

PFARR Stanztechnik GmbH – Am kleinen Sand 1 – 36419 Buttlar, Germany

Buttlar, 01.09.2022

## Information regarding the forthcoming changeover to ERP at Pfarr Stanztechnik GmbH

Dear Customer,

We are delighted to advise that, as of the fourth quarter of this year, we will pass another milestone in our development as we replace and merge our current ERP and CAQ systems.

We will also be introducing BDE and implementing a new product management system.

This will mean greater transparency throughout the concern and the possibility to work with EDI.

In this way we will be addressing continuously rising customer expectations and ensuring that our company and products are fit for the future.

We manage a range of some 30.000 individual articles, using a variety of production routes with diverse manufacturing requirements, which means that a complete switchover on day one whilst maintaining continuous production would prove impossible.

For this reason, there will be a stepwise changeover of products and customers beginning on 04. October spanning a period of six months. The responsible support staff will advise individual customers in detail as matters progress.

These changes will inevitably lead to certain temporary limitations and modifications which will be noticeable to you including:

- A new format for all sales paperwork such as quotations, order confirmations, order forms, quality documents and invoices.
- Our production batches will all carry a ten-character alphanumeric code.
- Despatch and customer labels will all be standardised based on automotive practice.



Existing orders and contracts will be transferred over to the new system with the adoption of new system-generated reference codes, which will be communicated to you in addition to the existing numbering. Old numbers will be clearly marked in a comments box, and will thus be accessible during the interim period.

The first steps in the customer changeover will be initiated on Tuesday 04. October. We would ask for your understanding that there will inevitably be issues during the teething period, with corrections required on RFQ's, quotations, orders, contracts, and delivery instructions. The changeover process will continue until March 2023, with areas such as the CAQ system presenting the potential for errors and the implementation of corrective action. We want to acknowledge this from the outset and will be only too pleased to rectify any notified discrepancies.

Please pass the word on to your colleagues in other departments. You can also find further information on the homepage of our website at [www.pfarr.de](http://www.pfarr.de).

Your regular contacts remain at your disposal via telephone and email for any further clarification.

We look forward to ongoing successful business and offer our thanks in advance for your support and understanding during these changes.

Yours faithfully,

PFARR Stanztechnik GmbH



ppa. Konstantin Drakopoulos  
(Finance & HR Manager)



ppa. Anton Turco  
(Sales Manager)

Key to acronyms:

ERP	Enterprise Resource Planning
CAQ	Computer-aided Quality
RFQ	Request for Quotation
EDI	Electronic Data Interchange
BDE	production data acquisition