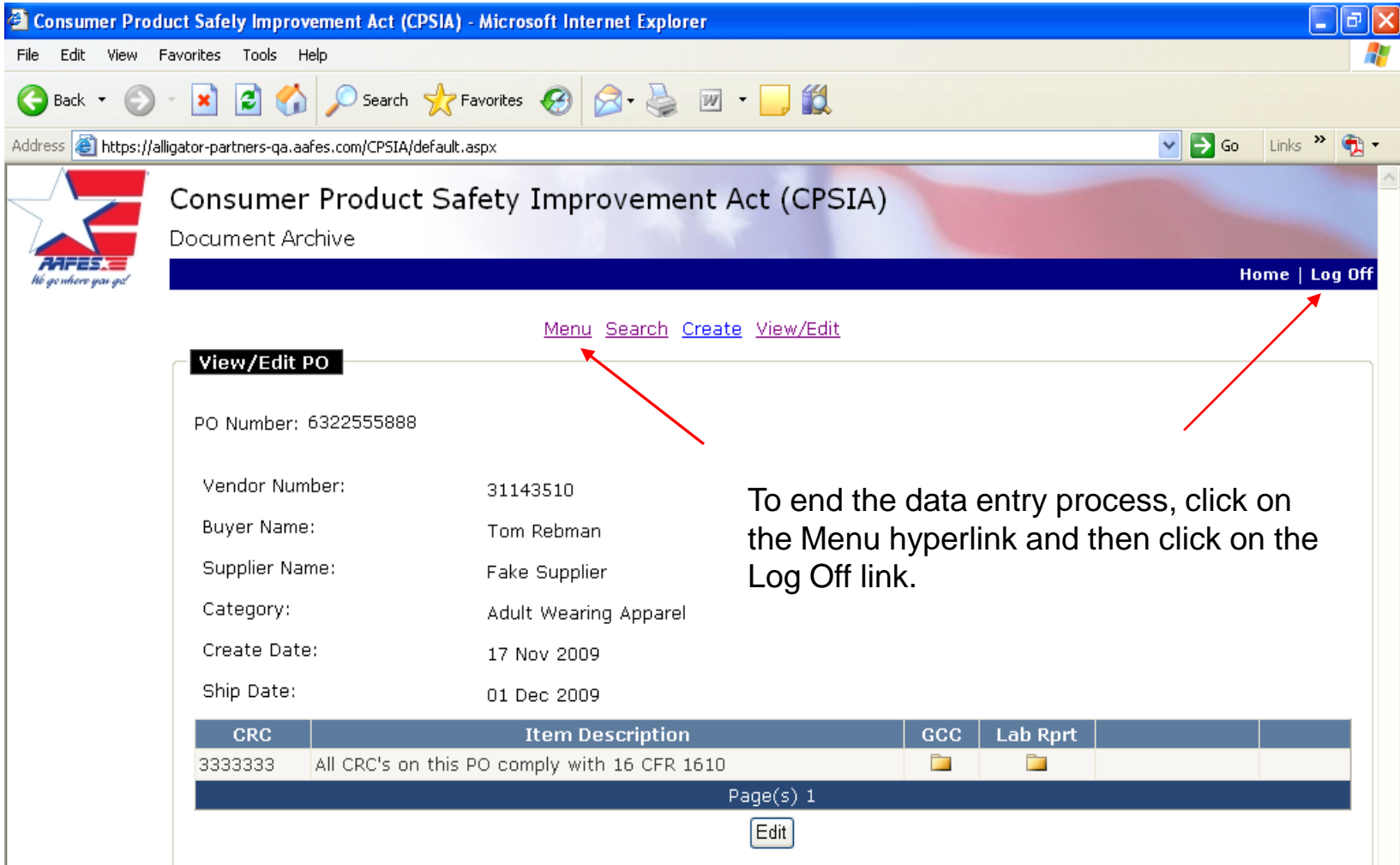
Ship Date: 01 Dec 2009

CRC	Item Description	GCC	Lab Rpt
3333333	All CRC's on this PO comply with 16 CFR 1610		

Page(s) 1

If the items are similar, multiple CRC's can be certified on a single GCC by stating "All CRC's on this PO comply with 16 CFR Part 1610". This applies to non-children's products only (Adult Wearing Apparel & Other Regulated Items).


Upload icons



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View/Edit PO

PO Number: 6322555888

Vendor Number: 31143510



Buyer Name: Tom Rebman

Supplier Name: Fake Supplier

Category: Adult Wearing Apparel

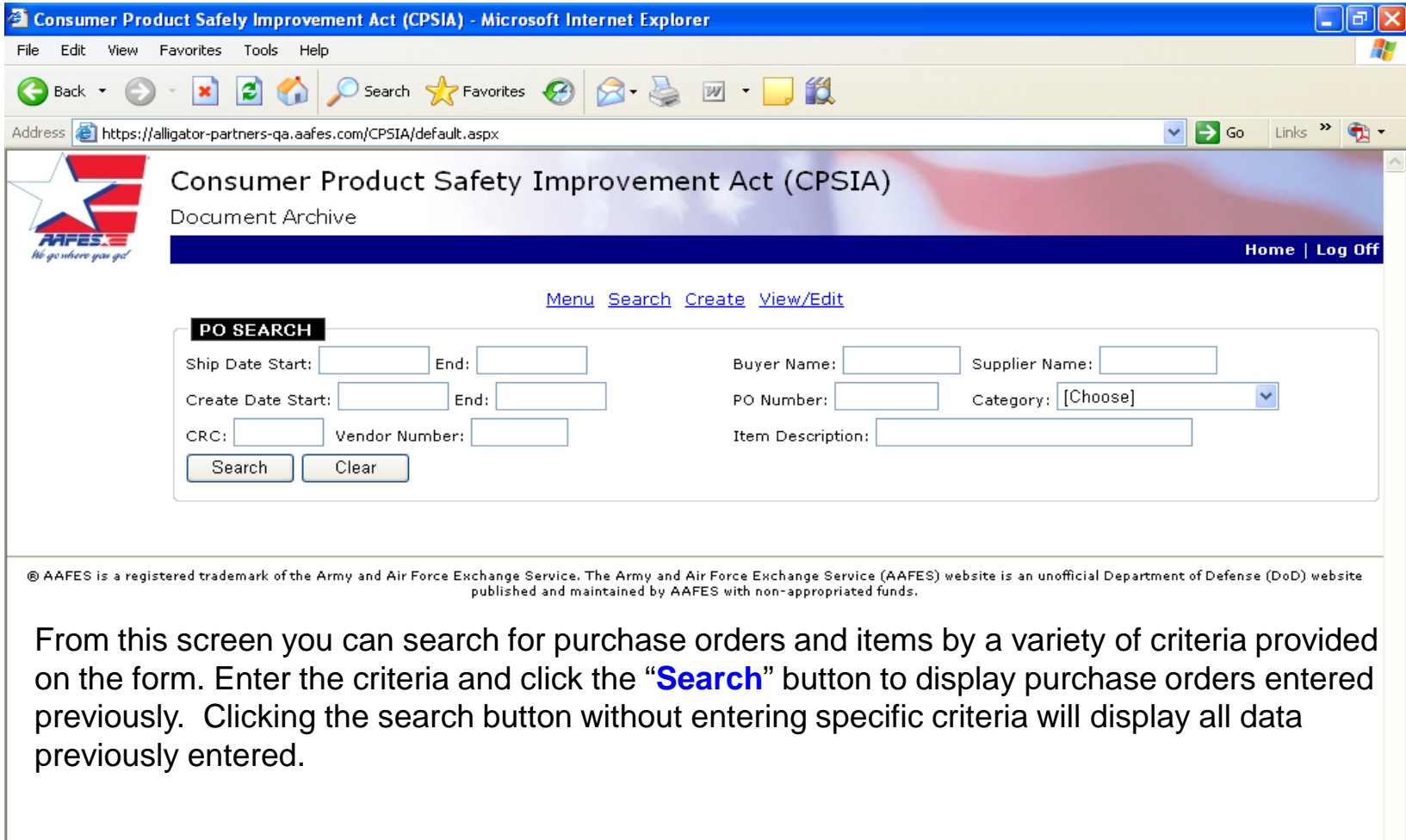
Create Date: 17 Nov 2009

Ship Date: 01 Dec 2009

CRC	Item Description	GCC	Lab Rprt
3333333	All CRC's on this PO comply with 16 CFR 1610		

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To end the data entry process, click on the Menu hyperlink and then click on the Log Off link.



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PO SEARCH

Ship Date Start: End: Buyer Name: Supplier Name:

Create Date Start: End: PO Number: Category:

CRC: Vendor Number: Item Description:

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From this screen you can search for purchase orders and items by a variety of criteria provided on the form. Enter the criteria and click the “**Search**” button to display purchase orders entered previously. Clicking the search button without entering specific criteria will display all data previously entered.



Thank You!



Questions?
