Material BOT Process

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Definitions:

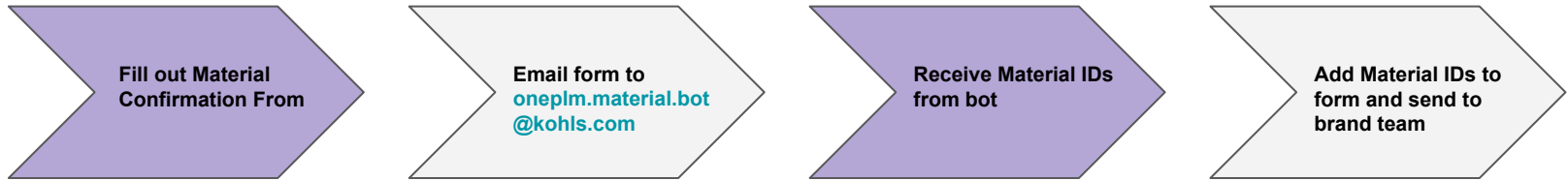MCF: Material Confirmation Form

RMF: Raw Material Form

- Material Confirmation & Request Form (digital & physical)- Required document used by mills, vendors, and suppliers when sending fabric headers for quality approval.

MID: Material ID

- Base ID: general material ID

- Supplier ID: linked to a base ID including supplier information

BOT: Automated process to create MIDs

Requesting Material IDs from the Material Bot via K-Link (Vendors and L&F Partners)

| Fill out Material Confirmation From | Email form to oneplm.material.bot @kohls.com | Receive Material IDs from bot | Add Material IDs to form and send to brand team |

BEFORE YOU EMAIL YOUR REQUEST:

Ensure that you are utilizing the most updated Material Confirmation Form. The Materials Form is updated on the first of each month. Please check for new form at the beginning of the month before submitting. To check this as a vendor, use the below steps:

1) Access K-Link: https://link.kohls.com/
   - Login via your Vendor/ Kohls login credentials
2) Select 'Resources' in top right corner

K·Link by KOHL'S

REPORTS   RESOURCES   M

Welcome Mia Javier

K-Link Path (Vendors and L&F Partners)

3) Select 'Private and Exclusive Brands' from the menu

K-Link Path (Vendors and L&F Partners)

4) Select 'Material Management' in left side menu

K-Link Path (Vendors and L&F Partners)

5) All updated forms and resources are housed on this Material Management page.

K-Link Path Highlights (Vendors and L&F Partners)

Material Confirmation Form: Materials Management page on K-Link under;

>Resources
>Private & Exclusive Brands
>Materials Management

Requesting Material IDs from Material Bot

1) Address material requests to the onePLM Material Bot at **oneplm.material.bot@kohls.com**
   - Attach ONE form per email
   - Attach form as an **Excel** file
2) "Material Confirmation" must be in the email subject line with one completed Material Confirmation Form attached
   - The bot runs every 30 minutes and will send a confirmation email with Base ID and Supplier ID when applicable
3) If successful, you will receive an email response that includes Material Type, Base ID, Material ID (supplier ID), and Material Name
   - Once successful, alert Kohl's design / PD that the material is now available on onePLM
4) If unsuccessful, you will receive an email response that includes the reason for failing. A duplicate error email is also sent to the Materials Team inbox
   - A member of the Materials Team will reach out to you regarding your error within 1 day of receiving the error email
   - Revise form to fix failure issue and resend. Do not reply to the failure email, instead start a new email chain with revised form attached

Example:

To: onePLM.material.bot@kohls.com
Subject: Material Confirmation
Attach most up to date Material Confirmation form

Requesting Material IDs from Material Bot

Knit Example:

KOHL'S | All fields with a red box are required

Material Confirmation Form (V.8)

CONFIRMATION   **RESEARCH**

Date Submitted:	
Submitted by:	
Contact E-Mail:	

Fabric Cost USD (FOB at Site):	
*Sample Yardage LT (days):	
*Bulk Yardage LT (days) from yarn to finished fabric:	
Minimums by Order:	
Minimums by Color:	
Development Ref #:	

*Purpose for Sending:	
*Brand:	
*Agent:	
Vendor:	
Kohl's Garment Style #:	
Fabric FOB Port (e.g. FOB SH) :	

*Division:	
R&D Presentation (Yes/No):	
Season:	
Stitches per cm (Knits Only):	
Vendor Sourced Mill:	

Mill needs to be selected from the dropdown to match EXACTLY what is in OnePLM.

*Mill Name:	
Mill Fabric Ref #:	
*Mill COP:	

Material Information

onePLM Material ID (Base)	*Material Type
*Material Category	*Material Sub Type
	*Knit Type (Knits Only)
Material Name	

Composition: Please make sure Fiber content adds up to 100%

*Fiber Content	Fiber %	*Yarn Type

Does Fabric Contain Canopy/Rayon?

Construction

Total Yarn Count	
Before Wash Weight: (X-mill weight)	*Weight UM
After Wash Weight (vendor wash)	*Weight UM / GM2
*Machine Gauge (NPI) - (Knits Only)	*Cuttable Width (in)
Warp (Wovens Only)	Weft (Wovens Only)
*Leather - Texture	*Leather - Grain Variance
Thickness	

Weights for knits need to be entered in GSM.

Highlighted fields are necessary to create a knit material.

Testing

**Any specs not meeting Kohl's minimum Fabric & Garment standards must be clearly called out by the mill/garment supplier.

Availability of passing test report (mill's internal or 3rd party lab) for Research Fabric:

Availability of passing test report from 3rd partly lab for Confirmation Fabric:

Finished Material Information

*Color Application	
*Dye Method (Yarns Only)	*Dye Type (Yarns Only)
*Finish	Wash Specifics

Notes and Comments:

Image File Name : (for LF e-Catalog, pls refer to guideline)

NEED APPROVAL ON:

Woven Example:

KOHL'S — All fields with a red box are required

Material Confirmation Form (V.8)   CONFIRMATION   RESEARCH

Date Submitted:
Submitted by:
Contact E-Mail:

Fabric Cost USD (FOB at Site):
*Sample Yardage LT (days):
*Bulk Yardage LT (days) from yarn to finished fabric:

*Purpose for Sending:
*Brand:
*Agent:
*Division:
R&D Presentation (Yes/No):

*Mill Name:
Mill Fabric Ref #:
*Mill COP:

Minimums by Order:
Minimums by Color:
Development Ref #:

Vendor:
Kohl's Garment Style #:
Fabric FOB Port (e.g. FOB SH) :

Season:
Stitches per cm (Knits Only):
Vendor Sourced Mill:

Mill Name callout: Mill needs to be selected from the dropdown to match EXACTLY what is in OnePLM.

Material Information
onePLM Material ID (Base)   *Material Type
*Material Category   *Material Sub Type
    *Knit Type (Knits Only)
Material Name

Composition: Please make sure Fiber content adds up to 100%
*Fiber Content   Fiber %   *Yarn Type

Does Fabric Contain Canopy/Rayon?

Construction
Total Yarn Count
Before Wash Weight: (X-mill weight)   *Weight UM
After Wash Weight (vendor wash)   *Weight UM / GM2
*Machine Gauge (NPI) - (Knits Only)   *Cuttable Width (in)
Warp (Wovens Only)   Weft (Wovens Only)
*Leather - Texture   *Leather - Grain Variance
Thickness

Weight callout: Weights for wovens need to be entered in GSM.

Highlighted fields are necessary to create a woven material.

Testing
**Any specs not meeting Kohl's minimum Fabric & Garment standards must be clearly called out by the mill/garment supplier.

Availability of passing test report (mill's internal or 3rd party lab) for Research Fabric:

Availability of passing test report from 3rd partly lab for Confirmation Fabric:

Finished Material Information
*Color Application
*Dye Method (Yarns Only)   *Dye Type (Yarns Only)
*Finish   Wash Specifics

Notes and Comments:

Image File Name : (for LF e-Catalog, pls refer to guideline)

NEED APPROVAL ON:

Requesting Material IDs from Material Bot

Denim Example:

KOHL'S — All fields with a red box are required

Material Confirmation Form (V.8)

CONFIRMATION | RESEARCH

Date Submitted:
Submitted by:
Contact E-Mail:

Fabric Cost USD (FOB at Site):
*Sample Yardage LT (days):
*Bulk Yardage LT (days) from yarn to finished fabric:

*Purpose for Sending:
*Brand: *Division:
*Agent: R&D Presentation (Yes/No):

*Mill Name:
Mill Fabric Ref #:
*Mill COP:

Minimums by Order:
Minimums by Color:
Development Ref #:

Vendor: Season:
Kohl's Garment Style #: Stitches per cm (Knits Only):
Fabric FOB Port (e.g. FOB SH) : Vendor Sourced Mill:

Mill needs to be selected from the dropdown to match EXACTLY what is in OnePLM.

Material Information
onePLM Material ID (Base) *Material Type
*Material Category *Material Sub Type
*Knit Type (Knits Only)
Material Name

Composition: Please make sure Fiber content adds up to 100%
*Fiber Content Fiber % *Yarn Type

Does Fabric Contain Canopy/Rayon?

Construction
Total Yarn Count
Before Wash Weight: (X-mill weight) *Weight UM
After Wash Weight (vendor wash) *Weight UM GM2
*Machine Gauge (NPI) - (Knits Only) *Cuttable Width (in)
Warp (Wovens Only) Weft (Wovens Only)
*Leather - Texture *Leather - Grain Variance
Thickness

Weights for denim need to be entered in GSM.

Highlighted fields are necessary to create a denim material.

Testing
**Any specs not meeting Kohl's minimum Fabric & Garment standards must be clearly called out by the mill/garment supplier.

Availability of passing test report (mill's internal or 3rd party lab) for Research Fabric:

Availability of passing test report from 3rd partly lab for Confirmation Fabric:

Finished Material Information
*Color Application
*Dye Method (Yarns Only) *Dye Type (Yarns Only)
*Finish Wash Specifics

Notes and Comments:

Image File Name : (for LF e-Catalog, pls refer to guideline)

NEED APPROVAL ON:

Requesting Material IDs from Material Bot

Yarn Example:

Requesting Material IDs from Material Bot

Leather Example:

Mill needs to be selected from the dropdown to match EXACTLY what is in OnePLM.

Highlighted fields are necessary to create a leather material.

Non-Woven Example:

Mill needs to be selected from the dropdown to match EXACTLY what is in OnePLM.

Highlighted fields are necessary to create a non-woven material.

Weights for wovens need to be entered in GSM.

New Required Fields: Canopy/Rayon, R&D, Stitches per CM

Middle of form under; **Composition**:

Does Fabric Contain Canopy/Rayon?
Yes

Top right hand corner:

*Division:

R&D Presentation (Yes/No):

Season:

Stitches per cm (Knits Only):

Vendor Sourced Mill:

1) The new required field: Canopy/Rayon?

- Does the material contain canopy or rayon?
- Select 'yes' or 'no'

2) There is a new required field, R&D Presentation (Yes/No), please select yes if the fabric is being developed, researched, resourced, or managed by the materials team and no if there is no involvement from the materials team

3) Also; please see the new required field '**Stitches per cm (Knits Only)**', indicated by the red box

- Starting with Pre-Spring '23 there have been updates made to duty rates which will impact costing for Women's and Girl's knit pullover tops
- Depending on certain design elements, cotton/cotton blend knit top duty rates may **increase from 16.5% to 19.7%**

New Required Fields continued: **Denim** - Dye Method, Dye Type

Middle of form under; **Finished Material Information**:

Finished Material Information

*Color Application

*Dye Method (Yarns Only)   *Dye Type (Yarns Only)

*Finish   Wash Specifics

1) RMF in "**Dye Method**" and "**Dye Type**" section for the Denim category.

- Denim is manufactured by Slasher or Rope dyeing machine. Depending on the type of machine, the cost/lead-time/MOQ will vary. In the past we have asked the mills to put this in the notes section, but we are moving towards better data accuracy.
- Select the valid option for these new required fields via the given drop down menu option.

More to Know:

1) Only approved mills can be selected via the mill name drop down menu. If your mill is not an approved mill in our OnePLM system or inactive, you will have to complete/submit a Kohls Mill Evaluation Form to **Factory.compliance@kohls.com**
- New mills are added to the MCF monthly
- **NOTE:** Mill name should match EXACTLY what is in OnePLM

Recommended for Supplier ID:
- Fabric Cost USD (FOB at Site)
- Sample Yardage LT (days), Bulk Yardage LT (days)
- Minimums by Order, Minimums by Color
- Purpose for Sending
- Brand, Division, Agent
- Finish

KOHL'S | All fields with a red box are required

Material Confirmation Form (V.8)

CONFIRMATION	RESEARCH

Date Submitted:		Fabric Cost USD (FOB at Site):		*Purpose for Sending:
Submitted by:		*Sample Yardage LT (days):		*Brand:		*Division:	
Contact E-Mail:		*Bulk Yardage LT (days) from yarn to finished fabric:		*Agent:		R&D Presentation (Yes/No):	Yes
*Mill Name:		Minimums by Order:		Vendor:		Season:	
Mill Fabric Ref #:		Minimums by Color:		Kohl's Garment Style #:		Stitches per cm (Knits Only):	
*Mill COP:		Development Ref #:		Fabric FOB Port (e.g. FOB SH) :		Vendor Sourced Mill:	

Required Fields for **ALL** Material Confirmation Forms:

•••••••••••••••••••••••••••••••

** All required fields are indicated by the red border, although it is further specified by "knits only", "yarns only", and "wovens only". **Select all required fields via the given drop down menu option when applicable**

1) Mill Name
2) Mill Fabric Ref#
3) Mill COP
4) Material Category
5) Material Type
6) Material Sub Type
7) Fiber Content, Fiber %, and Yarn Type (excluded leather)
8) R&D Presentation (Yes/No)

Material BOT Error Process

●●●●●●●●●●●●●●●●●●●●●●●●●●●●●

1) An unsuccessful submission will result in an error. The submitter receives an email response that includes the reason for failing. A duplicate error email is also sent to the Materials Team inbox (PD-MATERIALS@KOHLS.COM).

- A member of the Materials Team will open your submitted MCF and locate the error.
- They will then advise on any further corrections for successful resubmission
- Since the material bot only catches **one** error, it can be difficult to correct and resubmit appropriately. I suggest waiting for the Materials Team to respond before submitting multiple times to the bot.

Most Common Errors:

- ➢ Required information is not provided
  - ○ All required fields are indicated by the red border, although it is further specified by "knits only", "yarns only", and "wovens only".
- ➢ Mill Name cannot be selected via the drop down list
  - ○ Inactive
  - ○ New mill
- ➢ Material Category is not selected
- ➢ Fiber Content does not equal 100%
- ➢ Required information is not selected via the given **drop down menu option**

*Mill Name:		Minimums by Order:		
Mill Fabric Ref #:		Minimums by Color:		
*Mill COP:		Development Ref #:		

Material Information

onePLM Material ID (Base)	*Material Type	
	WOVEN	
*Material Category	*Material Sub Type	
	FAUX SUEDE	
	*Knit Type (Knits Only)	
Material Name		

Composition: Please make sure Fiber content adds up to 100%

*Fiber Content	Fiber %	*Yarn Type

Does Fabric Contain Canopy/Rayon?
Yes

Material BOT Error Process

1) Example of an Error
- Reason for failure
- Open MCF

Material BOT Error Process

Material BOT Error Process

Total: 8 errors

1. 'Jersey' is not a valid sub type for woven.
2. Knit Type is a "knits only field"
3. Yarn Type is a required field
4. Machine Gauge is a "knits only field"
5. Fabric R&D Presentation is a required field
6. Warp is a required field
7. Weft is a required field
8. This form is extremely out of date

Material BOT Error Process

1) Revise
   - Revise form to fix failure issue and resend. Do **not reply to the failure email,** instead start a new email chain with revised form attached

2) MIDs are manually created for **URGENT** cases only

3) The Materials team manually creates MIDs through OnePLM

OnePLM - Material ID Process

1) Your Base & Supplier ID will be generated as below

Material Information

Material Class	**Material ID**
SUPPLIER	100305
Material Category	**Base ID**
MATERIAL	100304
Material Type	**Brand**
WOVEN	
Material Sub Type	
CORDUROY	

Material Name

W 100 COTTON CORDUROY 145.00 GM2

Material Status

Status	Active
APPROVED	Yes
Created By	**Created Date**
CHLOE JO	2022-02-15 09:20:46

Composition

		Fiber Content	Fiber %	Yarn Type
☐	≣	COTTON	100	RING SPUN
☐	≣	--Select--		
☐		--Select--		
☐		--Select--		
☐		--Select--		

Indicators

Canopy/Rayon	Fabric R&D Presentation
--Select--	--Select--

Construction

Total Yarn Count	Warp	Weft
40S*40S	177	77

Weight	Weight (Wt) UM
145.00	GM2

Supplier Information

Supplier Ref No	Mill	Supplier COP
DGYBO14378	NAMYANG CHINA	CN

Finish/Wash	Cuttable Width
	56.0

Contacts

1) OnePLM
- **OnePLM Support** <oneplmsupport@kohls.com>
- **Alyssa Boyd** <alyssa.boyd@kohls.com> - Digital Solutions, Associate Manager - onePLM GSPS & Art/Design Tools • EX PD GSPS
- **Elizabeth Tarleton** <elizabeth.tarleton@kohls.com> - Digital Solutions Coordinator - OnePLM, GSPS & Art/Design Tools • EX PD GSPS
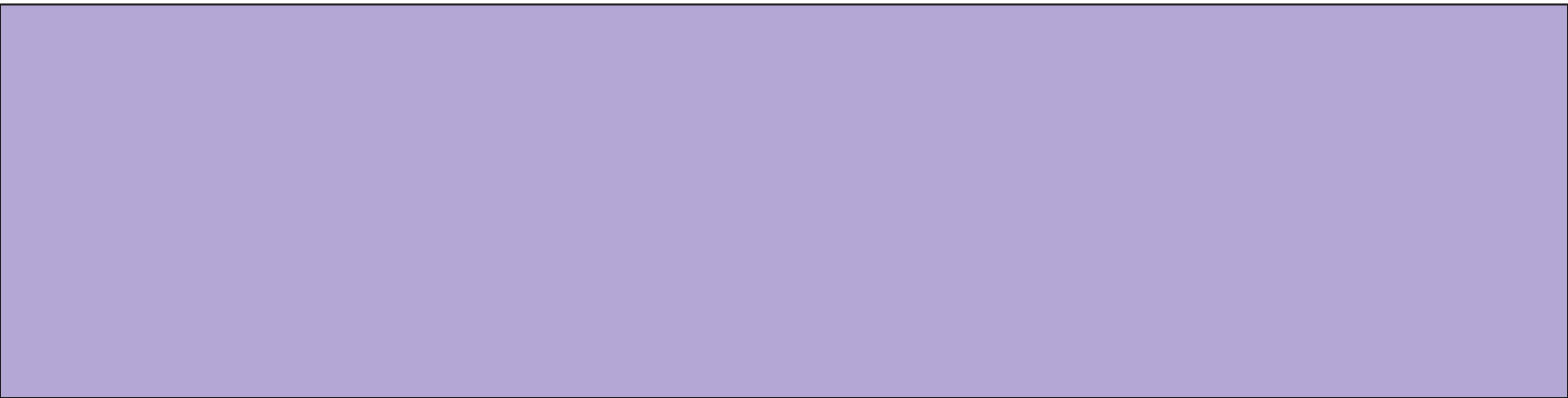
2) Global Materials Team
- **Materials PD-Inbox** <pd-materials@kohls.com>
- **Mia Javier** <mia.x.javier@kohls.com> - Global Materials Specialist • Material BOT Manager • NE PD GSPS

Overview

Thank you!

All questions can be directed to Mia Javier - mia.x.javier@kohls.com