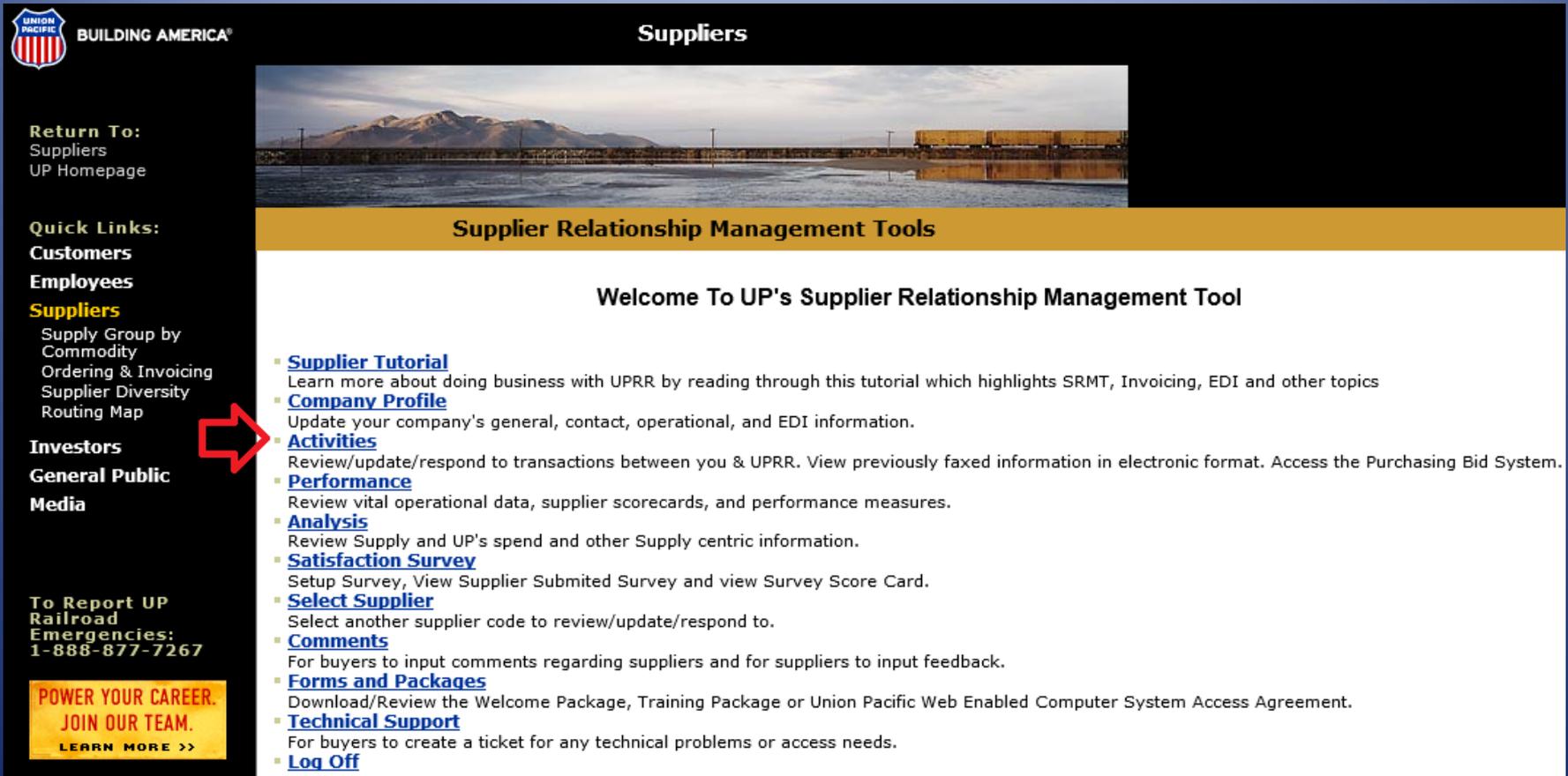


Requesting a PO Change

Login to SRMT and go to the “Activities” menu.



UNION PACIFIC BUILDING AMERICA®

Suppliers

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Investors
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To Report UP Railroad Emergencies:
1-888-877-7267

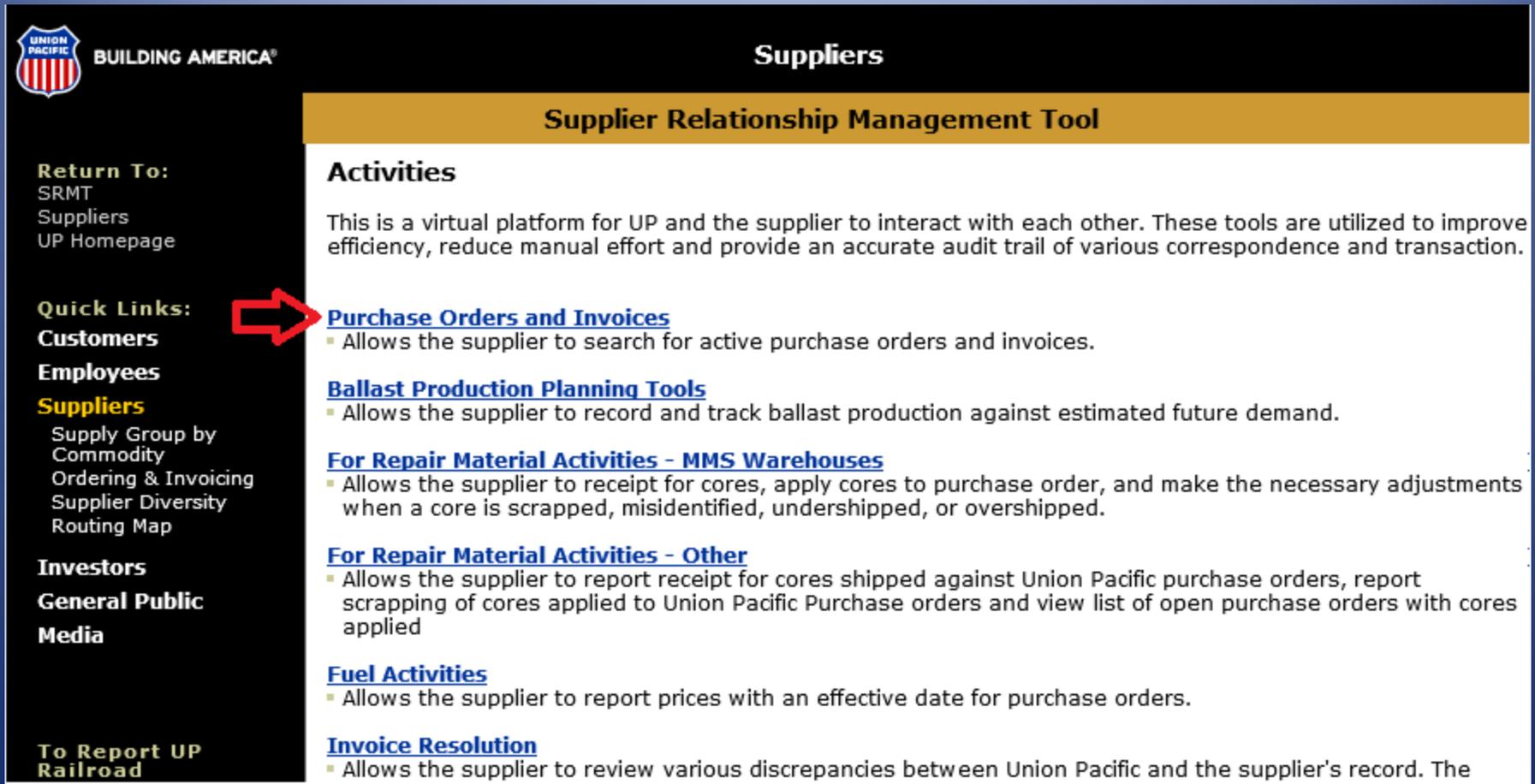
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Supplier Relationship Management Tools

Welcome To UP's Supplier Relationship Management Tool

- [Supplier Tutorial](#)
Learn more about doing business with UPRR by reading through this tutorial which highlights SRMT, Invoicing, EDI and other topics
- [Company Profile](#)
Update your company's general, contact, operational, and EDI information.
- [Activities](#)
Review/update/respond to transactions between you & UPRR. View previously faxed information in electronic format. Access the Purchasing Bid System.
- [Performance](#)
Review vital operational data, supplier scorecards, and performance measures.
- [Analysis](#)
Review Supply and UP's spend and other Supply centric information.
- [Satisfaction Survey](#)
Setup Survey, View Supplier Submitted Survey and view Survey Score Card.
- [Select Supplier](#)
Select another supplier code to review/update/respond to.
- [Comments](#)
For buyers to input comments regarding suppliers and for suppliers to input feedback.
- [Forms and Packages](#)
Download/Review the Welcome Package, Training Package or Union Pacific Web Enabled Computer System Access Agreement.
- [Technical Support](#)
For buyers to create a ticket for any technical problems or access needs.
- [Log Off](#)

Select “Purchase Orders and Invoices”.



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To Report UP Railroad

Activities

This is a virtual platform for UP and the supplier to interact with each other. These tools are utilized to improve efficiency, reduce manual effort and provide an accurate audit trail of various correspondence and transaction.

- [Purchase Orders and Invoices](#)
 - Allows the supplier to search for active purchase orders and invoices.
- [Ballast Production Planning Tools](#)
 - Allows the supplier to record and track ballast production against estimated future demand.
- [For Repair Material Activities - MMS Warehouses](#)
 - Allows the supplier to receipt for cores, apply cores to purchase order, and make the necessary adjustments when a core is scrapped, misidentified, undershipped, or overshipped.
- [For Repair Material Activities - Other](#)
 - Allows the supplier to report receipt for cores shipped against Union Pacific purchase orders, report scrapping of cores applied to Union Pacific Purchase orders and view list of open purchase orders with cores applied
- [Fuel Activities](#)
 - Allows the supplier to report prices with an effective date for purchase orders.
- [Invoice Resolution](#)
 - Allows the supplier to review various discrepancies between Union Pacific and the supplier's record. The

Fill out the criteria needed to find your PO and submit.

 **SRMT Activities - Purchase Orders and Invoices**

Home Activities ▼ Select Supplier Comments Logoff

Please Enter Purchase Order Search Criteria

*** This inquiry only displays open Purchase Orders.**

Type: ▼

Purchase Order Number:  Ex. 123456

Purchase Order Date From:  To: 

Invoice Number:

Invoice Date From:  To: 

Invoice Status: ▼

Supplier Code: [Search for Supplier](#)

Buyer Code: [Search for Buyer](#)

Warehouse Code: [Search for Warehouse](#)

Item Number:

Kind Code: ▼

Only Show Purchase Order(s):

- In Late/Expedited/Stocked-Out Report
- With Invoice Errors
- Incomplete (Not Queued to be Closed)



Scroll through results until you find the correct PO.
Click on the PO number to open the details.

Activities - Purchase Orders and Invoices

Activities ▼ Select Supplier Comments Excel Format Logoff

First Sort: PO Number ▼ Descending ▼ Second Sort: PO Number ▼ Ascending ▼ Refresh

[Next 20](#)

(1 - 20) of 64 Purchase Order(s)

PO Number	PO Date	Vendor Code	Vendor Name	Buyer	Warehouse	PO Type
501408	10/14/2019			MG	ES04	Stock
501409	10/14/2019			MG	HU01	Stock
501410	10/14/2019			MG	NL01	Stock
501411	10/14/2019			MG	NP01	Stock
501412	10/14/2019			MG	PV01	Stock
775834	10/14/2019			MG	FW01	Stock
500186	10/11/2019			MG	CT01	Stock
499029	10/09/2019			MG	KC01	Stock
775789	10/09/2019			MG	FW01	Stock
498681	10/08/2019			MG	NP01	Stock
775764	10/08/2019			MG	RV01	Stock
775765	10/08/2019			MG	RV01	Stock
497136	10/07/2019			MG	KC01	Stock
497137	10/07/2019			MG	LA60	Stock
495799	10/04/2019			MG	NP01	Stock
494381	10/02/2019			MG	NP01	Stock
492736	09/30/2019			MG	CT01	Stock
492737	09/30/2019			MG	ES04	Stock
492738	09/30/2019			MG	HU01	Stock
492739	09/30/2019			MG	NL01	Stock

1 | 2 | 3 | 4

Click on "Request Changes".

Supplier Name: [REDACTED]

Supplier Code: **014333**

*** This only serves as a purchase order inquiry.**

Purchase Order Terms & Conditions are available at [ht](#)
Purchase Order invoices must be submitted electronically
or via Union Pacific's authorized web application. Additi
the web application can be obtained at <http://www.uprr>
Invoices are not accepted and should not be mailed to
Invoice Payment status can be obtained from the follo
In executing this Purchase Order contract, reference U
http://www.up.com/suppliers/code_of_conduct/index.ht
Additional questions regarding an invoice can be direct

Purchase Order and Invoice(s) from **CAPITOL STARTER SERVICE**

Purchase Order Number:

ES 501408 MG

Purchase Order Type:

Stock - Repair and Return

Ship To:

UNION PACIFIC RAILROAD COMPANY
S D MCKENZIE, MATERIAL CLERK
1000 SOUTH 22ND STREET
EAST ST LOUIS, IL 62207-1943
Phone: **(618)482-7722**
Fax: (618)482-7789

Note : If there are
multiple items on PO
you should be able to
request change on any
line item.

Terms:

0 %, NET 30 DAYS

F.O.B.:

Route Via:

MANDATORY ROUTING INSTRUCTIONS
VENDOR PLEASE VISIT UPRR ROUTING INSTRUCTIONS AT
<http://www.up.com/suppliers/uprouting/index.htm>

In Late Report?

No

[Request Changes](#)



+ Item Number 7124214 3

Fill out the request form. You can request changes to price, quantity, or dock date. Select the appropriate reason for each change. Include comments and select a contact at your company for any questions. Then submit.

 **PO Change Request Changes** Current User: |

Activities ▾ Select Supplier Comments

**Supplier understands that this is a proposed change to the price, quantity, and/or dock date set forth in the Union Pacific issued Purchase Order. These must be reviewed and approved by Union Pacific personnel for the change to take effect. If approved, all other terms and conditions in the Union Pacific Purchase Order available at http://www.uprr.com/suppliers/sup_ovr/terms.shtml will continue to apply.*

Information

Required:

- Any changes require a reason to be selected.
- If Other is selected as the reason, comments required.
- Selection from contact list is required.
- Use View/Add Contact to add a new contact before making changes, then refresh this page to see new contact.
- Date changes are required to be in the future.
- Disabled fields mean prior change request are still being reviewed or was submitted today.

Item	Price	Price Reason	Qty	Qty Reason	Dock Date	Date Reason
1 712-4214.3	<input type="text" value=""/>	--Select Price Reason-- ▾	<input type="text" value="1"/>	--Select QTY Reason-- ▾	<input type="text" value="10/16/2019"/>	--Select Date Reason-- ▾

Comments

Contact --SELECT-- ▾ [View/Add Contacts](#)