

Log in under [CSX iSupplier Portal Access](#)

On your Home screen you will see a list of PO's. The Order Date will tell you if a new one has been submitted.

ORACLE iSupplier Portal

Home Orders Shipments Planning Product Admin Finance

Search PO Number Go

Notifications [Full List](#)

Subject	Date
No results found.	

Orders At A Glance [Full List](#)

PO Number	Description	Order Date
6131860	For portal instructions	01-Feb-2016 10:40:44
6131257	TEST partial invoice quantities	29-Jan-2016 15:03:00
6128634		25-Jan-2016 15:38:01
6128605		25-Jan-2016 15:10:38
6098711	test	19-Nov-2015 09:11:57

Shipments At A Glance [Full List](#)

Shipment Number	Packing Slip	Shipment Date
No results found.		

Planning

- Forecast Schedules

Orders

- Agreements
- Purchase Orders
- Purchase History

Shipments

- Delivery Schedules
- Overdue Receipts
- Advance Shipment Notices

Receipts

- Receipts
- Returns
- On-Time Performance

Invoices

- Invoices

Payments

- Payments

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Click on the Orders tab

You can View Recent Purchase Orders there

Browser address bar: https://suppliers.csx.com/OA_HTML/OA.jsp?page=/oracle/apps/pos/orders/webui/PosVpc APPS.CSX.COM View Purchase Orders

ORACLE iSupplier Portal Logged In As JEN-MICKEY

Home Orders Shipments Planning Product Admin Finance

Purchase Orders Work Orders Agreements Purchase History Work Confirmations RFQ Deliverables Timecards

Purchase Orders Multiple PO Change Export

Views

View: Go Advanced Search

This view displays all the purchase orders approved in last 60 days (Since 03-Dec-2015 00:00:00).

Select Order: Acknowledge Request Cancellation Request Changes View Change History

Select	PO Number	Rev	Operating Unit	Document Type	Description	Order Date	Buyer	Currency	Amount	Status	Acknowledge By	Attachments
<input type="radio"/>	6131860	0	CSX TRANSPORTATION	Standard PO	For portal instructions	01-Feb-2016 10:40:44	MYERS, Ms. JENNIFER	USD	54.65	Open		
<input type="radio"/>	6131257	0	CSX TRANSPORTATION	Standard PO	TEST partial invoice quantities	29-Jan-2016 15:03:00	VERSTEEG, MR. NEIL W	USD	21.86	Open		
<input type="radio"/>	6128634	0	CSX TRANSPORTATION	Standard PO		25-Jan-2016 15:38:01	WHIGHAM, Ms. ALISHA L	USD	10.00	Open		
<input type="radio"/>	6128605	0	CSX TRANSPORTATION	Standard PO		25-Jan-2016 15:10:38	WHIGHAM, Ms. ALISHA L	USD	100.00	Open		
<input type="radio"/>	6109310	2	CSX TRANSPORTATION	Standard PO	TEST	16-Dec-2015 08:25:48	WHIGHAM, Ms. ALISHA L	USD	0.00	Closed		

Multiple PO Change Export

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Select your PO

Click on Show All Details to bring up the PO line details

https://suppliers.csx.com/OA_HTML/OA.jsp?OAFunc=POS_VIEW_ORDER&PoHeaderId=%7 APPS.CSX.COM Supplier Portal: View O... x New tab

ORACLE iSupplier Portal Logged In As JEN-MICKEY

Home | **Orders** | Shipments | Planning | Product | Admin | Finance

Purchase Orders | Work Orders | Agreements | Purchase History | Work Confirmations | RFQ | Deliverables | Timecards

Orders: Purchase Orders >

Standard Purchase Order: 6131860, 1 (Total USD 54.75)
 Currency=USD

Actions | Request Changes | Go | Export

Order Information

General		Terms and Conditions		Summary	
Total	54.75	Payment Terms	IMMEDIATE PAY	Total	54.75
Supplier	MICKEY MOUSE AND GOOFY PRODUCTIONS INC	Carrier	Questions 1-800-929-5895	Received	0.00
Supplier Site	V Myoffice	FOB	TERMS & CONDITIONS ON CSX.COM	Invoiced	0.00
Supplier Contact Address	My office Jacksonville, FL 32258	Freight Terms	COLLECT	Payment Status	Not Paid
Buyer	MYERS, Ms. JENNIFER	Shipping Control			
Order Date	01-Feb-2016 10:48:07	Ship-To Address			
Description	For portal instructions	Address	MANAGER, CLAIMS JACKSONVILLE, FL 32254-3873		
Status	Open	Bill-To Address			
Note to Supplier		Address	ACCOUNTS PAYABLE - SC J682 P.O. BOX 44057 JACKSONVILLE, FL 32231-4057		
Operating Unit	CSX TRANSPORTATION				
Sourcing Document					
Supplier Order Number					
Use Alternate Address	No				
Attachments	None				

PO Details

[Show All Details](#) | [Hide All Details](#)

Del	PO Details	Type	Item/Job	Supplier Item	Description	UOM	Qty	Price	Amount	Status	Attachments	Reason
1		Materials	470.0000018,1	No Part Number	CLEANER CONTACT NON-FLAMMABLE, NON-CONDUCTIVE, REMOVES OIL AND DIRT, MAY ATTACK CERTAIN PLASTICS, ELECTRA X, P/N 322327, 12-OZ CAN	EACH	5	10.95	54.75	Open		

Shipments

Shipment	Ship-To Location	Qty			Amount			Promised Date	Need-By Date	Payment Status	Status	Supplier Line	Split	Reason	Attachments
		Ordered	Received	Invoiced	Ordered	Received	Invoiced								
1	1F2100-JACKS-MGRCLAI	5			54.75			01-Feb-2016 23:59:00		Open					

From there you can see the Ship-To-Location for each line. Click on that to see the actual address.

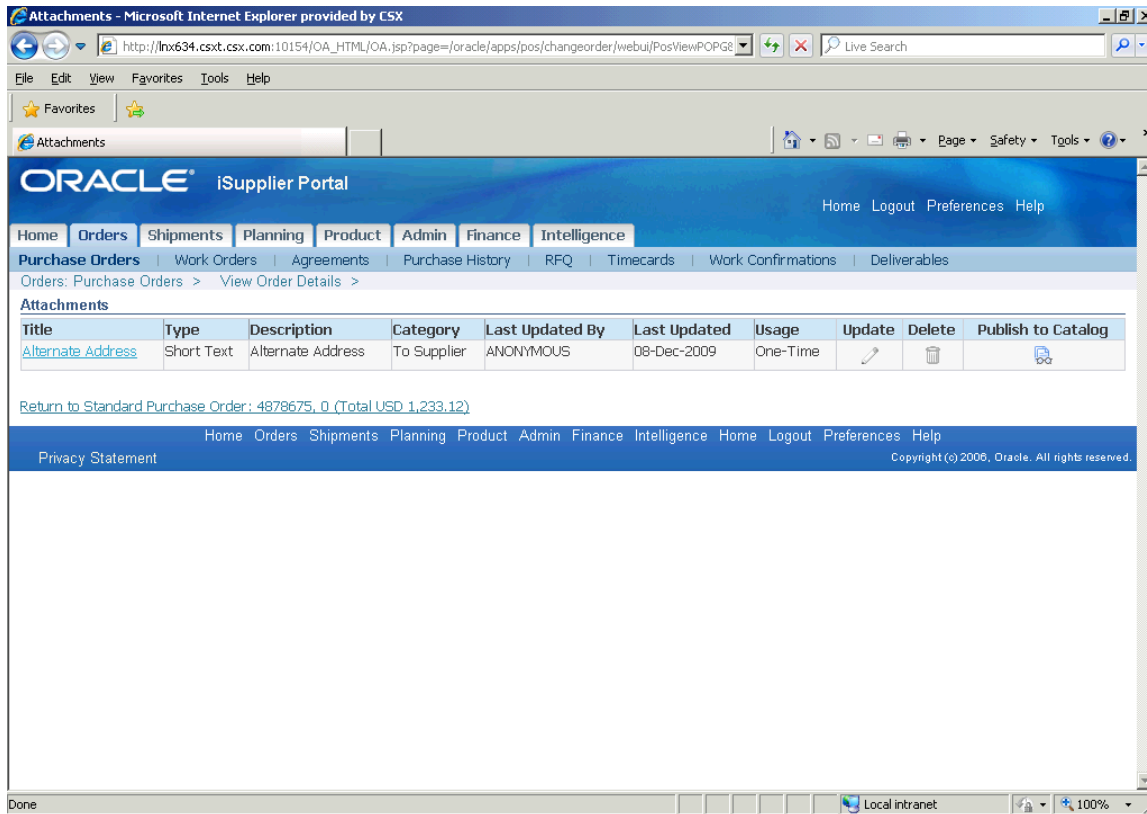
If you see there is an Alternate Address option (The section will say yes).

The screenshot shows a web browser window titled "Supplier Portal: View Order Details" in Microsoft Internet Explorer. The address bar shows a URL from csxt.com. The page content is organized into several sections:

- General:**
 - Total: 1,233.12
 - Supplier: RCL BURCO INC
 - Supplier Site: V
 - Address: WVCULSUPPLY11, P O. BOX 350, 103 THOMPSON RD & RT 60, CULLODEN, WV 25510
 - Buyer: GOODING JR, MR. JAMES C
 - Order Date: 08-Dec-2009 05:18:41
 - Description: Auto-Created from Requisition No. 2589397
 - Status: Supplier Change Pending
 - Note to Supplier: Operating Unit CSX TRANSPORTATION
 - Supplier Order Number: Use Alternate Address Yes
 - Attachments: [View](#)
- Terms and Conditions:**
 - Payment Terms: 2% 15 DAYS NET 45
 - Carrier: Questions 1-800-929-5895
 - FOB: DEST-FRT COLL UPS PPD&ADD
 - Freight Terms: COLLECT
 - Shipping Control:
- Summary:**
 - Total: 1,233.12
 - Received: 0.00
 - Invoiced: 0.00
 - Payment Status: Not Paid
- Ship-To Address:**
 - Address: ENGINEER, ELECTRONICS, LOUISVILLE, KY 40219-3441
- Bill-To Address:**
 - Address: ACCOUNTS PAYABLE - SC J682, P.O. BOX 44057, JACKSONVILLE, FL 32231-4057
- PD Details:** (Section header at the bottom)

Click on View to see the Alternate Address

Click on **Alternate Address** located in the File Name field on the left of the screen.



A window will open displaying the correct ship to address for the PO.

