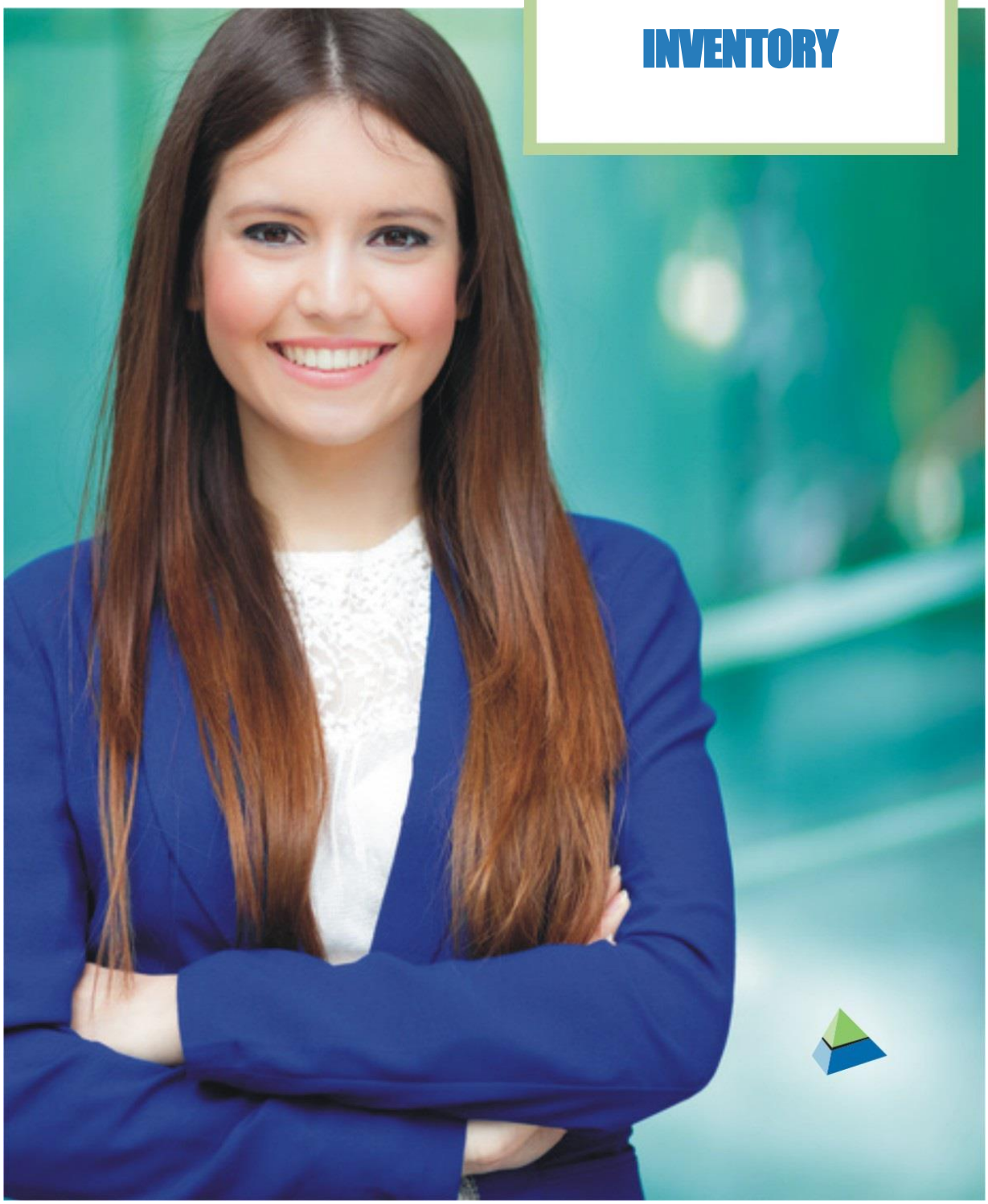
BATCHMASTER® ERP 18.2

User Guide

BatchMaster ERP with SAP Business One
BatchMaster Solutions for
Process Manufacturers

INVENTORY



Copyright and Legal Information

About the Manual

Symbols & Conventions

Symbol	Description
	Note
⚠	Mandatory setting
	Tips

Convention	Description
Italicized (*Sales Order Entry*)	Module name, screen name & components
" " ("BatchMaster ERP with SAP Business One Hardware and Software Requirements")	Reference document

Abbreviation	Description
BME-B1	BatchMaster ERP with SAP Business One
BP	Business Partner
Calc	Calculation
CAS	Chemical Abstracts Service
cGMP	Current Good Manufacturing Practice
COA	Certificate of Analysis
Desc	Description
EINECS	European Inventory of Existing Chemical Substances
ERP	Enterprise Resource Planning
FEFO	First Expiry First Out
FG	Finished Good
FIFO	First In First Out
GTIN	Global Trade Item Number
HMIS	Health Management Information System
INCI	International Nomenclature Cosmetic Ingredient
ID	Identification
Inv	Inventory
KG	Kilogram
LIFO	Last In First Out

LT	Liter
Max	Maximum
Mfg	Manufacturing
MPS	Master Production Scheduling
MRP	Material Requirements Planning
PO	Purchase Order
Prod	Production
QC	Quality Control
RM	Raw Material
Spec	Specification
UOM	Unit of Measure
USDA	United States Department of Agriculture
Whse	Warehouse

Contents

1 DOCUMENT OVERVIEW

BatchMaster ERP with SAP Business One (BME-B1) enhances the standard SAP-B1 inventory functionality, especially the movement and control of lots. Detailed reports on lot status, inventory availability, and overall inventory management are provided. You can also run the optional *Warehouse and Production Data Collection* application, whereby inventory and production reporting transactions can be entered using industry-standard untethered devices.

1.1 Who Should Read This Document?

This document is intended for anyone who is implementing the software, learning its use, or training another person.

1.2 What's New In This Release?

- Backflush feature on Item Master Details screen.
- Lot Masking Based on Business Partner Code.
- BatchMaster Inventory Posting List Report.
- New column *for Lot strength value* has been added to the *Lot LPN/Container Report*.

1.3 Objectives

This document is designed to help the reader:

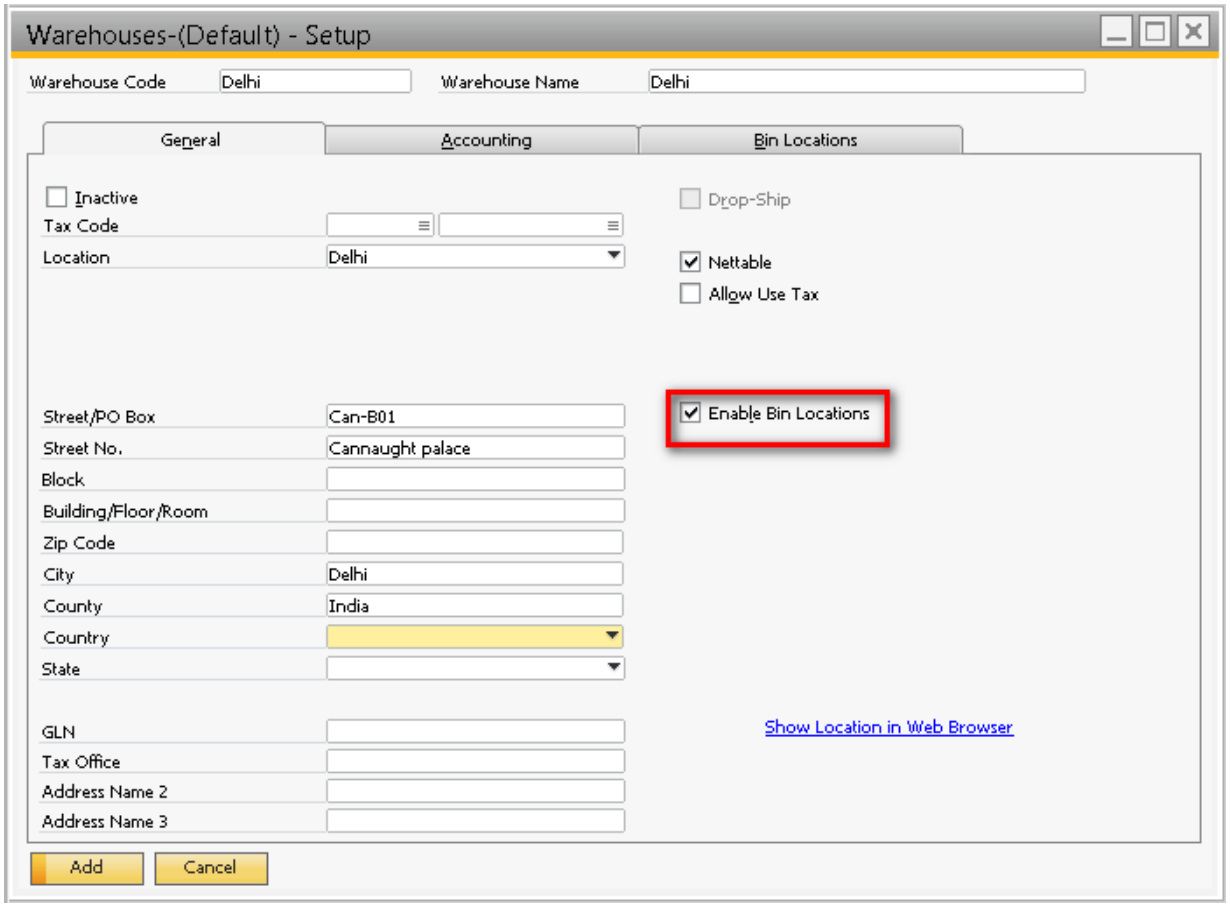
- Identify the purpose and functioning of the features in BatchMaster Manufacturing for SAP Business One.
- Identify the industry-specific utility of each feature.
- Record data in the system to perform transactions.
- Use examples to explain the purpose of features to others.
- Identify the business uses for reports and inquiries.

2 SETUP

2.1 Enable Bin Location

As a prerequisite, for every warehouse we create in SAP, the **Enable Bin Location** checkbox should be checked.

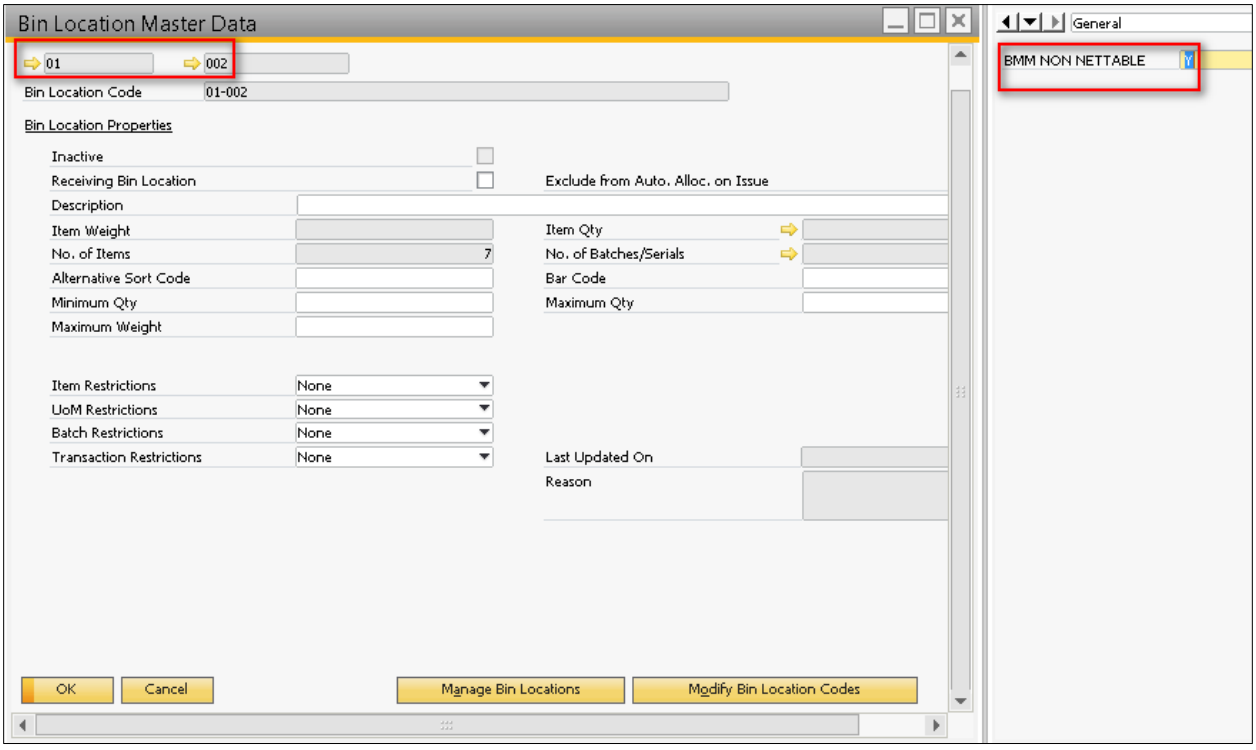
Go To: Main Menu → Administration → Setup → Inventory → Warehouses



2.2 BMM NON NETTABLE Bin

On the Bin Location Master Data screen, the UDF BMM NON NETTABLE is provided. Setting this UDF value to *Y* defines the bin as a non-nettable bin. If you set this UDF value to *N*, the system considers the bin as a nettable bin. The MPS/MRP engine does not consider the onhand inventory of a *non-nettable* bin when planning purchase/production.

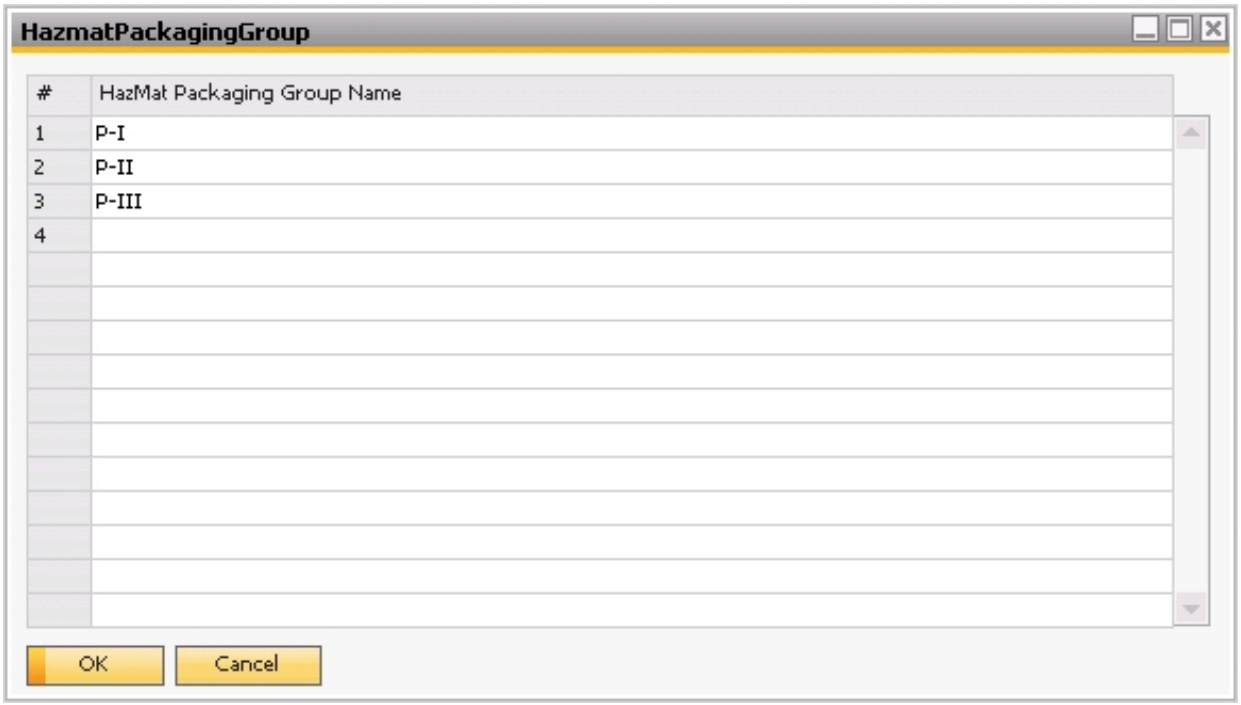
Go To: Main Menu → Inventory → Bin Locations → Bin Location Master Data



2.3 HazMat Packaging Group

Using this screen you can define different packaging groups to indicate the degree of risk a hazardous material may pose in transport.

Go To: Administration → Setup → Inventory → HazMat Package Group.



HazMat Packaging Group: The name of the Hazmat packaging group.

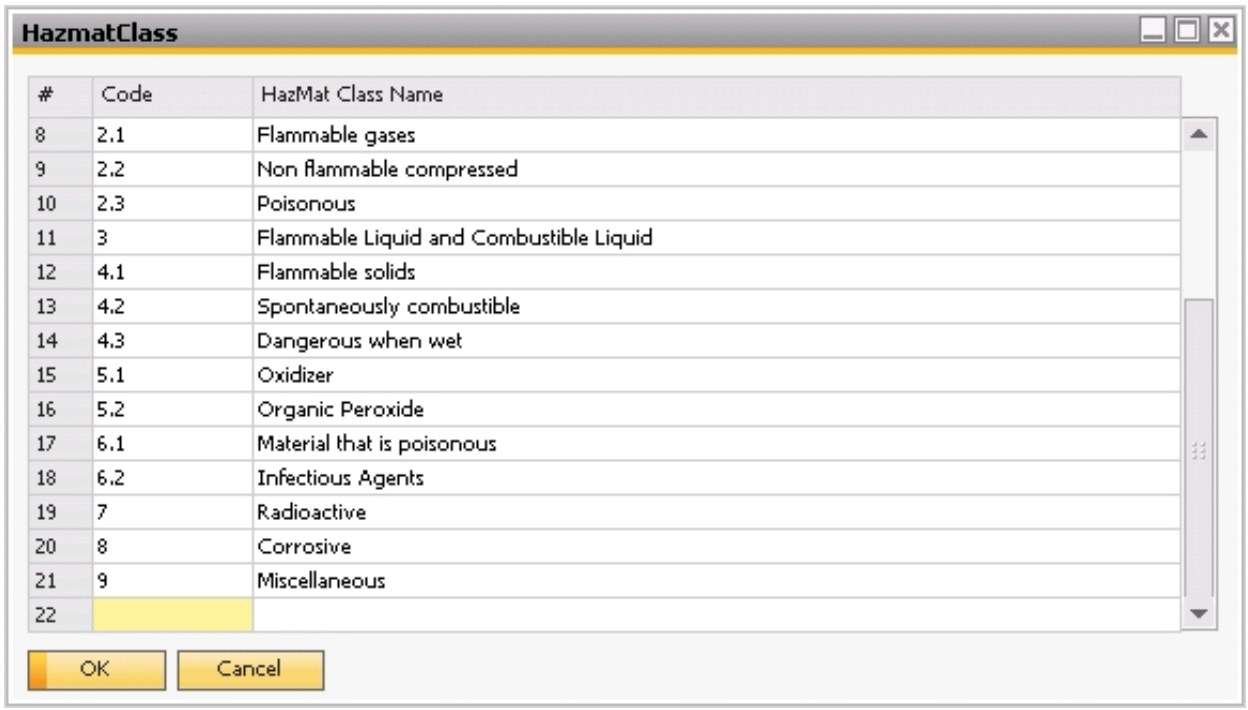
Update: Click the *Update* button to save your edits.

Cancel: Click the *Cancel* button to exit the screen without saving changes.

2.4 HazMat Class

Use the *HazMat Class* screen to define various categories of risk posed by your raw materials, intermediates, or finished goods. The system provides 21 categories, and you can add more if needed based on your business.

Go To: Administration → Setup → Inventory → HazMat Class.



HazMat Code: The column value is editable so that you can change the class and division of the hazardous material, based on the standards established by the United States Department of Transportation (DOT).

HazMat Class Name: The name in this field should correspond to the code specified in the *HazMat Code* field, and be based on the standards established by the DOT.

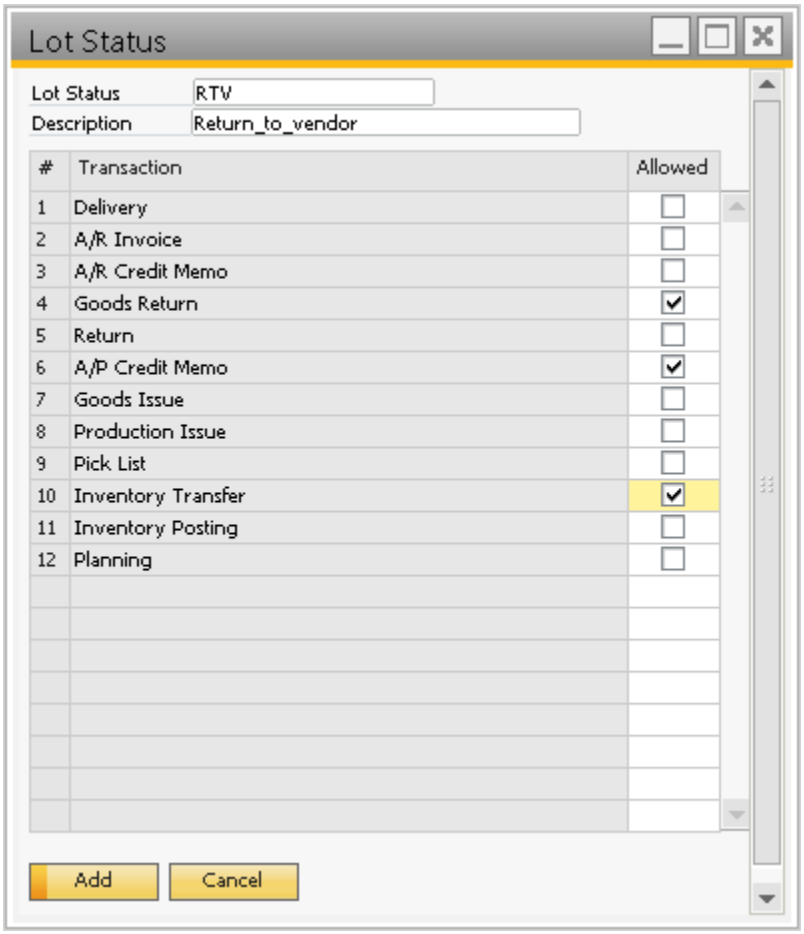
Update: Click the *Update* button to save your edits.

Cancel: Click the *Cancel* button to exit the screen without saving your changes.

2.5 Lot Status

Using the Lot Status screen you can define different lot statuses that are used to control the movement of inventory in the system.

Go To: Main Menu → Administration → Setup → Inventory → Lot Status



Lot Status: The unique name of the lot status.

Description: A description of the lot status.

Transaction: This column displays a list of transactions. You can check the transactions you want to allow for this lot status item.

Allowed: Check the boxes in this column to make the corresponding transactions available for the selected lot status. At least one transaction type must be selected.

Add: Click the *Add* button to save the record.

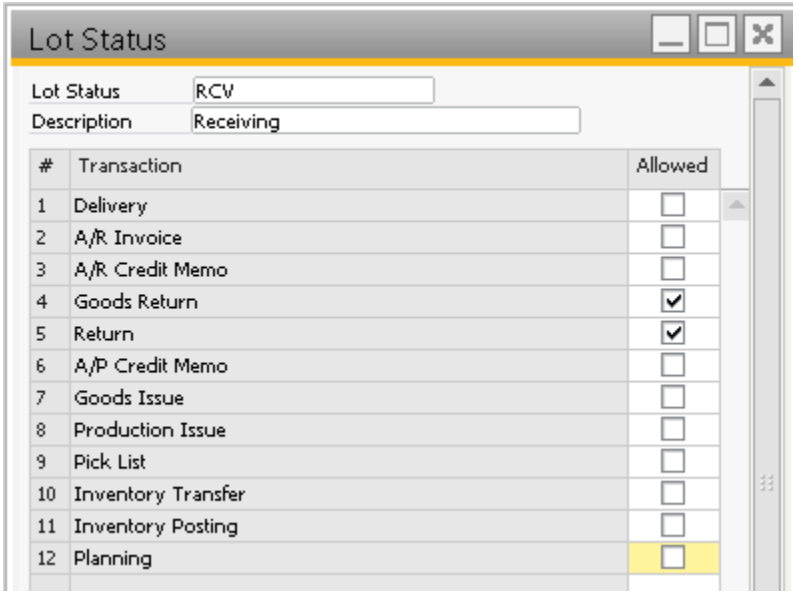
Cancel: Click the *Cancel* button to close the screen without saving your changes.

2.5.1 Impact of Lot Status

You can assign a lot status to an item lot at the time of receipt. On the *Item Master Details* screen, under the *Quality Control Tab*, the *Default Lot status while Receiving* option is available to set the default lot status of the item. If you don't set any lot status here, the system will automatically assign the lot status 'All' to the item which signifies that the usage of the item lot is allowed for all types of transactions.

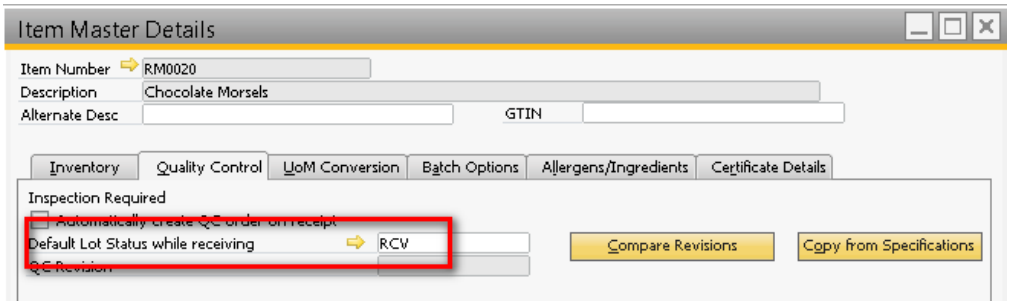
Let's say, we create a lot status RCV for which Goods Return, Return and Inventory Transfer transactions are checked.

Go To: Main Menu → Administration → Setup → Inventory → Lot Status



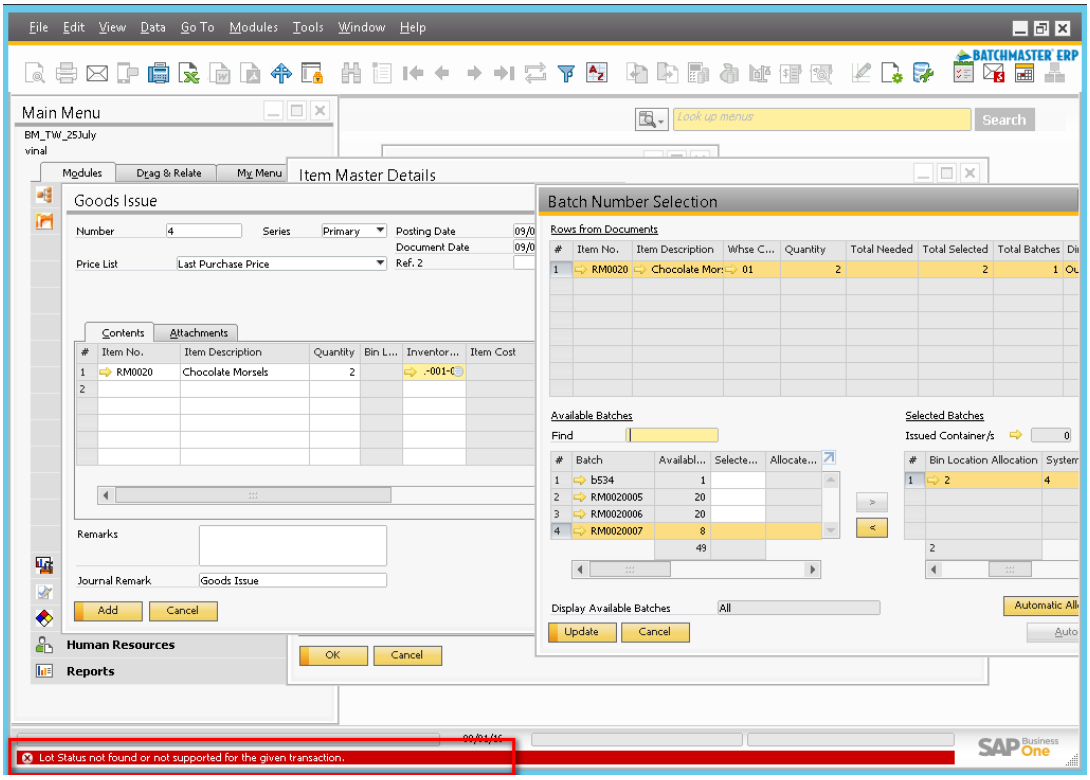
On the *Item Master Details* screen, set this RCV status as *Default Lot status while receiving*.

Go To: Main Menu → Inventory → Item Master Details

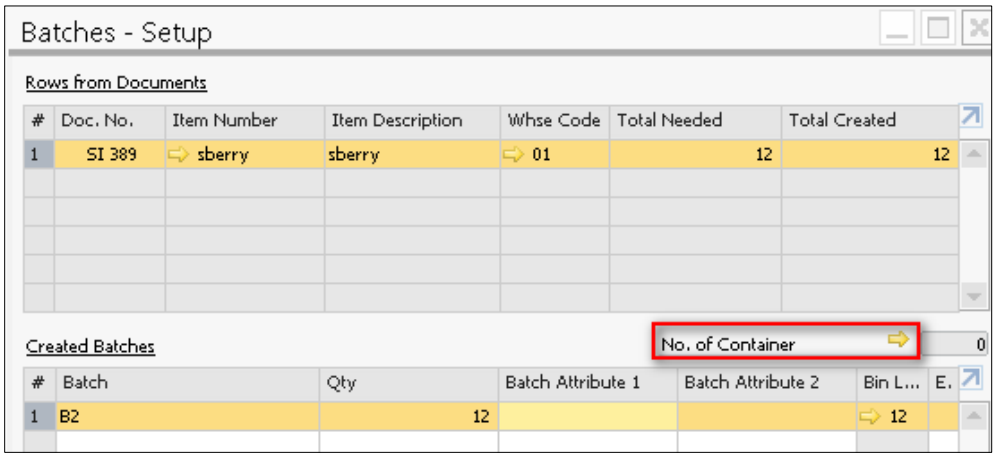


As the item lot of RCV status is only allowed for Goods Return, Return and Inventory Transfer, if you try to process any other transactions such as goods issue the system will display an error *Lot Status not found or not supported for the given transaction*, as displayed below:

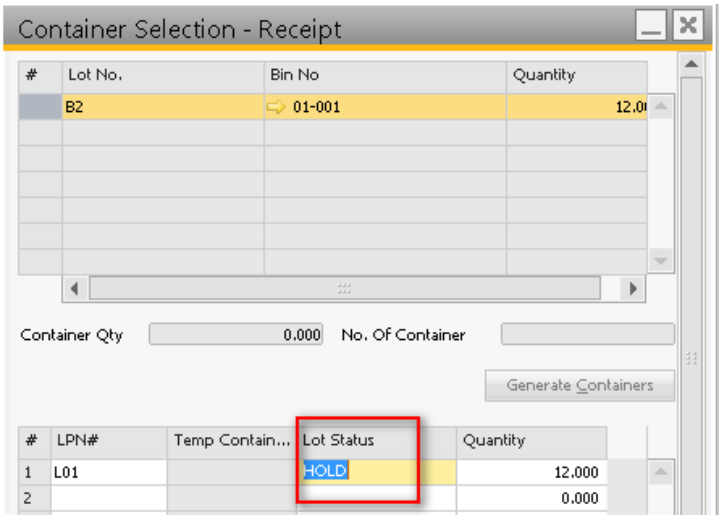
Go To: Main Menu → Inventory → Inventory Transactions→ Goods Issue



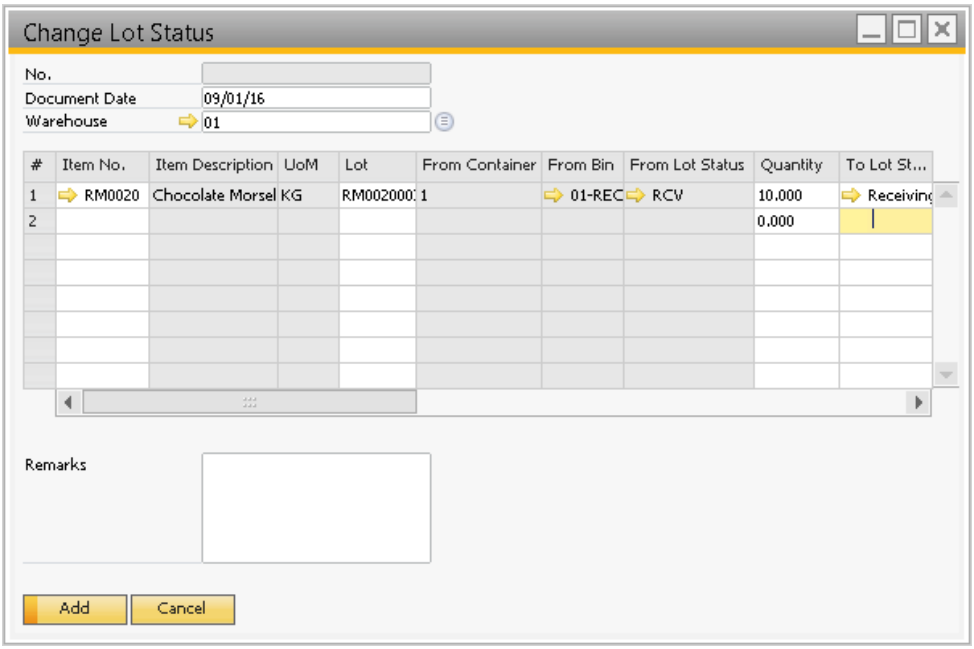
The default lot status you set for the item is defaulted on the Goods Receipt screen. During the receipt, if you wish to change this lot status to the status of your choice, click on the *No of Containers* hyperlink, available on the Batches Setup screen.



This will open the *Container Selection* screen from where you can change the current lot status.



Later, at any stage, the item lot status can be changed using the *Change Lot Status* screen.



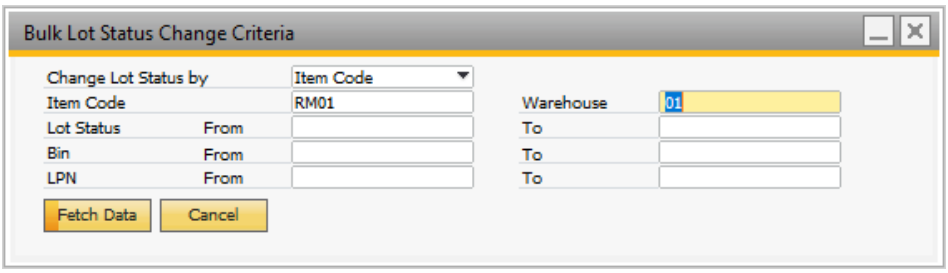
Also, the Bulk Lot Status Change Criteria screen is available to change the lot status of lots in bulk.

Go To: Administration → Setup → QC → Bulk Lot Status Change Criteria.

The available option to change the lot status are:

- Item Code
- LPN
- Bin No.

On selecting the *Change Lot Status by* as Item Code, you can select the Item, warehouse, range of lot statuses, LPN and Bin of the lots whose lot status needs to be modified.



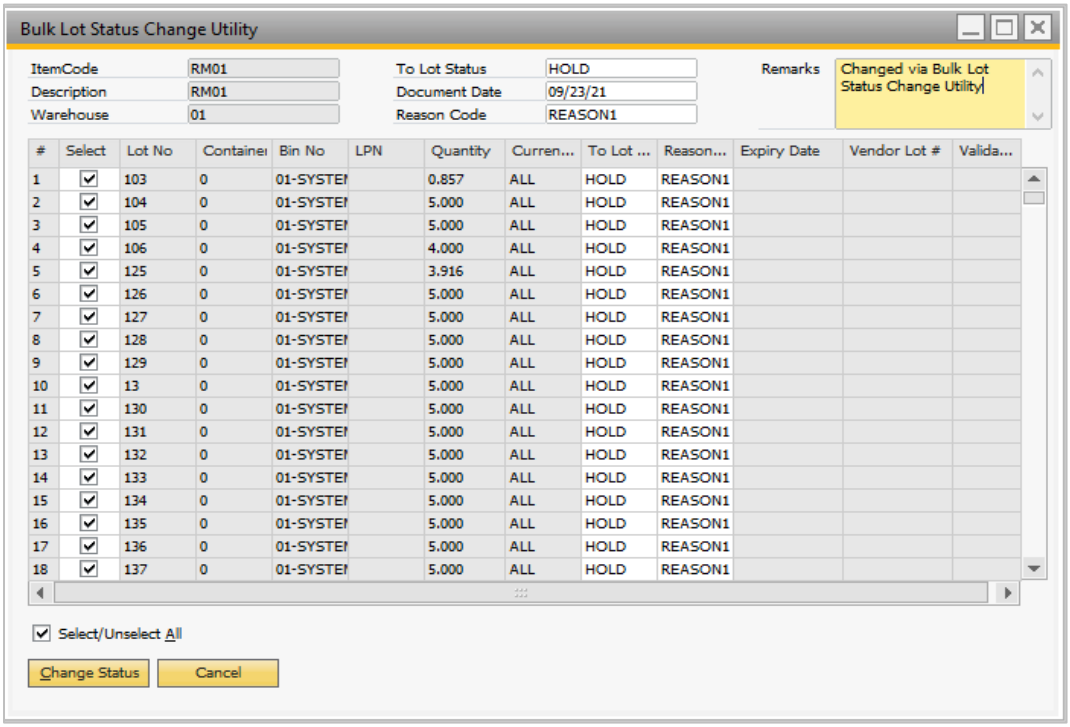
When you click on the *Fetch Data* button, based on the selection criteria you made, the system retrieves the Item lots on the *Bulk Lot Status Change Utility* screen. From the screen you can select all or selected lots and maintain data in the following fields:

To Lot Status: Enter the lot status you need to set for the selected lot.

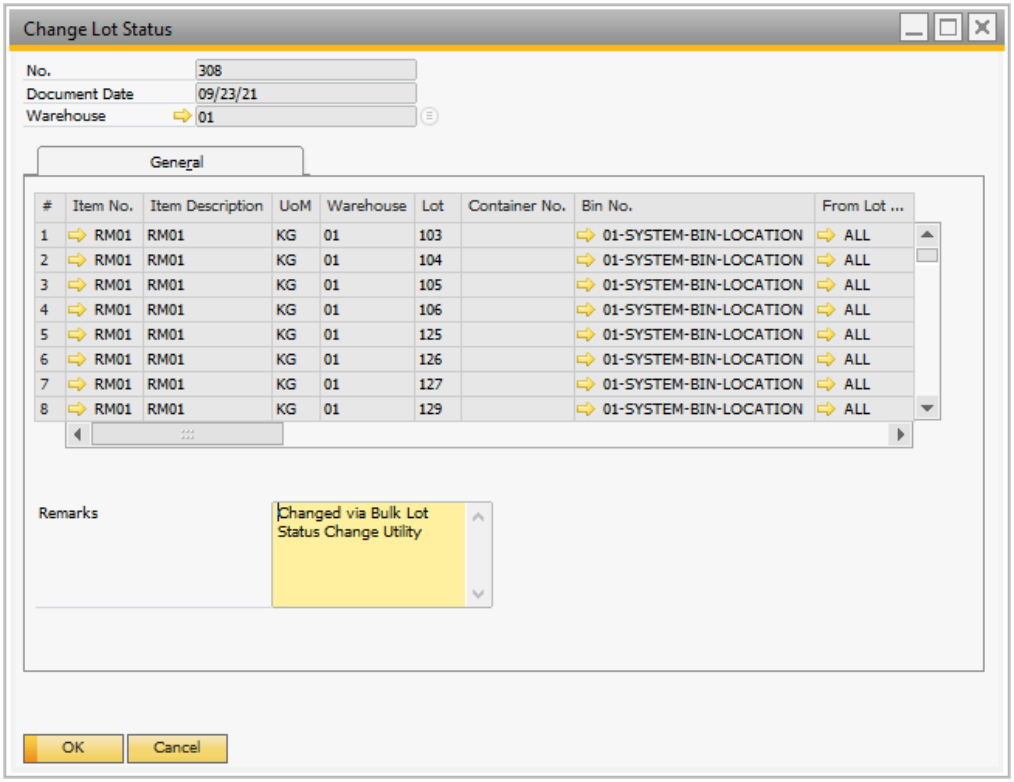
Document Date: Enter the date that you need to set as the transaction document date.

Reason Code: Specify an appropriate reason or reason code, signifying the reason for the status changes. The reason code you specify here will be set for all the records. If required, you can set a separate reason for an individual record in the Reason code field available in the grid.

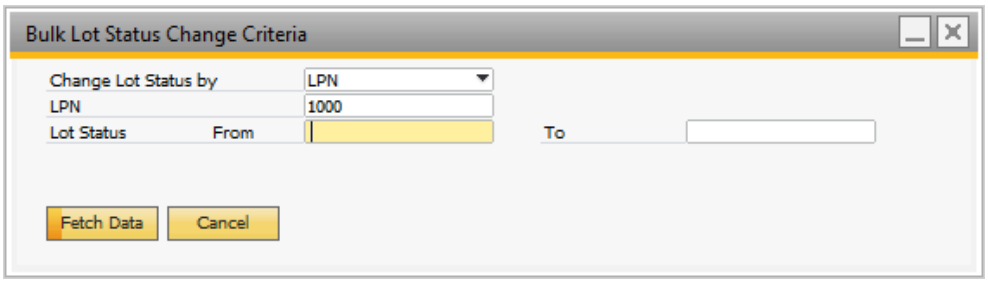
Remarks: Specify an appropriate comment or information for the lot status change document if required.



Once done the changes can be viewed on the *Change Lot Status* screen.



On selecting the *Change Lot Status by* as LPN, you can select the LPN and range of lot statuses whose lot status needs to be modified.



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Document Date: Enter the date that you need to set as the transaction document date.

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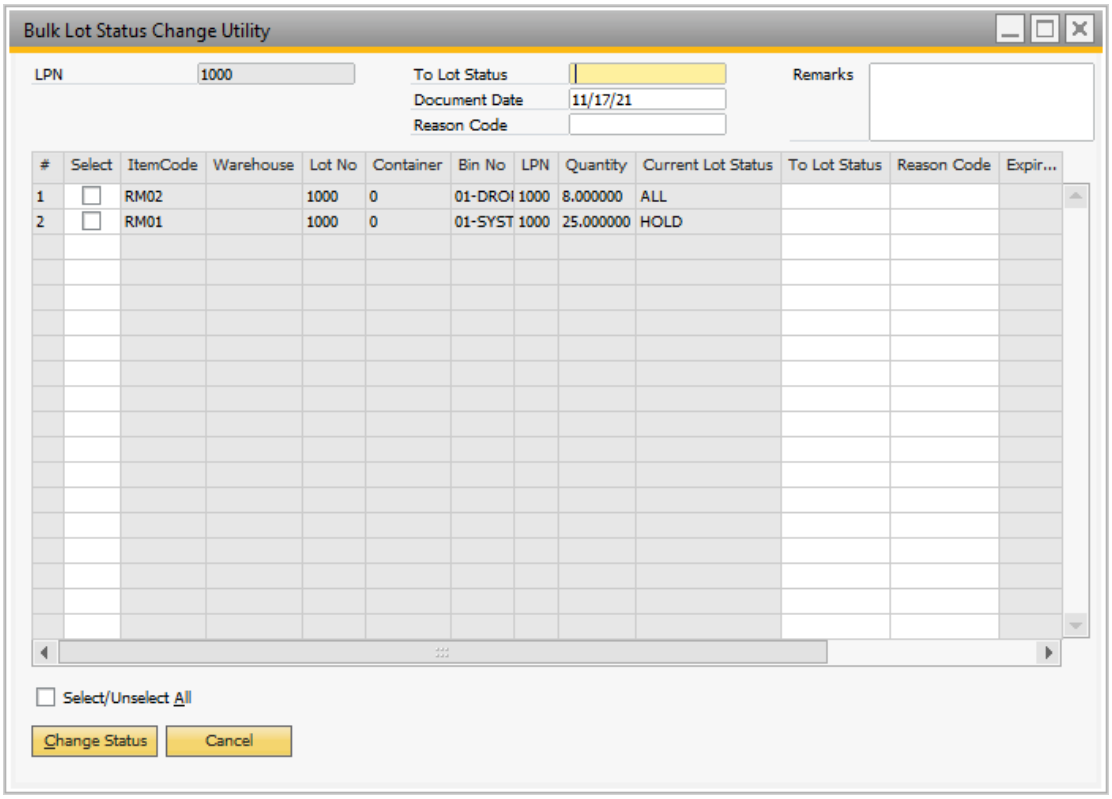
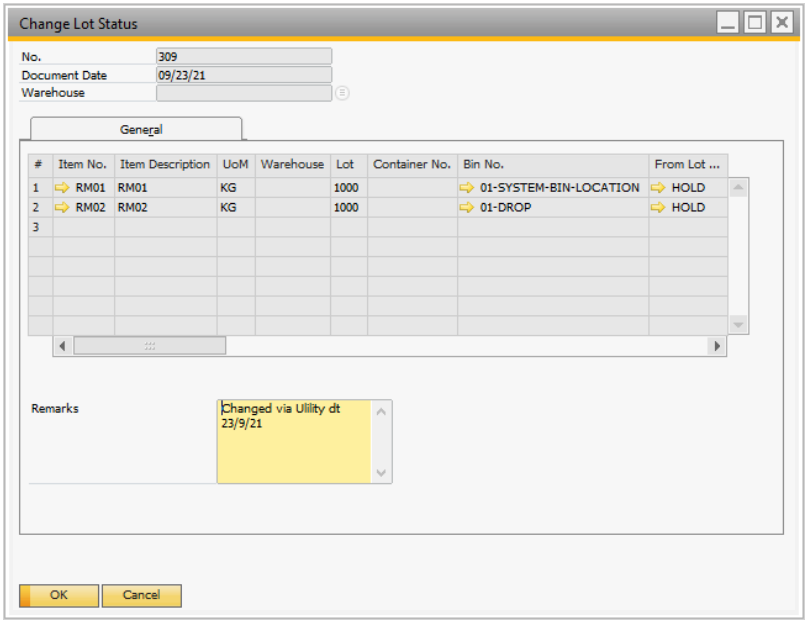
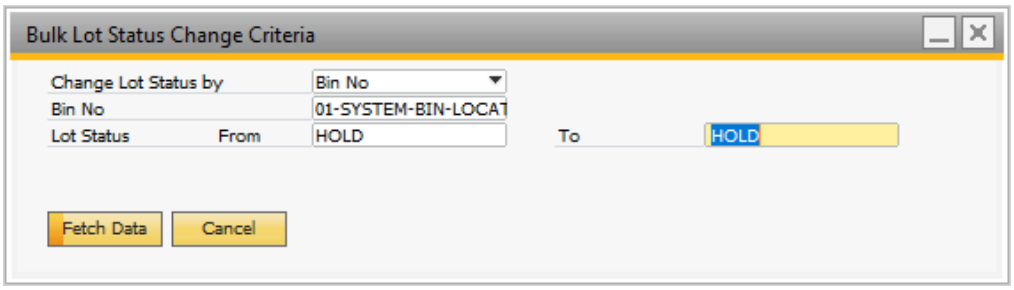
Remarks: Specify an appropriate comment or information for the lot status change document if required.



Once done the changes can be viewed on the *Change Lot Status* screen.



On selecting the *Change Lot Status by* as Bin No., you can select the bin number and range of lot statuses whose lot status needs to be modified.



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To Lot Status: Enter the lot status you need to set for the selected lot.

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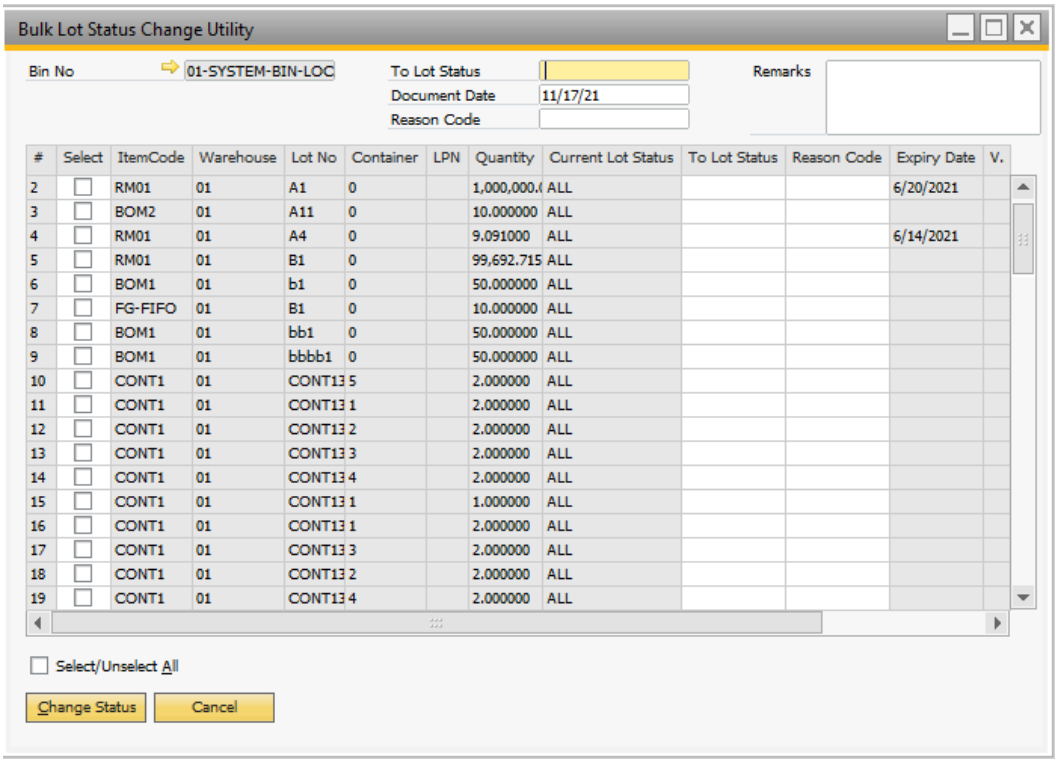
Remarks: Specify an appropriate comment or information for the lot status change document if required.



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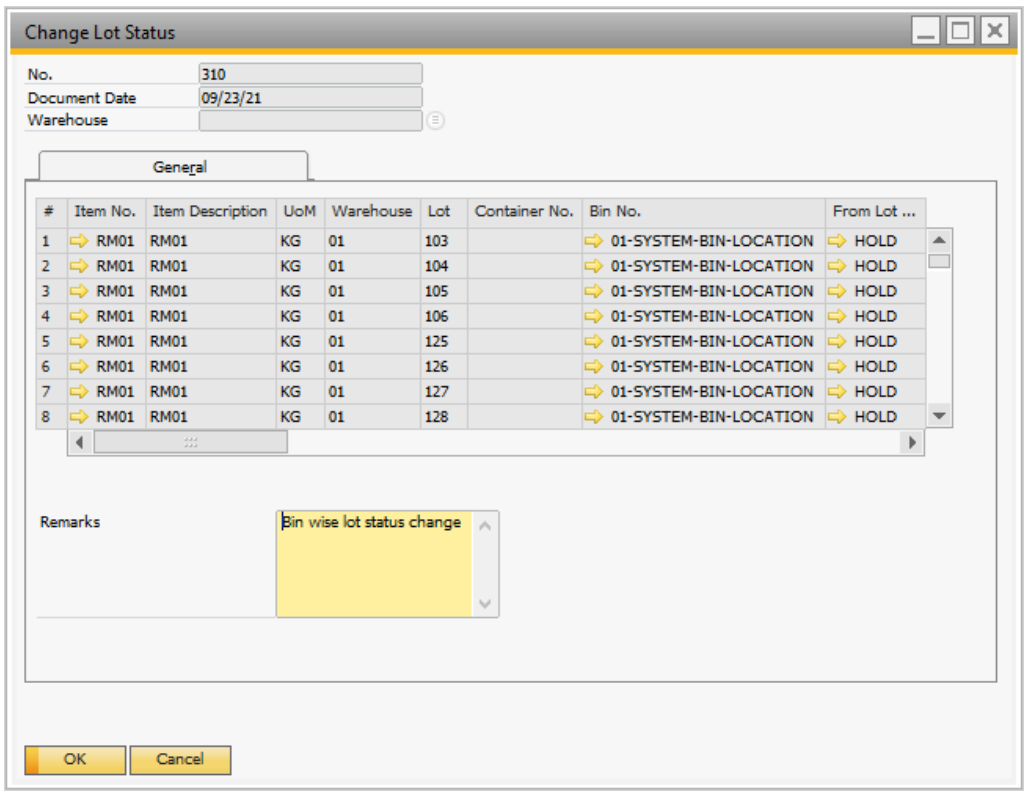
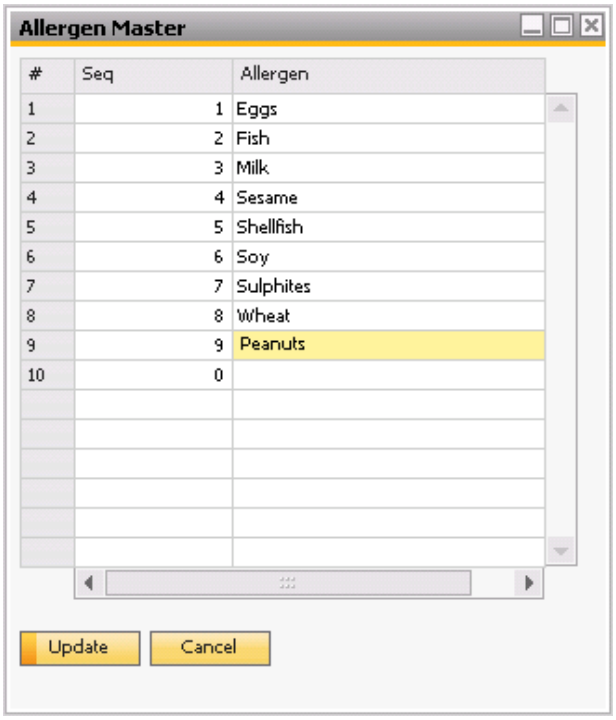


The impact of lot status is also found during quality control. For understanding the impact, please refer *QC Defaults* section of *BME-B1 18.2 QC User Guide*.

2.6 Allergens

Use this screen to define potential allergens in your products. The system comes pre-populated with a list of common food allergens. You can edit the list and add your own allergens depending on your business needs. Once this list is created, you can define the allergen(s) that apply to an item at the *Item Master Details* screen.

Go To: Administration → Setup → Inventory → Allergens.



Seq: Define the production sequence for the allergen. This number can be assigned based on when the allergen must be dealt with on the production floor.

Allergen: Specify a name for the allergen.

Update: Click the *Update* button to update the record.

Cancel: Click the *Cancel* button to close the screen without saving your changes.

2.7 Lot Masking Based on Business Partner Code

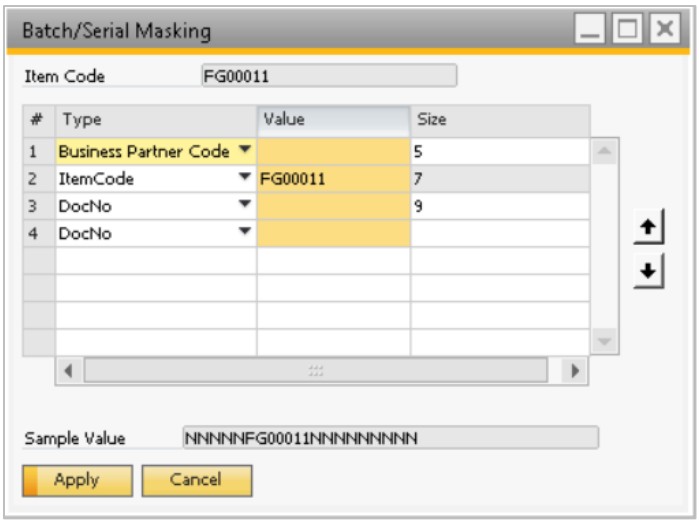
The Batch/Serial Masking screen support Business Partner Code option within the Type field. This feature allows for the automatic generation of lot numbers that incorporate the Business Partner Code, providing

improved traceability and streamlined warehouse operations. This option is only available when the Masking Method is set to "Automatic."

Understanding Masking Criteria:

When configuring automatic lot number generation, you can combine various criteria to create a unique masking pattern. The available criteria for Batch Lot or Serial Numbering now include:

- Document Number (DocNum): Incorporates the document number of the receiving transaction.
- Item Code: Includes the code of the received item.
- Alpha Character: Allows for the inclusion of predefined alphabetical characters.
- Year: Includes the year of the receipt.
- Month: Includes the month of the receipt.
- Day: Includes the day of the receipt.
- Series: Incorporates a predefined numbering series.
- Business Partner Code: Includes the code of the associated Business Partner.



2.7.1 Impact of Masking

Once configured, the system will automatically apply the defined lot number masking during the receipt process in the following documents:

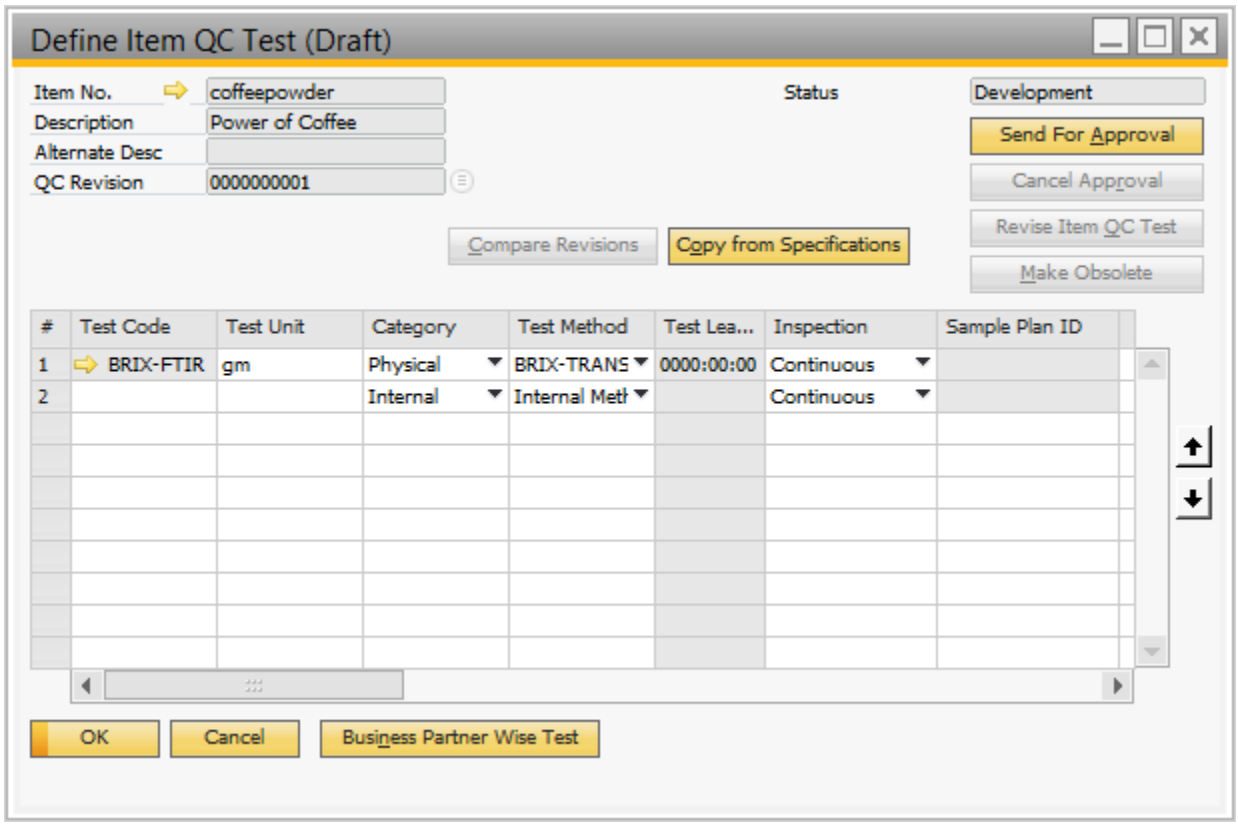
- GRPO (Goods Receipt PO)
- Goods Receipt
- Production Receipt

- Return Documents

3 ITEM RECORDS

3.1 Define Item QC Test

This screen is used to define QC tests for an item with associated test categories and methods. You can perform QC Item Test approval activities such as Send for Approval, Cancel Approval and making QC Item Test obsolete. When you add a new test record, the status of the record will be development.



Item No: This field is used to specify the Item key of the item with which QC tests need to be associated.

Description: This field displays the description of the Item.

Alternate Description: This field displays an alternate description for the Item if available.

QC Revision: This field shows the auto generated revision number. Each change has a unique revision number.

Seq No: When you add a new test row in the grid, the system auto generates the sequence number of the attached test row in multiples of ten. To reorder a row sequencing you can simply modify the generated sequence number.

Test Code: This field is used to specify the Test ID of the Test that is to be applied to the item.

Test Unit: This field shows the test unit associated with the test selected.

Category: This field shows the test category associated with Test Code.

Test Method: From the dropdown, select a *Test Method* as defined on the Test Method screen.

Test Lead Time: Specify the time needed to complete the test.

Inspection This field shows the inspection plan for the test associated with the Test Code. Typically you choose sampling as the inspection plan.

Sample Plan ID: If you choose sampling as the inspection method, select a Sample Plan ID.

Measuring: This field shows the measuring results associated with the Tests for this Item Code. The possible values are *Pass/Fail, Numeric,* and *Alphanumeric.* For example, the results of a pH test is measured in numeric value, whereas the result of an odor test is typically alphanumeric.

Target Value: Specify the ideal numeric value expected in the test results. This field is valid only if the *Measuring* type is *Numeric*.

Control Lower Limit: Specify the lowest acceptable value of the Numeric test result. For example, if the pH of milk should be between 8 and 10. In this case, the *Control Lower Limit* is 8.

Control Upper Limit: Specify the highest acceptable value of the Numeric test result. For the same example, pH test for milk, the *Control Upper Limit* is 10.

Max Allowable % Defective 1: Specify the acceptable percentage of defective samples. A value greater than the specified value will result in rejection of the lot.

Target Alpha: For an alphanumeric test, specify the ideal alphanumeric value expected in the test results.

Print On COA: Select this checkbox to print the test results on the Certificate of Analysis (COA) report.

Remarks: Specify any instruction or notes about the test. For example, you may specify the temperature at which this test should be conducted.

Purchase QC: Select this checkbox to implement QC inspection tests on the item during its purchase receipt, before moving the purchased items to inventory.

Production QC: Select this checkbox to implement QC inspection tests on the item after it is produced. You may want to perform QC inspection on the goods produced before adding them to inventory.

Sales QC: Select this checkbox to implement QC inspection tests on the item during its sale. You may want to employ sales QC to ensure that the goods shipped meet the desired standards.

Inventory QC: Select this checkbox to implement QC inspection tests on existing inventoried items to re-test them.

Status: This field shows valid QC test statuses such as Development, Pending, Cancelled, Approved and Obsolete.

Send for Approval: Clicking this button lets you send the Item QC Test for Approval to Authorizer.

Cancel Approval: Click this button to cancel the Approval Request.

Revise Item QC Test: Click this button to perform modifications on the Item QC test.

Make Obsolete: Click this button to change the status of the Item QC test to no longer in use.

Business Partner wise List: Business Partner wise List: Click this button to define QC tests at a business-partner level. These tests can override QC tests defined at the item level. You can also use this screen to define customer-specific QC tests when your customers have different test specifications for your finished goods to your standard tests.

Up Down Re-Sequence Button: Up and Down re-sequence button will re-sequence the order of the Test Codes.

Copy from Specification: Click this button to access the *Copy Item QC Tests from Item Specifications* screen, which lets you copy specifications to the *QC Item Test* grid. Select the *Show for All Items* option to show the selected QC Specifications for all items. Selected test values will be copied to the Item QC Test grid. While copying the specifications, the *Spec ID Code* will be copied to the *Test Code ID* field. If the Test Code does not exist with the same *Spec ID* name in the Test Master, then BatchMaster ERP will create a Test Code with the same Spec ID and Description. If the Spec ID already exists in the Item QC Test grid, then the system will display a warning message that some of the Item QC Tests already exist with the same Specification ID, do you want to override?

Compare Revisions: Click this button to compare different QC revisions for the same item.

Ok: Click this button to save the changes on the screen.

Cancel: Click this button to discard changes and close the screen.

3.1.1 Defining Item QC Test Draft Procedure

1. Click the Define Item QC Test button on the Item Master Details screen, QC tab.
2. Enter the Test Code, Test Unit and other required details on the test grid.
3. Click the *Send For Approval* button to initiate approval. When an approval request is sent:
    a. If no approval template is applicable to the Item QC Test, the system will approve the Item QC test and its status will change to *Approved* from *Development* or *Revised*.
    b. If a valid approval template is applicable to the Item QC Test, the system will change the status to Pending. This will trigger a message to the authorizer. The Authorizer receives a *Request for Document Approval* message. When The Authorizer approves the request, the Item QC Test status changes to Approved from Pending.
4. Click the *Cancel Approval* button to cancel a sent approval request. This will change the status to Cancelled.
5. Click the *Revise Item QC Test* button to modify QC Test criteria. During revision, the QC test status remains as Development.
6. Click the *Make Obsolete* button to make the Item QC Test obsolete i.e. it is no longer usable. This will change the status to Obsolete.
7. Click the *Copy from Specifications* button to Copy Item QC Tests from the *Item Specifications* screen, i.e. specifications are copied to the *Item QC Test* grid.
8. Click *Add* to save your changes.
9. Click *Cancel* to discard your changes and close the screen.

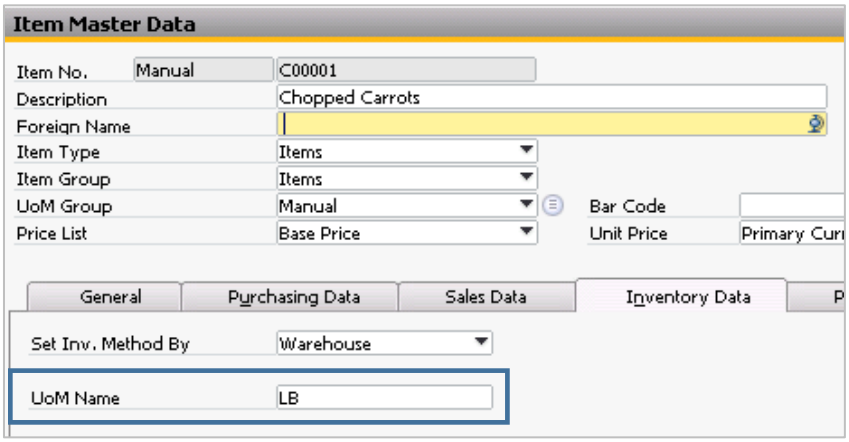
3.2 Item Master Data

Before you can call out an inventory item in a formula or Bill of Material (BOM), you must choose a valid stocking Unit Of Measure (UOM) for it. While you can save an item without this data, failure to assign a stocking UOM will result in an error message when you start building a formula. Valid units of measure are defined at the *Unit Master* screen:

Administration → Setup → Process Manufacturing Units of Measure → Unit Master.

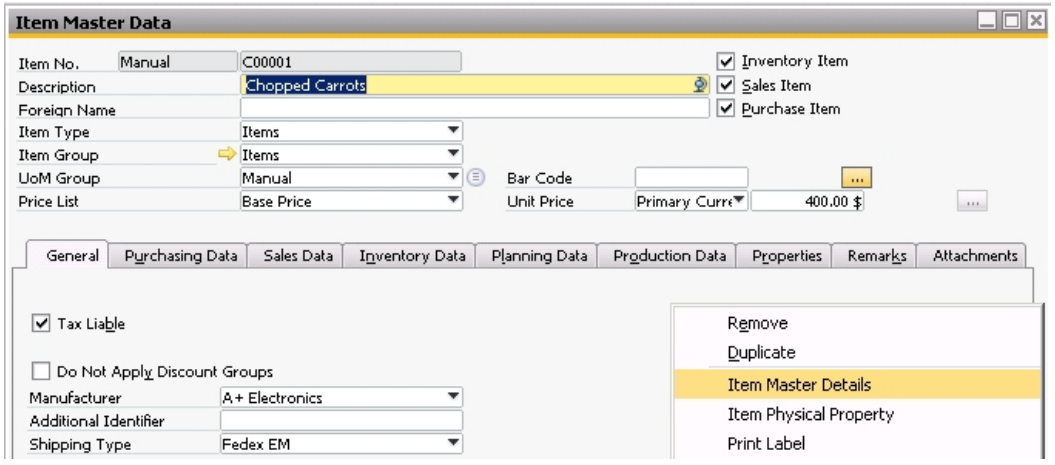
Once the units of measure have been defined, they can be applied to individual items.

Go To: Inventory → Item Master Data.



After confirming the data on the *Inventory Data* tab and adding the record by clicking the *Add* button, access the *Item Master Details* screen by right-clicking on the *Item Master Data* screen, then selecting the *Item Master Details* option.

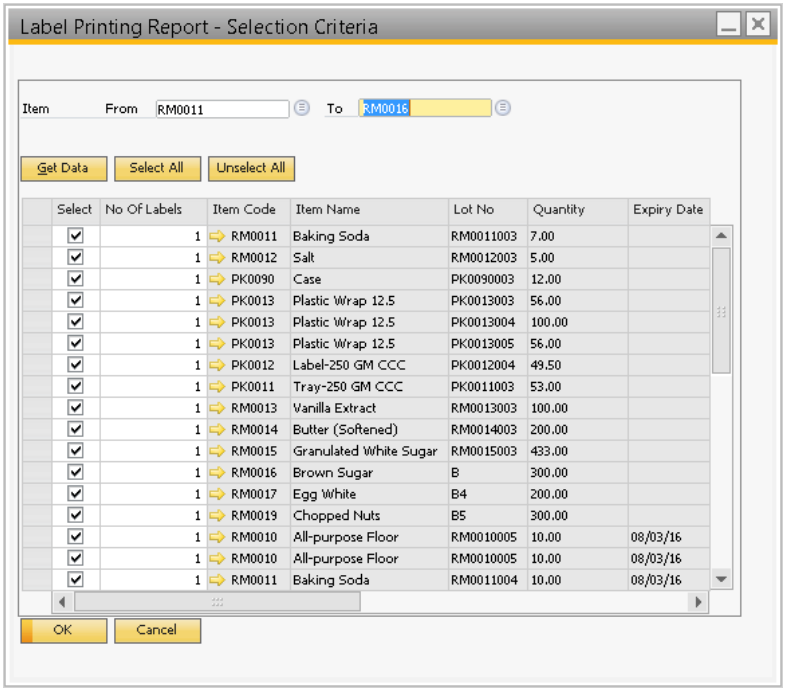
Go To: Main Menu → Inventory → Item Master Data.



The *Item Master Data* screen contains a *Process Extension* button at the bottom of the screen that directs you to the screens that can be required to move to the next level of the process.

The options available under this dropdown button are:

- Item Master Details: Use this screen to record the process manufacturing details. For details, click here.
- Item Physical Property: Choose this option to move to the *Item Physical Property Master* screen. You can use this screen to establish the physical properties for each raw material item that the formula uses. For more detailed information, please refer the *BME-B1 18.2 Laboratory User Guide*.
- Print Label: Choose this option to view the *Label Printing Report* screen. You can use this screen to view the details that would be printed on item label. The details include the expiry date, its lot number, lot quantity, the date when item was received, location details, its UOM, vendor details, and the container details (if it is a containerized item).



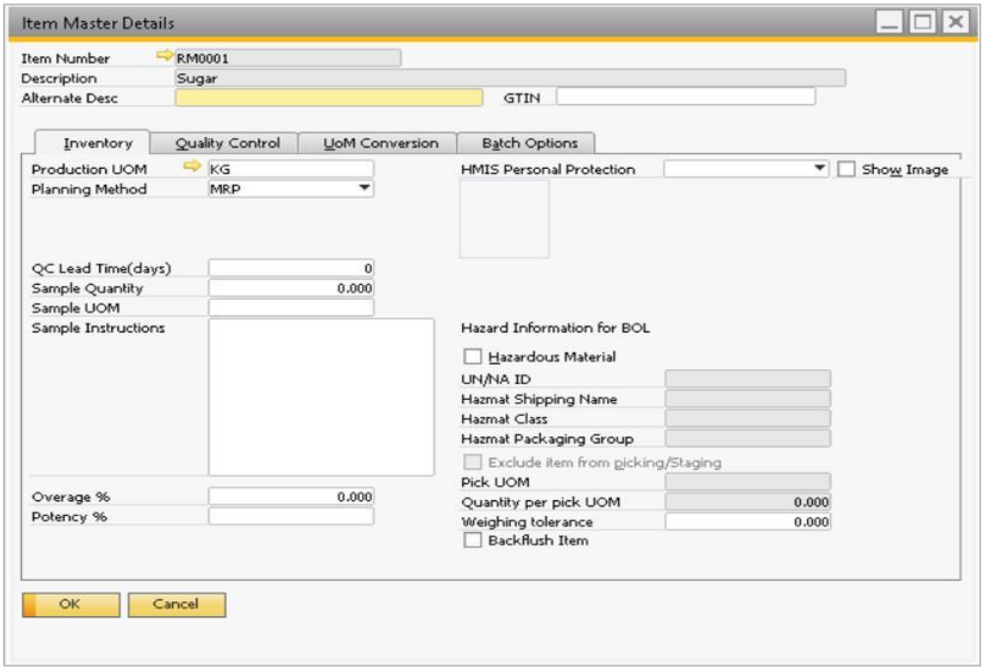
Select	No Of Labels	Item Code	Item Name	Lot No	Quantity	Expiry Date
☑	1	RM0011	Baking Soda	RM0011003	7.00	
☑	1	RM0012	Salt	RM0012003	5.00	
☑	1	PK0090	Case	PK0090003	12.00	
☑	1	PK0013	Plastic Wrap 12.5	PK0013003	56.00	
☑	1	PK0013	Plastic Wrap 12.5	PK0013004	100.00	
☑	1	PK0013	Plastic Wrap 12.5	PK0013005	56.00	
☑	1	PK0012	Label-250 GM CCC	PK0012004	49.50	
☑	1	PK0011	Tray-250 GM CCC	PK0011003	53.00	
☑	1	RM0013	Vanilla Extract	RM0013003	100.00	
☑	1	RM0014	Butter (Softened)	RM0014003	200.00	
☑	1	RM0015	Granulated White Sugar	RM0015003	433.00	
☑	1	RM0016	Brown Sugar	B	300.00	
☑	1	RM0017	Egg White	B4	200.00	
☑	1	RM0019	Chopped Nuts	B5	300.00	
☑	1	RM0010	All-purpose Floor	RM0010005	10.00	08/03/16
☑	1	RM0010	All-purpose Floor	RM0010005	10.00	08/03/16
☑	1	RM0011	Baking Soda	RM0011004	10.00	08/03/16

- Specifications: Choose this option to communicate technical details about your raw materials and formulas. It directs you the *Specifications* screen. For detailed understanding, refer the *BME-B1 18.2 QC User Guide*.

3.2.1 Item Master Details

The *Item Master Details* screen is used to record process manufacturing details such as the lot strength, required quality control (QC) tests, and Allergens for an inventory item. This is also where you can define an alternate description for the item, allowing a customer-friendly description to print on your ingredient statements.

Go To: Main Menu → Inventory → Item Master Details.



Item Number: This field displays the unique identification code for the item. This information is pulled from the *Item Master Data* record.

Description: This field displays the description of the item.

Alternate Desc (optional): Enter an alternate description for this item.

GTIN (Global Trade Item Number): Can be used by a company to uniquely identify all of its trade items. Once a company has assigned a GTIN to a trade item, it provides a common language for all of its entities and trading partners worldwide to easily communicate information about the item.

Update: Click the *Update* button to save the changes made on the screen.

Cancel: Click the *Cancel* button to close the screen without saving your changes.

Item Master Details screen options with Advance Picking

If you check the *Use Enhanced Picking* checkbox on the *Production Defaults* screen the Advanced Picking is implemented and the following additional options are displayed on the *Item Master Details* Screen.

Exclude Item From Picking: Select this checkbox if you wish to eliminate the respective item from picking.

Pick UOM: Choose the UOM in which you want to pick the item. If you do not specify a Pick UOM for the item the system uses the Stock UOM as the Pick UOM.

Quantity Per Pick UOM: Specify the unit conversion between the *Pick UOM* and the *Stock UOM* for the *Pick UOM.*

Backflush Item

Mark the *Backflush Item* checkbox available at the *Inventory* tab on *Item Master Details* screen for the respective item you wish to consider for backflush functionality. When you mark this checkbox, ensure that the above global setting for Backflush is unmarked on the *Production Defaults*.

3.2.1.1 Inventory Tab

Production UOM: When a production batch is created, raw material quantities and units of measure will default from the formula. If the production UOM differs from the formula UOM, you would define the production unit in this field.

Planning Method: Specify how a material should be planned. Valid values are:

- **NONE:** Item will be planned manually by users (no system assistance).
- **MPS:** Item is planned by Master Production Scheduling. Typically your 'make' items (finished goods and intermediates) are planned at this level.
- **MRP:** Item is planned by Material Requirements Planning. Purchased raw materials and purchased intermediates are planned at this level.

Lot Strength (only with the food vertical)**:** If the lot strength of the item is less than 100 percent, you would enter the percentage here. The system will compensate when calling out quantities in formulas and production batches.

USDA Code: If desired, you can map an item to its associated United States Department of Agriculture (USDA) item. Based on the USDA code you associate with the item, the item's physical properties will also be imported.

The field is visible only when you choose the *Enable USDA Integration* option on the *Additional Settings* tab of the *Process Mfg Defaults* screen.

QC Lead Time (days): Specify the number of days you need to allow for QC testing which needs to be added to the days to calculate when the materials will be available for use. The system will add the specified days in the batch schedule and accordingly re-calculate the demand date.

QC lead time (in days) in batch schedule QC Lead time to be considered in the Batch Schedule. The Demand Date is recalculated based on Lead Time in the Planning engine.

Overage % (not shown)**:** Enter the percentage of additional material that must be included in formulas and batches to make up for waste incurred during production-related activities.

Potency % (not shown)**:** The extent to which the item is 'pure' or 'full strength.' As potency drops, more of the ingredient is needed to achieve a desired strength or outcome in a formula.

Sample Quantity: Enter the default amount of the item to be used in QC sampling/testing.

Sample UOM: Enter the default UOM for sampling purposes.

Sample Instructions: Text entered here will default on sampling documents.

HMIS Personal Protection: Use the drop-down menu to select the protective devices your employees must wear when handling the item. This information (and a pictogram) will print on some QC and production documents.

NFPA Code: National Fire Protection Agency codes applicable to the item.

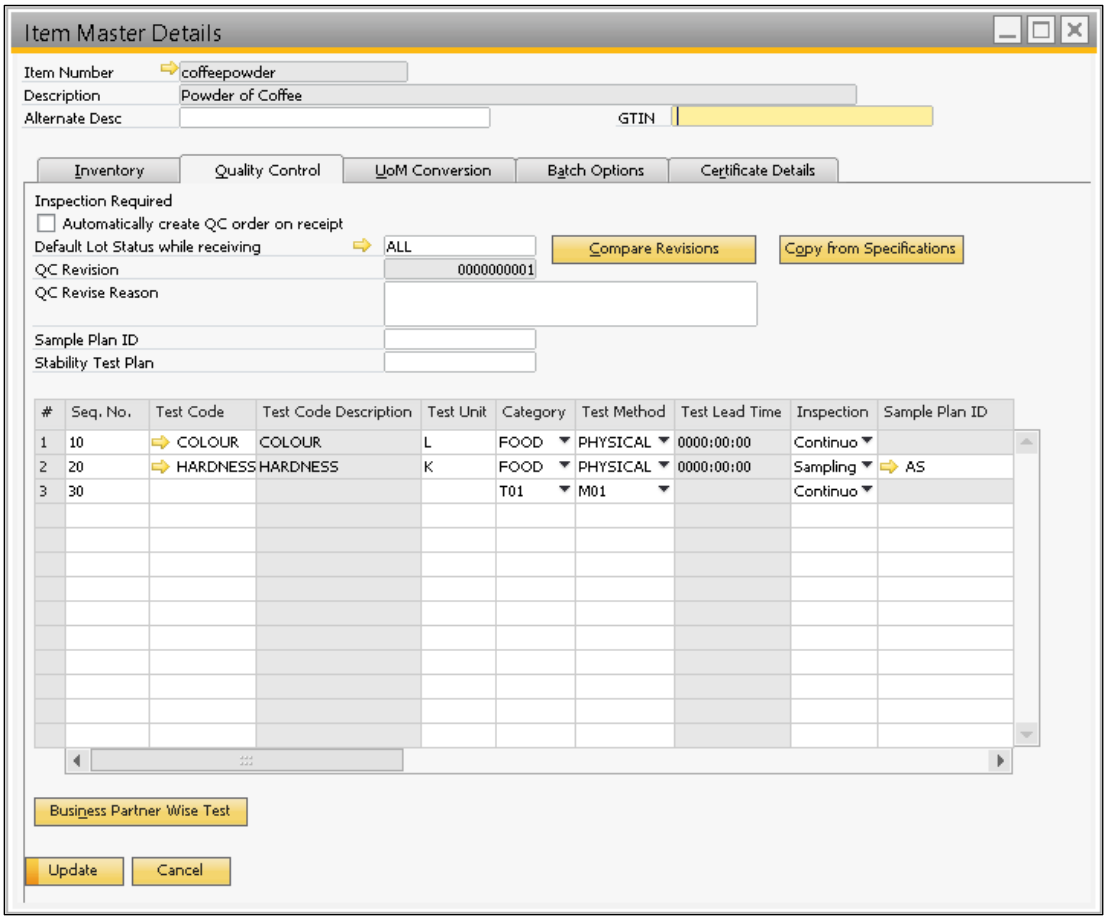
Hazard Information for BOL: Prints on the sales order Bill of Lading.

Weighing Tolerance: Specify the issue tolerance quantity of the item. At the time of Material Issue you can issue material quantity plus/minus this tolerance value.

3.2.1.2 Quality Control Tab (Without Approval Procedure)

Here you will define the specific QC tests needed for the item, the target test values, and the business process points at which the QC tests must occur.

Go To: Main Menu → Inventory → Item Master Details → Quality Control Tab

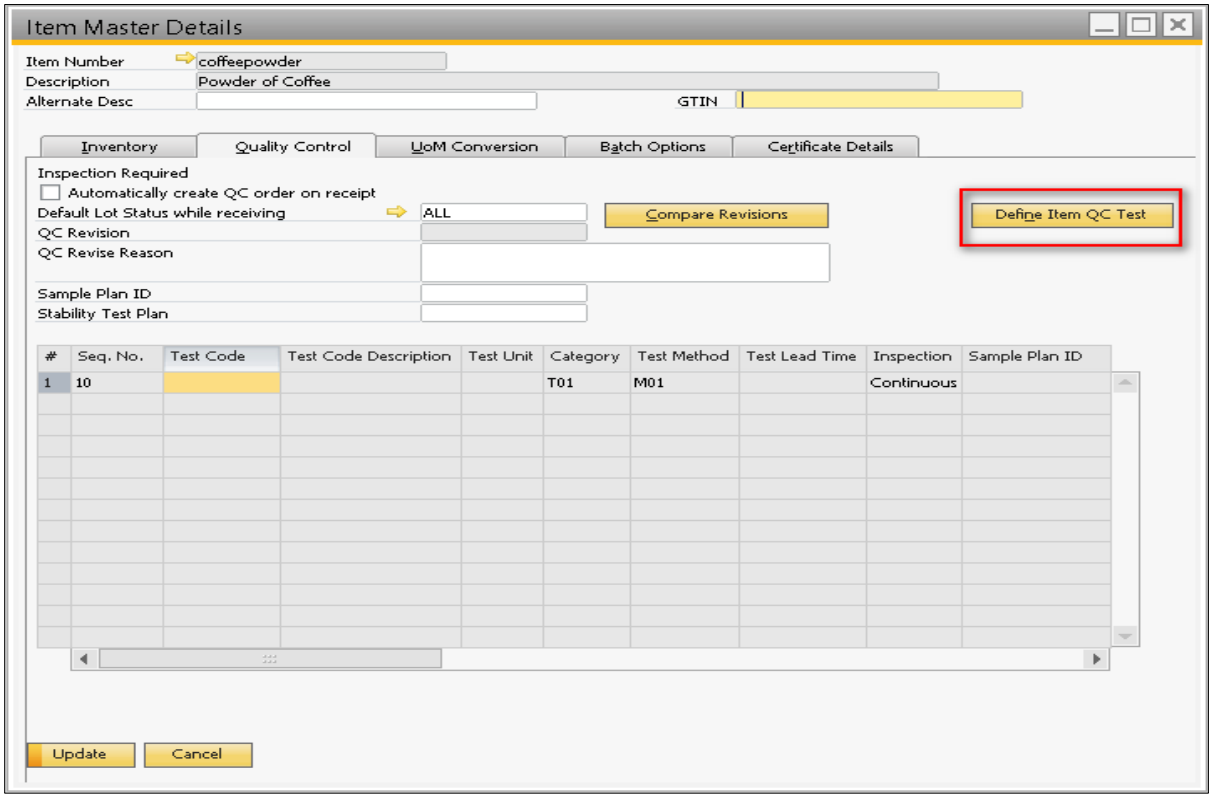


Please refer to the *BME-B1 18.2 QC User Guide* for detailed explanations of each column on the *Quality Control* tab.

3.2.1.3 Quality Control Tab (With Approval Procedure)

If approval is implemented, the *Test grid* on the *Item Master Details QC Tab i*s non-editable. You cannot add an item test directly in the grid. Use the *Define Item QC Test* button to define the QC test and approve it.

Go To: Main Menu → Inventory → Item Master Details → Quality Control Tab

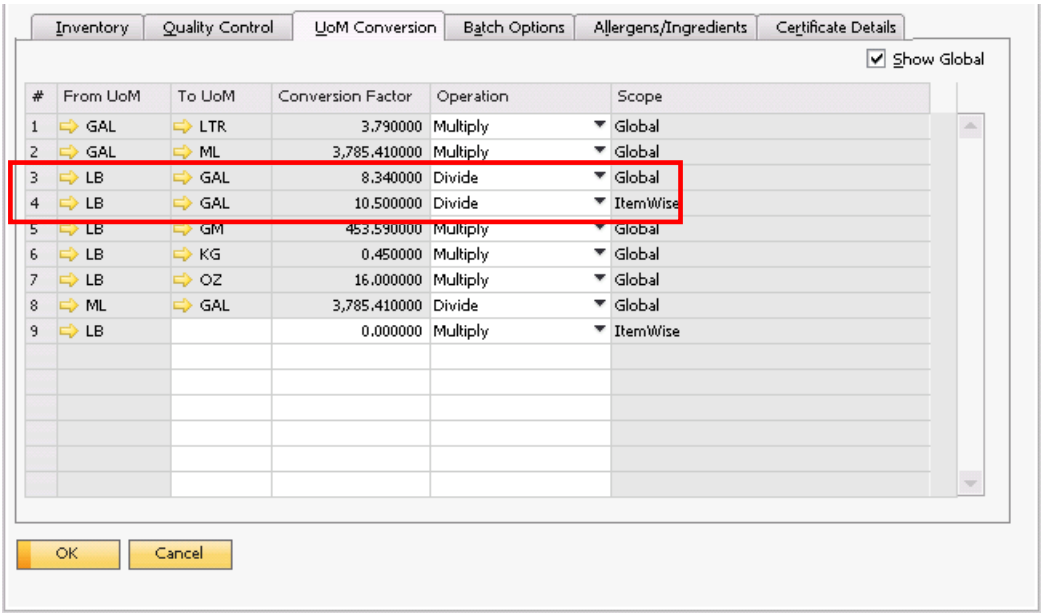


Please refer to the *BME B1 18.2 QC User Guide* for detailed explanations of each column on the *Quality Control* tab.

3.2.1.4 Unit of Measure Conversion Tab

You can use this tab to define item-specific unit conversions. All conversions you define will be based on the item's stocking UOM. For example, if you want to specify a raw material density measured in pounds (LB), here you would enter a conversion from LB to gallons (GAL).

Go To: Main Menu → Inventory → Item Master Details → UOM Conversion Tab.



#	From UoM	To UoM	Conversion Factor	Operation	Scope
1	GAL	LTR	3.790000	Multiply	Global
2	GAL	ML	3,785.410000	Multiply	Global
3	LB	GAL	8.340000	Divide	Global
4	LB	GAL	10.500000	Divide	ItemWise
5	LB	GM	453.590000	Multiply	Global
6	LB	KG	0.450000	Multiply	Global
7	LB	OZ	16.000000	Multiply	Global
8	ML	GAL	3,785.410000	Divide	Global
9	LB		0.000000	Multiply	ItemWise

Show Global: Displays the global (system-wide) conversions as defined in the *Global Unit Conversion Setup* screen. You can use these conversion factors as guidelines to determine an item-specific conversion. If a conversion factor or operation is different for a specific item, you would define a new row with the scope as 'ItemWise.'

In our example, carrots require a unique conversion factor (10.5) when changing from pounds to gallons. When the conversion is performed, the system will ignore the global conversion factor and use the item-specific factor instead.

From UOM: Displays the stock UOM for the item. You cannot edit this field.

To UOM: The UOM to which conversion is required.

Conversion Factor: The factor used to convert the *From UOM* to the *To UOM*. The number in the *From UOM* field is multiplied with or divided by the conversion factor to express the quantity of the item in the *To UOM* field.

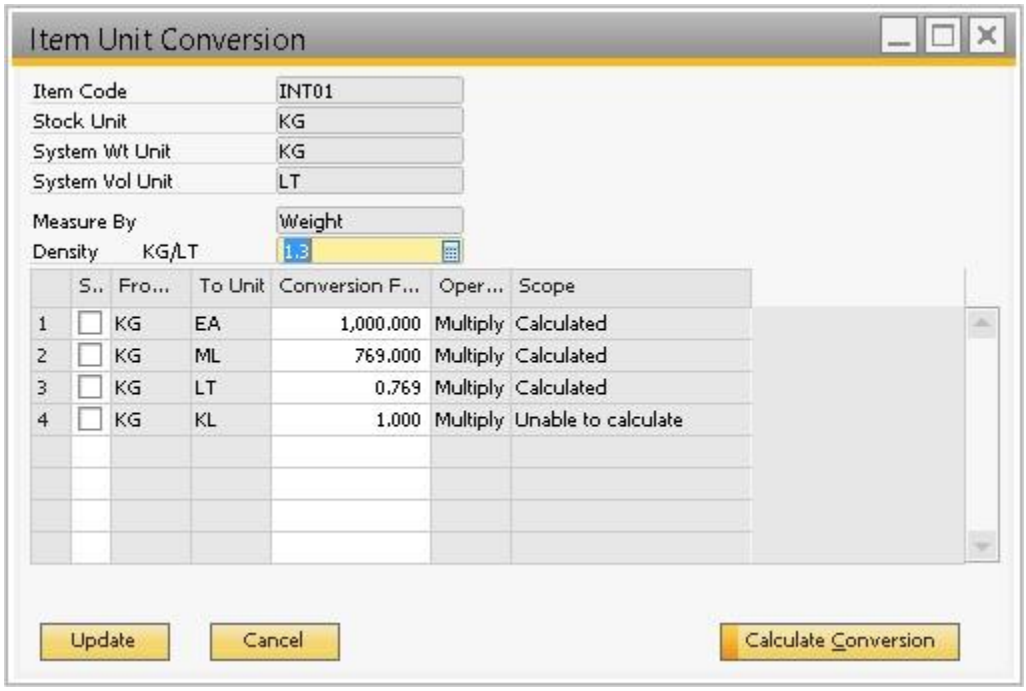
Operation: The operation that converts the *From UOM* to the *To UOM*. The dropdown menu in this field lists the following functions:

- **Multiply:** When you select this option, the *From UOM* is multiplied by the conversion factor to obtain the *To UOM*.
- **Divide:** When you select this option, the *From UOM* is divided by the conversion factor to obtain the *To UOM*.

Scope: Displays whether the scope of the conversion is Global or Item level.

Define Conversion: As we know, the unit conversion from the System Weight unit to any other weight type of unit, or the System Volume unit to another volume type of unit, are globally defined, so irrespective of the item these conversions are standard. However, the unit conversion from the System Weight unit to any volume type of unit or the System Volume unit to any other weight unit depends upon the item's density. Based on the item's density, these conversions need to be calculated. To make the system calculate this unit conversion, this *Define Conversion* button is provided. On clicking this button, the *Item Unit Conversion* screen is displayed.

Item Unit Conversion



Item Code: Displays a unique key of the item whose unit conversion will be calculated.

Stock Unit: Shows the stock unit of measurement of the item.

System Wt Unit: Displays System Weight unit of the item.

System Vol Unit: Displays System Volume unit of the item.

Measure By: Shows the *Measure By* criteria of the item.

Density: Enter the density of the item.

Grid Details

Select: Check to select the respective line in the grid.

From Unit: Displays the unit from which conversion takes place.

To Unit: Displays the unit in which conversion takes place.

Conversion Factor: Based upon the specified density and the global unit conversion of the item, the system will calculate and display the conversion factor. If a Global unit conversion is not defined the system will consider it as 1.

Operation: Displays a name of the Mathematical operation used to convert *From UOM* to the *To UOM.*

Scope: Displays the scope of the conversion. The value displayed as *Converted* signifies that the item *From Unit* is converted into the *To Unit* on the basis of the specified density. The value is stated as *Not Defined* if global conversion is not defined between the items.

Calculate Conversion: Use this button to calculate the unit conversion of the item on the basis of its specified density.

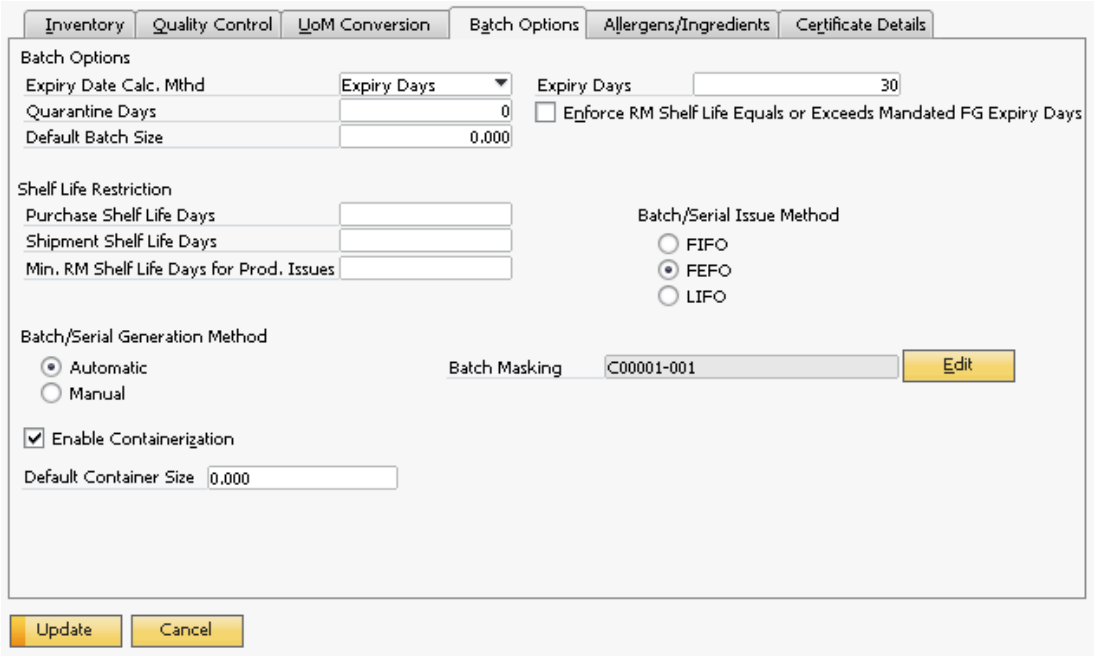
Update: Click this button to update the calculated conversion to the *Item Master Details* screen.

Cancel: Use this button to exit from the screen without performing an action.

3.2.1.5 Batch Options Tab

Most of the fields on this tab are only available when the item is lot-controlled.

Go To: Main Menu → Inventory → Item Master Details → Batch Options Tab



Expiry Date Calc. Method: Select the method used to calculate the expiry date of the item. Available options are:

- **Expiry Days:** When this option is selected, the expiry date of the finished good or intermediate is calculated as **{Batch actual start date} + {the number of days specified in the *Expiry Days* field}**.
- **Based on nearest RM expiry:** When this option is selected, the expiry date of the manufactured item will be the same as the earliest expiry date of any raw material used in producing the item.

Expiry Days: Enter the mandated expiration days for the manufactured item.

Enforce RM Shelf Life Equals or Exceeds Mandated FG Expiry Days: If this box is checked, the system would ensure that no raw materials expiring before the mandated expiration days of the manufactured item are selected for issue to the batch. For example, if the expiry of a finished good is 0 days, the system would ensure that no raw materials expiring within 30 days are issued to the production batch.

This checkbox is available only when: (1) you have enabled shelf life checking on the *Inventory* tab of the *Process Mfg. Defaults* screen; (2) the item being produced is lot/serial tracked; and (3) the *Exp. Date Calc. Method* field for the item is defined as *Expiry Days*.

Quarantine Days: The number of days that must pass after production (batch closure or partial closure) before the manufactured item can be issued or shipped.

Default Batch Size: This default size is used when lots are created automatically at the time of production receipt.

Purchase Shelf Life Days: Specify a shelf life for purchasing and, if specified, BatchMaster ERP will warn/block purchasing of finished goods which are expiring before the specified number of days. If this value is 0, then the system would assume that purchase shelf life is not applicable to the product.

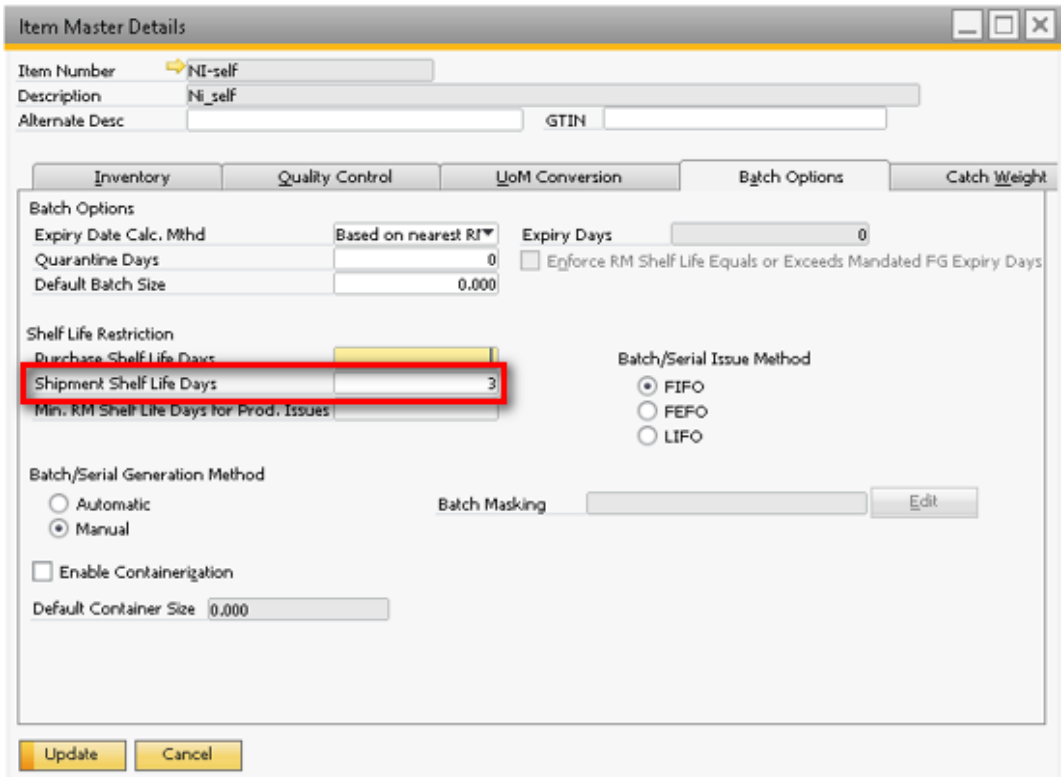
In order to use this functionality you need to click *Enable Shelf Life* feature at the *Process Mfg. Default* screen.

Shipment Shelf Life Days: When a non-zero value is entered, the system will issue a warning and/orblock shipping of finished goods which are expiring within that number of days. If this value is 0, shipment shelf life would not be applicable to the product.

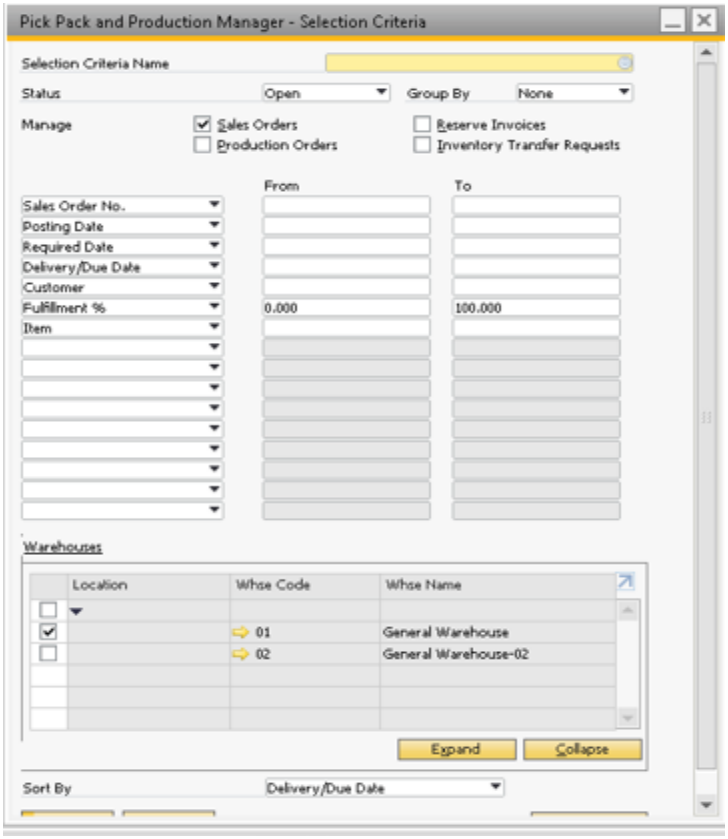
Shelf life validation is applied at the *Pick and Pack Production Manager* screen. The validation is such that

Delivery date of sales order + shelf-Life days of particular item should be less then Expiry date of the Lot.

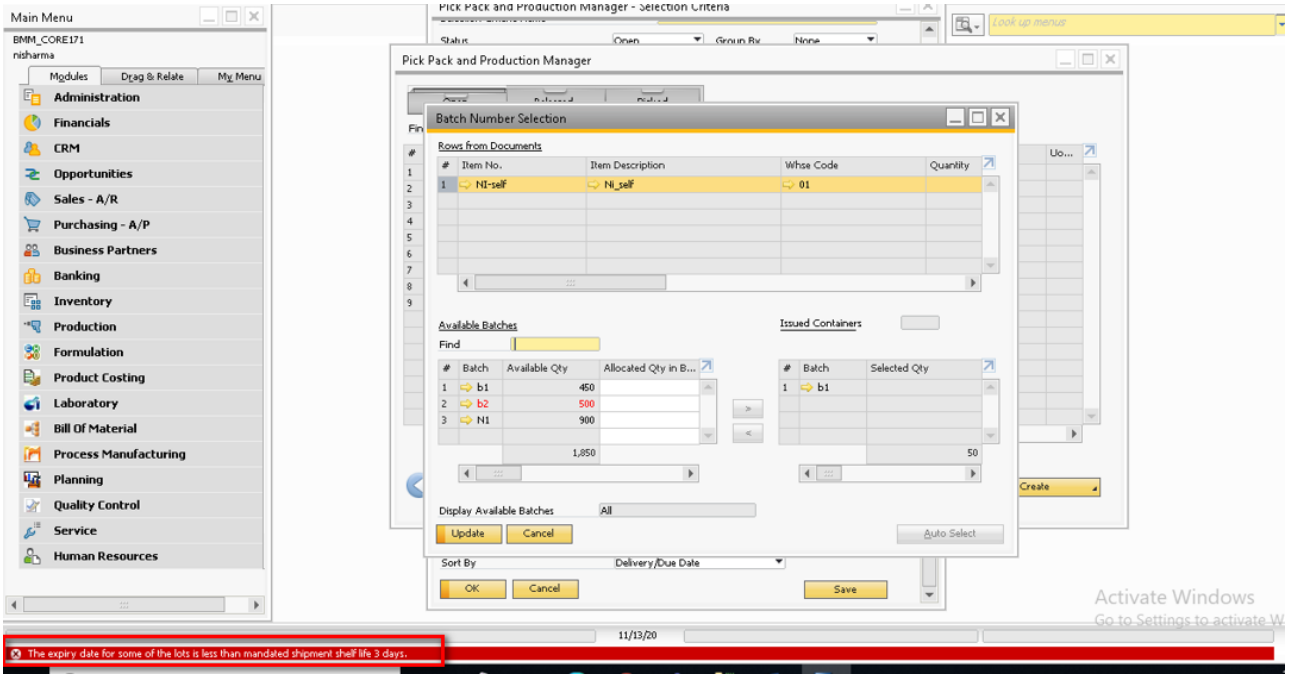
Let's say, you define the *Shipment shelf life days* of the item as 3 days.



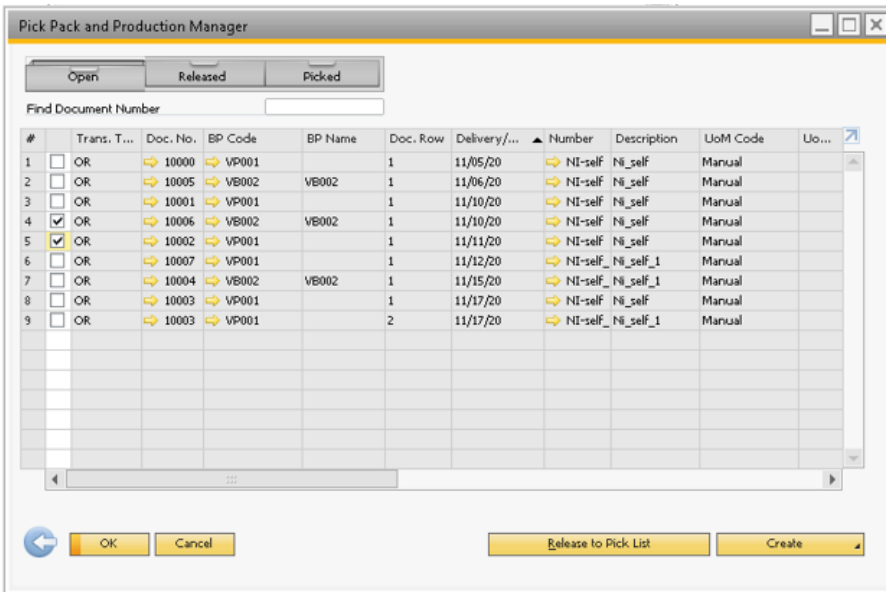
Open the *Pick Pack and Production Manager screen* to perform the Sales order lot selection.



When you select and update the lot at the *Batch Number selection screen*, the defined validation executes and prompts an error if the expiry date of the lot is less than the defined shelf life, as highlighted below.



If multiple sales order are selected for same item in pick list, then the nearest (minimum) delivery date of selected sales order will be consider to check shelf-Life.



You can also define shipment shelf life at the Business Partner Catalog level. Values defined by the Business Partner Catalog will override the value defined at the item level.

For Pick pack and Production manager Business Partner shelf-Life will not override the value defined at the item level, instead it is always be picked from the *Item Master Details* screen.

Min. RM Shelf Life Days for Prod. Issues: Specify a minimum shelf life after which raw materials will not be issued to the production batch. A value of 0 means there is no shelf life restriction for the raw materials used to produce the manufactured item.

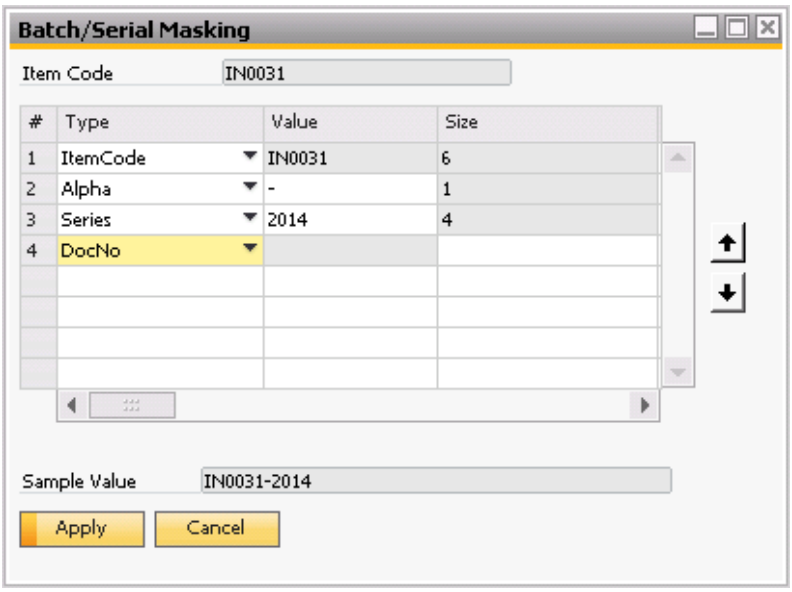
Batch/Serial Issue Method: This field is used to specify the method to automatically issue the item for batches.

- **FIFO (First In, First Out):** Lots that came in first will be issued first.
- **FEFO (First Expiry First Out):** Lots that expire first will be issued first.
- **LIFO (Last In, First Out):** Lots that came in last will be issued first.

Batch/Serial Generation Method: Specify how the system should generate lot numbers for the item:

- **Automatic:** The system will automatically generate lot numbers based on masking.
- **Manual:** Lot numbers must be keyed in manually during the receipt or batch closure process.

Batch Masking: When you select automatic Batch/Serial generation, you must define how lot numbers will be generated. Choose the *Edit* button to define masking for the item.



Refer to the *BME-B1 18.2 Production User Guide* for more details on batch masking.

If *Global Lot Sequence* is applied then Batch/Serial masking must have the *Series* option. Also, if global lot sequence is implemented then the global sequence number is used instead of item specific next lot sequence number.

Enable Containerization: BatchMaster ERP provides complete lot traceability by creating a lot number, and automatically tracking each lot that flows from receiving, production, and shipping.

Selecting this options allows you to create containers in sequence to the container size. It reflects the effect on the *Bin Selection* screen, while performing transactions on various marketing documents.

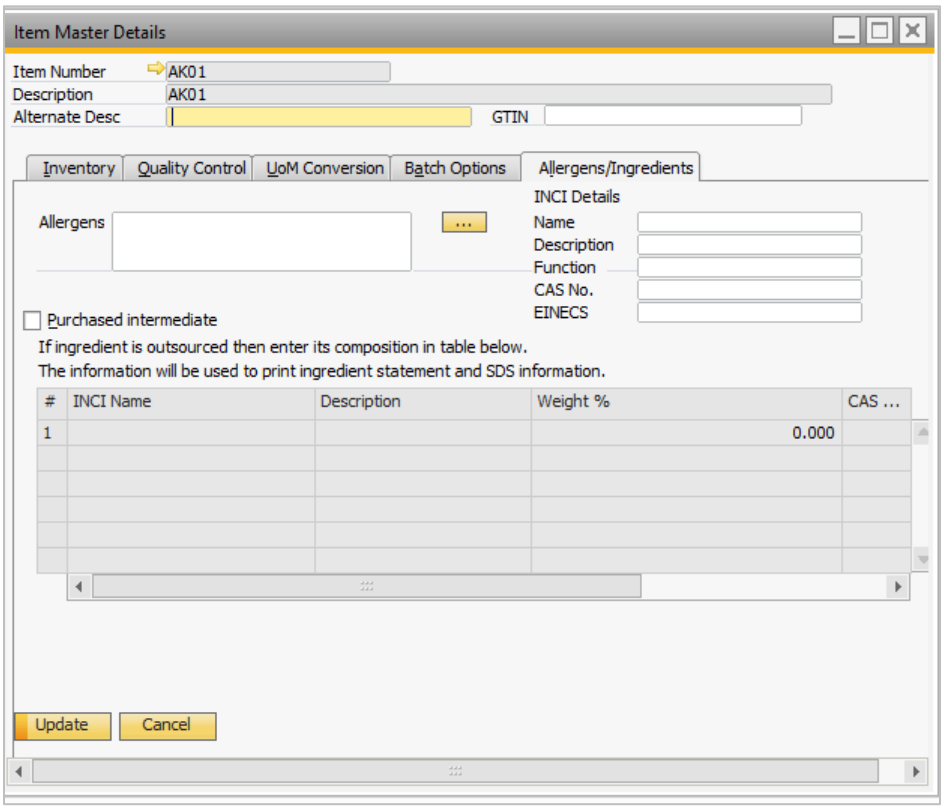
If you wish to enable containerization and *Draw QC Samples* features, then select the *Goods Issue* checkbox in the *QC Hold* field under the *QC Defaults - LotStatus* tab of the *QC Defaults* screen.

Default Container Size: Specify the quantity with which the containers need to be created for the item.

3.2.1.6 Allergens/Ingredients Tab

On this tab, you can define allergens present in a raw material or purchased intermediate.

Go To: Main Menu → Inventory → Item Master Details→ Allergens/Ingredients Tab



This tab is visible only when you select the *Enable Ingredient Statement and Allergen Reporting* option in the *Process Mfg. Defaults* screen.

Allergens: You can select available allergens using the dropdown menu or by typing in the *Allergens* field.

Name: Specify the chemical name by which this material is known. This name will be printed on the INCI report and is required for compliance issues, especially for compliance with the Bio Terrorism Act.

Description: Specify additional information about the material.

Function: Specify the function for this material. The function describes what an ingredient is doing in the cosmetic formulation.

CAS No.: Specify the Chemical Abstracts Service (CAS) Number for this material.

EINECS: Specify the EINECS name for the CAS Number being defined. It Is a registry number given to each chemical substance commercially available in the European Union between 1 January 1971 and 18 September 1981.This name is required for compliance issues, especially for compliance with the Bio Terrorism Act.

Purchased Intermediates: If the material is a purchased intermediate, check the box and enter the intermediate's ingredients. This data will print on your ingredient statement.

Description: Provide the description of the ingredient in this field.

Weight%: Enter the weight percentage in this field. Note that the percentage must add up to 100.

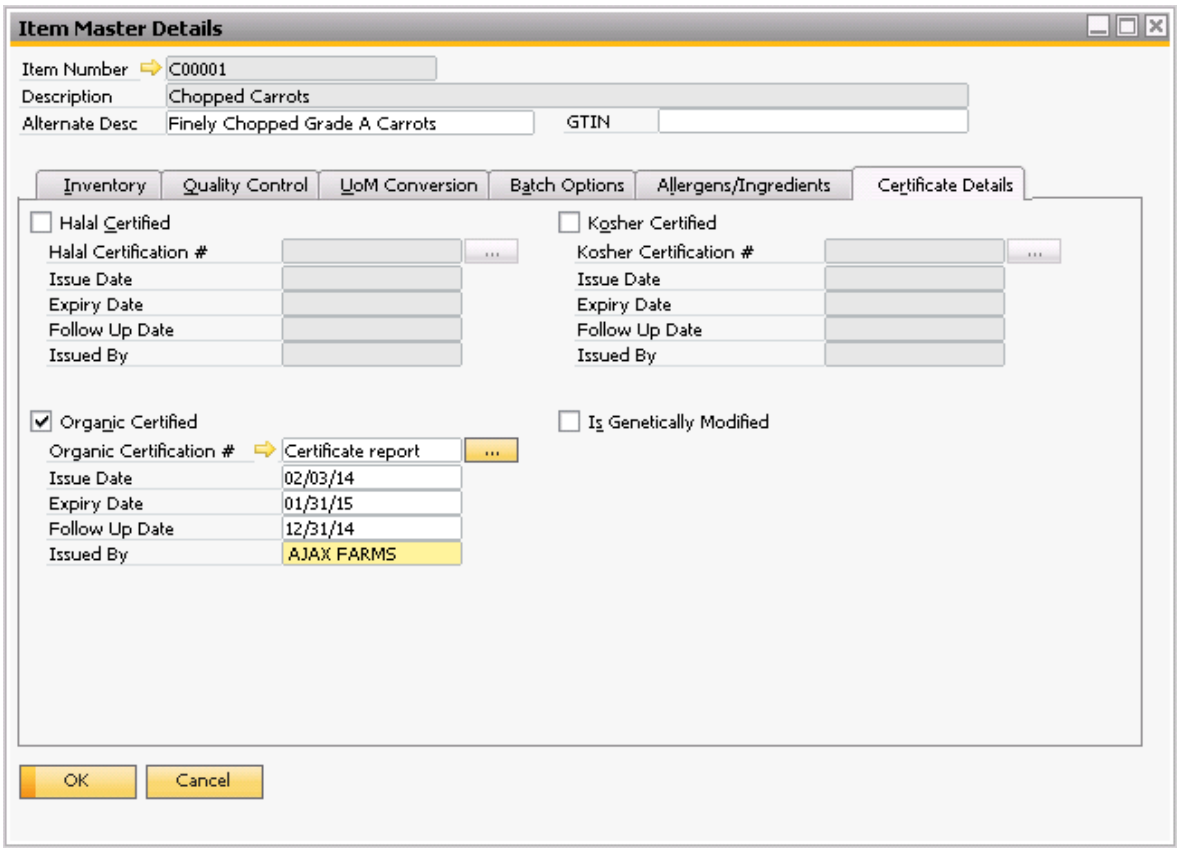
CAS#: Provide the CAS number of ingredient in this field.

3.2.1.7 Certificate Details Tab

Use this tab to maintain Kosher, Halal, and Organic certificates.

This tab is visible only when you select the *Enable Halal, Kosher, Organic Info* option in the *Additional Settings* tab of the *Process Mfg. Defaults* screen.

Go To: Main Menu → Inventory → Item Master Details→ Certificate Details Tab



Details of each certification type can be entered once the appropriate checkbox has been activated. In the example, our carrots are Organic Certified by the grower, Ajax Farms.

Organic Certification #: The browse button next to this field lets you find and attach an appropriate certificate. Once the certificate has been attached, clicking the golden arrow to the right of the '**#**' character will open the certificate for viewing.

To access this feature, the appropriate application (usually MS Word or a PDF viewer) must be installed on the server.

Issue, Expiry, and Follow Up Dates: Enter information as needed to assist in management of your certification programs.

Is Genetically Modified: Check this box if appropriate.

3.3 Inventory Transactions

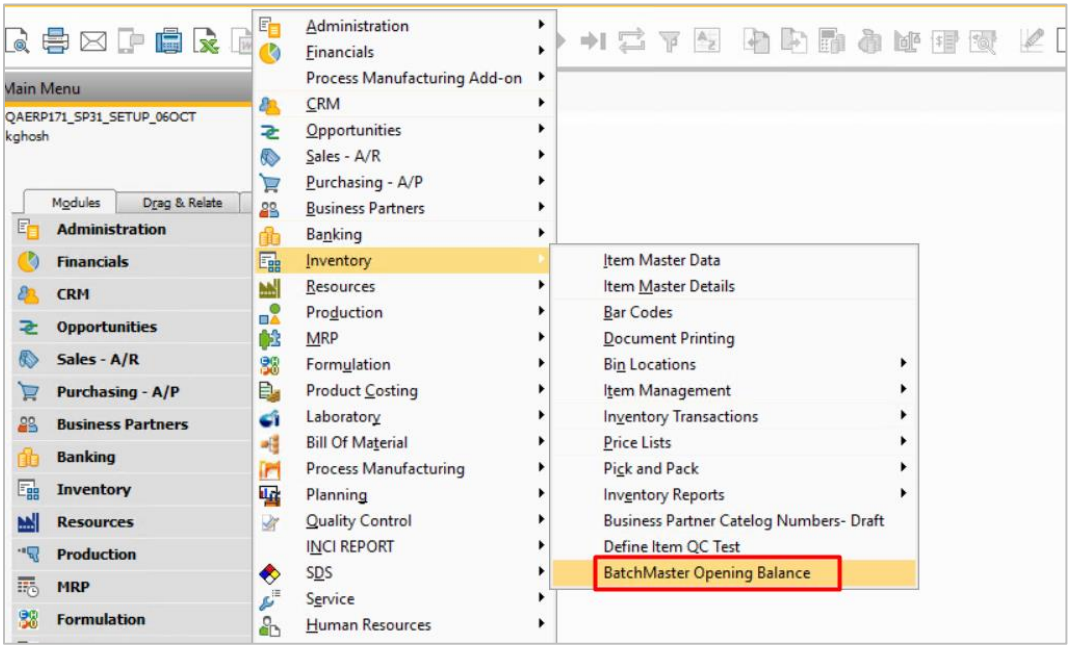
3.3.1 Inventory Opening Balance

From BMM_SP _ 381.307.117 version onwards BatchMaster provides the *Inventory Opening Balance utility* to import the Palletized and Containerized Items from an SAP predefined supported excel template to the BMM Company database. It allows you to import items with Pallet & container number along with the Lot status and Expiry date. You can import items in a single step resulting improved performance while importing large amount of data. Remarkably, generate the BMM opening balance utility report to view the imported records.

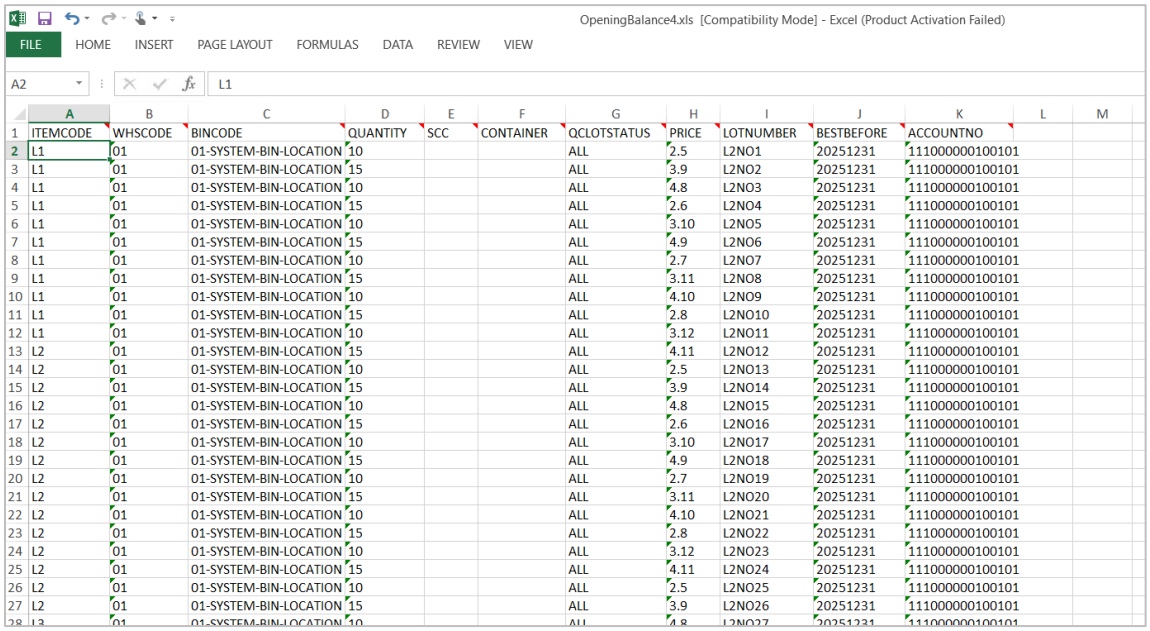
Working with Opening Balance Utility

1) BMM Import Opening Balance utility is available on following path:

Inventory → Inventory Transactions → BMM opening balance utility.



2) In BMM Opening Balance Utility you have an option to select and import the excel file containing the data of the items that needs to be imported with all the required fields.
3) Excel template should be maintained with all the required data in respective columns.



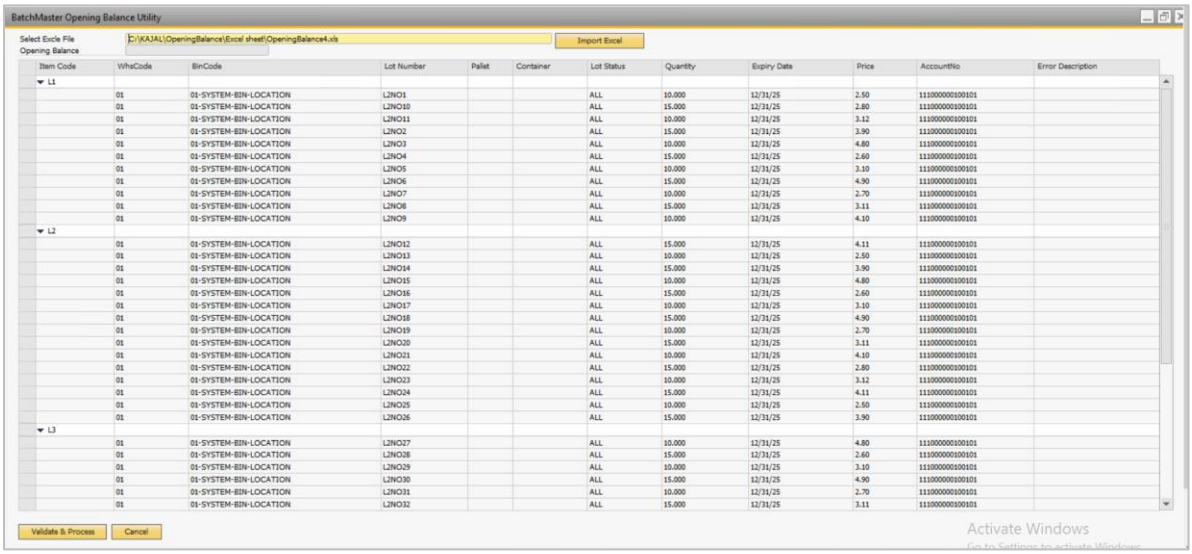
OpeningBalance4.xls [Compatibility Mode] - Excel (Product Activation Failed)

FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW

A2 L1

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	ITEMCODE	WHSCODE	BINCODE	QUANTITY	SCC	CONTAINER	QCLOTSTATUS	PRICE	LOTNUMBER	BESTBEFORE	ACCOUNTNO		
2	L1	01	01-SYSTEM-BIN-LOCATION	10			ALL	2.5	L2NO1	20251231	111000000100101		
3	L1	01	01-SYSTEM-BIN-LOCATION	15			ALL	3.9	L2NO2	20251231	111000000100101		
4	L1	01	01-SYSTEM-BIN-LOCATION	10			ALL	4.8	L2NO3	20251231	111000000100101		
5	L1	01	01-SYSTEM-BIN-LOCATION	15			ALL	2.6	L2NO4	20251231	111000000100101		
6	L1	01	01-SYSTEM-BIN-LOCATION	10			ALL	3.10	L2NO5	20251231	111000000100101		
7	L1	01	01-SYSTEM-BIN-LOCATION	15			ALL	4.9	L2NO6	20251231	111000000100101		
8	L1	01	01-SYSTEM-BIN-LOCATION	10			ALL	2.7	L2NO7	20251231	111000000100101		
9	L1	01	01-SYSTEM-BIN-LOCATION	15			ALL	3.11	L2NO8	20251231	111000000100101		
10	L1	01	01-SYSTEM-BIN-LOCATION	10			ALL	4.10	L2NO9	20251231	111000000100101		
11	L1	01	01-SYSTEM-BIN-LOCATION	15			ALL	2.8	L2NO10	20251231	111000000100101		
12	L1	01	01-SYSTEM-BIN-LOCATION	10			ALL	3.12	L2NO11	20251231	111000000100101		
13	L2	01	01-SYSTEM-BIN-LOCATION	15			ALL	4.11	L2NO12	20251231	111000000100101		
14	L2	01	01-SYSTEM-BIN-LOCATION	10			ALL	2.5	L2NO13	20251231	111000000100101		
15	L2	01	01-SYSTEM-BIN-LOCATION	15			ALL	3.9	L2NO14	20251231	111000000100101		
16	L2	01	01-SYSTEM-BIN-LOCATION	10			ALL	4.8	L2NO15	20251231	111000000100101		
17	L2	01	01-SYSTEM-BIN-LOCATION	15			ALL	2.6	L2NO16	20251231	111000000100101		
18	L2	01	01-SYSTEM-BIN-LOCATION	10			ALL	3.10	L2NO17	20251231	111000000100101		
19	L2	01	01-SYSTEM-BIN-LOCATION	15			ALL	4.9	L2NO18	20251231	111000000100101		
20	L2	01	01-SYSTEM-BIN-LOCATION	10			ALL	2.7	L2NO19	20251231	111000000100101		
21	L2	01	01-SYSTEM-BIN-LOCATION	15			ALL	3.11	L2NO20	20251231	111000000100101		
22	L2	01	01-SYSTEM-BIN-LOCATION	10			ALL	4.10	L2NO21	20251231	111000000100101		
23	L2	01	01-SYSTEM-BIN-LOCATION	15			ALL	2.8	L2NO22	20251231	111000000100101		
24	L2	01	01-SYSTEM-BIN-LOCATION	10			ALL	3.12	L2NO23	20251231	111000000100101		
25	L2	01	01-SYSTEM-BIN-LOCATION	15			ALL	4.11	L2NO24	20251231	111000000100101		
26	L2	01	01-SYSTEM-BIN-LOCATION	10			ALL	2.5	L2NO25	20251231	111000000100101		
27	L2	01	01-SYSTEM-BIN-LOCATION	15			ALL	3.9	L2NO26	20251231	111000000100101		
28	L3	01	01-SYSTEM-BIN-LOCATION	10			ALL	4.8	L2NO27	20251231	111000000100101		

4) After selecting the file, the grid shows data in tree format item code wise.



BatchMaster Opening Balance Utility

Select Excle File: C:\KAJAL\OpeningBalance\Excel sheet\OpeningBalance4.xls — Import Excel

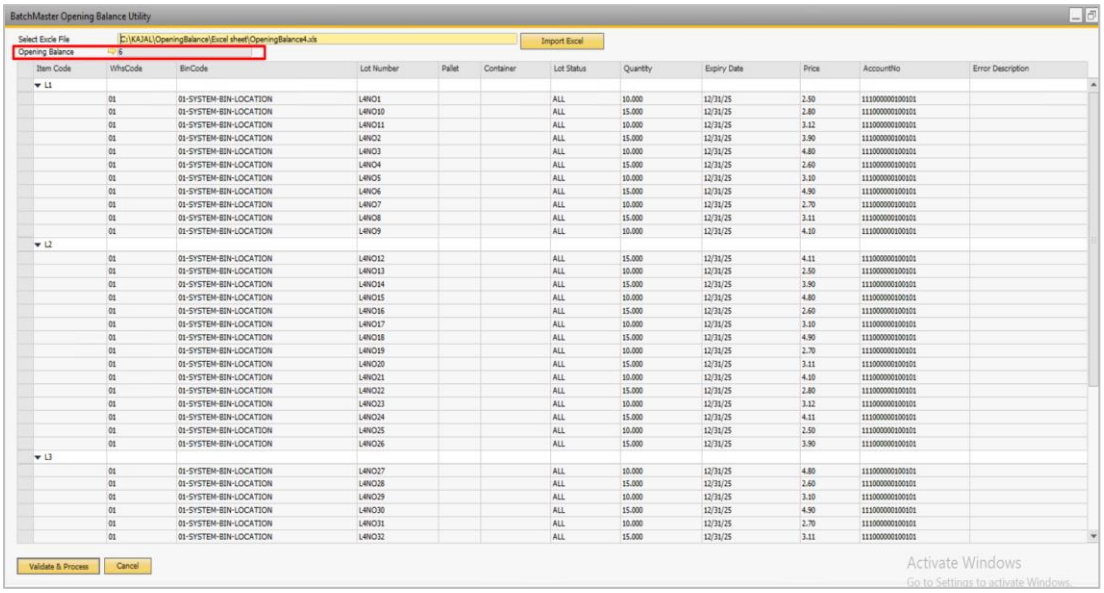
Opening Balance

Item Code	WhsCode	BinCode	Lot Number	Pallet	Container	Lot Status	Quantity	Expiry Date	Price	AccountNo	Error Description
L1											
	01	01-SYSTEM-BIN-LOCATION	L2NO1			ALL	10.000	12/31/25	2.50	111000000100101	
	01	01-SYSTEM-BIN-LOCATION	L2NO10			ALL	15.000	12/31/25	2.80	111000000100101	
	01	01-SYSTEM-BIN-LOCATION	L2NO11			ALL	10.000	12/31/25	3.12	111000000100101	
	01	01-SYSTEM-BIN-LOCATION	L2NO2			ALL	15.000	12/31/25	3.90	111000000100101	
	01	01-SYSTEM-BIN-LOCATION	L2NO3			ALL	10.000	12/31/25	4.80	111000000100101	
	01	01-SYSTEM-BIN-LOCATION	L2NO4			ALL	15.000	12/31/25	2.60	111000000100101	
	01	01-SYSTEM-BIN-LOCATION	L2NO5			ALL	10.000	12/31/25	3.10	111000000100101	
	01	01-SYSTEM-BIN-LOCATION	L2NO6			ALL	15.000	12/31/25	4.90	111000000100101	
	01	01-SYSTEM-BIN-LOCATION	L2NO7			ALL	10.000	12/31/25	2.70	111000000100101	
	01	01-SYSTEM-BIN-LOCATION	L2NO8			ALL	15.000	12/31/25	3.11	111000000100101	
	01	01-SYSTEM-BIN-LOCATION	L2NO9			ALL	10.000	12/31/25	4.10	111000000100101	
L2											
	01	01-SYSTEM-BIN-LOCATION	L2NO12			ALL	15.000	12/31/25	4.11	111000000100101	
	01	01-SYSTEM-BIN-LOCATION	L2NO13			ALL	10.000	12/31/25	2.50	111000000100101	
	01	01-SYSTEM-BIN-LOCATION	L2NO14			ALL	15.000	12/31/25	3.90	111000000100101	
	01	01-SYSTEM-BIN-LOCATION	L2NO15			ALL	10.000	12/31/25	4.80	111000000100101	
	01	01-SYSTEM-BIN-LOCATION	L2NO16			ALL	15.000	12/31/25	2.60	111000000100101	
	01	01-SYSTEM-BIN-LOCATION	L2NO17			ALL	10.000	12/31/25	3.10	111000000100101	
	01	01-SYSTEM-BIN-LOCATION	L2NO18			ALL	15.000	12/31/25	4.90	111000000100101	
	01	01-SYSTEM-BIN-LOCATION	L2NO19			ALL	10.000	12/31/25	2.70	111000000100101	
	01	01-SYSTEM-BIN-LOCATION	L2NO20			ALL	15.000	12/31/25	3.11	111000000100101	
	01	01-SYSTEM-BIN-LOCATION	L2NO21			ALL	10.000	12/31/25	4.10	111000000100101	
	01	01-SYSTEM-BIN-LOCATION	L2NO22			ALL	15.000	12/31/25	2.80	111000000100101	
	01	01-SYSTEM-BIN-LOCATION	L2NO23			ALL	10.000	12/31/25	3.12	111000000100101	
	01	01-SYSTEM-BIN-LOCATION	L2NO24			ALL	15.000	12/31/25	4.11	111000000100101	
	01	01-SYSTEM-BIN-LOCATION	L2NO25			ALL	10.000	12/31/25	2.50	111000000100101	
	01	01-SYSTEM-BIN-LOCATION	L2NO26			ALL	15.000	12/31/25	3.90	111000000100101	
L3											
	01	01-SYSTEM-BIN-LOCATION	L2NO27			ALL	10.000	12/31/25	4.80	111000000100101	
	01	01-SYSTEM-BIN-LOCATION	L2NO28			ALL	15.000	12/31/25	2.60	111000000100101	
	01	01-SYSTEM-BIN-LOCATION	L2NO29			ALL	10.000	12/31/25	3.10	111000000100101	
	01	01-SYSTEM-BIN-LOCATION	L2NO30			ALL	15.000	12/31/25	4.90	111000000100101	
	01	01-SYSTEM-BIN-LOCATION	L2NO31			ALL	10.000	12/31/25	2.70	111000000100101	
	01	01-SYSTEM-BIN-LOCATION	L2NO32			ALL	15.000	12/31/25	3.11	111000000100101	

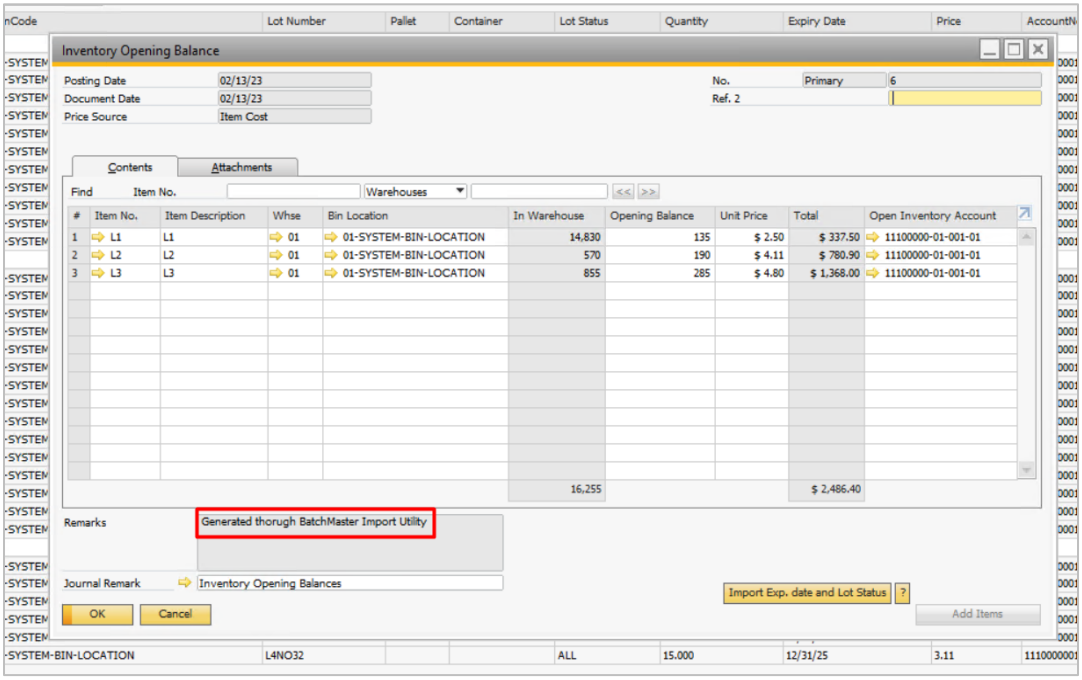
Validate & Process | Cancel

Activate Windows

5) After importing the excel file successfully click on Validate & Process button. The system validates the data of the selected file. If the data is validated, it imports file else displays an error in Error column.
6) Inventory Opening Balance of SAP B1 document is posted for the imported items and eventually the Remarks field gets updated.
7) After successful import, system shows opening balance document number with a link arrow button.

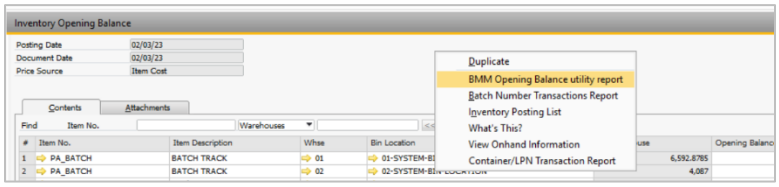


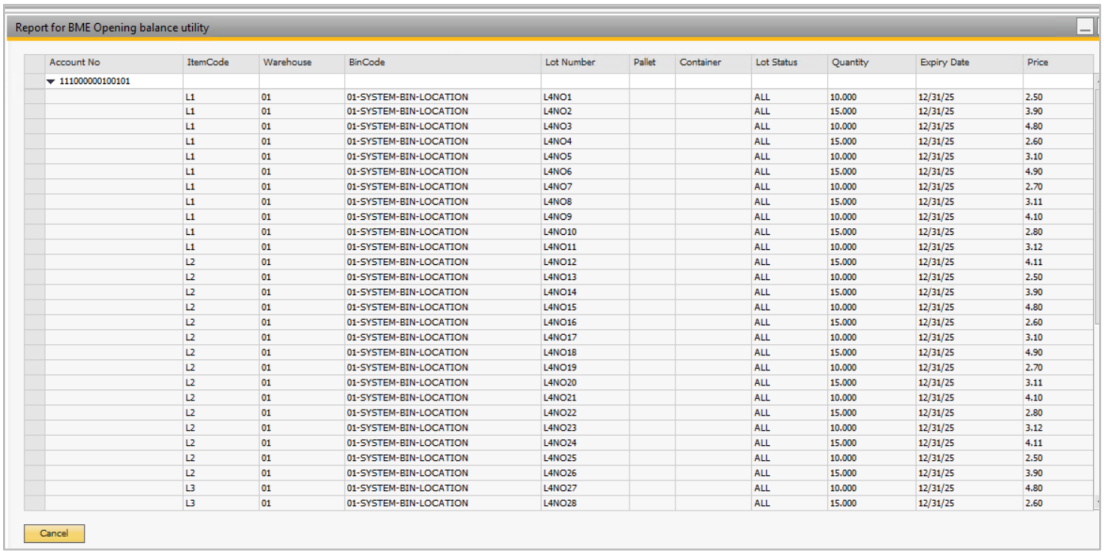
On clicking the link arrow button the system displays the Inventory Opening Balance screen with remark as “Generated through BatchMaster Import Utility”.



3.3.1.1 Opening Balance Utility Report

BMM Opening Balance Utility Report option available in the context menu of the opening balance screen, shows data of the items that are imported through the Inventory Opening Balance Utility.





3.3.2 Inventory Counting Transaction

From BMM SAP 63.57.69 version onwards, BatchMaster ERP supports SAP inventory counting with BMM Bin Management. The SAP Standard Inventory Counting transaction is now enhanced to support BMM Lot status, LPN and container information. You can now post the inventory count on the basis of item lot status, LPN number and Container Number. The following enhancements are made on the SAP *Inventory Counting Transaction* screen.

- *Export Excel Template* and *Import Excel* (Validate Excel Only, Validate & Import Excel) buttons are added on the screen.

The following constraints will be observed on the screen

- *Counted Quantity* field is now disabled in the Item Grid.
- *Copy In-Whse Qty on Count Date* field will be disabled.

Prerequisites

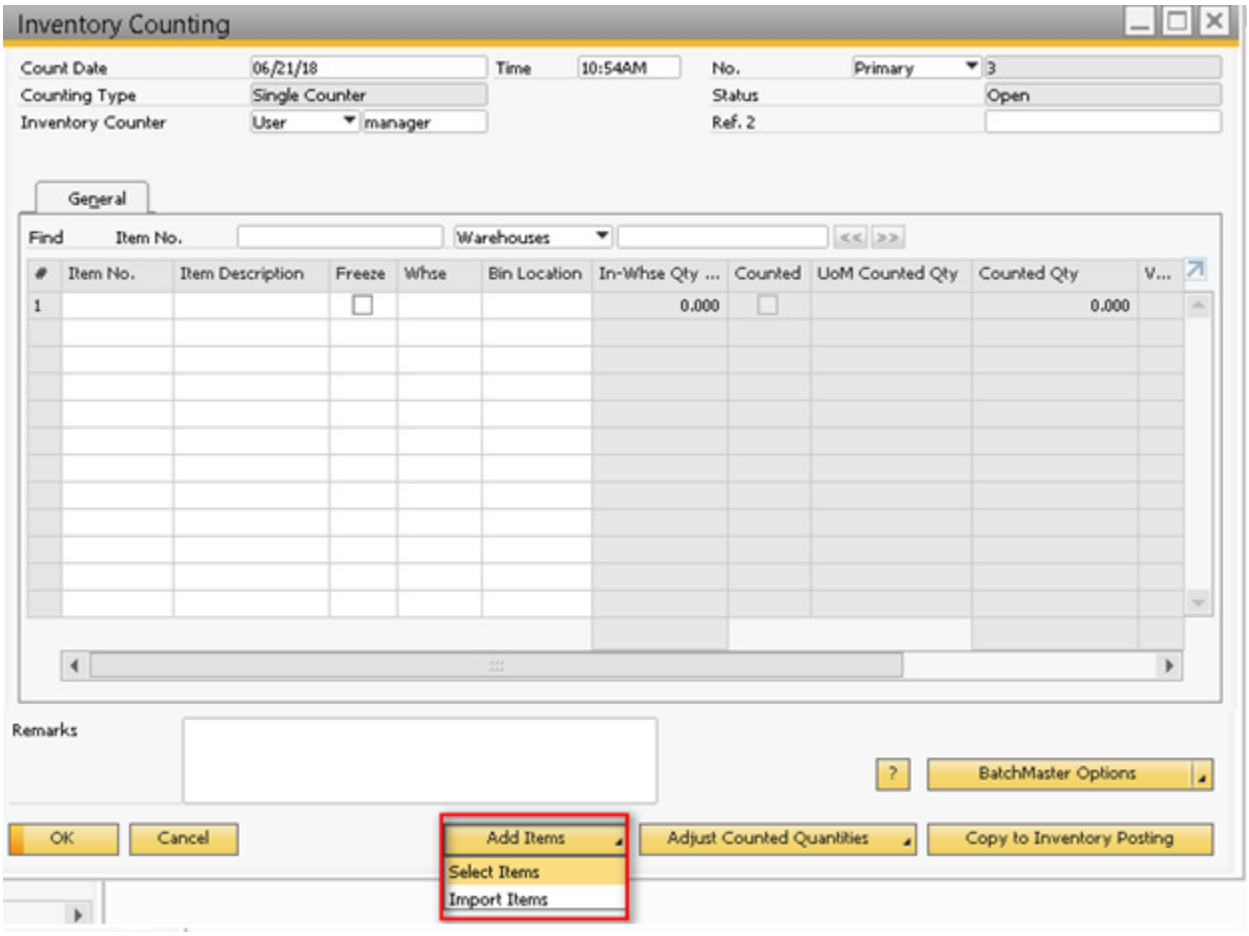
- All Warehouses must be Bin Enabled
- Ensure that *Enable Transaction Notification* is on.

3.3.2.1 Performing SAP Inventory Counting with BMM Bin Management

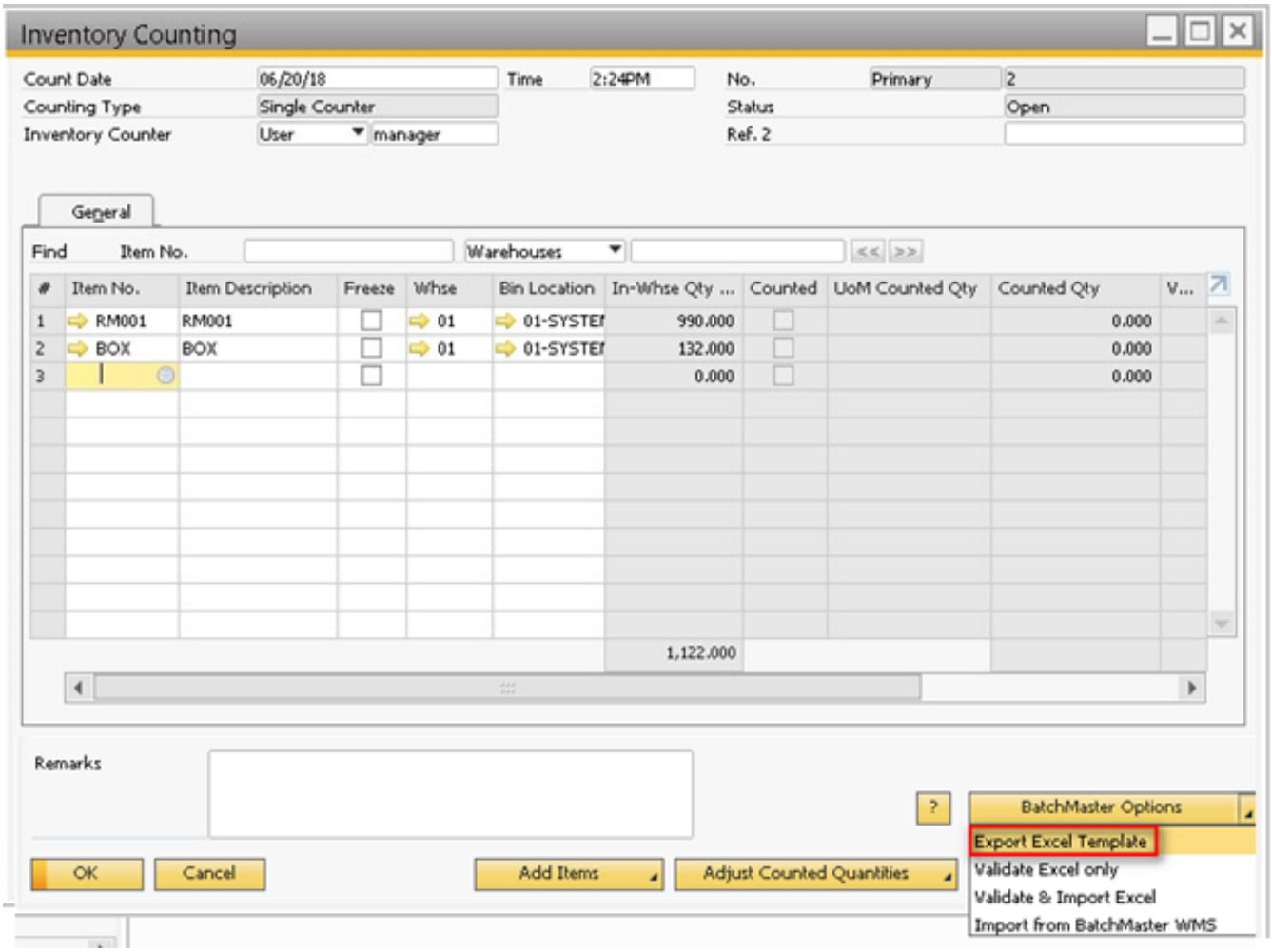
1. Open the Inventory Counting Screen.

Go To: Inventory → Inventory Transactions → Inventory Counting Transactions → Inventory Counting

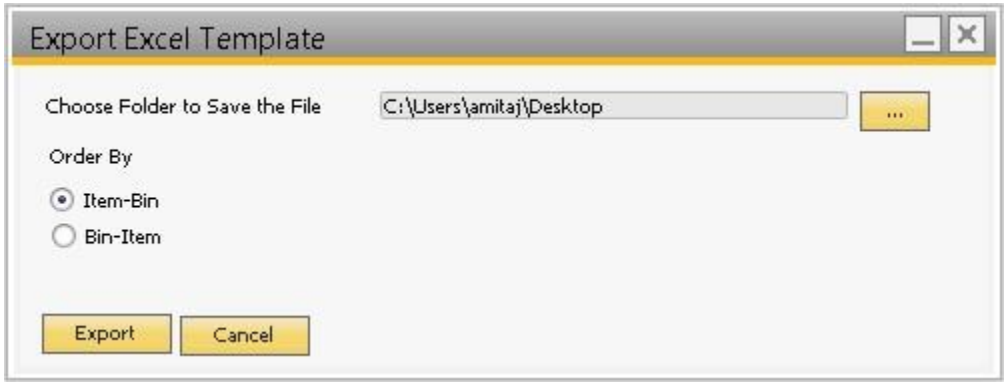
2. Using the *Add Items (Select Items/Import Items)* button, add a range of items to be counted. You can also add individual items directly in the grid.



3. Click on the *Export Excel Template* button, from the *BatchMaster Options* dropdown.



4. The *Export Excel Template* screen appears.



On the screen, specify the following details:

Choose Folder to Save the File: Using the *Browse* button, specify the folder to save the generated Excel file in.

Order By: Choose the required *Order By* option to sort and fill the Item details in the Excel sheet.

a. **Item-Bin**: Indicates that the sorting will be performed by item. All items will be filled in ascending order of their code, within one item all its bins in ascending order.

b. **Bin-Item**: This option indicates that sorting will be performed by bin. The Excel sheet will be filled with bin numbers in ascending order, within one bin with items in ascending order.

5. Click on the *Export* button. This will generate an excel workbook containing SAP inventory details with some additional fields from BMM such as *LPN, Lot Status, Container Number*.

6. The Excel file is generated with the name ***PhysicalCount-DocNo(<DocNo>)-mmddyyyy hhmmss.xlsx,*** *on the specified* path.

7. Open the Excel File. Here you can see two different worksheets, named as *PhysicalCount* and *PhysicalCountLF*. Open the *PhysicalCount* worksheet and enter the counted quantity of the item lots on the basis of their Lot status, Container No and LPN number.

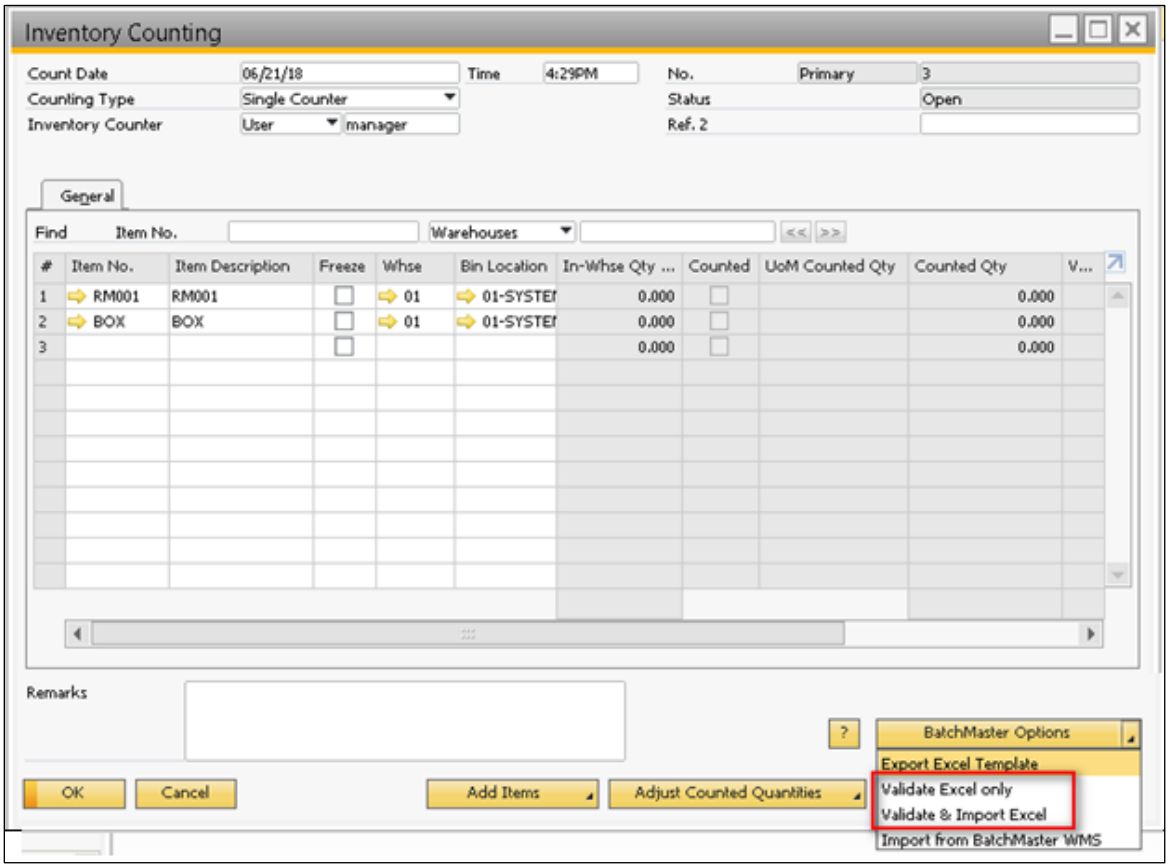
8. In the *PhysicalCountLF* worksheet you can maintain details of those inventory items which are not there in the Excel sheet or not there in stock but are found during counting.

9. Click the *Save* button to save information updated in the Excel worksheets.

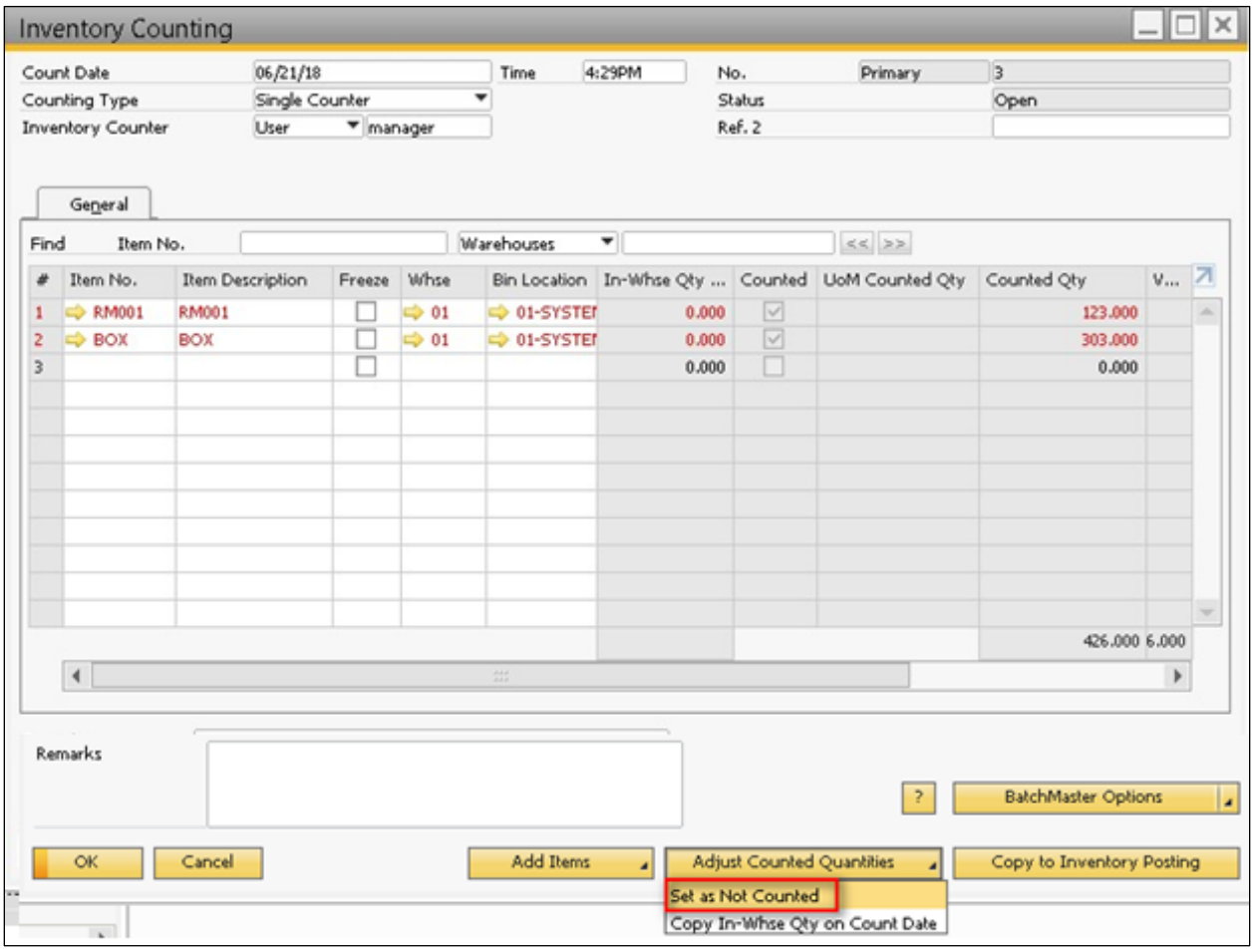
10. Using the Validate Excel Only/Validate and Import Excel options available in the *BatchMaster Options* dropdown, import the data updated in the Excel worksheet to the SAP inventory Counting document. You can perform this action in any of the following ways.

    a. **Validate Excel Only**: Using this option you can validate the Excel worksheet. If any error is found during record validation the system enters the description of the error in the *ErrorDesc* column. You can rectify errors and import the data using the *Validate and Import Excel* option.

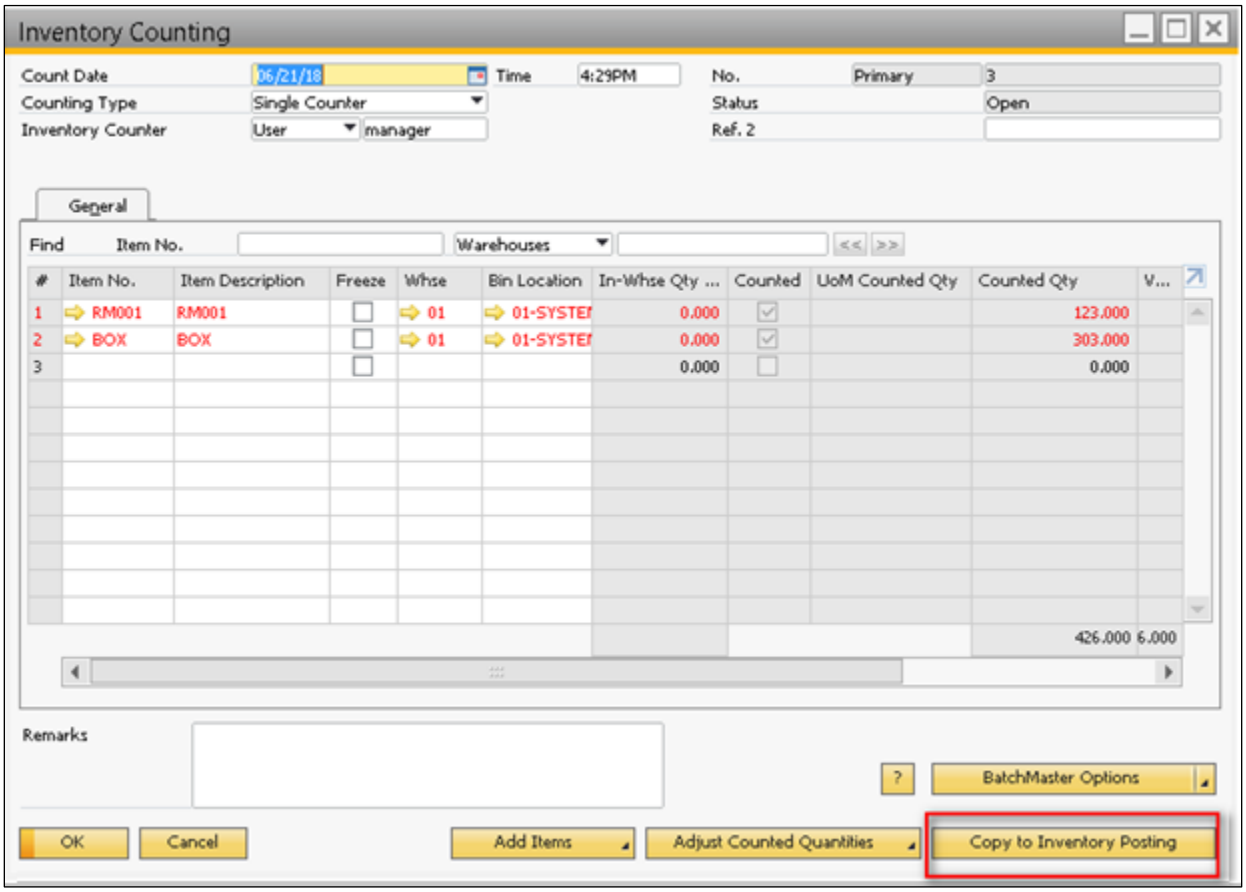
    b. **Validate and Import Excel**: Using this option you can validate and import the Excel data into the Inventory Counting document. Again, if the system finds any error during the validation process then the *ErrorDesc* column is updated with the details. In such cases, you need to correct the error and import it again using the *Validate and Import Excel* button. The System imports the counted quantity and serial/lot information into the Inventory Counting Document.


Inventory Counting
Count Date
06/21/18
Time
4:29PM
No.
Primary
3
Counting Type
Single Counter
Status
Open
Inventory Counter
User
manager
Ref. 2
General
Find
Item No.
Warehouses
Item No. Item Description Freeze Whse Bin Location In-Whse Qty ... Counted UoM Counted Qty Counted Qty V...
1 RM001 RM001 01 01-SYSTEI 0.000 0.000
2 BOX BOX 01 01-SYSTEI 0.000 0.000
3 0.000 0.000
Remarks
?
BatchMaster Options
Export Excel Template
Validate Excel only
Validate & Import Excel
Import from BatchMaster WMS
OK
Cancel
Add Items
Adjust Counted Quantities

11. For any reason, if you are required to reimport the excel sheet, then click on the *Set as Not Counted* button. It will reset the previously imported excel sheet. You can import the excel sheet again.



12. Further, you can use the *Copy to inventory posting* button to import/post the counting result and update inventory with the actual count and lot-bin details.



3.3.2.2 Data Validation

Following is a list of validations applicable for SAP Inventory Counting with BMM Bin Management

Item Validation

• Item Code Cannot be Blank
• Invalid Item Code
• Item is not an Inventory Item
• Item is Inactive
• Item Description is Invalid

Warehouse Validations

• Warehouse cannot be Blank
• Invalid Warehouse
• Warehouse is Inactive
• Warehouse is DropShip Warehouse
• Bin is not enabled at Warehouse

Lot/Serial Validations

• Lot No. cannot be blank, Item is Lot/Serial tracked
• Lot No. must be blank, item is non tracked

Bin Validations

• Bin cannot be Blank
• Invalid Bin
• Bin is disabled
• BinCode does not belongs to the warehouse

Lot Status Validations

• Lot Status cannot be blank
• Invalid Lot Status

LPN Validation

• LPN must be placed at one Bin

Container Validations

• Container Must be Valid Integer No.

UOM Validations

• UOM Code cannot be blank
• UOM Code does not belongs to SAP UOM

Serial tracked Item Serial No Validation

• Serial Track Item must have quantity 0 or 1

Quantity Validation

• Quantity must be more than or equal to 0

Date Validation

• Date must be in YYYYMMdd Format

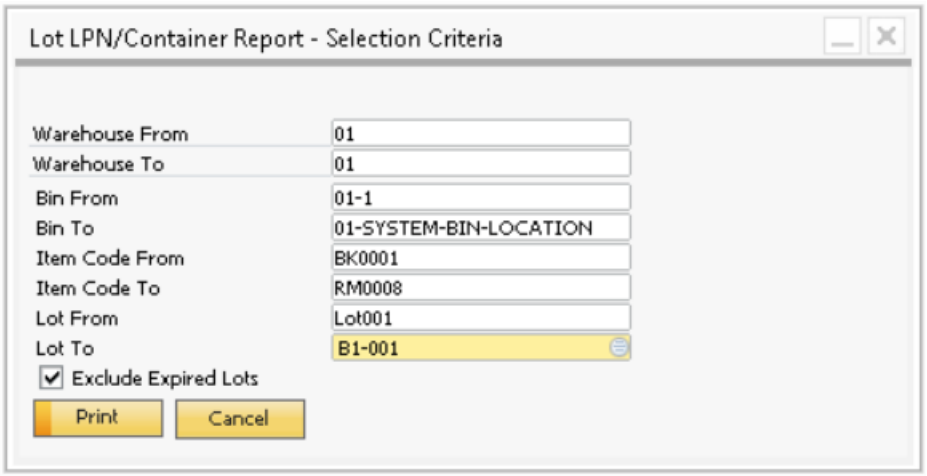
4 INVENTORY REPORTS

4.1 Lot LPN/Container Detail Report

Only the reports that focus on process manufacturing inventory are discussed below.

You can generate a *Lot LPN/Container Report* for one or more warehouses, one or more bins, one or more items, and one or more lot numbers.

Go To: Main Menu →Inventory → Inventory Reports → Lot LPN/Container Detail Report



To select the desired values in all the above fields, you can use the lookup menus close to the fields. Leaving the *From* field blank is the same as selecting the first value from the lookup menu. Leaving the *To* field blank is the same as choosing the last value from the lookup menu.

Exclude Expired Lots: Mark this checkbox to exclude the expired lots in the displayed report.

Print: Click the *Print* button to generate the report.

Cancel: Click the *Cancel* button to close the screen without generating the report.

Various filters can also be applied to tailor the report output to your specific needs for example you can have quick access to the BMM Lot Strength values. To apply a filter, right-click on the appropriate column heading, then select *Filter Table*.

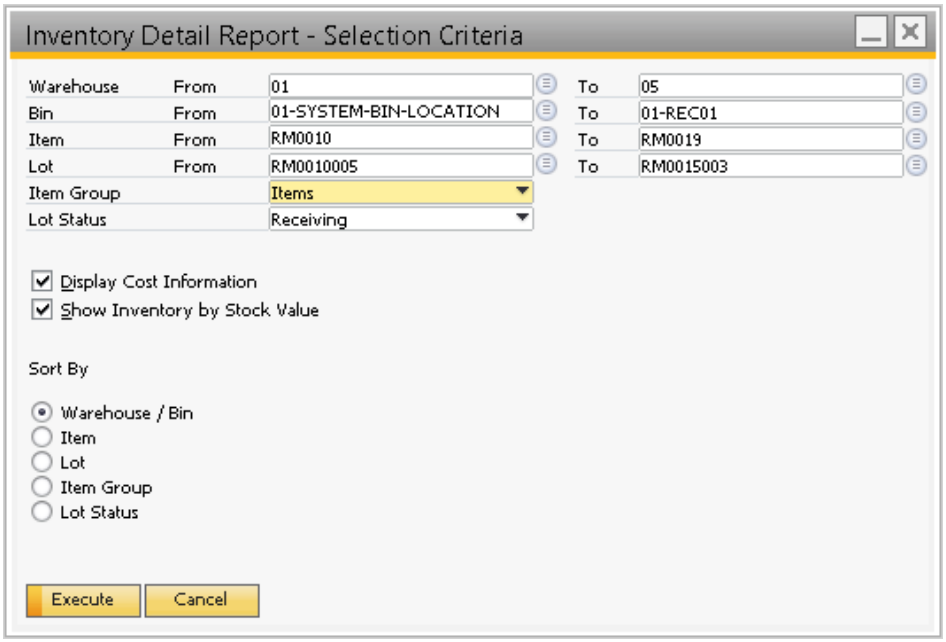
For Lot strength:

- The *Lot Strength* column will only be visible when the *Optimization* switch is turned off.
- This feature is designed to function exclusively within the non-optimized mode, as the lot strength functionality is only available when the switch is off.

4.2 Inventory Detail Report

The *Inventory Detail Report* displays the location, quantity, and cost data for selected inventory items.

Go To: Main Menu →Inventory → Inventory Reports → Inventory Detail Report



Warehouse From/To: Select starting and ending values of the warehouse for which the report will be generated.

- Leaving the *From* field blank is the same as choosing the first value from the lookup menu.
- Leaving the *To* field blank is the same as selecting the last value from the lookup menu.

Bin From/To (optional)**:** Limit the bins for which the report will be generated.

Item From/To (optional)**:** Select starting and ending values of the items for which the report will be generated.

Lot From (optional)**:** Select starting and ending values of the lots for which the report will be generated.

Item Group (optional)**:** Filter the report for a specific item group.

Lot Status (optional)**:** Filter the report for a specific lot status.

Display Cost Information: Check this box to display [current cost] x [current quantity] information on the report. (Note: This may not be the same as the current inventory valuation.)

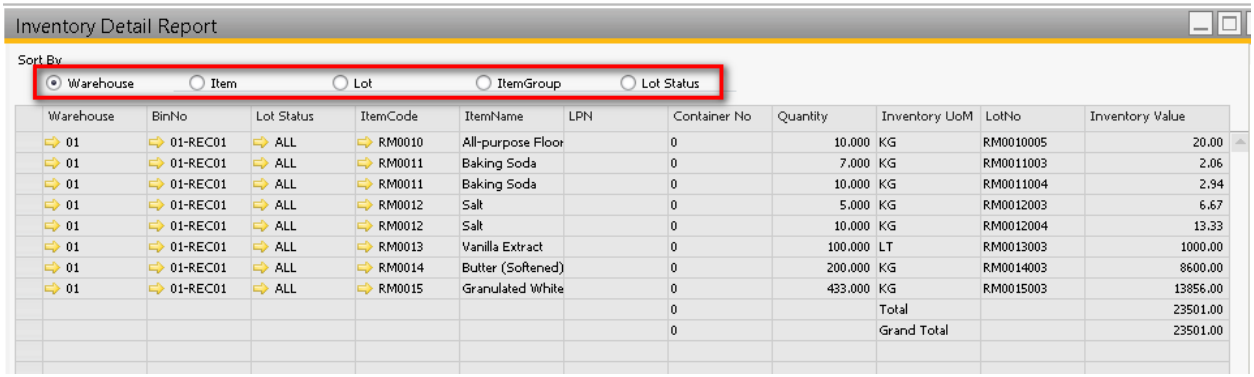
Show Inventory by Stock Value: Select this checkbox in addition to the *Display Cost Information* checkbox to display the current inventory valuation.

Sort By: Choose a field by which to sort the information. (Data can be resorted once the report is generated.)

Execute: Click the *Execute* button to display the report.

Cancel: Click the *Cancel* button to close the screen without printing the report.

You can change the sorting parameters by clicking the radio buttons at the top of the *Inventory Detail Report* screen.



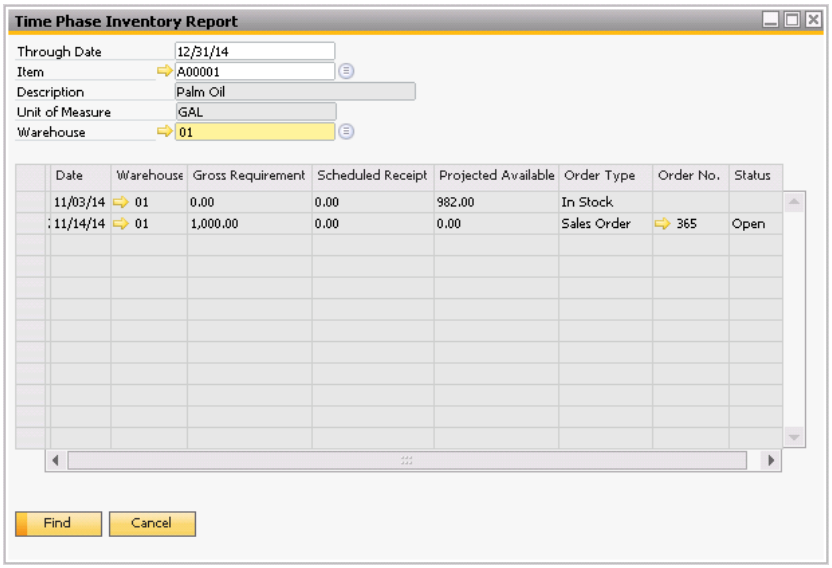
Warehouse	BinNo	Lot Status	ItemCode	ItemName	LPN	Container No	Quantity	Inventory UoM	LotNo	Inventory Value
01	01-REC01	ALL	RM0010	All-purpose Floor		0	10.000	KG	RM0010005	20.00
01	01-REC01	ALL	RM0011	Baking Soda		0	7.000	KG	RM0011003	2.06
01	01-REC01	ALL	RM0011	Baking Soda		0	10.000	KG	RM0011004	2.94
01	01-REC01	ALL	RM0012	Salt		0	5.000	KG	RM0012003	6.67
01	01-REC01	ALL	RM0012	Salt		0	10.000	KG	RM0012004	13.33
01	01-REC01	ALL	RM0013	Vanilla Extract		0	100.000	LT	RM0013003	1000.00
01	01-REC01	ALL	RM0014	Butter (Softened)		0	200.000	KG	RM0014003	8600.00
01	01-REC01	ALL	RM0015	Granulated White		0	433.000	KG	RM0015003	13856.00
						0		Total		23501.00
						0		Grand Total		23501.00

Various filters can be applied to tailor the report output to your specific needs.

4.3 Time Phase Inventory Report

You can use the *Time Phase Inventory Report* to find the 'available to promise' status of an item based on your selection criteria.

Go To: Main Menu →Inventory → Inventory Reports → Time Phase Inventory Report



Header

Through Date: All requirements up through this date will be displayed on screen.

Item: Select the item number for which you want to examine availability.

Description: The description of the item selected in the *Item* field.

Unit of Measure: The unit of measure of the item selected in the *Item* field.

Warehouse: The warehouse for which you want to examine availability of the item.

Find: Click the *Find* button to display availability data.

Cancel: Click the *Cancel* button to close the screen.

Grid Details

Date: The date of the demand for the item.

Gross Requirement: The quantity needed.

Scheduled Receipt: The expected date for a supply order (i.e., a purchase order or production batch).

Projected Available: The balance that can be used to satisfy other orders.

Order Type: The reason for the demand. For example, entering 'In Stock' in the *Order Type* field indicates the available balance (supply) before any demand.

Order No: The document driving the demand.

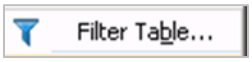
Status: The document status (Open, Planned, Firm, etc.).

4.4 Inventory Workbench Report

The *Inventory Workbench Report* displays inventory information in seven tabs:

- *Inv. Below Safety Stock.*
- *Excessive Inv.*
- *Lot Exp.*
- *Over/Under Issues.*
- *Item Usage.*
- *Late SO's.*
- *Late PO's.*

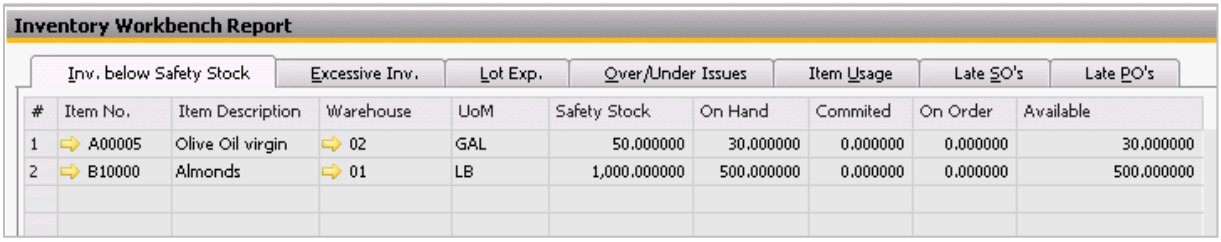
Various filters can also be applied to each tab to tailor the report output to your specific needs. To apply a filter, right-click on the relevant tab heading and then click the *Filter Table* button.



4.4.1 Inventory Below Safety Stock

The *Inv. below Safety Stock* tab displays items that have an 'on hand' quantity that is less than the required safety stock quantity.

Go To: Main Menu → Inventory → Inventory Reports → Inventory Workbench Report



#	Item No.	Item Description	Warehouse	UoM	Safety Stock	On Hand	Commited	On Order	Available
1	A00005	Olive Oil virgin	02	GAL	50.000000	30.000000	0.000000	0.000000	30.000000
2	B10000	Almonds	01	LB	1,000.000000	500.000000	0.000000	0.000000	500.000000

4.4.2 Excessive Inventory

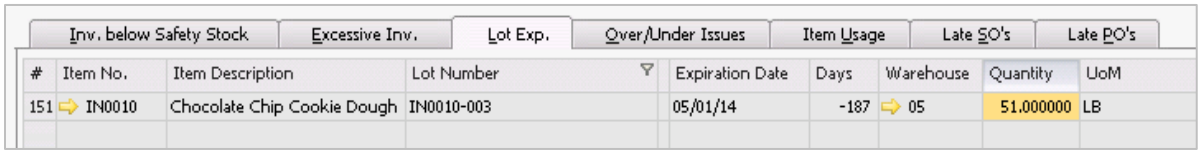
The *Excessive Inv.* tab displays items in 'nettable' warehouses and bins (those that are visible to MPS/MRP) that have 'on hand' or 'available' quantity that is greater than the maximum quantity allowed.

#	Item No.	Item Description	Warehouse	UOM	Max. Inventory	On Hand	Committed	On Order	Available
1	A00003	Citrus Oil	01	GAL	1,000.000000	1,091.000000	2.000000	2.000000	1,091.000000
2	A00004	Olive Oil	01	GAL	500.000000	1,031.000000	15.000000	8.000000	1,024.000000
3	C00002	Chopped Capsicum (Yellow)	01	LB	1,000.000000	1,132.000000	3.000000	3.000000	1,132.000000
4	C00003	Chopped Onions	01	LB	1,000.000000	1,027.000000	5.000000	8.000000	1,030.000000
5	C00005	Chopped Tomatoes (Red)	01	LB	1,000.000000	1,037.000000	0.000000	4.000000	1,041.000000
6	C00007	Chopped Coriander	01	LB	500.000000	1,060.000000	0.000000	0.000000	1,060.000000
7	C00009	Crystallized Garlic	01	LB	0.000000	1,058.000000	5.000000	11.000000	1,064.000000
8	C00009	Crystallized Garlic	02	LB	0.000000	50.000000	0.000000	0.000000	50.000000
9	C00010	Crystallized Ginger	01		0.000000	1,021.000000	5.000000	5.000000	1,021.000000

If you need to edit *Item Master* inventory data (for example, the Safety Stock quantity), click on the golden arrow to the left of the item number to open the *Item Master* screen. You can edit this screen if your authorization level permits you to do so.

4.4.3 Lot Expiration

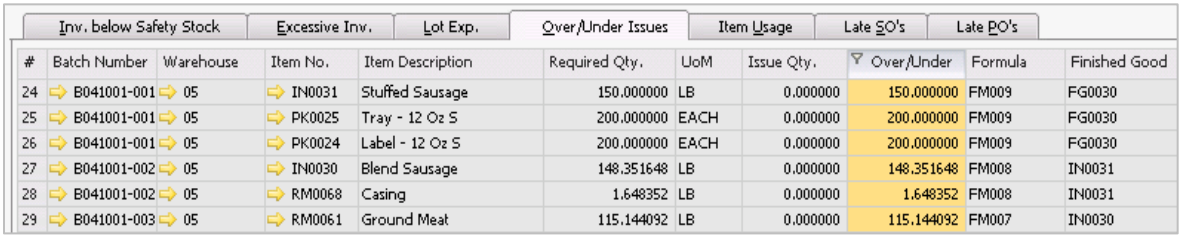
The *Lot Exp.* tab lists the lots that have expired and must be re-certified or destroyed.



#	Item No.	Item Description	Lot Number	Expiration Date	Days	Warehouse	Quantity	UoM
151	IN0010	Chocolate Chip Cookie Dough	IN0010-003	05/01/14	-187	05	51.000000	LB

4.4.4 Over/Under Issues

You can use the *Over/Under Issues* tab to find out when material transactions must be rebalanced.

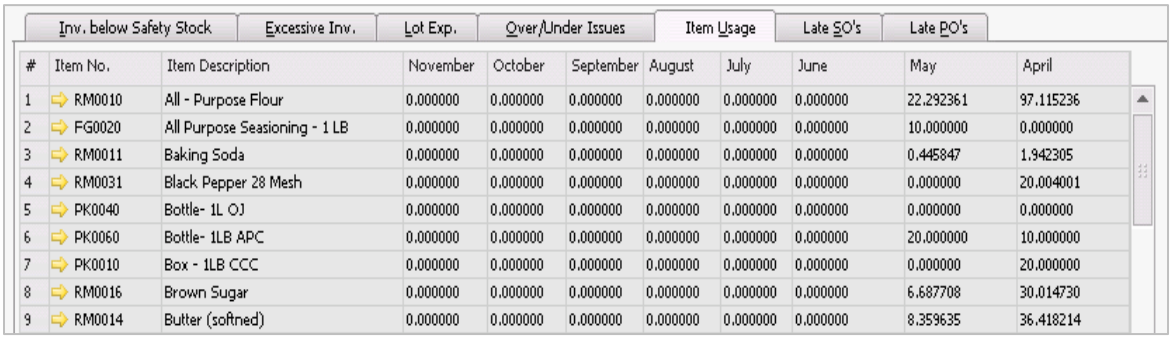


Inv. below Safety Stock | Excessive Inv. | Lot Exp. | Over/Under Issues | Item Usage | Late SO's | Late PO's

#	Batch Number	Warehouse	Item No.	Item Description	Required Qty.	UoM	Issue Qty.	Over/Under	Formula	Finished Good
24	B041001-001	05	IN0031	Stuffed Sausage	150.000000	LB	0.000000	150.000000	FM009	FG0030
25	B041001-001	05	PK0025	Tray - 12 Oz S	200.000000	EACH	0.000000	200.000000	FM009	FG0030
26	B041001-001	05	PK0024	Label - 12 Oz S	200.000000	EACH	0.000000	200.000000	FM009	FG0030
27	B041001-002	05	IN0030	Blend Sausage	148.351648	LB	0.000000	148.351648	FM008	IN0031
28	B041001-002	05	RM0068	Casing	1.648352	LB	0.000000	1.648352	FM008	IN0031
29	B041001-003	05	RM0061	Ground Meat	115.144092	LB	0.000000	115.144092	FM007	IN0030

4.4.5 Item Usage

This tab provides the usage history for the selected item, starting with the current month and displaying up to twelve prior months.

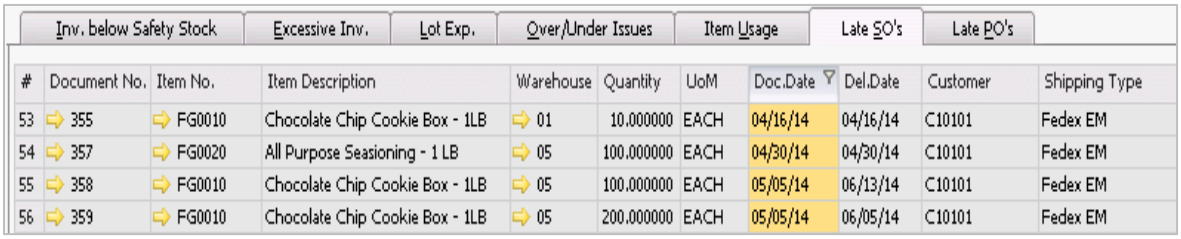


Inv. below Safety Stock | Excessive Inv. | Lot Exp. | Over/Under Issues | Item Usage | Late SO's | Late PO's

#	Item No.	Item Description	November	October	September	August	July	June	May	April
1	RM0010	All - Purpose Flour	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	22.292361	97.115236
2	FG0020	All Purpose Seasioning - 1 LB	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	10.000000	0.000000
3	RM0011	Baking Soda	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	0.445847	1.942305
4	RM0031	Black Pepper 28 Mesh	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	20.004001
5	PK0040	Bottle- 1L OJ	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000
6	PK0060	Bottle- 1LB APC	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	20.000000	10.000000
7	PK0010	Box - 1LB CCC	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	20.000000
8	RM0016	Brown Sugar	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	6.687708	30.014730
9	RM0014	Butter (softned)	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	8.359635	36.418214

4.4.6 Late Sales Orders

You can use the *Late SO's* tab to highlight sales orders with line items that are due to ship prior to 'today'.

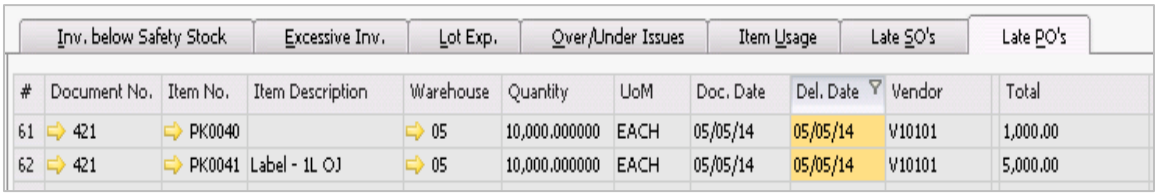


Inv. below Safety Stock | Excessive Inv. | Lot Exp. | Over/Under Issues | Item Usage | Late SO's | Late PO's

#	Document No.	Item No.	Item Description	Warehouse	Quantity	UoM	Doc.Date	Del.Date	Customer	Shipping Type
53	355	FG0010	Chocolate Chip Cookie Box - 1LB	01	10.000000	EACH	04/16/14	04/16/14	C10101	Fedex EM
54	357	FG0020	All Purpose Seasioning - 1 LB	05	100.000000	EACH	04/30/14	04/30/14	C10101	Fedex EM
55	358	FG0010	Chocolate Chip Cookie Box - 1LB	05	100.000000	EACH	05/05/14	06/13/14	C10101	Fedex EM
56	359	FG0010	Chocolate Chip Cookie Box - 1LB	05	200.000000	EACH	05/05/14	06/05/14	C10101	Fedex EM

4.4.7 Late Purchase Orders

The *Late PO's* tab highlights purchase orders with line items that should have been received prior to 'today'.



4.5 Available to Promise Report

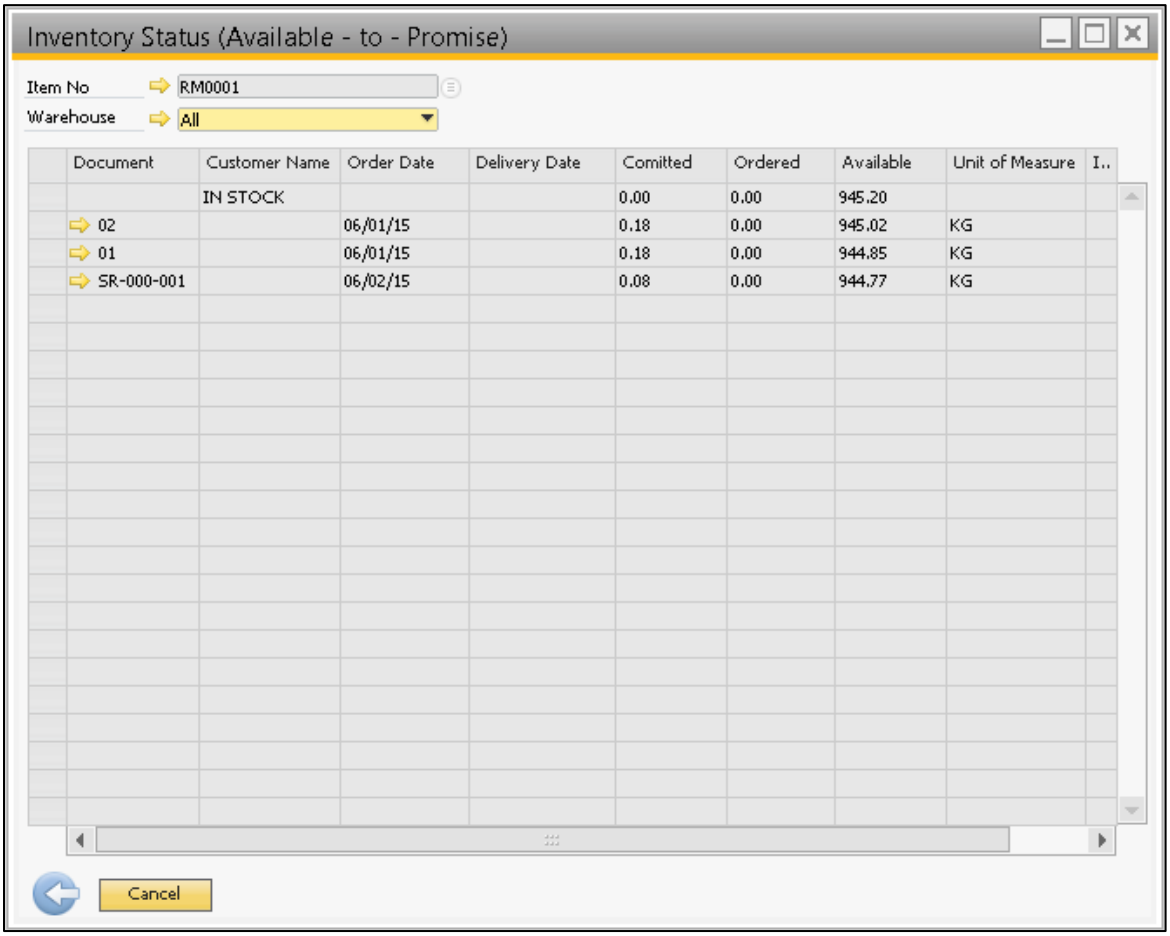
The *Available-to-Promise* (ATP) report provides additional information about item availability for the selected item, such as the uncommitted stock and receipts available to satisfy potential customer orders. Before planning and committing any production order, you can view the availability of the items. You can also use this report to check the planned inventory transactions for a specific item.

The details visible in this report are document number, order date, delivery date, committed quantity, ordered quantity, available quantity, unit of measure, and item per unit. By clicking the hyperlink of the document number you can view the transaction made related to that material.

This form-based report can be viewed by right-clicking on the *Item Master Data* screen and selecting the *Available-to-Promise* option.

You can also access this report from the *Sales Order* screen. On the SO screen, right-clicking on the specific line item in the grid shows the *Available-to-Promise* option which you can choose to access the report.

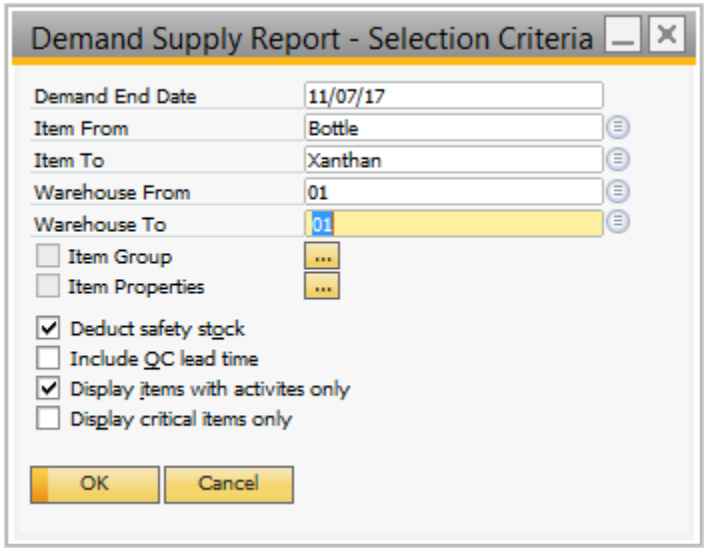
You can view the on-hand quantity in a particular warehouse by selecting the warehouse from the drop-down.



4.6 Demand/Supply Report

This report gives visibility to the demands on and supplies of the raw materials and finished goods.

Go To: Main Menu →Inventory → Inventory Reports → Demand Supply Report



Demand End Date: This field displays the demand end date.

Item From: Select the lower limit of the range of items whose demand/supply details you want to display on the report.

Item To: Select the upper limit of the range of items whose demand/supply details you want to display on the report.

Warehouse From: Select the lower limit of the range of warehouses whose demand/supply details you want to display on the report.

Warehouse To: Select the upper limit of the range of warehouses whose demand/supply details you want to display on the report.

Item Group: Select the checkbox, then click on the associated lookup to select the Item Group whose demand-supply details you want to display on the report.

Item Properties: Select the checkbox, then click on the associated lookup to select the Item Properties whose demand-supply details you want to display on the report.

Deduct safety stock: Select this checkbox to deduct the safety stock before calculating the item on-hand inventory.

Include QC lead time: Select this checkbox to add QC lead time to the delivery date for item supply documents.

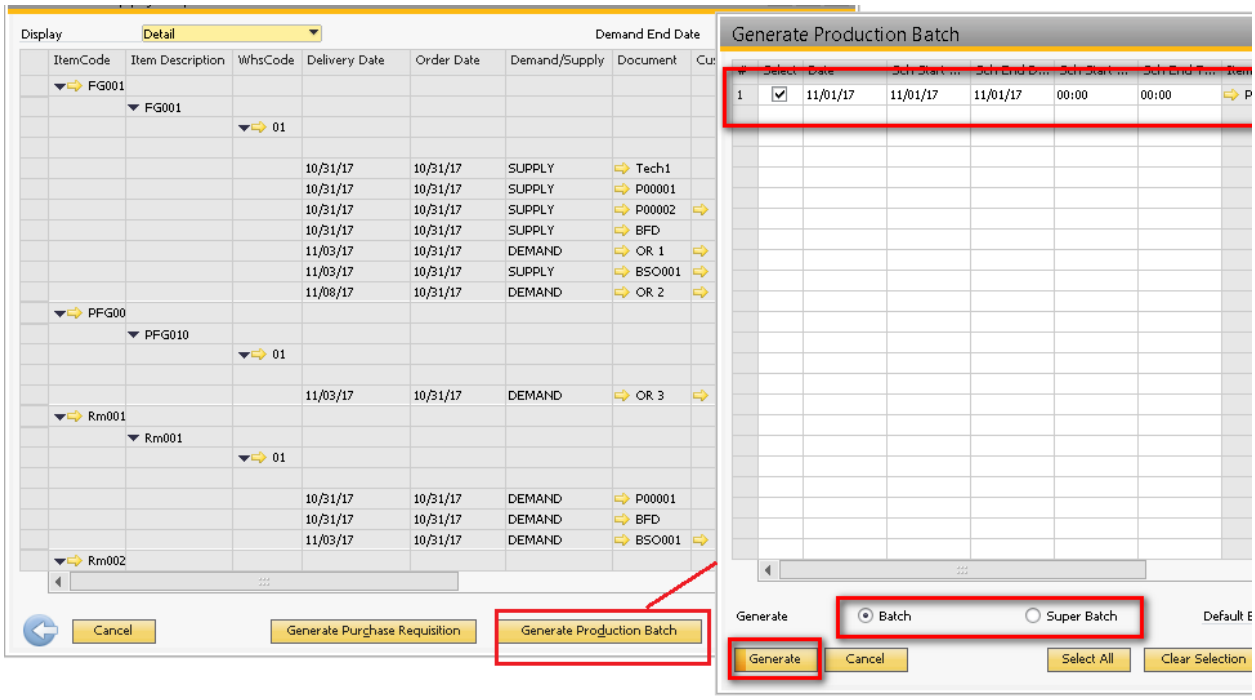
Display items with activities only: Select this checkbox to filter out items for which there is no demand and supply data except the on-hand data.

Display critical items only: Select this checkbox to display only those records that are critical.

OK: Click this button to generate the *Demand Supply Report*. You can get either a summarized or detailed report by choosing the respective options from the drop-down menu.

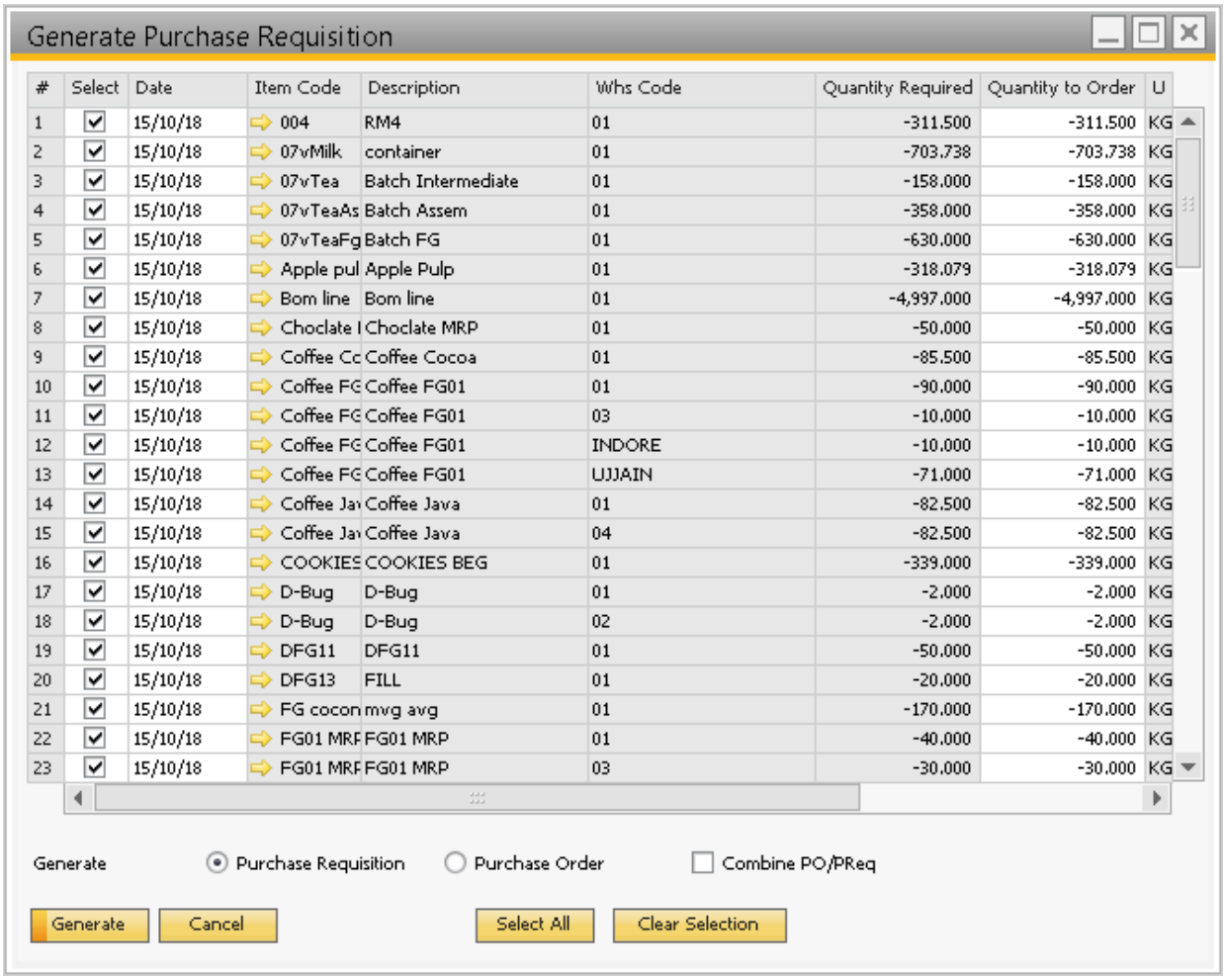
Cancel: Click the *Cancel* button to exit the screen.

An example of a generated *Demand Supply Report* is shown below:



Display: In summary mode, only the final date record of each item warehouse is shown. The detail mode displays the entire record of demand and supply for all items that are grouped by item warehouse.

Generate Purchase Requisition: Click this button to generate a Purchase Requisition/Purchase Order for the shortfall of inventory.



Select: Mark the checkbox to select a row. When you have made a selection, click the *Generate* button to create either a *Purchase Requisition* or a *Purchase Order* for the selected row.

Date: This field defaults the current server date and can be modified.

Item Code: This column displays the item code or identifier.

Description: This column displays the item identifier.

Quantity Required: This column displays the quantity required.

Quantity to Order: This column displays the quantity to order.

Unit: This column displays the unit of measure for the item.

Vendor: This column displays the vendor code or identifier.

Vendor Name: This column displays the vendor name.

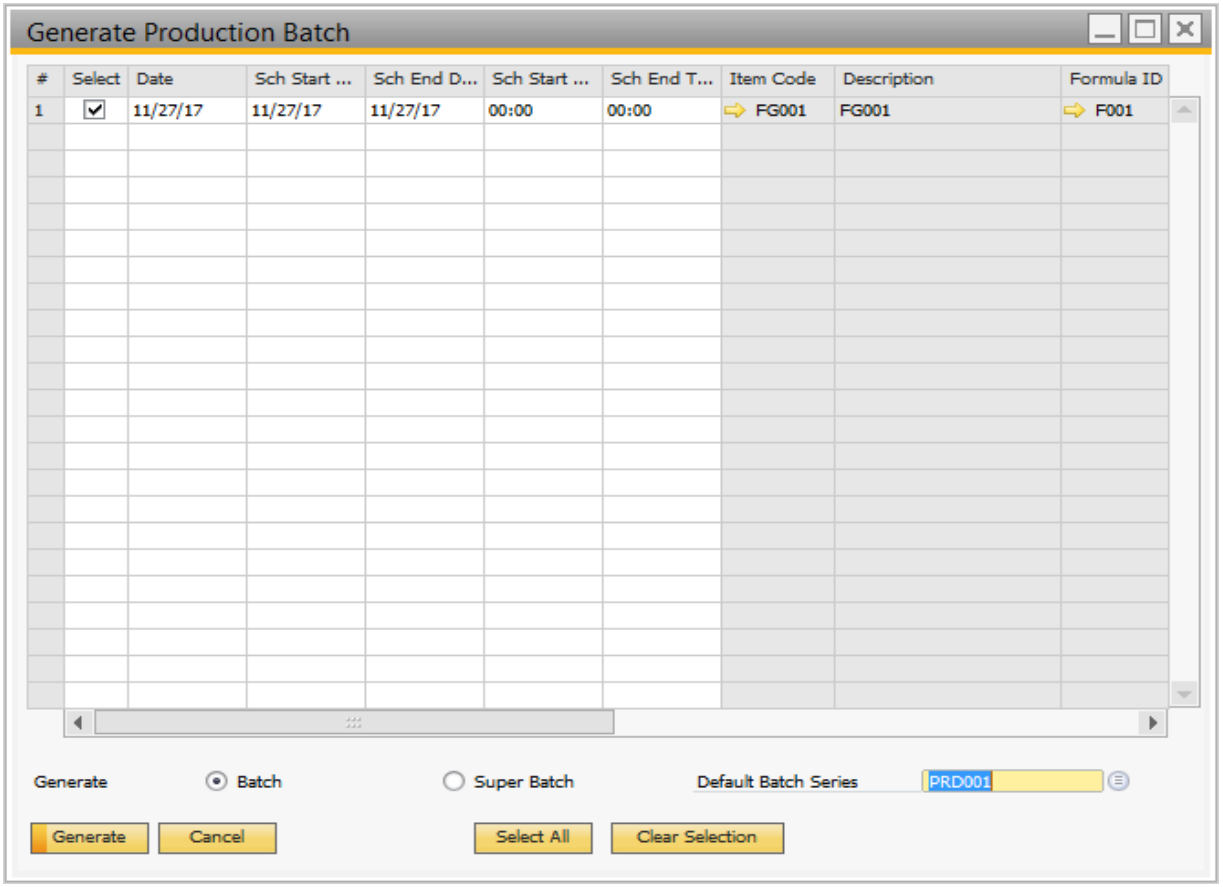
Purchase Requisition: Click the *Purchase Requisition* option, and then click the *Generate* button to perform the required action.

Purchase Order: Click the *Purchase Order* option, and then click the *Generate* button to perform the required action.

Combine PO/PReq: With the *Purchase Requisition* option selected, if you check this checkbox and click the *Generate* button, a combined Purchase Requisition will be generated for all selected lines of the same vendor. If you use this checkbox with the *Purchase order* option, a combined Purchase Order will be generated for all selected lines of the same vendor.

Generate: Select the rows for which you want to generate either a purchase requisition or a purchase order. Select either the *Purchase Requisition* or *Purchase Order* option. Now, click the *Generate* button to complete the request.

Generate Production Batch: Click this button to generate a Batch/Super Batch to fulfill the selected demand.



Select: Mark the checkbox to select the row item for which the production order needs to be generated.

Date: This field defaults the current server date and can be modified. .

Sch Start Date: Specify the scheduled start date of the batch.

Sch End date: Specify the scheduled end date of the batch.

Sch Start Time: This field is used to specify the scheduled start time of the batch.

Sch End Time: This field is used to specify the scheduled end time of the batch.

Item Code: This column displays the item code or identifier.

Description: This column displays the description for the Item Code.

Quantity Required: This column displays the quantity required.

Quantity to Order: This column displays the quantity to order.

Unit: This column displays the unit of measure for the item.

Formula Id: This field displays the formula used to create production batch/super batch

Batch Series: This field displays the default series of the production order.

Process Cell: Specify the process cell you need to associate with the batch.

QC Lead Time: Enter the QC lead time of the Batch/Super batch

Generate

Batch: Choose this option to create a Batch for the selected item.

Super Batch: Choose this option to generate a Super batch.

Default Batch Series: Specify the batch series you need to set as default.

Generate: Select the rows for which you want to generate either a Batch or a Super Batch. Now, click the *Generate* button to complete the request.

Cancel: Click the *Cancel* button to exit from the report.

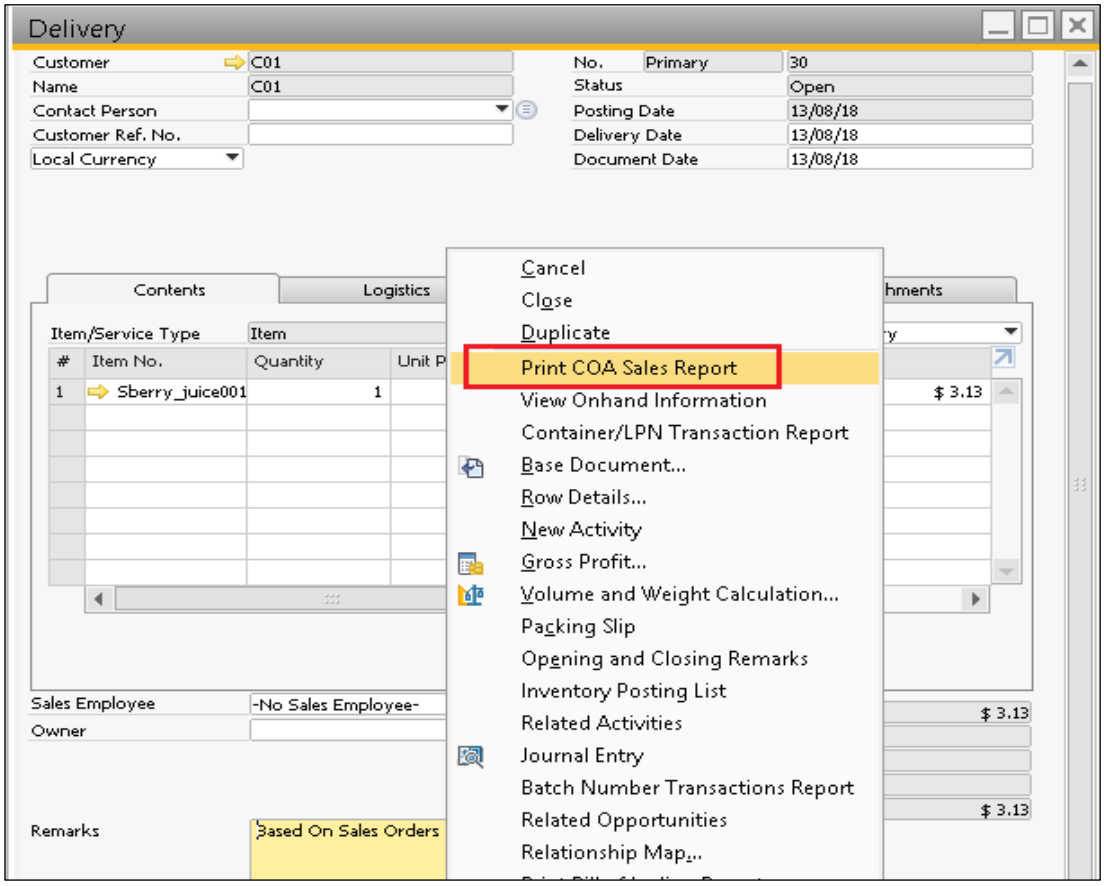
Select All: Use this button to select all lines displaying in the grid.

Clear Selection: Use this button to remove the selection you made.]

4.7 Print COA Sales Report

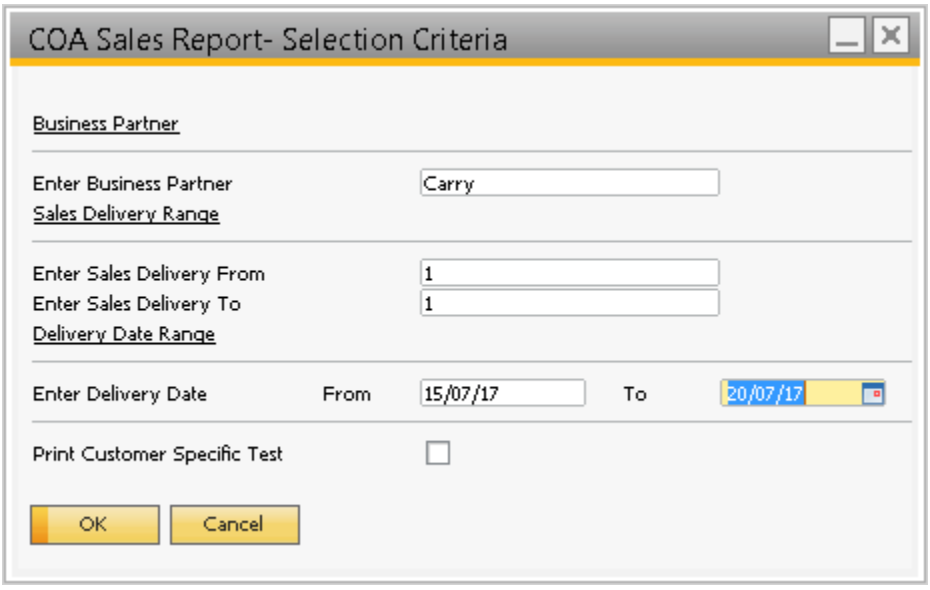
From the Delivery screen you can *g*enerate the *COA Report* that will be issued to the customer when the material sold is dispatched. The report contains critical information regarding the quality tests applied on the finished goods and the results obtained in those tests. The report also prints QC test results for the intermediates for a range of fill- or assembly-type batches.

If intermediates are not available for assembly-type batches, the report will print the batch tests. If intermediates are not available for mix-type batches, the report will print the COA information.



To print a *COA Report*, ensure the following:

- The finished good for which the COA is being generated should be a lot-tracked item.
- Set the value of the *Print on COA* field in the *Formula Entry* screen of the *QC Test* tab to *Yes*.
- Check the *Print on COA* option on the *Quality Control* tab of the *Item Master Details* screen.



Sales Delivery Range

Enter Sales Delivery From: The lower limit of the delivery document number used to filter QC test details for the report.

Enter Sales Delivery To: The upper limit of the delivery document number range.

Delivery Date Range

Enter Delivery Date From: The lower limit of the range of delivery dates used to filter QC test details for the report.

Enter Delivery Date To: The upper limit of the range of delivery dates used to filter QC test details for the report.

Leaving any of these fields blank is the same as selecting the first and last available values in the lookups for the lower and upper limits, respectively.

Print Customer Specific Test: Select this checkbox if you wish to print the customer specific QC tests, if performed.

Print: Click the *Print* button to generate a report fulfilling the above specified criteria.

Cancel: Click the *Cancel* button to cancel the request for report generation.

An example of a generated *COA Report* is displayed below.

08/13/2018
17:48

CERTIFICATE OF ANALYSIS

QASQL_WMS_58

Customer :	C01		
Bill To :	8372 V Mornvallie PA 737523 USA	**Ship To :**	97284 Mumbai INDIA
Delivery Number:	30	**Ship Date :**	08/13/2018
Product Name :	Sberry_juice001 - Sberry_juice001	**MFG. Date :**	08/13/2018
Lot # :	L001	**Expiry Date :**	12/31/9999

PROPERTIES

TEST DESCRIPTION	SPECIFICATION	TEST RESULT
COLOUR	Pass-Fail-Not Tested	Pass
COLOUR	Pass-Fail-Not Tested	Pass
COLOUR	Pass-Fail-Not Tested	Pass
COLOUR	Pass-Fail-Not Tested	Pass
COLOUR	Pass-Fail-Not Tested	Pass

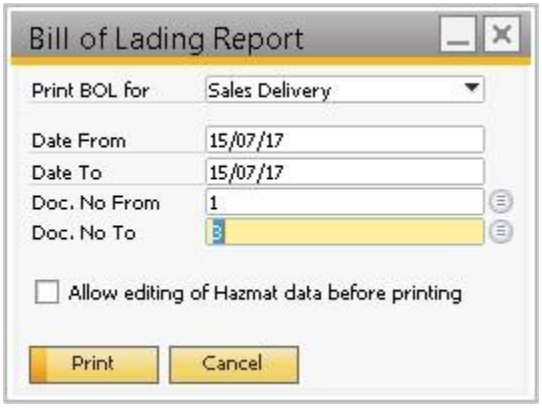
4.8 Print Bill of Lading Report

The Bill of Lading report is a legal document between a shipper of a good and a transporter or carrier. The report includes the proper description of the shipping material such as type, quantity, destination of the good being carried. For hazardous materials, the report also prints the material identification number, proper shipping name, hazard class, packaging group etc.

To access the report window,

Go To: Sales A/R → Sales Reports → Bill of Lading Reports → Inventory Detail Report

You can also generate this report directly by using the Print Bill of Lading context menu of the *Delivery* screen and *Inventory Transfer* screen.



Print BOL For: Select the document type for which you want to print the Bill of Lading. Available options are Sales Delivery, Inventory Transfer, Inventory Transfer Request, A/R Invoice, A/P Credit Memo, Goods Return.

Date From: Specify the lower limit of a range of document dates from which the Bill of Lading report needs to be printed

Date To: Specify the upper limit of a range of document dates till when the Bill of Lading report needs to be printed.

Doc No From: Specify the lower limit of a range of document numbers for which the report needs to be printed. You can select the desired document number using the lookup near the field.

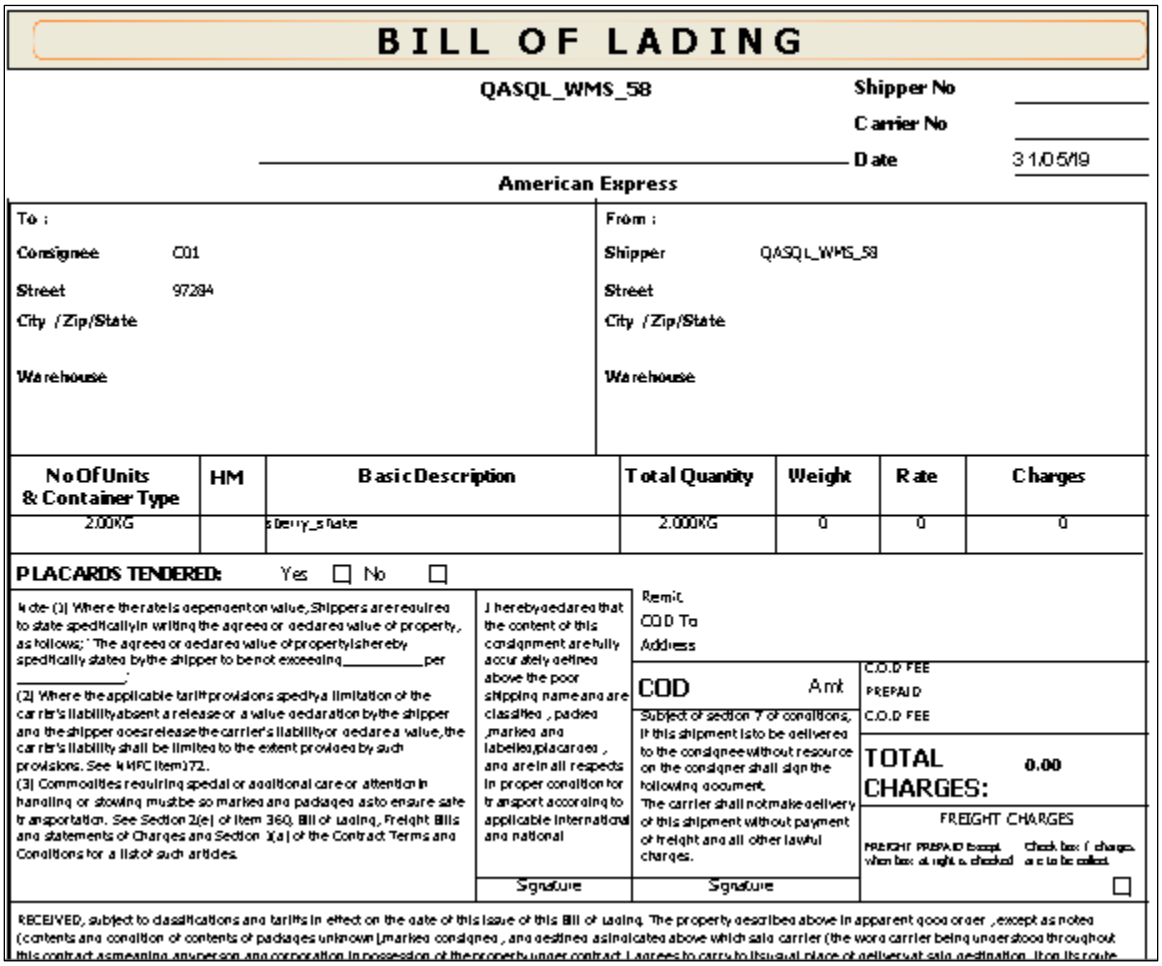
Doc No To: Specify the upper limit of a range of document numbers for which the report needs to be printed. You can select the desired document number using the lookup near the field.

Allow editing of Hazmat data before printing: The checkbox lets you modify printing details of the report before printing. After selecting this checkbox and you click the *OK* button, the *Edit Hazmat Details* screen appears. On the screen you can modify information such as item quantity, unit, weight, rate, charges.

Print: Click the *Print* button to generate a report fulfilling the above specified criteria.

Cancel: Click the *Cancel* button to cancel the request for report generation.

The generated report is displayed as below.



BILL OF LADING

QASQL_WMS_58

Shipper No
Carrier No
Date 31.05.19

American Express

To :		From :	
Consignee	C01	Shipper	QASQL_WMS_58
Street	97284	Street	
City /Zip/State		City /Zip/State	
Warehouse		Warehouse	

No Of Units & Container Type	HM	Basic Description	Total Quantity	Weight	Rate	Charges
2.00KG		s berry_s flate	2.000KG	0	0	0

PLACARDS TENDERED: Yes ☐ No ☐

Note- (1) Where the rate is dependent on value, Shippers are required to state specifically in writing the agreed or declared value of property, as follows; ' The agreed or declared value of property is hereby specifically stated by the shipper to be not exceeding _____ per _____.
(2) Where the applicable tariff provisions specify a limitation of the carrier's liability absent a release or a value declaration by the shipper and the shipper does release the carrier's liability or declare a value, the carrier's liability shall be limited to the extent provided by such provisions. See NMFC Item 172.
(3) Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation. See Section 2(e) of Item 360, Bill of Lading, Freight Bills and Statements of Charges and Section 1(a) of the Contract Terms and Conditions for a list of such articles.

I hereby declared that the content of this consignment are fully accurately defined above the poor shipping name and are classified , packed ,marked and labelled,placarded , and are in all respects in proper condition for transport according to applicable International and national

Signature

Remit
COD To
Address

COD Amt

Subject of section 7 of conditions; If this shipment is to be delivered to the consignee without recourse on the consigner shall sign the following document.
The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges.

Signature

C.O.D FEE
PREPAID
C.O.D FEE

TOTAL CHARGES: 0.00

FREIGHT CHARGES

FREIGHT PREPAID Except when box at right is checked — Check box if charges are to be collect ☐

RECEIVED, subject to classifications and tariffs in effect on the date of this issue of this Bill of Lading. The property described above in apparent good order , except as noted (contents and condition of contents of packages unknown [marked consigned , and destined as indicated above which said carrier (the word carrier being understood throughout this contract as meaning any person and corporation in possession of the property under contract) agrees to carry to its usual place of delivery at said destination . It on its route

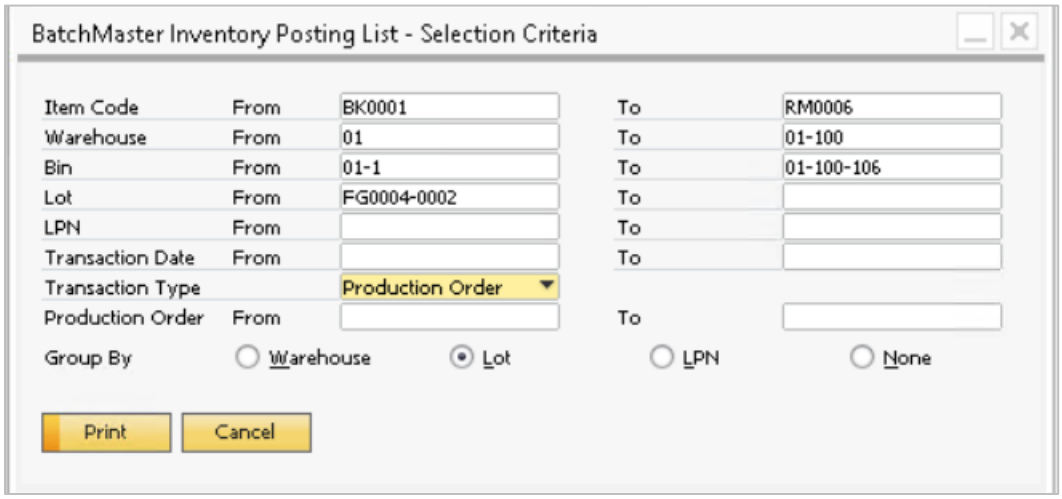
The *Shipping Type* specified on the *Delivery* screen will be printed as the *Name of Carrier* on the report.

4.9 BatchMaster Inventory Posting List Report

The *BatchMaster Inventory Posting List* report is a new enhancement that allows users to filter and generate inventory posting reports based on multiple selection criteria. This feature primarily aids in pallet traceability by displaying item codes, lot details, and pallet information along with the associated document type.

To access the report window,

Go To: Inventory → Inventory Reports → BatchMaster Inventory Posting List



You can now specify ranges for various inventory attributes, enabling them to narrow down the report to specific items, warehouses, bins, lots, LPNs, and transaction dates. Additionally, the ability to group the report by Warehouse, Lot, or LPN offers further flexibility in organizing and analyzing the data.

- **Enhanced Inventory Visibility**: Users can track stock movements efficiently.
- **Improved Reporting**: Allows customized reporting based on item, location, and date filters.
- **Operational Efficiency**: Helps streamline warehouse and bin-level stock management.

This enhancement ensures better inventory control, streamlined tracking, and improved reporting accuracy for BatchMaster users.

Item Code (From & To): Specify a range of item codes to include in the report.

Warehouse (From & To): Select a range of warehouses for focused inventory analysis.

Bin (From & To): Filter inventory based on specific bin locations.

Lot (From & To): Include inventory from a specific range of lot numbers.

LPN (From & To): Filter based on License Plate Numbers (LPNs).

Transaction Date (From & To): Specify a date range for the inventory transactions.

Transaction Type: Clearly identifies the nature of each movement—such as receipt, issue, transfer, or adjustment—allowing users to categorize and analyze inventory actions more effectively.

- **Cost**: Displays the associated cost per transaction, enabling financial traceability and supporting valuation audits.

Grouping Options

Warehouse – Organizes inventory postings by warehouse locations.

Lot – Groups inventory data by lot numbers.

LPN – Groups postings based on License Plate Numbers.

Print Button: Generates and prints the inventory posting report based on the applied filters.

Cancel Button: Exits the screen without generating the report.

4.9.1 Working with BatchMaster Inventory Posting List

1. Navigate to the *BatchMaster Inventory Posting List*.

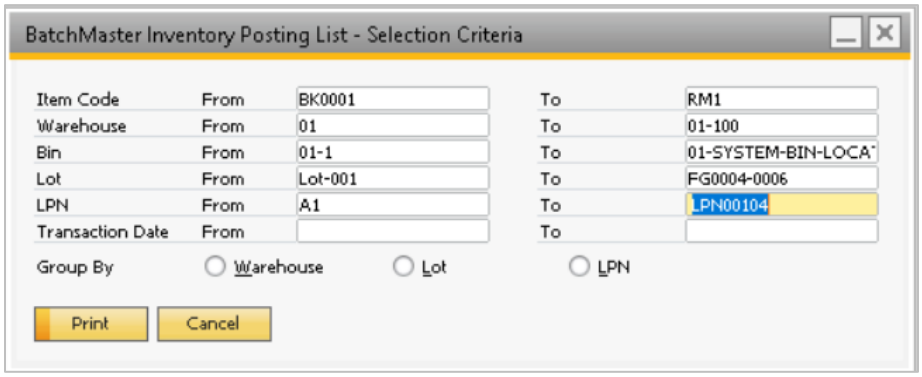
   Go To: Inventory → Inventory Reports → BatchMaster Inventory Posting List.

2. The *BatchMaster Inventory Posting List - Selection Criteria* window will appear.
3. Enter the desired ranges for *Item Code*, *Warehouse*, *Bin*, *Lot*, *LPN*, and *Transaction Date*.
4. Select the desired grouping option (Warehouse, Lot, or LPN).
5. Click *Print* to generate the report based on the specified criteria.
6. Click *Cancel* to close the window without generating the report.

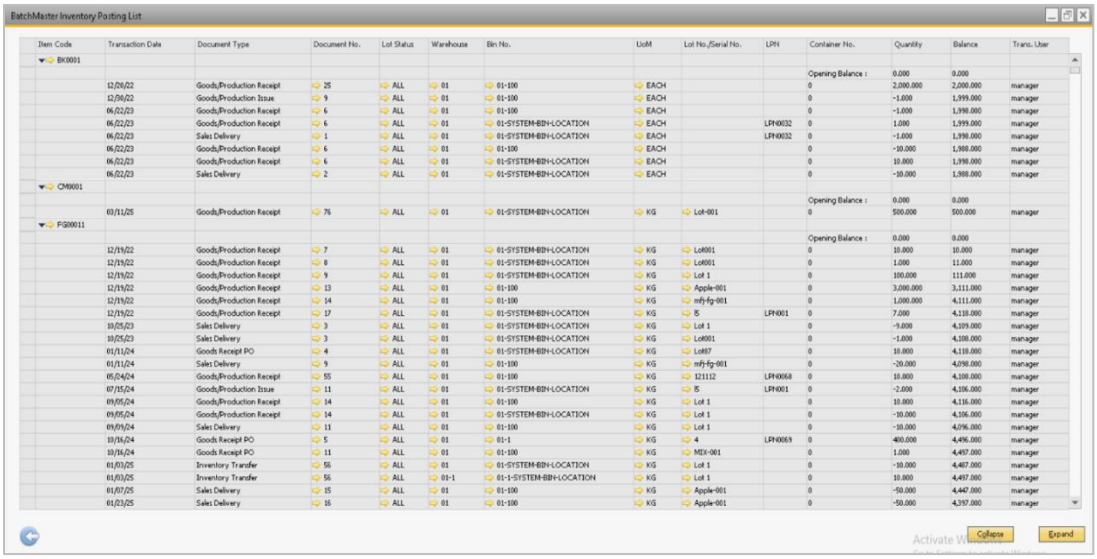
Example Scenario:

A user needs to analyze inventory transactions for a specific item range (BK0001 to RM1) in warehouses 01 to 01-100. Further, also want to group the report by Item Code wise.

1. Enter BK0001 in the *Item Code From* field and RM1 in the *Item Code To* field.
2. Enter 01 in the *Warehouse From* field and 01-100 in the *Warehouse To* field.



3. They would click *Print* to generate the report.



5 CATCH WEIGHT AND IMPLEMENTATION

5.1 Overview

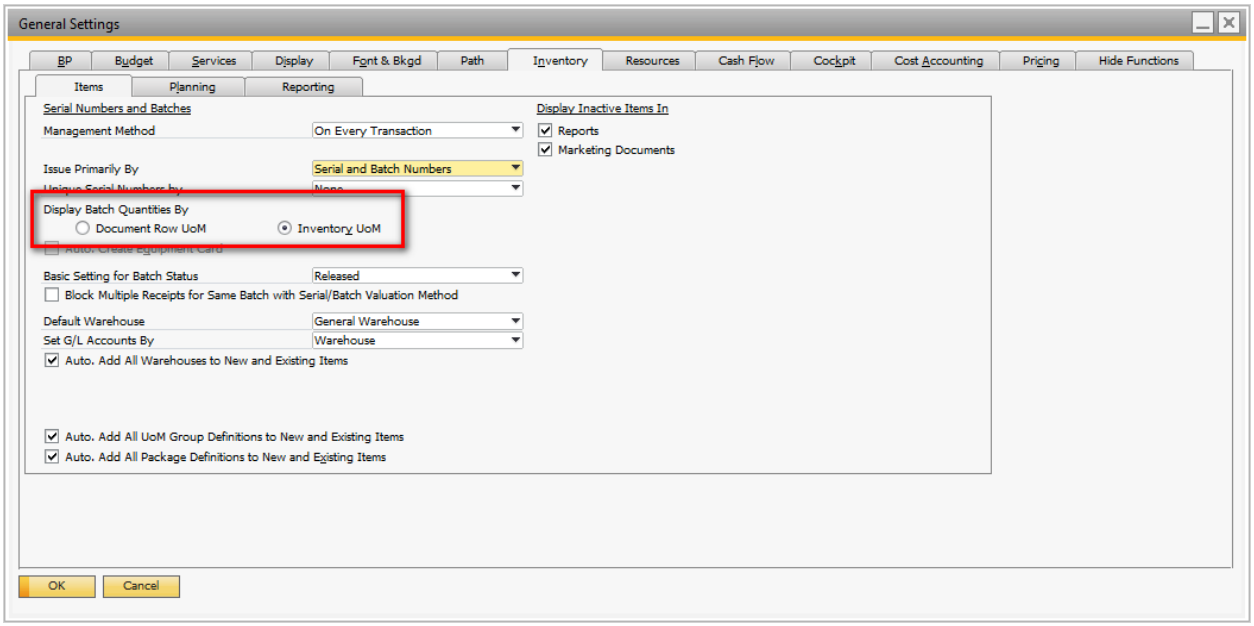
Catch Weight items are the items for which dual units of measurement is required, the one in which item is logically counted at the time of receipt/shipment while the other unit is used to stock the item and perform transaction. Let's say you purchase an item in cases, cartons or pieces but is valued by weight.

BatchMaster ERP supports the catch weight at raw material and Finished good level. Using it, you can define the item as the Catch Weight item and can set different Counting Unit and Inventory Unit. Also, you can define a standard conversion between the logical unit and weight unit and set some nominal tolerance in weight.

Here note that the Catch weight implementation is pervasive across the system and will consider in all inbound, outbound, manufacturing transactions, Inventory counting, and document printing.

5.2 Prerequisites

Set the *Display Batch Quantities by option* as Inventory UOM.

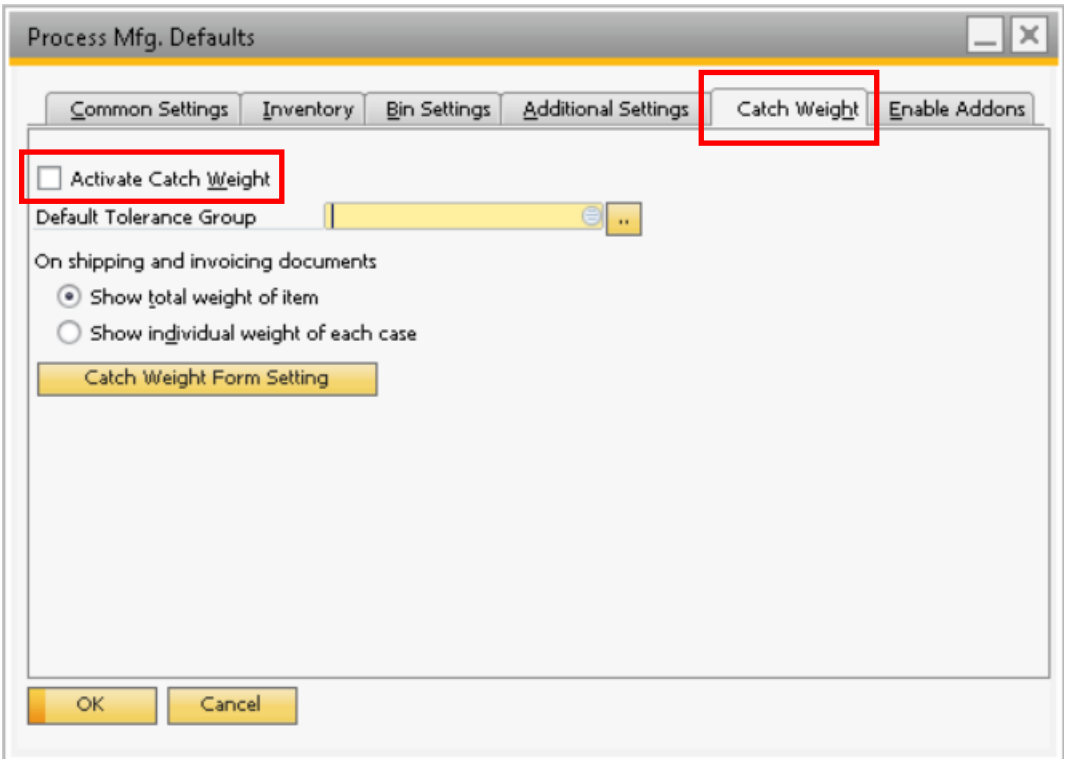


5.3 Catch Weight Implementation

Catch Weight implementation is a two-step process and can be performed as follows.

5.3.1 Implementing Catch Weight on Company database

On the *Process Mfg Defaults* screen, a new tab *Catch Weigh* is provided. From here you can *Activate Catch weight* on the database.



Activate Catch Weight*:* Select this checkbox to set the item as catch weight item.

Default Tolerance Group: Set the Tolerance Group required to get defaulted for the Catch Weight item, at the *Item Master Details* screen.

Show Total Weight of Item: If this option is chosen then total weight along with number of cases will be printed on *Bill of Lading* documents

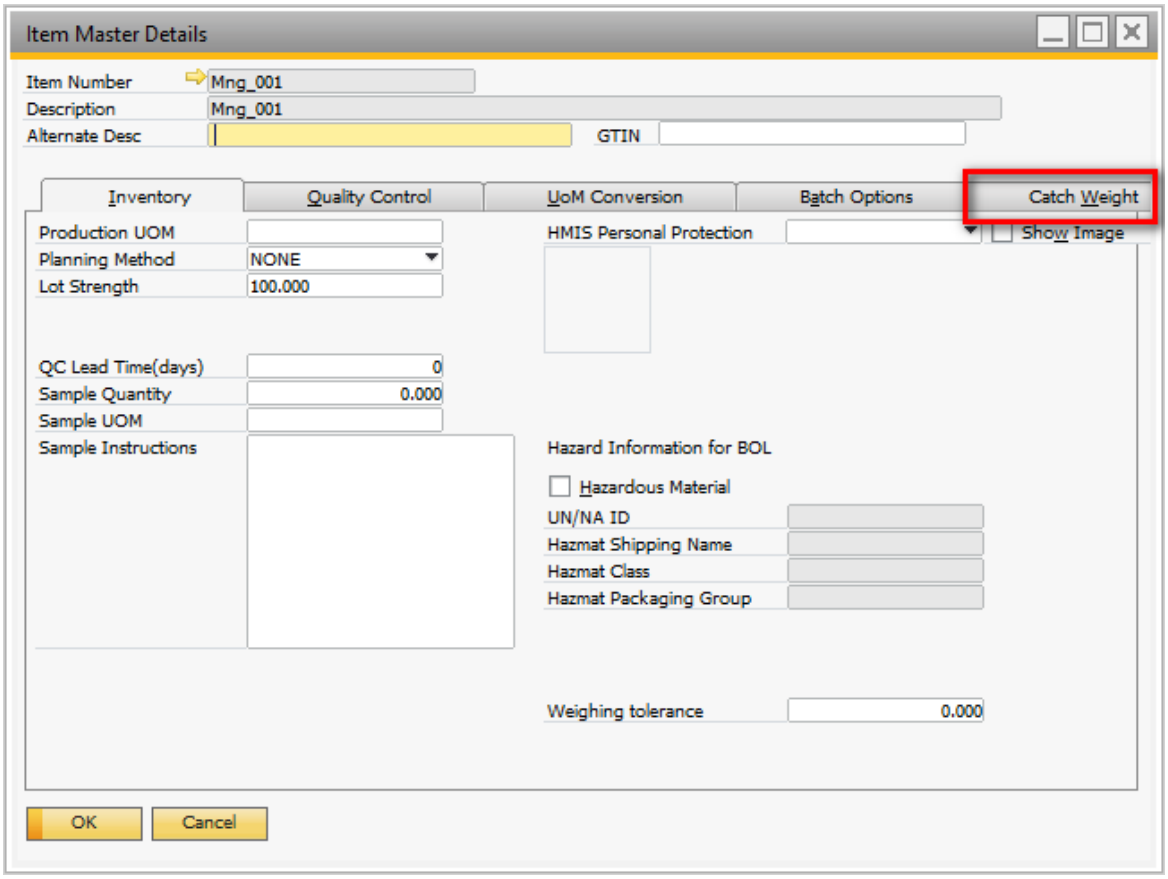
Show Individual Weight of each Case: Select this option if you wish to print the weight of individual case on *Bill of Lading* documents.

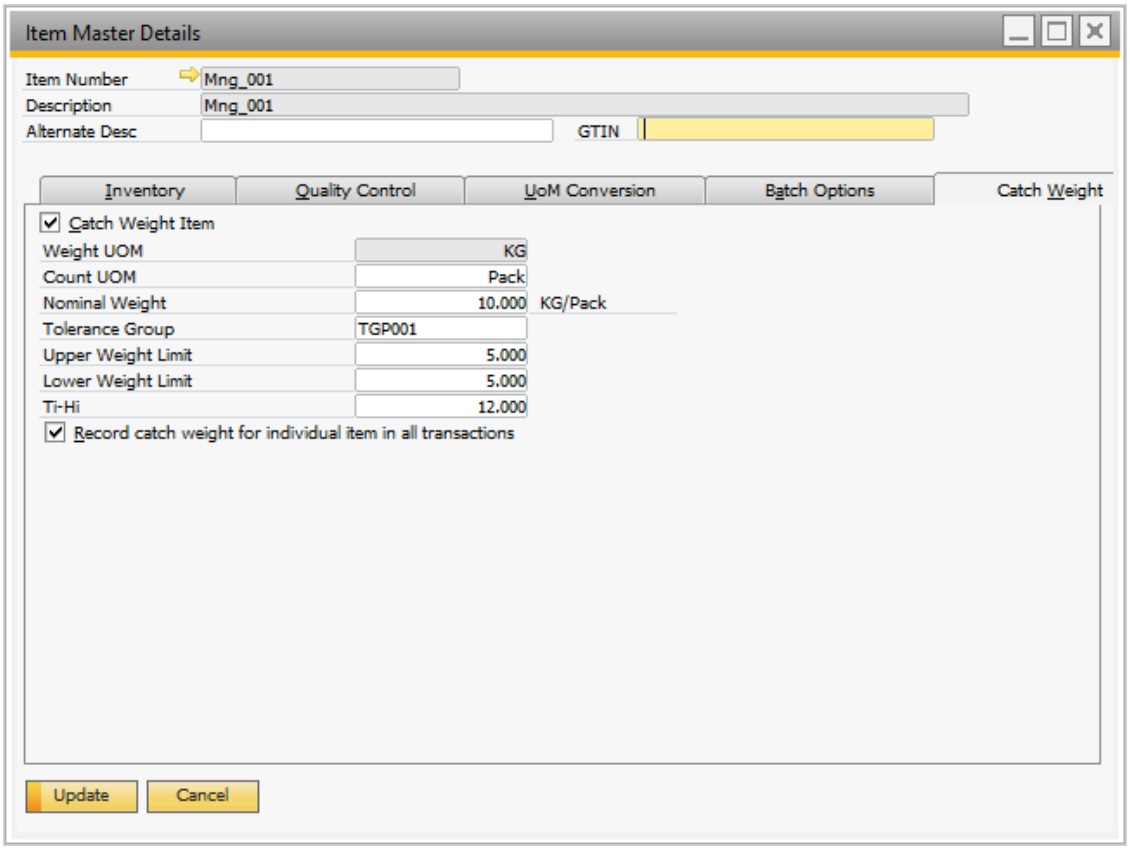
Catch Weight Form Setting: Choose this button to enable Catch Weight Fields on marketing documents.

If the setting does not work then you will have to reset form setting on Sales and Purchase documents and then choose this button again. You need to Re-login in BME B1 to see the effects of the setting.

5.3.2 Catch Weight Implementation on Item

Catch weight is an item specific feature and can be activated for the item for which you wish to record/track the item in counting unit and perform transaction in Inventory Stock Unit. Once the Catch Weight is implemented on the database, a new tab *Catch Weight* gets available to use on the *Item Master Details* screen. From here, you can activate catch weight on a specific item.





Catch Weight Item: Select this checkbox to specify that the item is the Catch Weight Item.

Weight UOM: This field displays the inventory UOM defined for the item.

Count UOM: Enter the unit in which the item will be counted.

Nominal Weight: Enter the conversion of Inventory UOM to Count UOM here.

Tolerance Group: This field defaults the tolerance group attached at the *Process Mfg Defaults* screen. If require you can select other required group.

Upper Weight Limit: Field shows the upper tolerance limit defined for the attached *Tolerance Group*. If require, you can override it.

Lower Weight Limit: Field shows the upper tolerance limit defined for the attached *Tolerance Group*. If require you can override it.

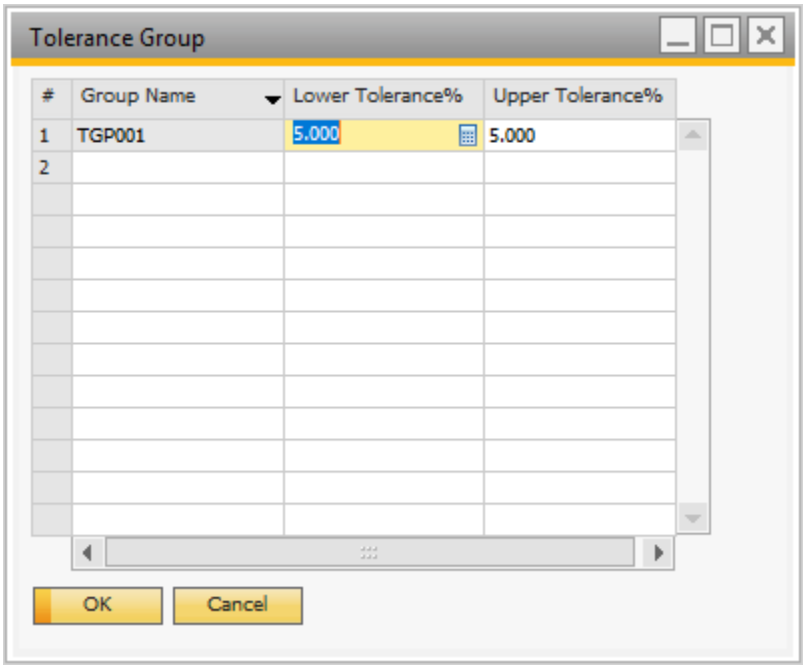
Ti-Hi: Ti-by-Hi, defines pallet size for this item. This field is defined for future use in WMS system.

Record Catch Weight for Individual item in all screens: If this option is selected the system will record catch weight of each individual case.

This option will enable Containerization for the item. Use this option only when you intend to record weight of each individual case in the system.

5.3.3 Defining Tolerance group

Use the Tolerance Group screen to define the group that can be attached to an individual item to enforce control overweight of cases on receipt. It helps you in controlling if total weight of received cases fall into a defined cut-off from nominal weight.



Lower Tolerance%: Enter the lower limit of the tolerance from nominal weight.

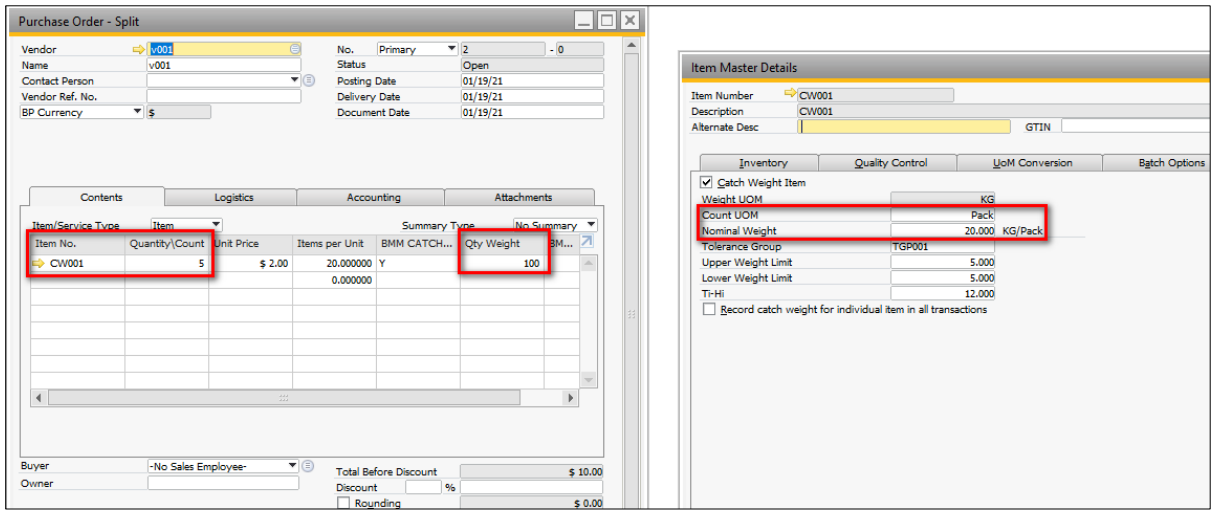
Upper Tolerance%: Enter the upper limit of the tolerance from the nominal weight.

5.3.4 Catch Weight supports in Inbound Transactions

5.3.4.1 Purchase Order

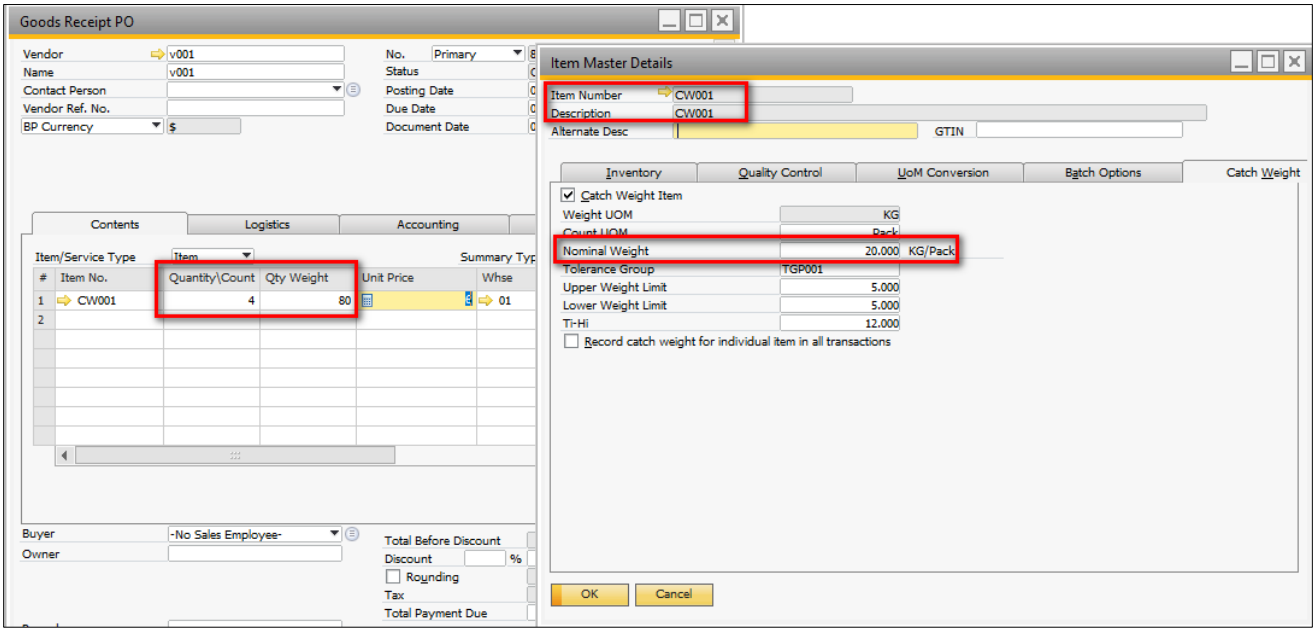
Enabling catch weight displays the *Quantity/Count* and *Qty Weight* columns in the grid. Note that "Quantity/Count" column is purchase unit of item and will be used to enter an exact count you are receiving while the "Qty Weight" column is used to capture catch weight of the item. On the basis of *Nominal weight* of the item and the *Quantity/Count* value you specified, system calculates the *Quantity Weight* and displays it in the respective field. Further, as needed you can modify the Quantity Weight.

If item is not a catch weight item then "Qty Weight" column is ignored by the system.

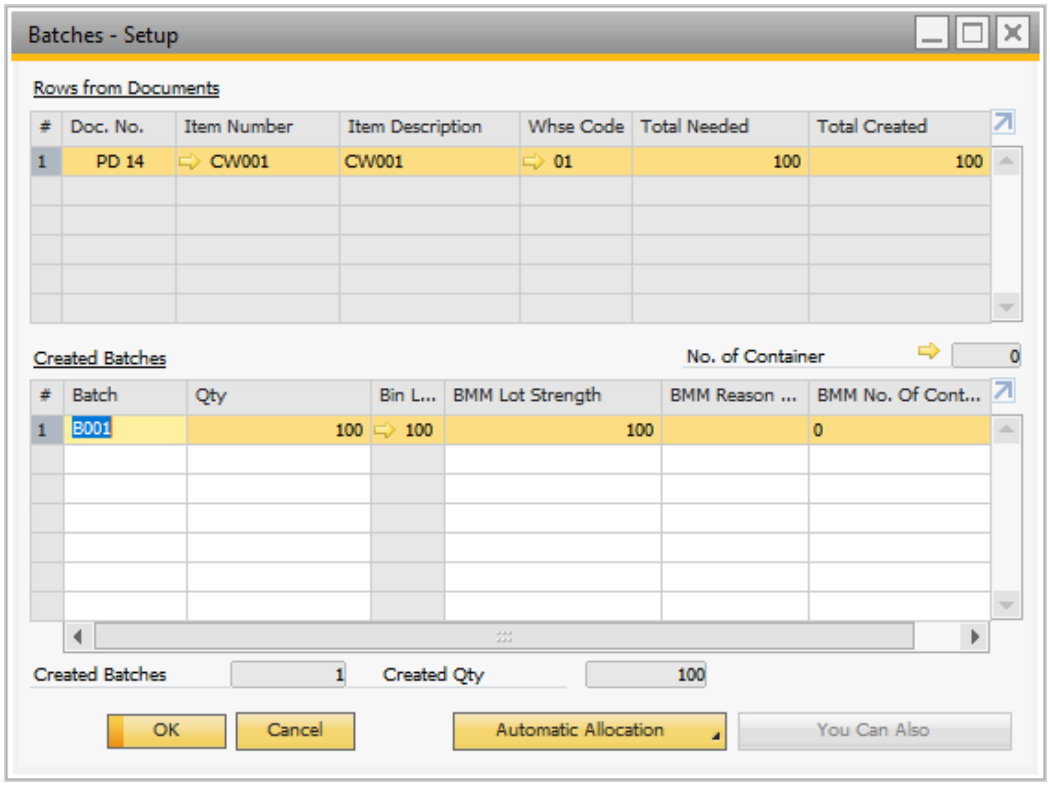


5.3.4.2 Goods Receipt PO

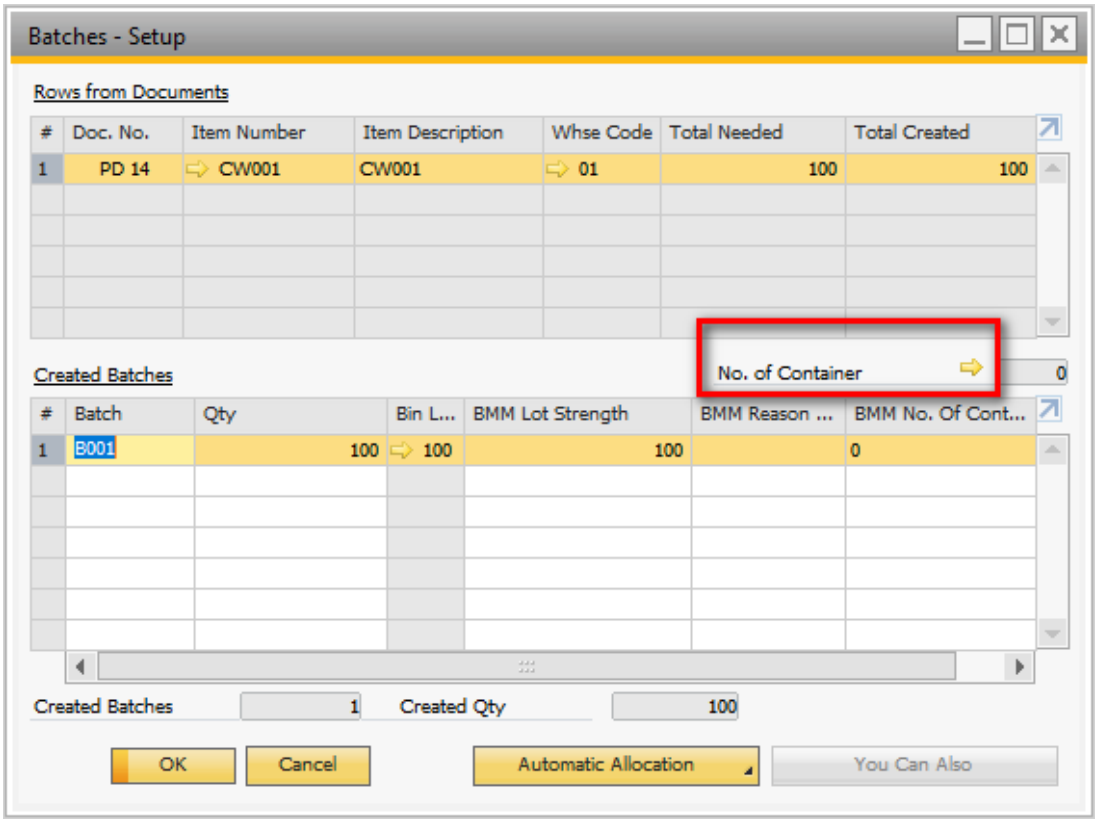
At the time of PO receipt, if require you can modify the Quantity Weight you are receiving.



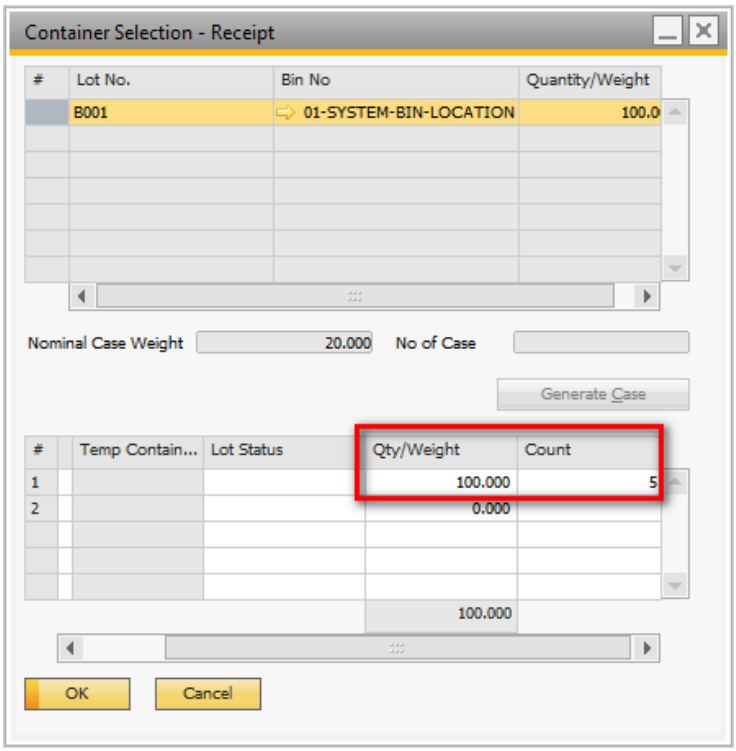
Click on the *Add* button to process the receipt. It opens the Batches-Setup screen to specify Bin lot details.



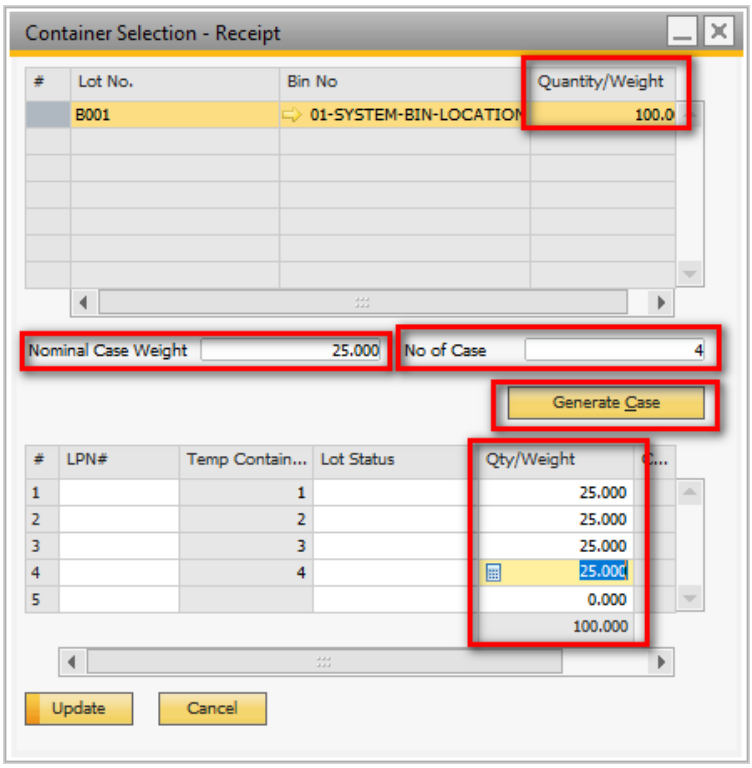
On the screen, enter batch details and then click on the No of Container hyperlink.



On the *Container Receipt screen*, the, *Quantity/Weight, Counts* are displayed.



For the *Containerized* item, the *Container Selection Receipt* screen is modified with following changes to manage the Catch Weight item.



Nominal Case Weight: Displays the nominal weight you specified for the item at the *Item Master Details* screen.

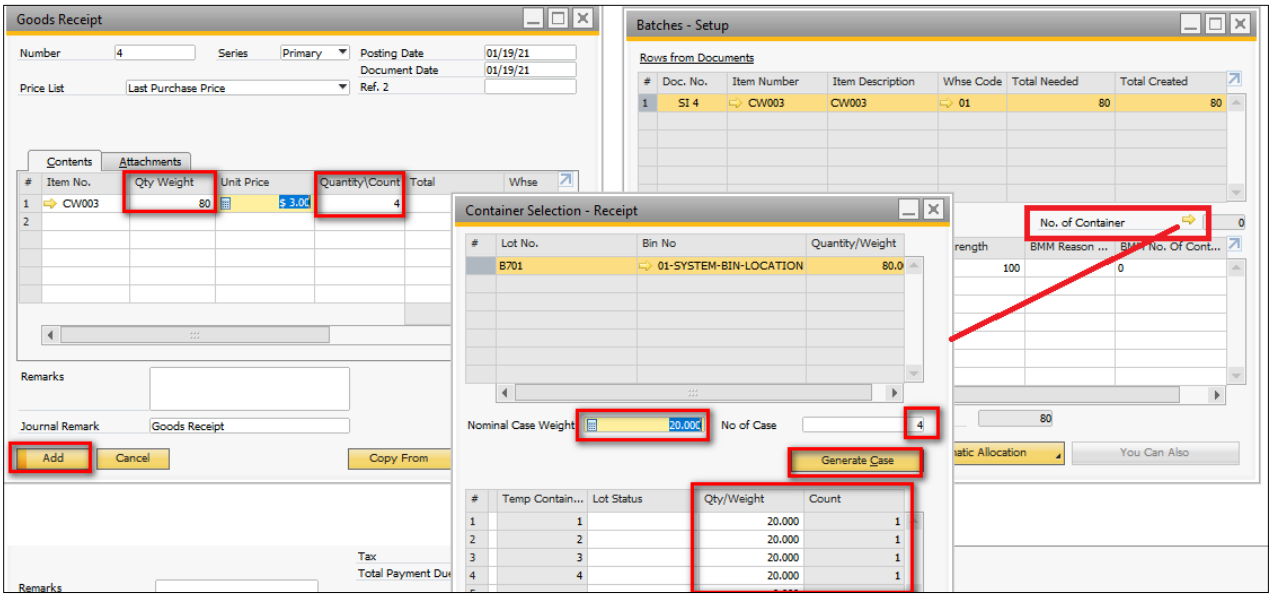
No of cases field: Use this field to enter the number of counts of cases you are receiving at the pu44rchase.

Generate Cases: Click on this button to generate number of lines in the grid on the basis of *No of cases* you specified.

Also, on the screen you can observe that the Quantity field is now displayed as *Quantity/Weight* in the grid.

5.3.4.3 Goods Receipt

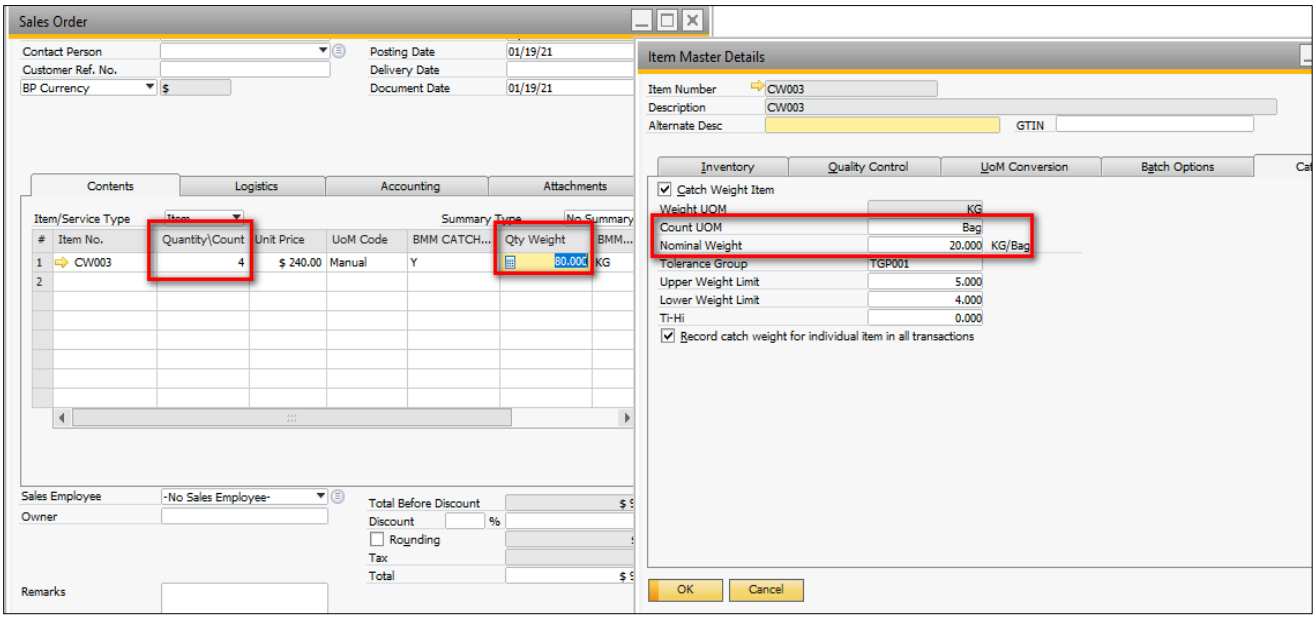
Similar process flow works, as discussed above, can be observed at the time of Goods Receipt and other inbound transactions.



5.3.5 Catch Weight support in outbound transaction

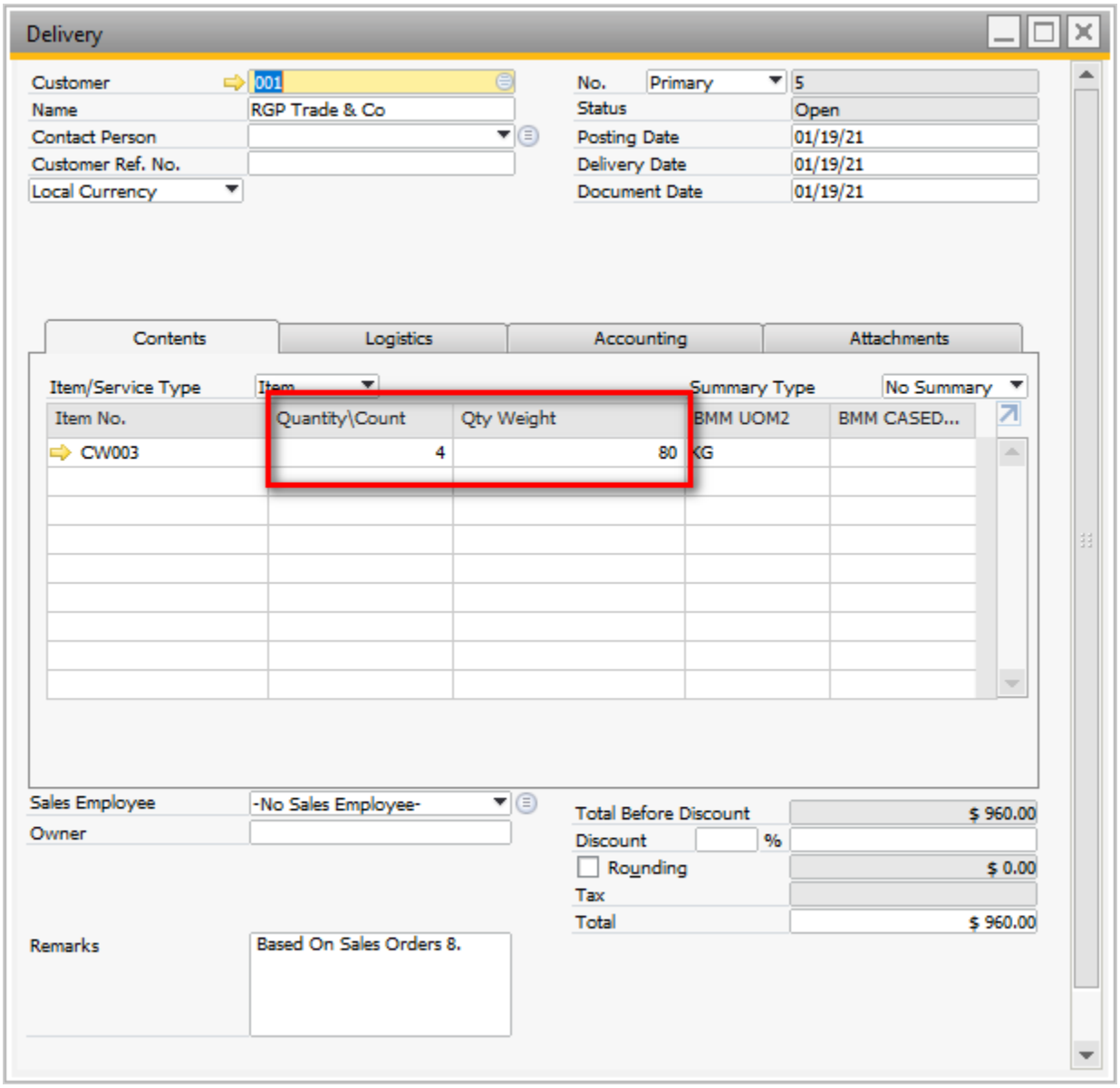
5.3.5.1 Sales Order

When creating the Sales Order you can mention the Quantity/Count and the Quantity Weight values as needed.

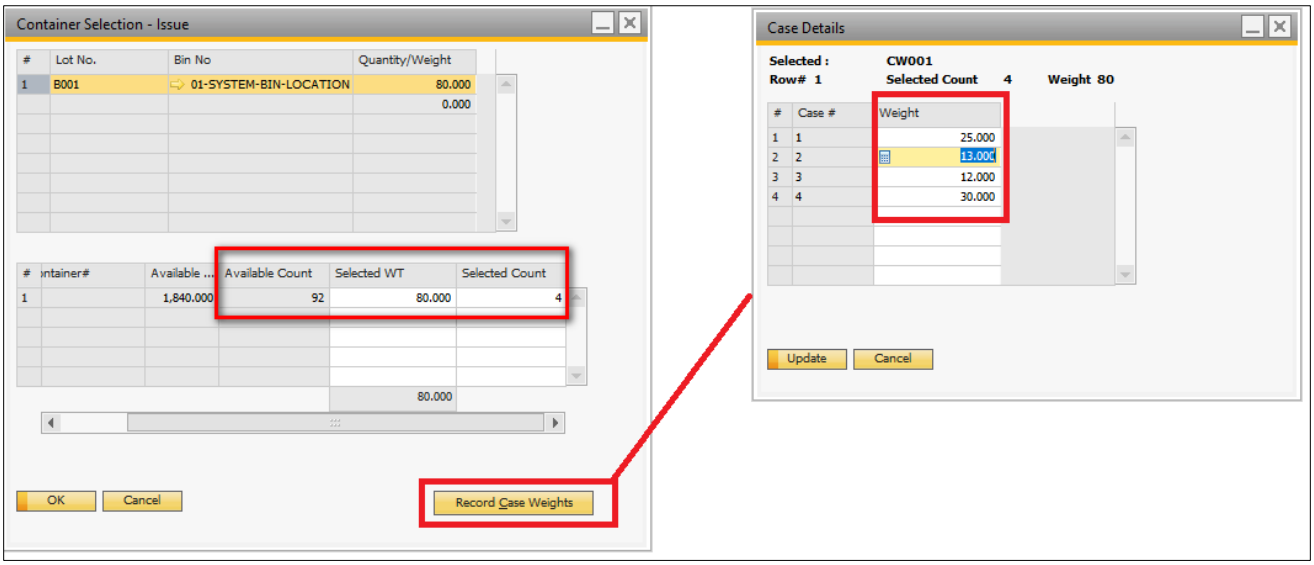


5.3.5.2 Delivery Screen

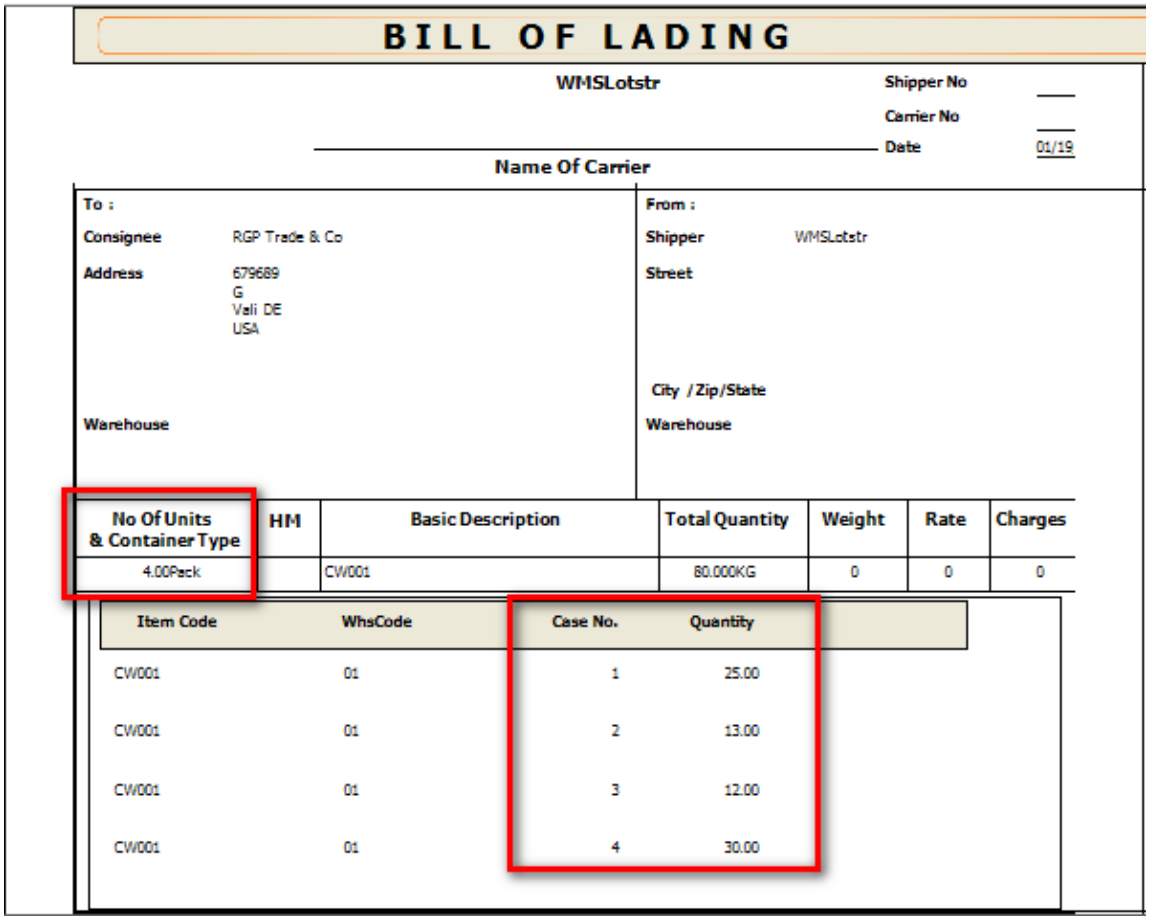
Also, at the time of Sales Delivery screen you can mention the order quantity in count and quantity.



For a non-containerized item, on the *Container Selection screen*, click the *Record Case weights* button. On the *Case Details* screen that opens specify the weight of each individual case you are delivering.



The number of units delivered along with the weight dispatched in an individual case will be printed on the *Bill of Lading* Report.



BILL OF LADING

WMSLotstr

Shipper No ____

Carrier No ____

Name Of Carrier

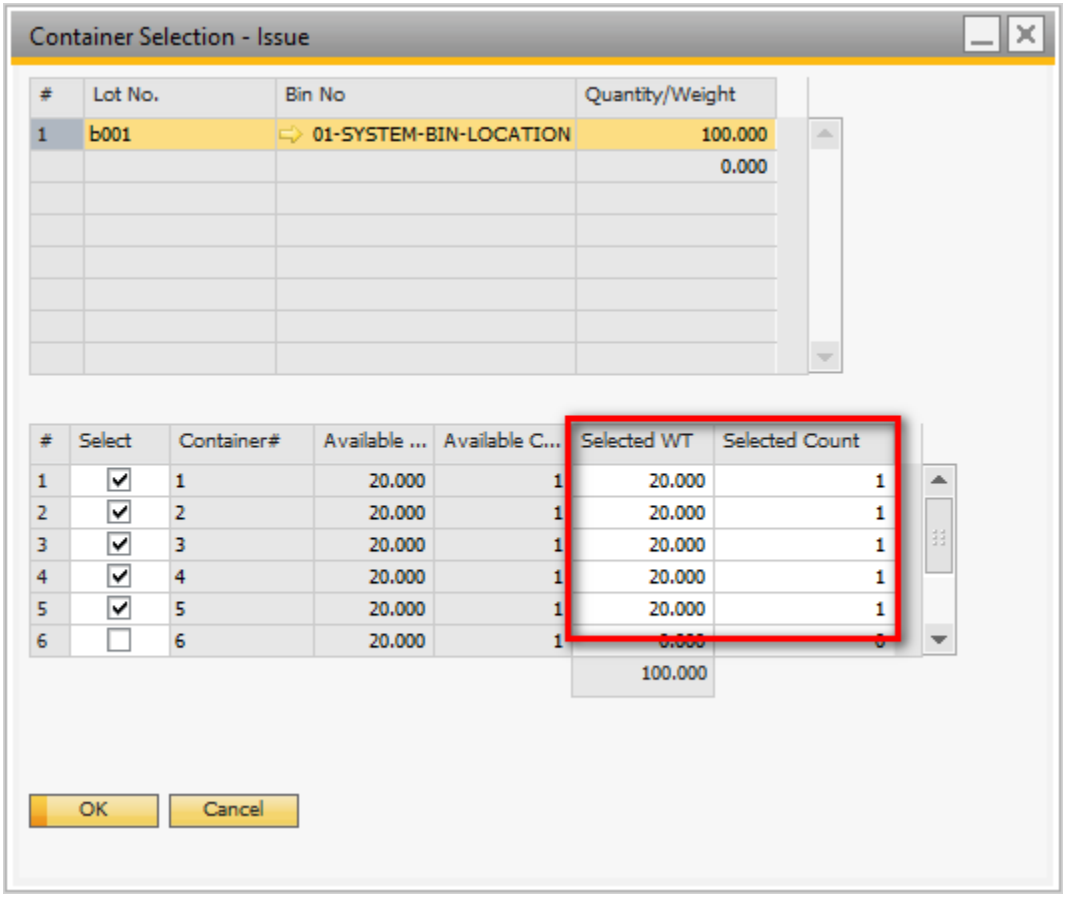
Date 01/19

To :		From :	
Consignee	RGP Trade & Co	Shipper	WMSLotstr
Address	679689 G Vali DE USA	Street	
		City / Zip/State	
Warehouse		Warehouse	

No Of Units & Container Type	HM	Basic Description	Total Quantity	Weight	Rate	Charges
4.00Pack		CW001	80.000KG	0	0	0

Item Code	WhsCode	Case No.	Quantity
CW001	01	1	25.00
CW001	01	2	13.00
CW001	01	3	12.00
CW001	01	4	30.00

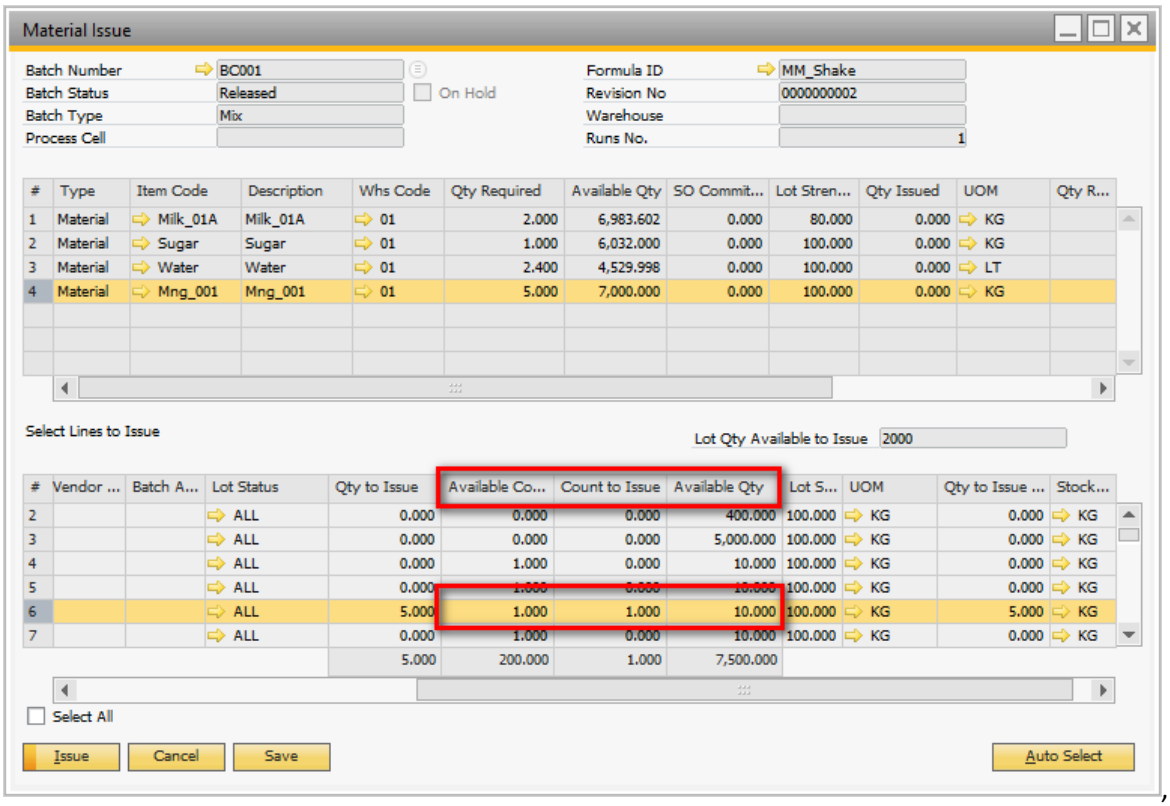
For a Containerized Item, the *Selected WT* and *Selected Count* fields are displayed.



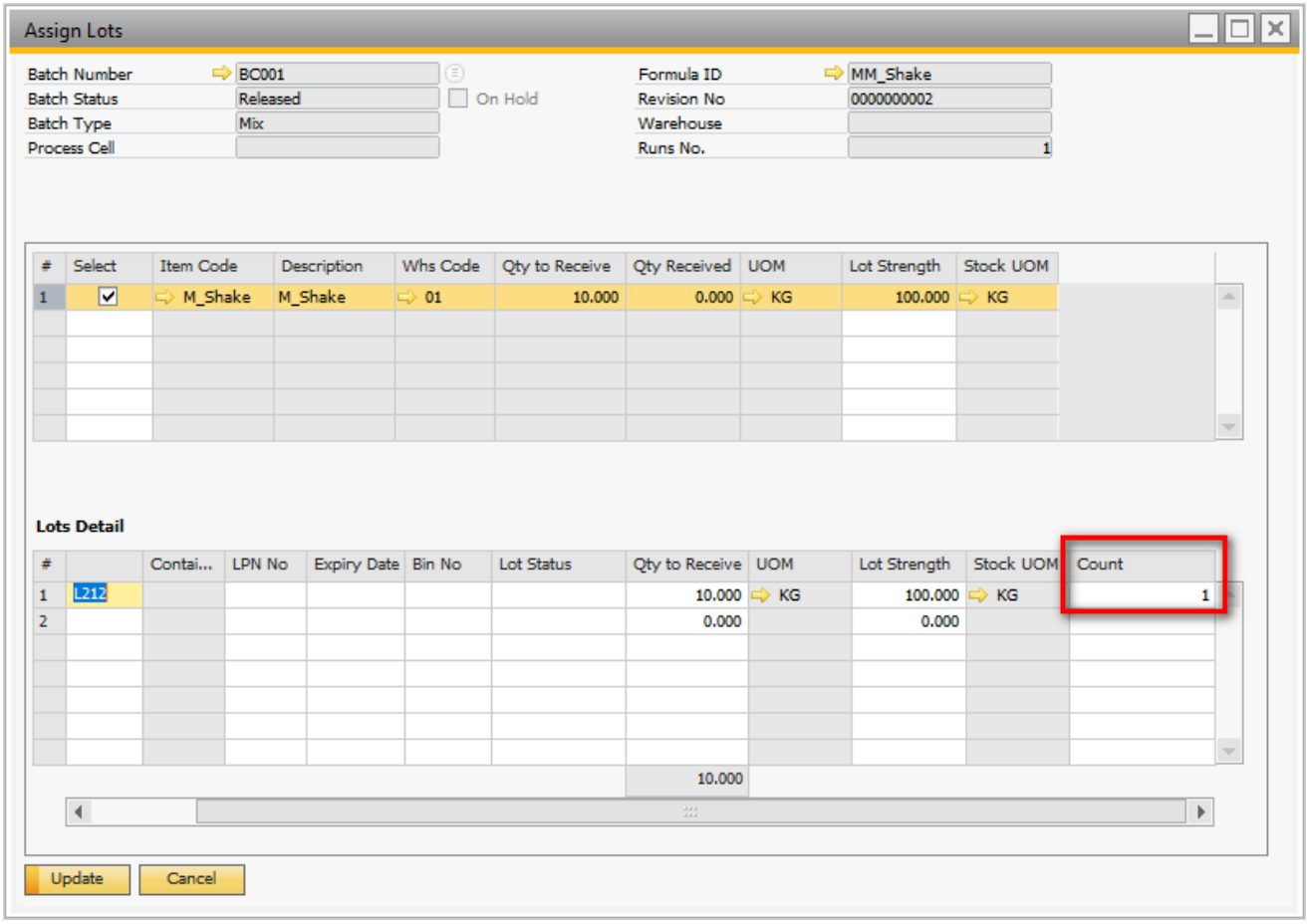
5.3.6 Catch Weight support in Production transaction

Material Issue

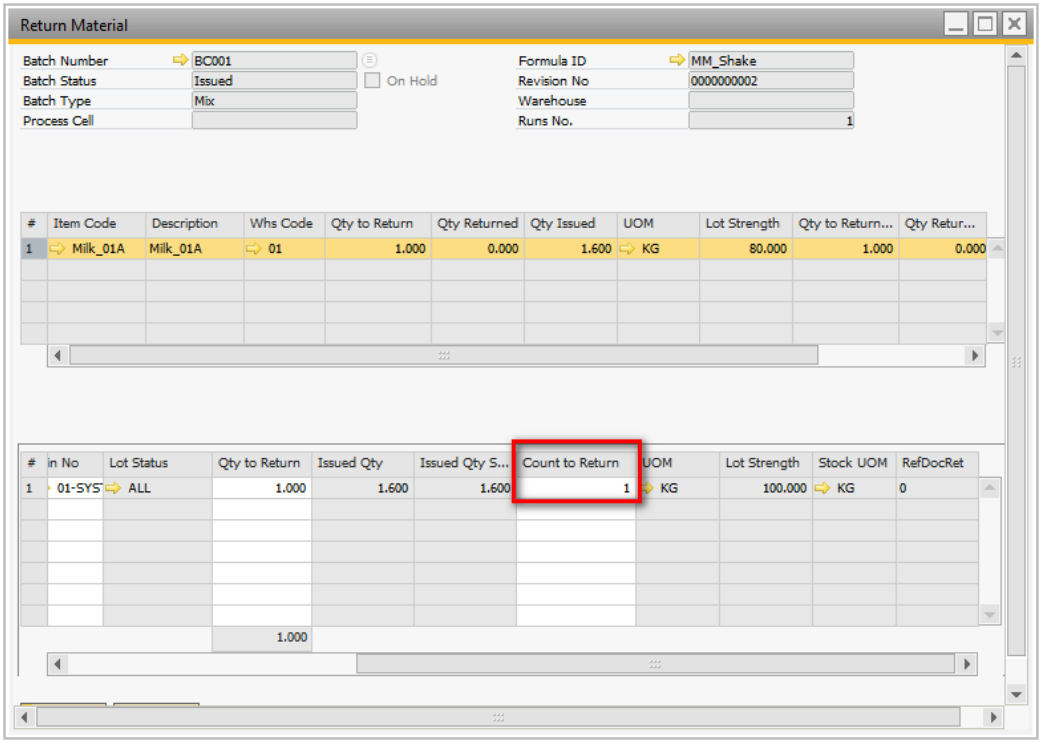
On the Material issue screen you can view the number of Available counts and the counts required to issue.



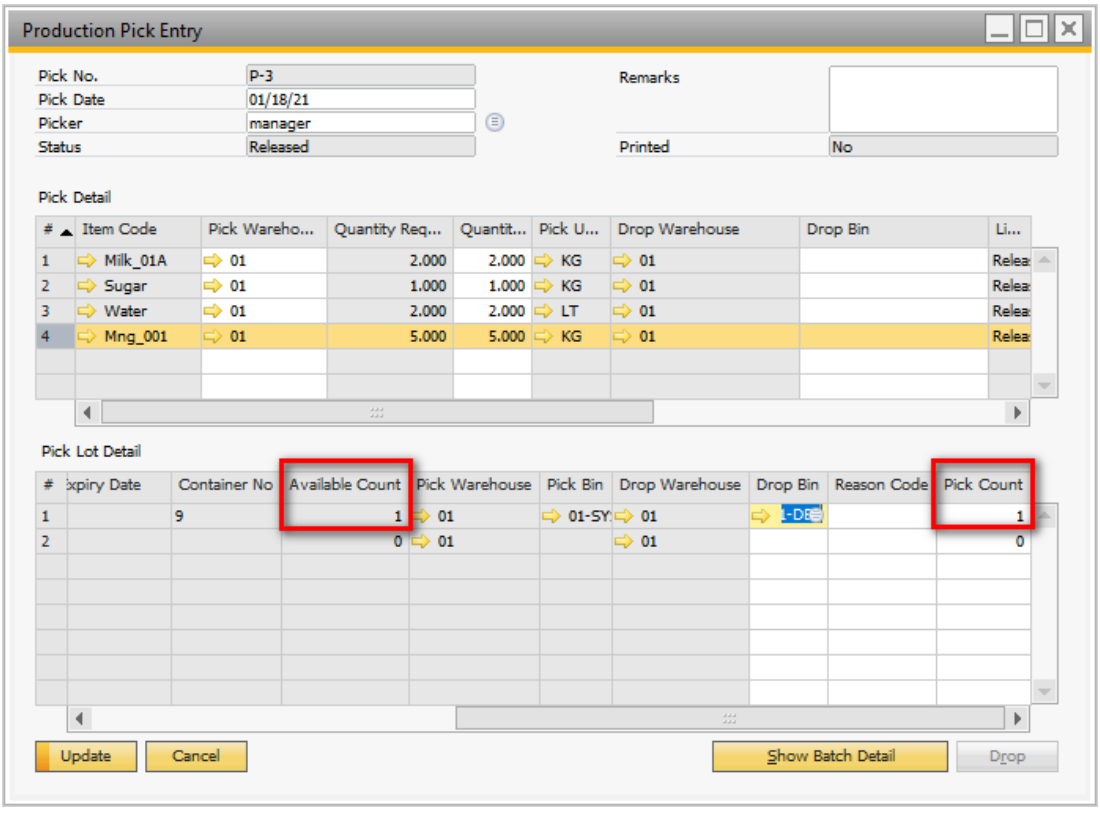
Assign Lot


Assign Lots
Batch Number
BC001
Batch Status
Released
On Hold
Batch Type
Mix
Process Cell
Formula ID
MM_Shake
Revision No
0000000002
Warehouse
Runs No.
1
Select Item Code Description Whs Code Qty to Receive Qty Received UOM Lot Strength Stock UOM
1 M_Shake M_Shake 01 10.000 0.000 KG 100.000 KG
Lots Detail
Contai... LPN No Expiry Date Bin No Lot Status Qty to Receive UOM Lot Strength Stock UOM Count
1 L212 10.000 KG 100.000 KG 1
2 0.000 0.000
10.000
Update
Cancel

Material Return



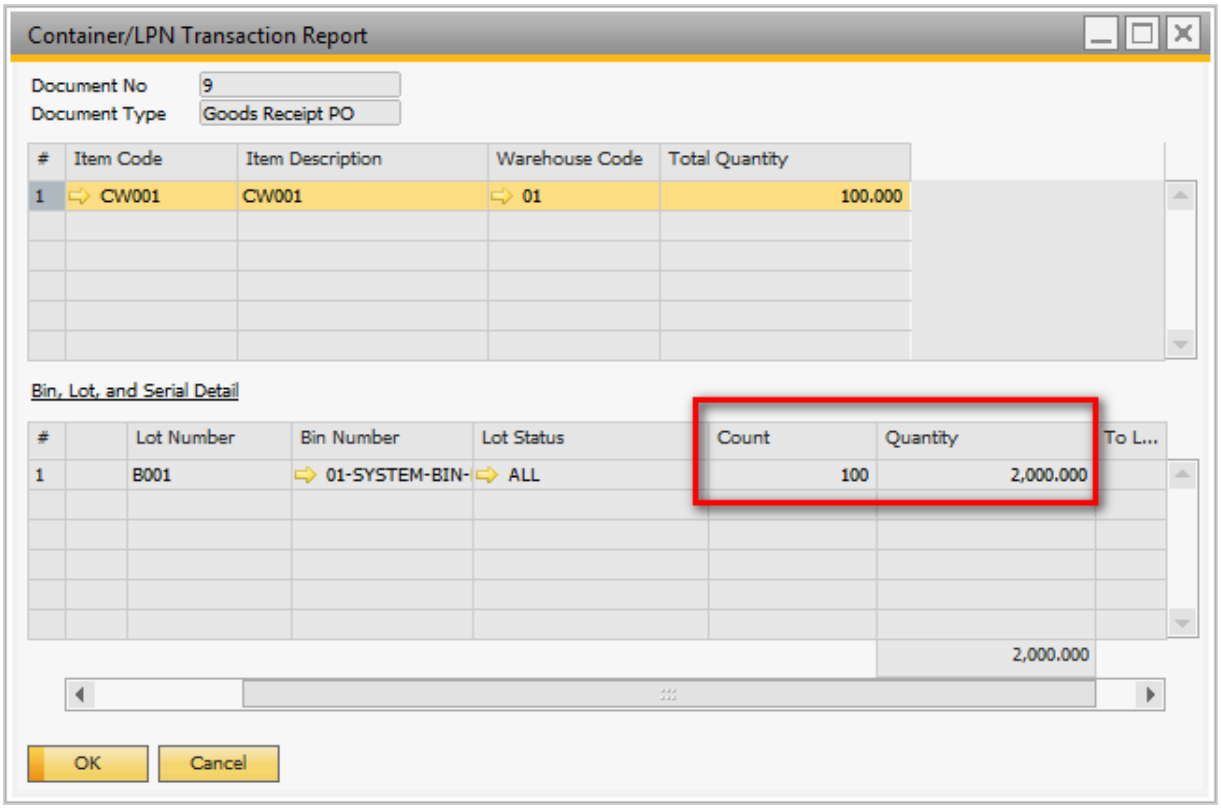
Picking



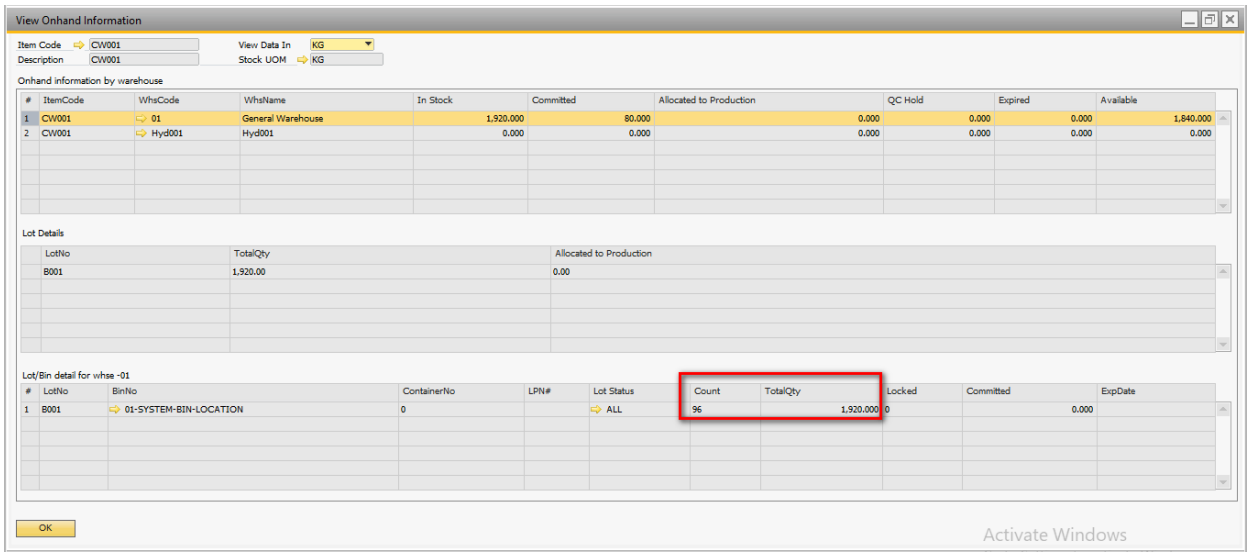
5.3.7 Catch Weight Feature on different Transactional Reports

Implementing Catch Weight system will show the transaction details in the Count as well as Quantity.

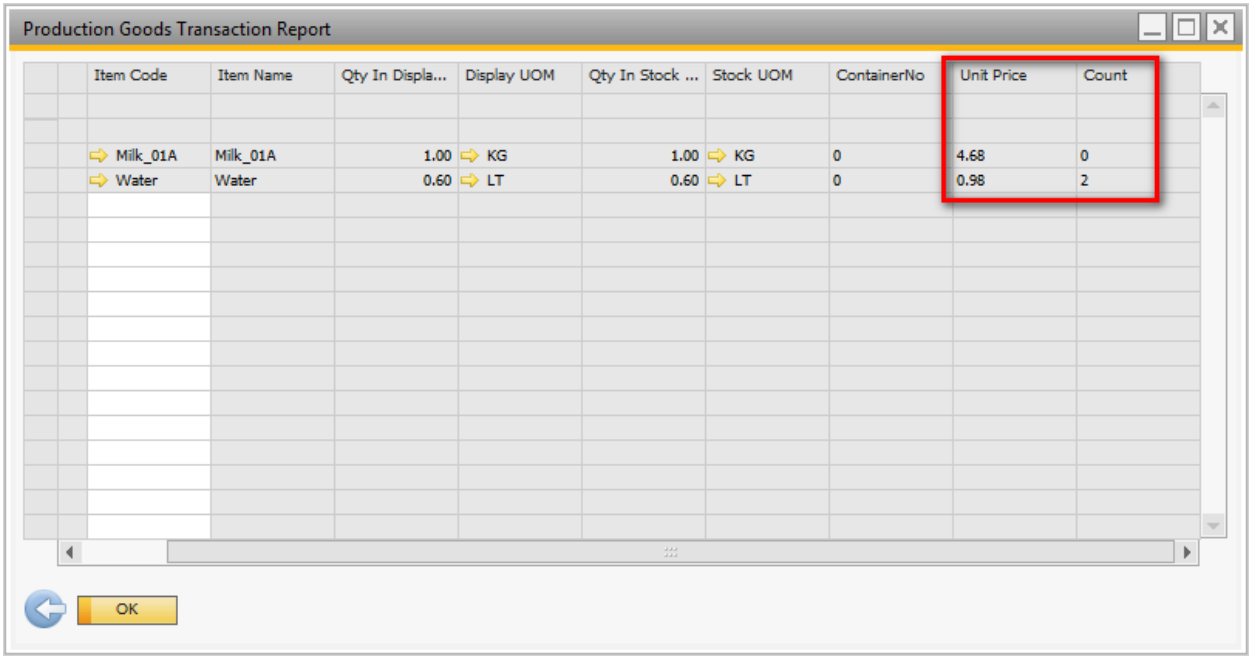
Container/LPN Transaction Report



View On Hand Information



Production Goods Transaction Report



6 GLOSSARY

Glossary Term	Definition
Inventory	Inventory means stock which is the goods and materials that a business holds for the ultimate goals to have a purpose such as sales, purchase.
Available To Promise	*Available-to-Promise* (ATP) is an additional information about item availability for item, which means uncommitted stock and receipts available to satisfy potential customer orders.
Warehouse	A list of ingredients, their proportions, and instructions for making a product.
Raw Material	A substance in its natural or a semi-processed state that is used to manufacture a good.
Trade Secret	Business-related information such as technical know-how that gives a competitive advantage to a company.

7 INDEX