
User manual

Import Procurement of Raw Material

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Scenario

1 Import Raw Material Procurement

Types of import raw material procured – Coking coal, Flux (Limestone Lumps, Limestone Fines)

Requirement is generated through Purchase Requisition by user Department and released as per DOA. After PR is released, RFQ is floated to vendor (not in sap) by the RMIL team and quotation comparison is done (not in sap). Considering technical and commercial recommendation, vendor is selected and NFA (note for approval) is created and send for approval in SAP. After approval of NFA, PO is created and released. Payment is done as per terms and conditions (LC/DPR).

1.1 Purchase Requisition Creation

a) Definition and Prerequisites

User department raises the requirement via Purchase Requisition

b) Menu Path and Transaction code

SAP S/4 HANA menu	SAP menu > Logistics > Materials Management > Purchasing > Purchase Requisition
Transaction Code	ME51N

c) Responsibility

Department's user

d) Screen Capture/ Process Steps

Step 1: Create PR with doc Type ZRAW and check the source determination box

Purchase Requisition Edit Environment System Help

Create Purchase Requisition

Document Overview On Personal Setting

ZRAW PR-Bulk Raw M... Source Determination

- FO Framework Requisn
- RV Outl. Agmt Requisn
- ZPKG PO- Packaging Mat.
- ZEMR PR -Emergency Requir
- ZASR PR-Asset Req.
- ZRAW PR-Bulk Raw Material**
- ZCAS PR-Cap. Shutdown
- ZPRJ PR-Expansion Project
- ZISP PR-Insurance Spares
- ZMRP PR-MRP(Min/Max)
- ZSER PR-OP/MA Service Req
- ZOMR PR-OP/MA Spares&Cons
- ZIPR PR-Plnt-Plnt Stck Tr
- ZFUR PR-Refurbishment

1 Continuous-t...

St.	Item	A	I	Material	Short Text	Quantity	Unit	C	Deliv. Date	Matl Group	Plant	Stor. Loc.	PGr	Requisnr.	Tracking..	Vendor

Step 2: Enter material, quantity, plant, storage location, requisitioner and department code in tracking number column

Purchase Requisition Edit Environment System Help

Create Purchase Requisition

Document Overview On Personal Setting

ZRAW PR-Bulk Raw M... Source Determination

Texts

Header note

1 Continuous-t...

Enter department code in tracking column

St.	Item	A	I	Material	Short Text	Quantity	Unit	C	Deliv. Date	Matl Group	Plant	Stor. Loc.	PGr	Requisnr.	Tracking..	Ven
	10			MFL15101...	COAL;HRD CKNG	55,000	TO	D	10.04.2020	1510	1000	COR1	R..	Prachee	COK1	

Item: 1 [10] MFL151016050010 , COAL;HRD CKNG

Material Data | Quantities/Dates | Valuation | Source of Supply | Status | Contact Person | Texts | Delivery Address

Created by: MM_SUPPORT | Changed On: 10.04.2020

Step 3: Enter Valuation price

Purchase Requisition Edit Environment System Help

Create Purchase Requisition

Document Overview On Personal Setting

ZRAW PR-Bulk Raw M... Source Determination

Texts

Header note

St...	Item	A	I	Material	Short Text	Quantity	Unit	C	Delv. Date	Matl Group	Plant	Stor. Loc.	PGr	Requisnr.	Tracking...	Vendor	Fixe
	10			MFL15101...	COAL;HRD CKNG	55,000	TO	D	10.04.20...	1510	1000	COR1	R...	Prachee	COK1		

Item: 1 [10] MFL151016050010 , COAL;HRD CKNG

Material Data Quantities/Dates **Valuation** Source of Supply Status Contact Person Texts Delivery Address

Valuation Price: INR / 1 TO Total Value: 1,436,160,550.00 INR

Valuation Type:

Promotion:

Goods receipt

**Check the price/enter the valuation price*
***By default,price is fetched from material master*

Step 4: Enter Source Of Supply

Purchase Requisition Edit Environment System Help

Create Purchase Requisition

Document Overview On Personal Setting

ZRAW PR-Bulk Raw M... Source Determination

Texts

Header note

St...	Item	A	I	Material	Short Text	Quantity	Unit	C	Delv. Date	Matl Group	Plant	Stor. Loc.	PGr	Requisnr.	Tracking...	Vendor	Fixe
	10			MFL15101...	COAL;HRD CKNG	55,000	TO	D	10.04.20...	1510	1000	COR1	R...	Prachee	COK1		

Item: 1 [10] MFL151016050010 , COAL;HRD CKNG

Material Data Quantities/Dates Valuation **Source of Supply** Status Contact Person Texts Delivery Address

Agreement: Purch.Org.: Order Unit:

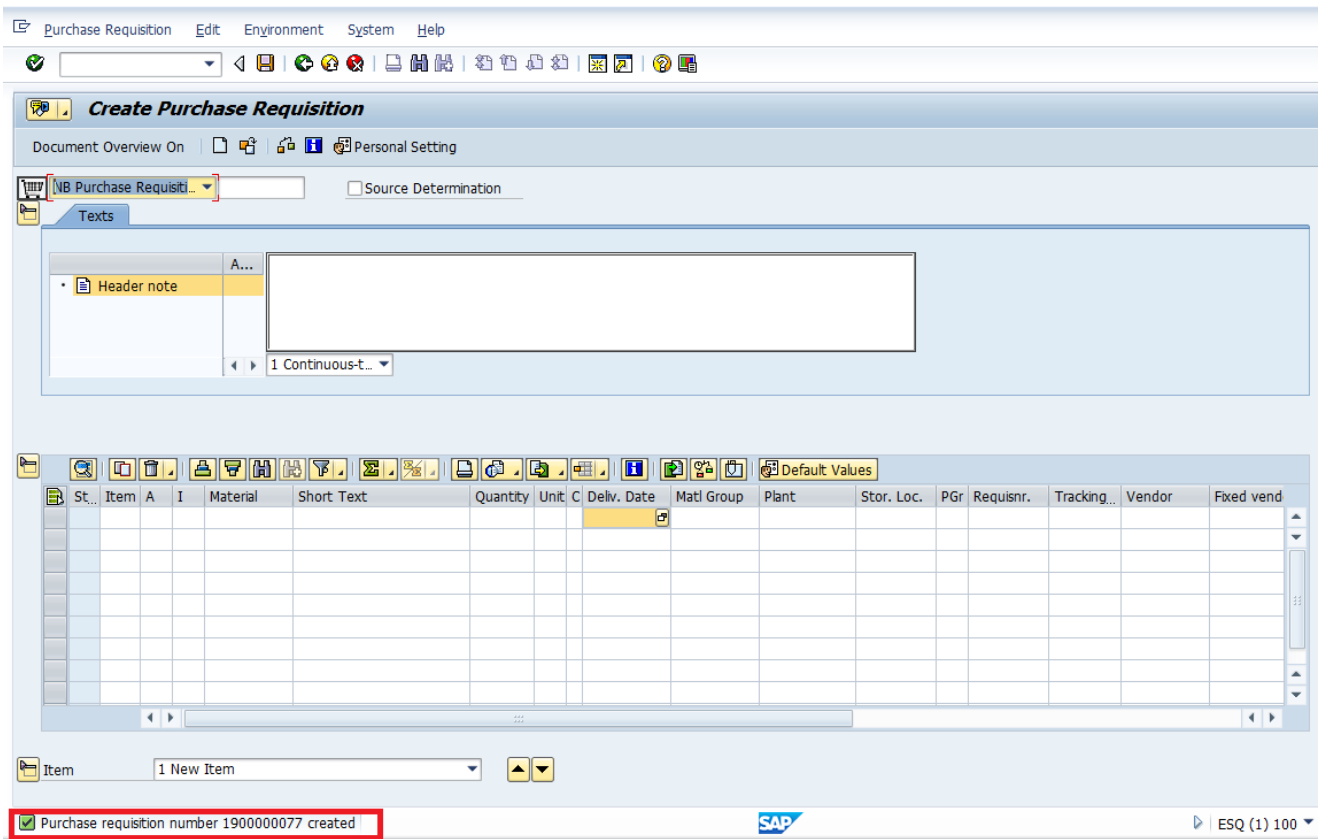
Fixed vendor: Suppl. Plant:

Info Record: Issuing Stor. Loc.:

Desrd Supplier:

Assign source of supply, such as contract if exists

Step 5: Save the PR



1.2 Purchase Requisition Release

a) Definition and Prerequisites

PR will be released as per DOA

b) Menu Path and Transaction code

SAP S/4 HANA menu	SAP Menu ->Logistics->Materials Management->Purchasing->Purchase Requisition->Release->Individual Release
Transaction Code	ME54N

c) Responsibility





DOA Approvers

d) Screen capture/ Process

Step 1: Click on other document and enter the purchase requisition to be released.

Purchase Requisition Edit Environment System Help

Release Purchase Req. 120000214

Document Overview On     Personal Setting

ZOMR PR-OP/MA Spar... 120000214

Select Document

Purchase Requisition **1900000077**

Pur. Order
 Purch. Requisition

Other Document

Code	Description	Sta...	Rel...
15	Head - Blast Furnace	✓	✓
78	Director	✓	✓

St... Item A I Material Short Text Quantity Unit C Deliv. Date Matl Group Plant Stor. Loc. PGr Requisnr. Tracking... Vend

10			MAC40141...	VLV BFLY;TRPL ECCNTR...	3	EA	D	10.04.2020	4014	1000		M...	Pankaj Te...	BF02	
----	--	--	-------------	-------------------------	---	----	---	------------	------	------	--	------	--------------	------	--





Item 1 [10] MAC401416000741 , VLV BFLY;TRPL ...

Material Data Quantities/Dates Valuation Source of Supply Status Contact Person Texts Delivery Address

Step 2: Click on the release sign

Purchase Requisition Edit Environment System Help

Release Purchase Req. 1900000077

Document Overview On     Personal Setting

ZRAW PR-Bulk Raw M... 1900000077

Texts Release strategy

Release group RI Release overall
Release Strategy G4 COK1-Any Value
Release Indicator Blocked

Code	Description	Sta...	Rel...
20	Head - Coke Oven	⚠	✓
78	Director		

St... Item A I Material Short Text Quantity Unit C Deliv. Date Matl Group Plant Stor. Loc. PGr Requisnr. Tracking... Vend

10			MFL15101...	COAL;HRD CKNG	55,000	TO	D	11.04.2020	1510	1000	COR1	IRM	Prachee	COK1	
----	--	--	-------------	---------------	--------	----	---	------------	------	------	------	-----	---------	------	--

Item 1 [10] MFL151016050010 , COAL;HRD CKNG

Material Data Quantities/Dates Valuation Source of Supply Status Contact Person Texts Delivery Address

Purchase Requisition Edit Environment System Help

Release Purchase Req. 190000077

Document Overview On Personal Setting

ZRAW PR-Bulk Raw M... 190000077

Texts Release strategy

Release group RI Release overall
 Release Strategy G4 COK1-Any Value
 Release Indicator 2 RFQ/purchase order

Code	Description	Sta...	Rel...
20	Head - Coke Oven	✓	↻
78	Director	✓	↻

St...	Item	A	I	Material	Short Text	Quantity	Unit	C	Deliv. Date	Matl Group	Plant	Stor. Loc.	PGr	Requisnr.	Tracking...
	10			MFL15101...	COAL;HRD CKNG	55,000	TO	D	11.04.2020	1510	1000	COR1	IRM	Prachee	COK1

Item 1 [10] MFL151016050010 , COAL;HRD CKNG

Material Data Quantities/Dates Valuation Source of Supply Status Contact Person Texts Delivery Address

Step 3: Click on save button

Purchase Requisition Edit Environment System Help

Display Purchase Req. 190000077

Document Overview On Personal Setting

ZRAW PR-Bulk Raw M... 190000077

Texts Release strategy

Release group RI Release overall
 Release Strategy G4 COK1-Any Value
 Release Indicator 2 RFQ/purchase order

Code	Description	Sta...
20	Head - Coke Oven	✓
78	Director	✓

St...	Item	A	I	Material	Short Text	Quantity	Unit	C	Deliv. Date	Matl Group	Plant	Stor. Loc.	PGr	Requisnr.	Tracking...	Ven
	10			MFL15101...	COAL;HRD CKNG	55,000	TO	D	11.04.2020	1510	1000	COR1	IRM	Prachee	COK1	

Item 1 [10] MFL151016050010 , COAL;HRD CKNG

Material Data Quantities/Dates Valuation Source of Supply Status Contact Person Texts Delivery Address

Created by MM_SUPPORT Changed On 11.04.2020
 Crea. ind. R Realtime (manual)
 Requisitioner Prachee Dept. Code1 COK1
 Purch. Group IRM Import Raw Materia Telephone

Purchase requisition 190000077 changed

1.3 NFA Creation

a) Definition and Prerequisites

NFA is Note for Approval. Without NFA, no purchase can happen.

b) Menu Path and Transaction code

SAP S/4 HANA menu	N/A
Transaction Code	ZNFA

c) Responsibility

Purchase Department

d) Screen capture/ Process

Please refer the manual for NFA Creation and Approval

1.4 NFA Approval

e) Definition and Prerequisites

NFA will be approved as per DOA.

f) Menu Path and Transaction code

SAP S/4 HANA menu	N/A
Transaction Code	ZNFA_Approve

g) Responsibility

DOA Approvers

h) Screen capture/ Process

Please refer the manual for NFA Creation and Approval

1.5 Purchase Order Creation

a) Definition and Prerequisites

Once the NFA has been approved, PO can be created either in reference to Purchase Requisition or in reference to the Contract.

If Contract exist and is missing in PR (under Source of Supply), then create PO in reference to the contract.

If Contract does not exist or exist in the Source of supply of PR, then create PO in reference to PR.

b) Menu Path and Transaction code

SAP S/4 HANA menu	SAP Menu > Logistics > Materials Management > Purchasing > Purchase Order > Create
Transaction Code	ME21N

c) Responsibility

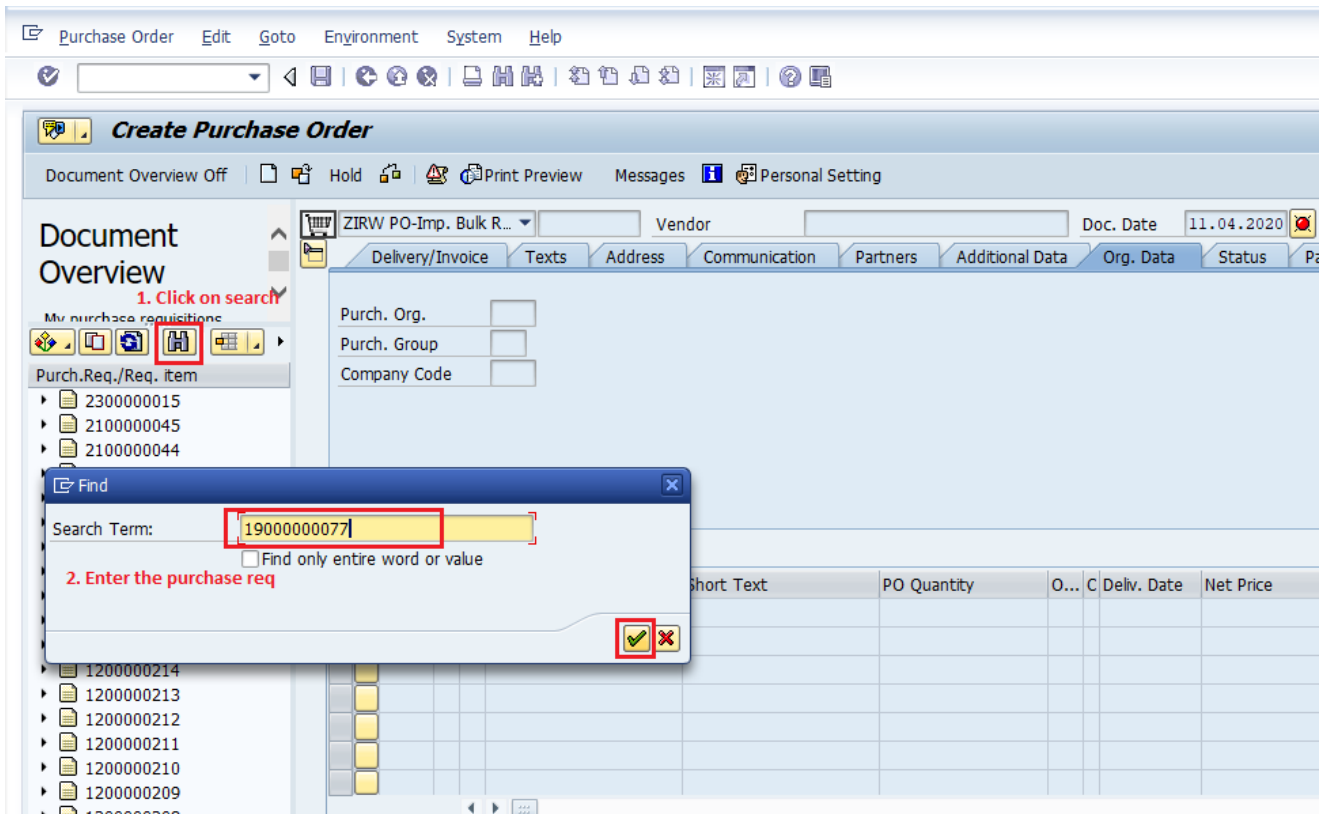
Purchase Department

d) Screen capture/ Process

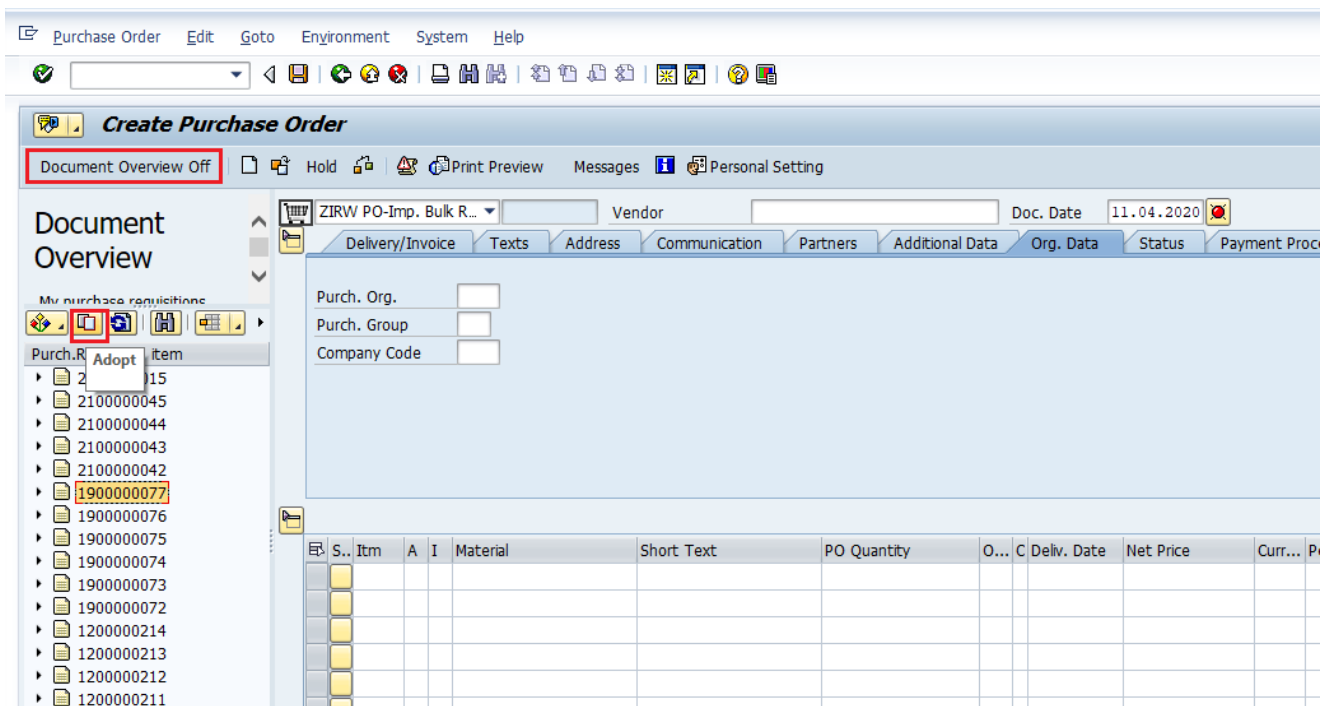
Step 1: Select document type as ZIRW and click on document overview

The screenshot shows the SAP S/4 HANA 'Create Purchase Order' interface. The 'Document Overview On' button is highlighted with a red box. The document type dropdown is set to 'ZIRW PO-Imp. Bulk R...'. The 'Org. Data' tab is selected, showing fields for 'Purch. Org.', 'Purch. Group', and 'Company Code'. A table at the bottom shows columns for S., Itm, A, I, Material, Short Text, PO Quantity, O..., C, Deliv. Date, Net Price, Curr..., Per, O..., and Matl Group.

Step 2: Click on search button and enter the purchase requisition. Press Enter



Step-3: Click on adopt and document overview off



Step 4: Enter the purchasing org and vendor

Purchase Order Edit Goto Environment System Help

Create Purchase Order

Document Overview On Hold Print Preview Messages Personal Setting

ZIRW PO-Imp. Bulk R... Vendor 0000600007 Doc. Date 11.04.2020

Delivery/Invoice Texts Address Communication Partners Additional Data Org. Data Status Payment Processing Incoterms ESL data

Purch. Org. 1000
 Purch. Group IRM Import Raw Materia
 Company Code 1000 Electrosteel Steels Ltd.

S..	Itm	A	I	Material	Short Text	PO Quantity	O...	C	Deliv. Date	Net Price	Curr...	Per	O...	Matl Group	Plnt
10				MFL151016050010	COAL;HRD CKNG	55,000	TO	D	11.04.2020				TO	1510	1000

Item 1 [10] MFL151016050010 , COAL;HRD CKNG

Material Data Quantities/Weights Delivery Schedule Delivery Invoice Conditions India Texts Delivery Address Confirmations Condition Co...

Step 5: Change the plant (enter port) and storage location

Purchase Order Edit Goto Environment System Help

Create Purchase Order

Document Overview On Hold Print Preview Messages Personal Setting

ZIRW PO-Imp. Bulk R... Vendor 0000600007 Doc. Date 11.04.2020

Delivery/Invoice Texts Address Communication Partners Additional Data Org. Data Status Payment Processing Incoterms ESL d

Purch. Org. 1000
 Purch. Group IRM Import Raw Materia
 Company Code 1000 Electrosteel Steels Ltd.

S..	Itm	A	C	Deliv. Date	Net Price	Curr...	Per	O...	Matl Group	Plnt	Stor. Location	Batch	Stock Segment	Reqmnt Segment
10				D 11.04.2020				TO	1510	4220	VP01			

Default Values Addl Planning

Step 6: Enter the contract details (if contact available)

Purchase Order Edit Goto Environment System Help

Create Purchase Order

Document Overview On Hold Print Preview Messages Personal Setting

ZIRW PO-Imp. Bulk R... Vendor 0000600007 Doc. Date 11.04.2020

Delivery/Invoice Texts Address Communication Partners Additional Data Org. Data Status Payment Processing Incoterms ESL data

Purch. Org. 1000
 Purch. Group IRM Import Raw Materia
 Company Code 1000 Electrosteel Steels Ltd.

S...	Itm	A	Stock Segment	Reqmnt Segment	Reqmt No.	Requisitioner	IM Material	Info rec.	R...	F...	T..	Purchase ...	Req...	Outline ag...	Con...	RF
10					COK1	Prachee						1900000077	10			

Default Values Addl Planning

Step 7: Enter the gross price

Purchase Order Edit Goto Environment System Help

Create Purchase Order

Document Overview On Hold Print Preview Messages Personal Setting

ZIRW PO-Imp. Bulk R... Vendor 600007 CORONADO CURRAGH P... Doc. Date 11.04.2020

Header

S...	Itm	A	Stor. Location	Batch	Stock Segment	Reqmnt Segment	Reqmt No.	Requisitioner	IM Material	Info rec.	R...	F...	T..	Purchase ...	Req...	Outline
10			VP01				COK1	Prachee		5300000...				1900000077	10	

Default Values Addl Planning

Item 1 [10] MFL151016050010 , COAL;HRD CKNG

Material Data Quantities/Weights Delivery Schedule Delivery Invoice Conditions India Texts Delivery Address Confirmations Condition Co...

Quantity 55,000 TO Net 6,325,000.00 USD

Condition Record Analysis Update

I...	OnTy	Name	Amount	Crcy	per	U...	Condition Value	Curr.	Status	Num...	ATO/MTS Component	OUn	CCon...	Un	Condition Va
		Gross Price	115.00	USD		1 TO	6,325,000.00	USD			1		TO	1 TO	
		Gross Price	115.00	USD		1 TO	6,325,000.00	USD			1		TO	1 TO	
		Discounted Value	115.00	USD		1 TO	6,325,000.00	USD			1		TO	1 TO	
		Cost	115.00	USD		1 TO	6,325,000.00	USD			1		TO	1 TO	
		ZORAQ Ocean/Air Frght (Q)	13.00	USD		1 TO	715,000.00	USD			1		TO	1 TO	

Step 8: Enter the delivery conditions, custom conditions and the port charges

Purchase Order Edit Goto Environment System Help

Create Purchase Order

Document Overview On Hold Print Preview Messages Personal Setting

ZIRW PO-imp. Bulk R... Vendor 600007 CORONADO CURRAGH P... Doc. Date 11.04.2020

S...	Item	A	Net Price	Curr...	Per	O...	Matl Group	Plnt	Stor. Location	Batch	Stock Segment	Reqmnt Segment	Reqmt No.	Requisitioner	IM Mat
10			115.00	USD	1	TO	1510	1000	COR1				COK1	Prachee	

Item: 1 [10] MFL151016050010 , COAL;HRD CKNG

Quantity: 55,000 TO Net: € 325,000.00 USD

I...	CnTy	Name	Amount	Crcy	per	U...	Condition Value	Curr.	Status	Num...	ATO/MTS Component	OUn	CCon...	Un	Condition V...
JCDB	IN	Basic customs	176,000.00	USD			176,000.00	USD		0			0		
ZMEI		MEIS BASIC CUSTOM		USD				USD		0			0		
ZSIS		SEIS BASIC CUSTOM		USD				USD		0			0		
		Customs Duty	3.20	USD	1	TO	176,000.00	USD		1		TO	1	TO	
JSWS	IN	Import SWS	17,600.00	USD			17,600.00	USD		0			0		
		Total Customs Duty	3.52	USD	1	TO	193,600.00	USD		1		TO	1	TO	

SAP ESQ (1) 100 esk

Select the condition to map the vendor against the basic customs duty and click on search button

Purchase Order Edit Goto Environment System Help

Create Purchase Order

Document Overview On Hold Print Preview Messages Personal Setting

ZIRW PO-imp. Bulk R... Vendor 600007 CORONADO CURRAGH P... Doc. Date 11.04.2020

S...	Item	A	Net Price	Curr...	Per	O...	Matl Group	Plnt	Stor. Location	Batch	Stock Segment	Reqmnt Segment	Reqmt No.	Requisitioner	IM Mat
10			115.00	USD	1	TO	1510	1000	COR1				COK1	Prachee	

Item: 1 [10] MFL151016050010 , COAL;HRD CKNG

Quantity: 55,000 TO Net: € 325,000.00 USD

I...	CnTy	Name	Amount	Crcy	per	U...	Condition Value	Curr.	Status	Num...	ATO/MTS Component	OUn	CCon...	Un	Condition V...
JCDB	IN	Basic customs	176,000.00	USD			176,000.00	USD		0			0		
ZMEI		MEIS BASIC CUSTOM		USD				USD		0			0		
ZSIS		SEIS BASIC CUSTOM		USD				USD		0			0		
		Customs Duty	3.20	USD	1	TO	176,000.00	USD		1		TO	1	TO	
JSWS	IN	Import SWS	17,600.00	USD			17,600.00	USD		0			0		
		Total Customs Duty	3.52	USD	1	TO	193,600.00	USD		1		TO	1	TO	

SAP ESQ (1) 100 esk

Map the vendor for the same, press enter and click on back button

Goto System Help

Item - Conditions - Detail

Item: 10 Application: M
 Condition type: JCDB IN Basic customs CondPricingDate: 11.04.2020

Condition Values

Amount: 176,000.00 USD
 Cond.Base Value: 704,000,000
 Condition Value: 176,000.00 USD
 Currency: USD Exchange Rate: 72.00000
 Doc. Currency: USD Exchange Rate: 72.00000 Local Currency: INR

Control

Condition Class: A Discount or surcharge
 Calculat.Type: B Fixed amount Statistical
 Condit.Category: B Delivery costs Accruals
 Cond.Control: C Changed manually Changed Manual.
 Condit.Origin: A Automatic pricing

Account Determination

Account Key: ECL
 Accruals: LCL
 Vendor: 300015

To add a condition type, click at the last blank space

Purchase Order Edit Goto Environment System Help

Create Purchase Order

Document Overview On Hold Print Preview Messages Personal Setting

ZIRW PO-imp. Bulk R... Vendor: 600007 CORONADO CURRAGH P... Doc. Date: 11.04.2020

S.	Itm	A	Material	Short Text	PO Quantity	O...	C Delv. Date	Net Price	Curr...	Per	O...	Matl Group	Plht
10			MFL151016050010	COAL;HRD CKNG	55,000	TO	D 11.04.2020	115.00	USD	1	TO	1510	1000

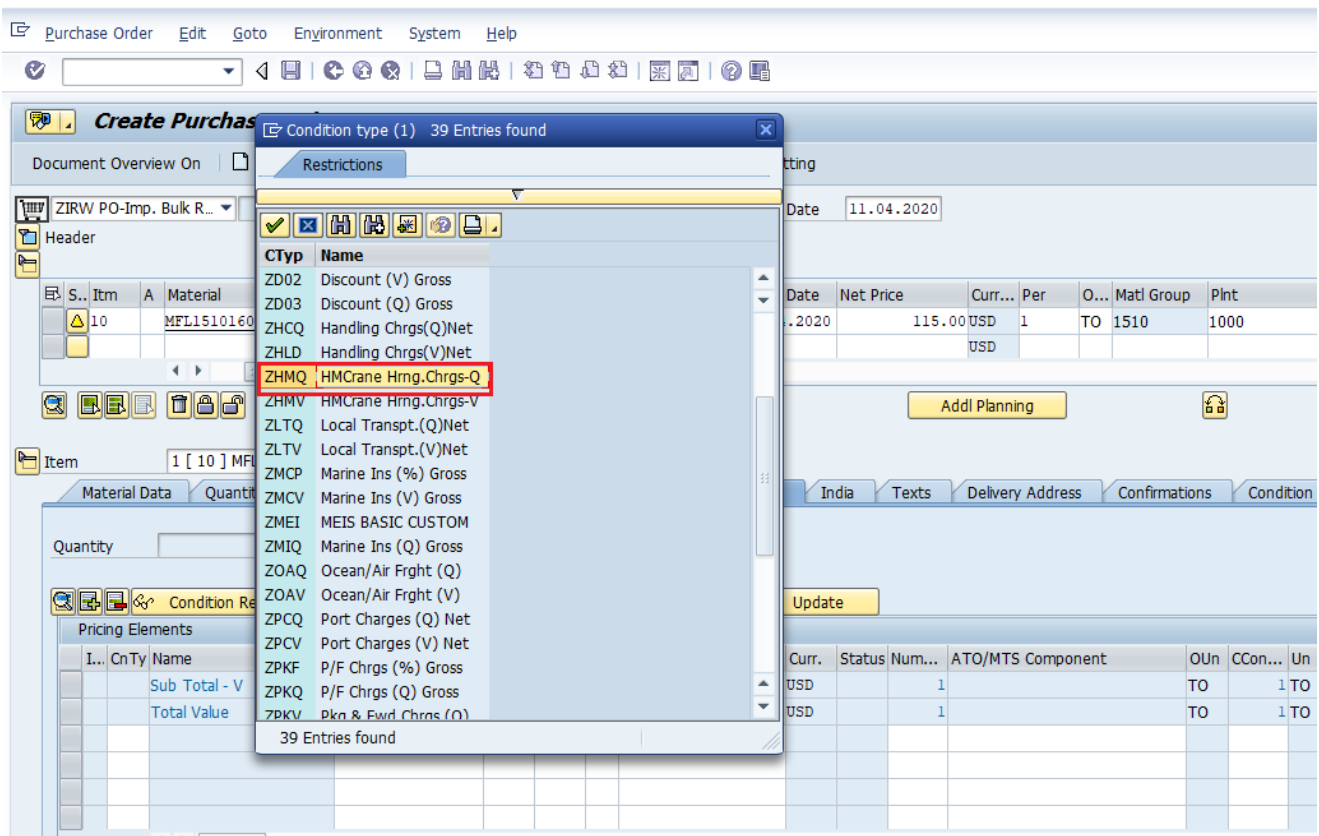
Item: 1 [10] MFL151016050010 , COAL;HRD CKNG

Material Data Quantities/Weights Delivery Schedule Delivery Invoice Conditions India Texts Delivery Address Confirmations Condition

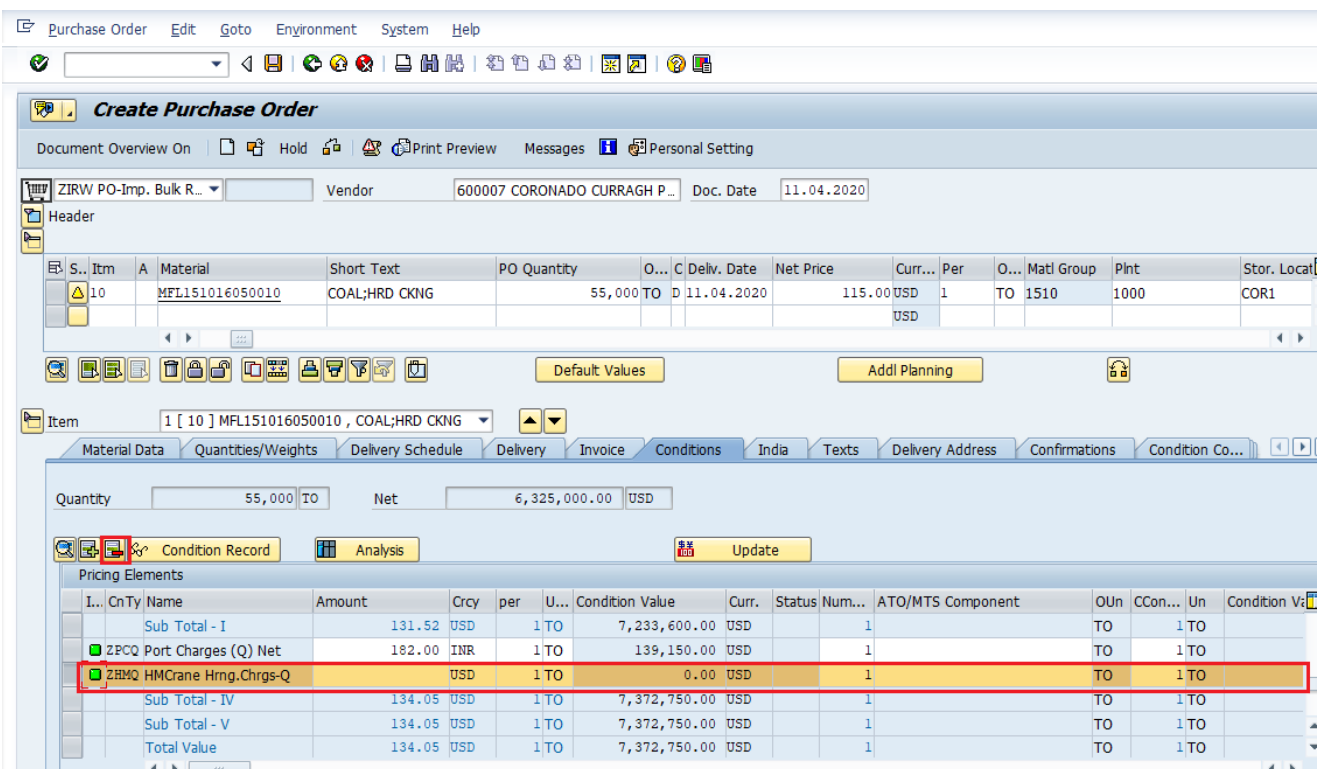
Quantity: 55,000 TO Net: 6,325,000.00 USD

I...	CnTy	Name	Amount	Crcy	per	U...	Condition Value	Curr.	Status	Num...	ATO/MTS Component	OUn	CCon...	Un
		Sub Total - V	134.05	USD	1	TO	7,372,750.00	USD		1		TO		1 TO
		Total Value	134.05	USD	1	TO	7,372,750.00	USD		1		TO		1 TO

Click the condition type required and press enter



To delete a condition, select it and press delete row



Step 9: Click on invoice tab and enter tax code.

Purchase Order Edit Goto Environment System Help

Create Purchase Order

Document Overview On Hold Print Preview Messages Personal Setting

ZIRW PO-Imp. Bulk R... Vendor 600007 CORONADO CURRAGH P... Doc. Date 11.04.2020

Header

S...	Itm	A	Material	Short Text	PO Quantity	O...	C Delv. Date	Net Price	Curr...	Per	O...	Matl Group	Pnt
10			MFL151016050010	COAL;HRD CKNG	55,000	TO	11.04.2020	115.00	USD	1	TO	1510	1000
									USD				
									USD				
									USD				
									USD				

Item 1 [10] MFL151016050010, COAL;HRD CKNG

Material Data Quantities/Weights Delivery Schedule Delivery Invoice Conditions India Texts Delivery Address Confirmations Con

Inv. Receipt Final Invoice GR-Bsd IV DP Category

Tax Code **VO** Taxes

Step-10: Click on the ESL tab to enter the NFA number

Purchase Order Edit Goto Environment System Help

Create Purchase Order

Document Overview On Hold Print Preview Messages Personal Setting

ZIRW PO-Imp. Bulk R... Vendor 600007 CORONADO CURRAGH P... Doc. Date 11.04.2020

Header

S...	Itm	A	Stor. Location	Batch	Stock Segment	Reqmnt Segment	Reqmt No.	Requisitioner	IM Material	Info rec.	R...	F...	T...	Purchase ...	Req...	Outline
10			VP01				COK1	Prachee		5300000...				1900000077	10	

Item 1 [10] MFL151016050010, COAL;HRD CKNG

Delivery Schedule Delivery Invoice Conditions India Texts Delivery Address Confirmations Condition Control Retail Incoterms **ESL data**

Quantity 55,000 TO Net 6,325,000.00 USD

Condition Record Analysis Update

I...	CnTy	Name	Amount	Crcy	per	U...	Condition Value	Curr.	Status	Num...	ATO/MTS Component	OUn	CCon...	Un	Condition V...
		PBXK	115.00	USD	1	TO	6,325,000.00	USD		1		TO		1	TO
		Gross Price	115.00	USD	1	TO	6,325,000.00	USD		1		TO		1	TO
		Discounted Value	115.00	USD	1	TO	6,325,000.00	USD		1		TO		1	TO
		Cost	115.00	USD	1	TO	6,325,000.00	USD		1		TO		1	TO
		20AQ Ocean/Air Frght (Q)	13.00	USD	1	TO	715,000.00	USD		1		TO		1	TO
		Cost + Ocean/Air Fre	128.00	USD	1	TO	7,040,000.00	USD		1		TO		1	TO

Material Data Quantities/Weights Delivery Schedule Delivery Invoice Conditions India Texts Delivery Address Confirmations Condition Control Retail Incoterms **ESL data**

The screenshot shows the 'Create Purchase Order' interface in SAP. The 'Header' tab is active. The document is titled 'ZIRW PO-Imp. Bulk R...' and the vendor is '600007 CORONADO CURRAGH P...'. The document date is '11.04.2020'. Below the header information, there is a table with columns: S., Itm, A, Stor. Location, Batch, Stock Segment, Reqmnt Segment, Reqmt No., Requisitioner, IM Material, Info rec., R..., F..., T., Purchase ..., and Req... The first row contains the value '10' in the 'Itm' column and 'VP01' in the 'Stor. Location' column. At the bottom of the header section, the 'ESL data' tab is highlighted. A red box highlights the 'NFA No.' field with the value 'NF20200009'.

Step-11: Click on header tab ESL data. Enter Vessel Name, Bill of lading and BOL date

The screenshot shows the 'Create Purchase Order' interface in SAP, with the 'ESL data' tab selected. The 'Vessel Name' field is filled with 'AENEAS', the 'Bill of Lading' field with '1', and the 'BOL Date' field with '25.03.2020'. These three fields are highlighted with a red box. Other fields include 'Arrival via containers', 'Number of Containers', 'GRN Indicator', 'Transportation mode', and 'Transporter'. Below the form, the same table from the previous screenshot is visible, showing item '10' at location 'VP01'. At the bottom, the 'ESL data' tab is highlighted in the header navigation bar.

Step-12: Click on deliver/invoice under header tab to map payment condition

Purchase Order Edit Goto Environment System Help

Create Purchase Order

Document Overview On | Hold | Print Preview | Messages | Personal Setting

ZIRW PO-imp. Bulk R... Vendor: 600007 CORONADO CURRAGH P... Doc. Date: 11.04.2020

Delivery/Invoice | Conditions | Texts | Address | Communication | Partners | Additional Data | Org. Data | Status | Payment Processing | Incoterms

Payment Terms: **IC08** | Currency: USD | Exchange Rate: 72.00000

S...	Itm	A	Stor. Location	Batch	Stock Segment	Reqmnt Segment	Reqmt No.	Requisitioner	IM Material	Info rec.	R...	F...	T...	Purchase ...
10			VP01				COK1	Prachee		5300000...				1900000077

Default Values | Add Planning

Step-13: Map the overdeliv. Tol limit under delivery tab in item section if required

Purchase Order Edit Goto Environment System Help

Create Purchase Order

Document Overview On | Hold | Print Preview | Messages | Personal Setting

ZIRW PO-imp. Bulk R... Vendor: 600007 CORONADO CURRAGH P... Doc. Date: 11.04.2020

Header

S...	Itm	A	Stor. Location	Batch	Stock Segment	Reqmnt Segment	Reqmt No.	Requisitioner	IM Material	Info rec.	R...	F...	T...	Purchase ...
10			VP01				COK1	Prachee		5300000...				1900000077

Default Values | Add Planning

Item: 1 [10] MFL151016050010 , COAL;HRD CKNG

Delivery Schedule | **Delivery** | Invoice | Conditions | India | Texts | Delivery Address | Confirmations | Condition Control | Retail | Incoterms

Overdelv. Tol: **10** % | Underdel. Tol: % | Shipping Instr. | Stock Type: Unrestricted use

1st Rem./Exped. | 2nd Rem./Exped. | 3rd Rem./Exped. | No. Exped. | Pl. Delv. Time | GR Proc. Time | Latest GR Date

Goods receipt | GR non-valuation | Deliv. Compl. | Part.Del./Item

Step-14: Click on header text data to map the relevant information at the header level

Create Purchase Order

Document Overview On | Hold | Print Preview | Messages | Personal Setting

ZIRW PO-Imp. Bulk R... Vendor: 600007 CORONADO CURRAGH P... Doc. Date: 11.04.2020

Delivery/Invoice | Conditions | **Texts** | Address | Communication | Partners | Additional Data | Org. Data | Status | Payment Processing | Incoterms

Header Texts

- Header text
- Header note
- Pricing types
- Deadlines

HARD COKING COAL 55KI.....

1 Continuous-t...

S..	Itm	A	Stor. Location	Batch	Stock Segment	Reqmnt Segment	Reqmt No.	Requisitioner	IM Material	Info rec.	R...	F...	T..	Purchase ...
10			VP01				COK1	Prachee		5300000...				1900000077

Step-15: Click on header Incoterms tab to map the incoterm condition

Create Purchase Order

Document Overview On | Hold | Print Preview | Messages | Personal Setting

ZIRW PO-Imp. Bulk R... Vendor: 600007 CORONADO CURRAGH P... Doc. Date: 11.04.2020

Delivery/Invoice | Conditions | Texts | Address | Communication | Partners | Additional Data | Org. Data | Status | Payment Processing | **Incoterms**

Incoterms Version: []

Incoterms: FOB

Incoterms Location 1: Australia

Incoterms Location 2: []

S..	Itm	A	Stor. Location	Batch	Stock Segment	Reqmnt Segment	Reqmt No.	Requisitioner	IM Material	Info rec.	R...	F...	T..	Purchase ...
10			VP01				COK1	Prachee		5300000...				1900000077

Step 16 : Click on item detail text to provide relevant information line wise

The screenshot shows the SAP 'Create Purchase Order' interface. At the top, there is a menu bar with 'Purchase Order', 'Edit', 'Goto', 'Environment', 'System', and 'Help'. Below the menu is a toolbar with various icons. The main header area displays 'ZIRW PO-Imp. Bulk R...' as the document title, 'Vendor' as '600007 CORONADO CURRAGH P...', and 'Doc. Date' as '11.04.2020'. A table below the header lists items, with the first item having 'S.. Itm' 10, 'Stor. Location' VP01, 'Reqmnt No.' COK1, and 'Requisitioner' Prachee. Below the table, there are buttons for 'Default Values' and 'Add Planning'. The 'Item' section is expanded to show '1 [10] MFL151016050010 , COAL;HRD CKNG'. The 'Texts' tab is selected, and the 'Item Texts' list on the left includes 'Material PO text' which is checked. The text input field contains 'COAL; TYPE: HARD COKING' and is highlighted with a red box. A note at the bottom states 'Text can be adopted from Mat. Master (Purchase order text)'.

Step 17 : Click on item detail text to provide incoterm information line wise

This screenshot shows the same SAP 'Create Purchase Order' interface as the previous one, but with the 'Incoterms' tab selected in the 'Item' section. The 'Incoterms' list on the left includes 'Incoterms Version', 'Incoterms', 'Incoterms Location 1', and 'Incoterms Location 2'. The 'Incoterms' field is highlighted with a red box and contains the text 'FOB'. The 'Incoterms Location 1' and 'Incoterms Location 2' fields are empty. The rest of the interface, including the menu, toolbar, and item table, remains the same as in the previous screenshot.

Step 18: Click on save button

Purchase Order Edit Goto Environment System Help

Create Purchase Order

Document Overview On Hold Print Preview Messages Personal Setting

ZIRW PO-Imp. Bulk R... Vendor 600007 CORONADO CURRAGH P... Doc. Date 11.04.2020

Header

S..	Itm	A	Stor. Location	Batch	Stock Segment	Reqmnt Segment	Reqmt No.	Requisitioner	IM Material	Info rec.	R...	F...	T..	Purchase ...	Req...	Outline
10			VP01				COK1	Prachee		5300000...				1900000077	10	

Item 1 [10] MFL151016050010, COAL;HRD CKNG

Quantity 55,000 TO Net 6,325,000.00 USD

I..	CnTy	Name	Amount	Crcy	per	U...	Condition Value	Curr.	Status	Num...	ATO/MTS Component	OU	CCon...	Un	Condition V
		Net Price	115.00	USD		1 TO	6,325,000.00	USD				TO		1 TO	
		Gross Price	115.00	USD		1 TO	6,325,000.00	USD				TO		1 TO	
		Discounted Value	115.00	USD		1 TO	6,325,000.00	USD				TO		1 TO	
		Cost	115.00	USD		1 TO	6,325,000.00	USD				TO		1 TO	
		Ocean/Air Frght (Q)	13.00	USD		1 TO	715,000.00	USD				TO		1 TO	
		Cost + Ocean/Air Fre	128.00	USD		1 TO	7,040,000.00	USD				TO		1 TO	

Purchase Order Edit Goto Environment System Help

Create Purchase Order

Document Overview On Hold Print Preview Messages Personal Setting

ZIRW PO-Imp. Bulk R... Vendor 600007 CORONADO CURRAGH P... Doc. Date 12.04.2020

Header

S..	Itm	A	I	Material	Short Text	PO Quantity	O...	C	Deliv. Date	Net Price	Curr...	Per	O... Mat
10				MFL151016050010	COAL;HRD CKNG	55,000 TO	D		11.04.2020	115.00	USD	1	TO 151

Item 1 [10]

Quantity 55,000 TO Net 6,325,000.00 USD

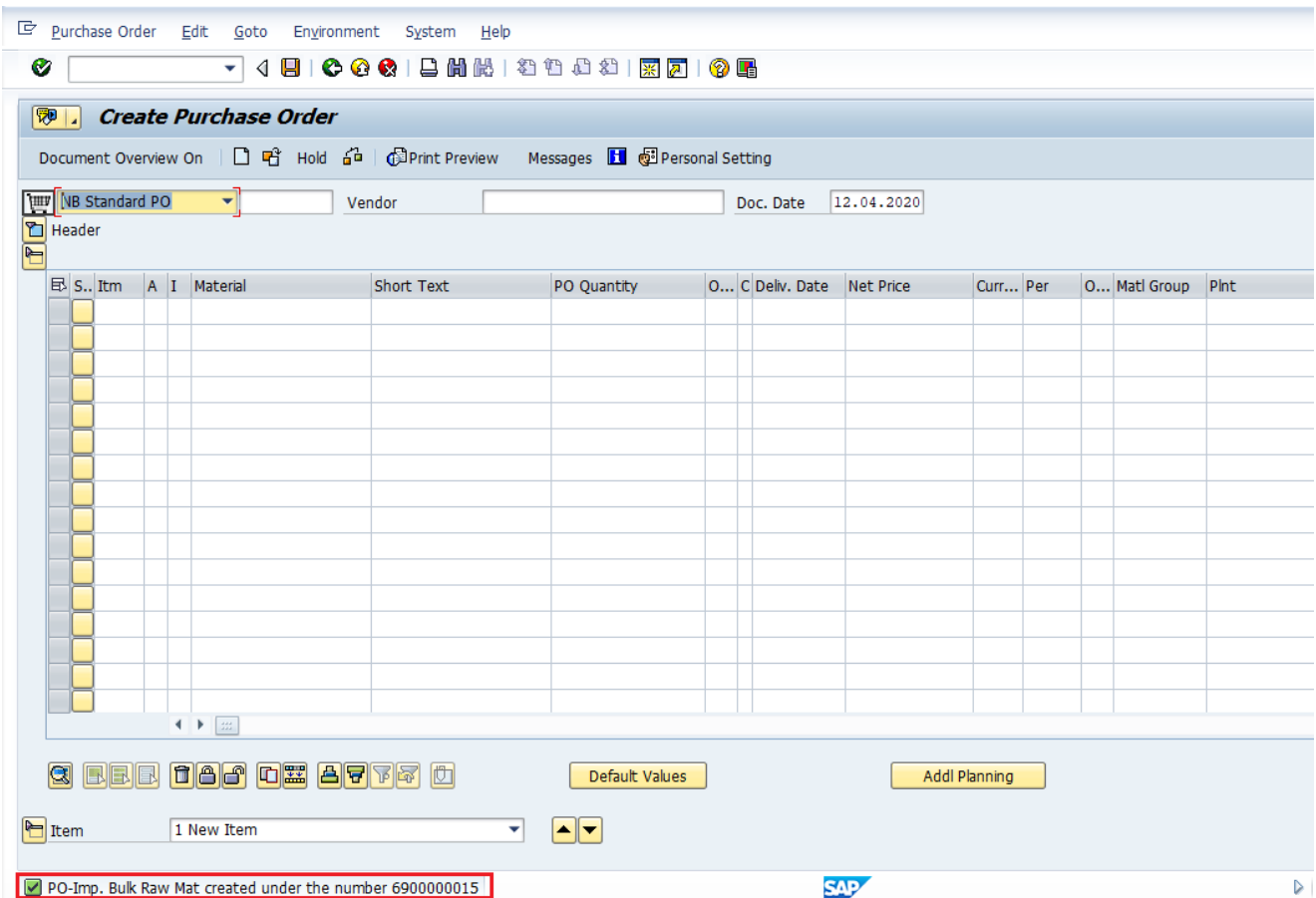
Save Document

System messages issued

Do you want to save document or process data?

Save Edit Cancel

PO Document generated



1.6 Purchase Order Release

a) Definition and Prerequisites

PO will be released as per DOA

b) Menu Path and Transaction code

SAP S/4 HANA menu	SAP Menu- →Logistics → Materials Management → Purchasing → Purchase Order → Release → Individual Release
Transaction Code	ME29N

c) Responsibility

DOA Approvers

d) Screen capture/ Process

Step 1: Click on other document and enter the purchase order to be released.

Purchase Order Edit Goto Environment System Help

Release Chargeable Service 760000008

Document Overview On Print Preview Messages Personal Setting

ZDCS Chargeable Ser... 7600000008 Vendor 400009 B.K.ENGINEERING WORK... Doc. Date 11.04.2020

Select Document

Pur. Order

Pur. Order
 Purch. Requisition

Other Document

Code	Description	Sta...	Rel..
07	Level 1 Rel OTHR2	✓	

S.. Itm	A I	Material	Short Text	PO Quantity	O... C	Deliv. Date	Net Price	Curr...	Per	O...	Matl Group
10	K D		Hiring of Hyva		1 AU D	30.04.2020	3,000,000.00	INR	1	AU	4017

Default Values Add Planning

Step 2: Click on the release sign

Purchase Order Edit Goto Environment System Help

Release PO-Imp. Bulk Raw Mat 6900000015

Document Overview On Print Preview Messages Personal Setting

ZIRW PO-Imp. Bulk R... 6900000015 Vendor 600007 CORONADO CURRAGH P... Doc. Date 12.04.2020

Delivery/Invoice Conditions Texts Address Communication Partners Additional Data Org. Data Status Release strategy Payment

Release group RG ESL PO REL. STRATEGY

Release Strategy Y8 DOPO > 5 Cr.

Release indicator B Blocked, changeable wit...

Code	Description	Sta	Rel
07	Level 1 Rel OTHR2	⚠	
40	CCO/CFO		

S.. Itm	A I	Material	Short Text	PO Quantity	O... C	Deliv. Date	Net Price	Curr...	Per	O...	Matl Group	Plnt
10		MPL151016050010	COAL;HRD CKNG	55,000	TO D	11.04.2020	115.00	USD	1	TO	1510	4220

Default Values Add Planning

Purchase Order Edit Goto Environment System Help

Release PO-Imp. Bulk Raw Mat 6900000015

Document Overview On Print Preview Messages Personal Setting

ZIRW PO-Imp. Bulk R... 6900000015 Vendor 600007 CORONADO CURRAGH P... Doc. Date 12.04.2020

Delivery/Invoice Conditions Texts Address Communication Partners Additional Data Org. Data Status Release strategy Pay

Release group RG ESL PO REL. STRATEGY Code Description Sta Rel
 Release Strategy Y8 DOPO > 5 Cr. 07 Level 1 Rel OTHR2 ✓
 40 CCO/CFO ✓
 Release indicator G Released

S.. Itm	A	I	Material	Short Text	PO Quantity	O... C	Deliv. Date	Net Price	Curr...	Per	O...	Matl Group	Pl
10			MFL151016050010	COAL;HRD CKNG	55,000	TO D	11.04.2020	115.00	USD	1	TO	1510	42

Default Values Add Planning Undo filter

Step 3: Click on save button

Purchase Order Edit Goto Environment System Help

PO-Imp. Bulk Raw Mat 6900000015 Created by MM_SUPPORT

Document Overview On Print Preview Messages Personal Setting

ZIRW PO-Imp. Bulk R... 6900000015 Vendor 600007 CORONADO CURRAGH P... Doc. Date 12.04.2020

Delivery/Invoice Conditions Texts Address Communication Partners Additional Data Org. Data Status Release strategy Payment Proc

Release group RG ESL PO REL. STRATEGY Code Description Sta...
 Release Strategy Y8 DOPO > 5 Cr. 07 Level 1 Rel OTHR2 ✓
 40 CCO/CFO ✓
 Release indicator G Released

S.. Itm	A	I	Material	Short Text	PO Quantity	O... C	Deliv. Date	Net Price	Curr...	Per	O...	Matl Group	Plnt
10			MFL151016050010	COAL;HRD CKNG	55,000	TO D	11.04.2020	115.00	USD	1	TO	1510	4220

Add Planning

Item 1 [10] MFL151016050010 , COAL;HRD CKNG

Material Data Quantities/Weights Delivery Schedule Delivery Invoice Conditions India Texts Delivery Address Confirmations Condition

S.. C	Delivery D...	Sched. Qty	Time	Stat. Del. ...	GR qty	Purchase ...	Req...	N...	Open Quantity	Sc...	P..
D	11.04.2020	55,000		11.04.2020		1900000077	10		55,000	1	
									0		
									0		

PO-Imp. Bulk Raw Mat 6900000015 changed

SAP

1.7 Contract Creation

a) Definition and Prerequisites

The purchase department may enter into a long term contract with the approved supplier. Contract is an optional step.

b) Menu Path and Transaction code

SAP S/4 HANA menu	SAP Menu > Logistics > Material Management > Purchasing > Outline Agreement > Contract
Transaction Code	ME31K

c) Responsibility

Purchase Department

d) Screen capture/ Process

Step 1: Select Agreement type, vendor, purchasing org and purchasing grp. Press Enter

The screenshot displays the 'Create Contract: Initial Screen' in SAP S/4 HANA. The interface includes a menu bar (Outline Agreement, Edit, Header, Item, Environment, System, Help) and a toolbar with various icons. The main form area is divided into several sections:

- Reference to PReq** and **Reference to RFQ** (checkboxes)
- Vendor**: 600007
- Agreement Type**: ZRMK
- Agreement Date**: 11.04.2020
- Agreement**: (empty field)
- Organizational Data**:
 - Purch. organization**: 1000
 - Purchasing Group**: IRM
- Default Data for Items**:
 - Item Category: (checkbox)
 - Acct Assignment Cat.: (checkbox)
 - Plant: (text field)
 - Storage location: (text field)
 - Material Group: (text field)
 - Dept. Code1: (text field)
 - Supplier Subrange: (text field)
 - Acknowledgment Reqd: (checkbox)

Step 2: Enter validity end date, payment terms (if applicable) and press enter

Contract Edit Header Item Environment System Help

Create Contract : Header Data

Agreement Company Code 1000 Purchasing Group IRM
 Agreement Type ZRMK Purch. organization 1000
 Vendor 600007 CORONADO CURRAGH PTY LTD Test

Administrative Fields

Agreement Date 11.04.2020 Item Number Interval 10 Subitem Interv. 1
 Validity Start 11.04.2020 Validity End 30.04.2021 Language EN
 GR Message

Terms of Delivery and Payment

Payment terms Targ. Val. USD
 Payment in Days Exch. Rate 72.00000 Ex.Rate Fx
 Payment in Days
 Payment in Days Net
 Inco. Version
 Incoterms
 Inco. Location1

Reference Data

Quotation Date Quotation
 Your Reference Salesperson

Step-3: Enter material, quantity, and net price. Press enter

Contract Edit Header Item Environment System Help

Create Contract : Item Overview

Agreement Agreement Type ZRMK Agmt Date 11.04.2020
 Vendor 600007 CORONADO CURRAGH PTY LTD Test Currency USD

Outline Agreement Items

Item	I	A	Material	Short Text	Targ. Qty	O...	Net Price	Per	O...	Mat. Grp	Plnt	SLoc	D	Stock Segment
10			MFL151016050010	COAL;HRD CKNG	5500		1151			1510				
20														
30														
40														
50														
60														
70														
80														
90														
100														
110														
120														
130														
140														
150														
160														

Step-4: Enter the tax code, check the IR, GR-BasedIV and ERS (if applicable)

Contract Edit Header Item Environment System Help

Create Contract : Item 00010

Account Assignments

Agreement Item: 10 Item Cat. AcctAssCat
 Material: MFL151016050010 Plant
 Short Text: COAL;HRD CKNG Stor. Loc.
 Matl Group: 1510

Quantity and Price

Target Quantity: 55,000 TO RelOrdQty: 60,500
 Net Order Price: 115.00 USD / 1 TO Price Date
 Qty Conversion: 1 TO <-> 1 TO InfoUpdate

Other Data

1st Rem./Exped. ConfContr. Acknowl. Reqd
 2nd Rem./Exped. Ackn. No.
 3rd Rem./Exped. Dept. Co. Estimated Price
 Supp. Mat. Print Price

GR/IR Control

Underdel. Tol. Stock Type Info atReg GR
 Overdeliv. Tol. Unlimited GR non-val
 Tax Code: 70 IR
 Shipping Instr. GR-BasedIV

** Note for ERS, payment terms needs to be maintained

Step 5: Enter Payment terms

Contract Edit Header Item Environment System Help

Create Contract : Item Overview

Account Assignments

Agreement Agreement Type: ZRMR Agmt Date: 11.04.2020
 Vendor: 600007 CORONADO CURRAGH PTY LTD Test Currency: USD

Outline Agreement Items

Item	I	A	Material	Short Text	Targ. Qty	O...	Net Price	Per	O...	Mat. Grp	Plnt	SLoc
10			MFL151016050010	COAL;HRD CKNG	55,000	TO	115.00	1	TO	1510		
20												
30												
40												
50												
60												
70												
80												
90												
100												
110												
120												
130												
140												
150												
160												

Contract Edit Header Item Environment System Help

Create Contract : Header Data

Agreement Company Code 1000 Purchasing Group **IRM**

Agreement Type ZRMK Purch. organization 1000

Vendor 600007 CORONADO CURRAGH PTY LTD Test

Administrative Fields

Agreement Date 11.04.2020 Item Number Interval 10 Subitem Interv. 1

Validity Start 11.04.2020 Validity End 30.04.2021 Language EN

GR Message

Terms of Delivery and Payment

Payment terms Targ. Val. USD

Payment in Days % Exch. Rate 72.00000 Ex.Rate Fx

Payment in Days %

Payment in Days Net

Inco. Version

Incoterms

Inco. Location1

Reference Data

Quotation Date Quotation

Your Reference Salesperson

Our Reference Telephone

Goods Supplier Invoicing Party

Step-6: Click on Save

Contract Edit Header Item Environment System Help

Create Contract : Item Overview

Agreement Agreement Type ZRMK Agmt Date 11.04.2020

Vendor 600007 CORONADO CURRAGH PTY LTD Test Currency USD

Outline Agreement Items

Item	I	A	Material	Short Text	Targ. Qty	O...	Net Price	Per	O...	Mat. Grp	PInt	SLoc	D
10	<input type="checkbox"/>		L151016050010	COAL;HRD CKNG	55,000	TO	115.001	1	TO	1510			
20													
30													
40													
50													
60													
70													
80													
90													
100													
110													
120													
130													
140													
150													
160													

Contract Edit Header Item Environment System Help

Create Contract : Item Overview

Account Assignments

Agreement Agreement Type ZRMK Agmt Date 11.04.2020
 Vendor 600007 CORONADO CURRAGH PTY LTD Test Currency USD

Outline Agreement Items

Item	I	A	Material	Short Text	Targ. Qty	O...	Net Price	Per	O...	Mat. Grp	Plnt	SLoc	D	Stock Segment
10			MFL151016050010	COAL:HRD CKNG	55,000	TO	115.001		TO	1510				
20														
30														
40														
50														
60														
70														
80														
90														
100														
110														
120														
130														
140														
150														
160														

Save Document

No message record could be found for output of message.

Save anyway?

Yes No Cancel

Quantity Contract created.

Outline Agreement Edit Header Item Environment System Help

Create Contract : Initial Screen

Reference to PReq Reference to RFQ

Vendor Agreement Type ZRMK Agreement Date 11.04.2020 Agreement

Organizational Data

Purch. organization 1000 Purchasing Group IRM

Default Data for Items

Item Category Acct Assignment Cat. Plant Storage location Material Group Dept. Code1 Supplier Subrange Acknowledgment Reqd

Quantity Contract created under the number 3000000004

SAP

1.8 Contract Release

a) Definition and Prerequisites

Contract needs to be released as per DOA

b) Menu Path and Transaction code

SAP S/4 HANA menu	SAP Menu > Logistics > Material Management > Purchasing > Outline Agreement > Contract > Release.
Transaction Code	ME35K

c) Responsibility

DOA Approvers

d) Screen capture/ Process

Step-1: Enter the release code assigned to approver for first level release

The screenshot shows the SAP S/4 HANA interface for the 'Release (Approve) Purchasing Documents' transaction. The 'Release Code' field is set to '07'. The 'Release Prerequisite Fulfilled' checkbox is checked. The 'Scope of List' is set to 'RAHM'. The 'Purchasing Document Category' is set to 'K'. The 'Release' button is highlighted with a red box.

Step 2: Select the agreement that needs to be released and click on the release button

List Edit Goto Environment System Help

Release Purchasing Documents with Release Code 07

Release Cancel Release Release Strat. Release + Save Print Preview Individual Release

Contract	Type	Supplier	Name	PGp	Agmt	Date
3000000002	ZRMK	300010	BRIZO GLOBAL LOGISTICS PV XYZ	RMI	10.04.2020	
Agreement Start10.04.2020 Agreement End 30.04.2021						
RG/Y8 DOPO > 5 Cr. B Blocked, changeable wRelease possible						
3000000004	ZRMK	600007	CORONADO CURRAGH PTY LTD Test	IRM	11.04.2020	
Agreement Start11.04.2020 Agreement End 30.04.2021						
RG/Y8 DOPO > 5 Cr. B Blocked, changeable wRelease possible						
3400000004	ZSER	300011	FLYJAC LOGISTICS PVT. LTD	S01	07.04.2020	
Agreement Start07.04.2020 Agreement End 30.04.2020						
Tgt Value 1,000,000.00 INR Open 1,000,000.00 INR 100.00 %						
RG/Y7 DOPO <= 5 Cr. B Blocked, changeable wRelease possible						

Step 3: Click on save button

List Edit Goto Environment System Help

Release Purchasing Documents with Release Code 07

Release Cancel Release Release Strat. Release + Save Print Preview Individual Release

Contract	Type	Supplier	Name	PGp	Agmt	Date
3000000002	ZRMK	300010	BRIZO GLOBAL LOGISTICS PV XYZ	RMI	10.04.2020	
Agreement Start10.04.2020 Agreement End 30.04.2021						
RG/Y8 DOPO > 5 Cr. B Blocked, changeable wRelease possible						
3000000004	ZRMK	600007	CORONADO CURRAGH PTY LTD Test	IRM	11.04.2020	
Agreement Start11.04.2020 Agreement End 30.04.2021						
RG/Y8 DOPO > 5 Cr. B Blocked, changeable wRelease Set						
3400000004	ZSER	300011	FLYJAC LOGISTICS PVT. LTD	S01	07.04.2020	
Agreement Start07.04.2020 Agreement End 30.04.2020						
Tgt Value 1,000,000.00 INR Open 1,000,000.00 INR 100.00 %						
RG/Y7 DOPO <= 5 Cr. B Blocked, changeable wRelease possible						

Release effected with release code 07

Program Edit Goto System Help

Release (Approve) Purchasing Documents

Release Code

Release Group to

Set Release

Cancel Release

Release Prerequisite Fulfilled

List with Items

Scope of List

Purchasing Document Category to

Purchasing Organization to

Document Number to

Document Type to

Purchasing Group to

Supplier to

Supplying Plant to

Document Date to

Releases saved

SAP

Step 4: Enter the release code assigned to approver for second level release

Program Edit Goto System Help

Release (Approve) Purchasing Documents

Release Code

Release Group to

Set Release

Cancel Release

Release Prerequisite Fulfilled

List with Items

Scope of List

Purchasing Document Category to

Purchasing Organization to

Document Number to

Document Type to

Purchasing Group to

Supplier to

Supplying Plant to

Document Date to

Step 5: Select the agreement that needs to be released and click on the release button

Release Purchasing Documents with Release Code 40

Release Cancel Release Release Strat. Release + Save Print Preview Individual Release

Contract	Type	Supplier	Name	PGp	Agmt	Date
3000000004	ZRMK	600007	CORONADO CURRAGH PTY LTD Test	IRM	11.04.2020	
Agreement Start		11.04.2020		Agreement End		30.04.2021
RG/Y8 DOPO > 5 Cr.		B Blocked, changeable w		Release possible		

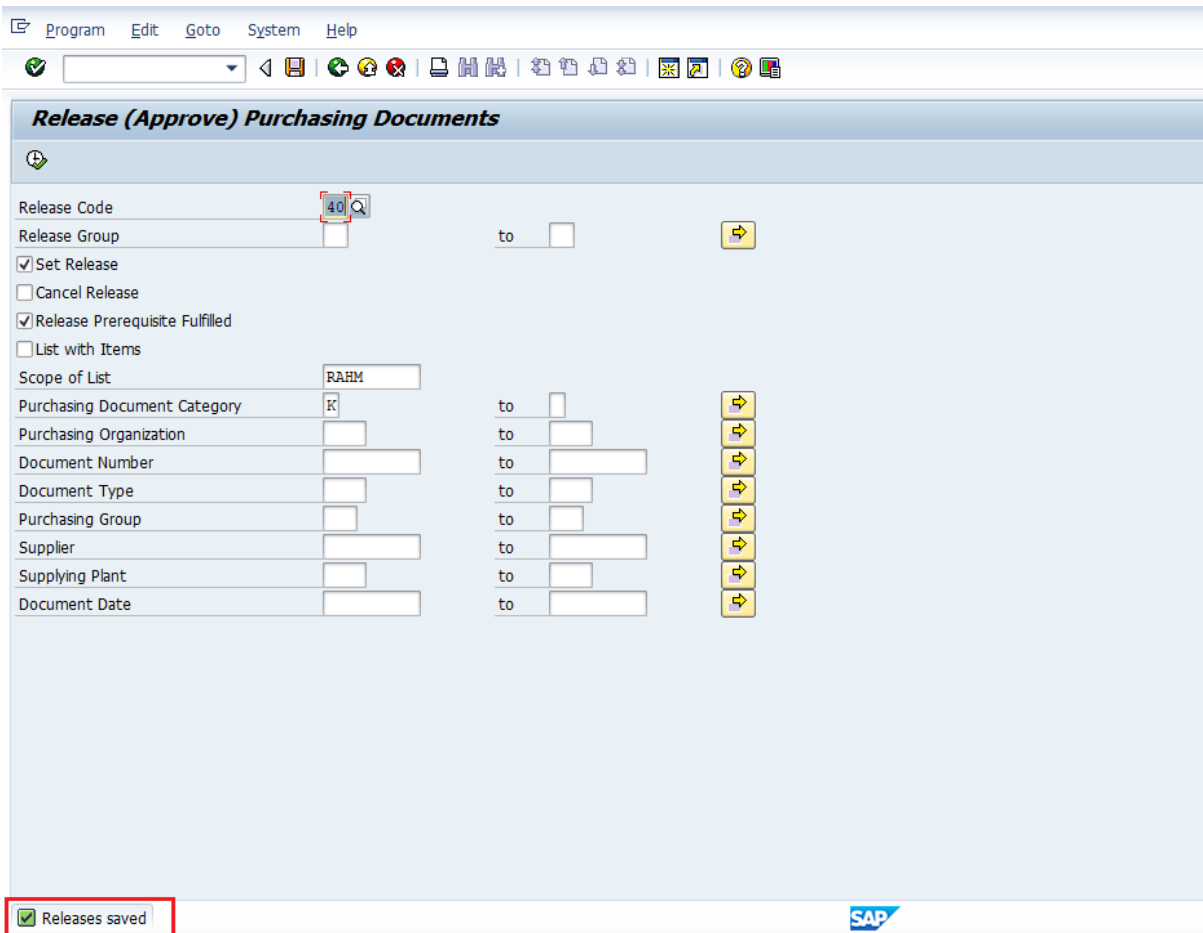
Step 6: Click on save button

Release Purchasing Documents with Release Code 40

Release Cancel Release Release Strat. Release + Save Print Preview Individual Release

Contract	Type	Supplier	Name	PGp	Agmt	Date
3000000004	ZRMK	600007	CORONADO CURRAGH PTY LTD Test	IRM	11.04.2020	
Agreement Start		11.04.2020		Agreement End		30.04.2021
RG/Y8 DOPO > 5 Cr.		G Released		wRelease Set		

Release effected with release code 40



1.9 Custom MIRO

a) Definition and Prerequisites

As vessel arrives at the discharge port, custom duty need to be paid to port authorities. Once BOE (Bill of Entry) is received from customs, Custom MIRO is done in system.

b) Menu Path and Transaction code

SAP S/4 HANA menu	SAP Menu- > Logistics > MM >Logistic Invoice verification > document entry > MIRO
Transaction Code	MIRO

c) Responsibility

Finance Department

d) Screen capture/ Process

Please refer the manual for MIRO

1.10 Goods Receipt at Port

a) Definition and Prerequisites

After custom MIRO is done in system, then Goods Receipt (GRN) is done at the corresponding port.

b) Menu Path and Transaction code

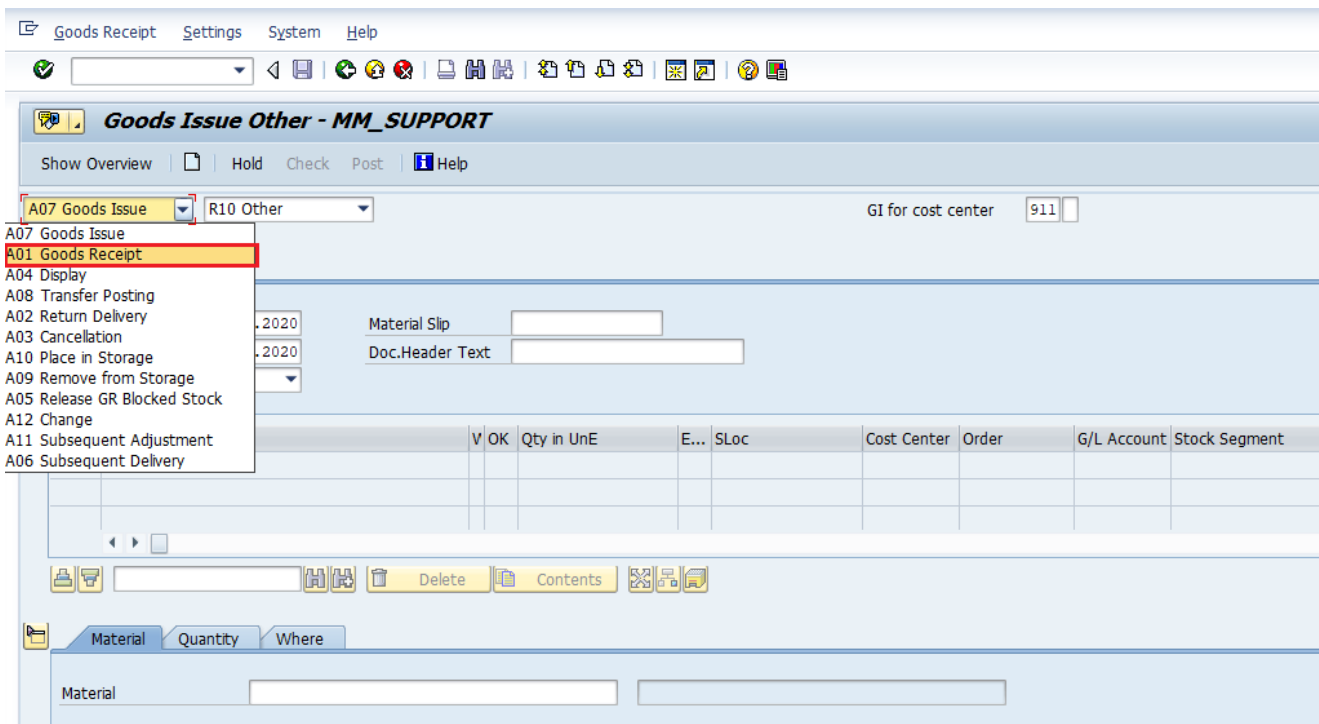
SAP S/4 HANA menu	SAP Menu -> Logistics > MM > Inventory Management > Goods Movement > MIGO
Transaction Code	MIGO

c) Responsibility

Raw Material - GRN team

d) Screen capture/ Process

Step 1: Select Goods Receipt



Step 2: Enter purchase order and line item. Press enter

Goods Receipt Purchase Order - MM_SUPPORT

Document Date: 12.04.2020
Posting Date: 12.04.2020

6900000015 10

GR goods receipt 101

General Vendor

Document Date: 12.04.2020
Posting Date: 12.04.2020
1 Individual Slip

Delivery Note
Bill of Lading
HeaderText

Line	Mat. Short Text	V OK	Qty in UnE	E...	S...	SLoc	Stock Segment	Batch	Valuation ...	M...	D Stoc

Material Quantity Where

Step 3: Click on quantity tab, enter quantity in qty in unit of energy and qty in delivery note tab. Enter the unit.

Goods Receipt Purchase Order 6900000015 - MM_SUPPORT

Document Date: 12.04.2020
Posting Date: 12.04.2020

Delivery Note
Bill of Lading
HeaderText

Vendor: CORONADO CURRAGH PTY LT...

Line	Mat. Short Text	V OK	Qty in UnE	E...	S...	SLoc	Profit Center	Stock Segment	Batch	Valuation ...	M...	D Stoc
1	COAL,HRD CKNG		55,000	TO		Vizag Port-1	104220				101 +	Unz

Material Quantity Where Purchase Order Data Partner Batch Account Assignment Weight Information

Qty in Unit of Entry: 55,000 TO

Qty in SKU: 55,000 TO

Qty in Delivery Note: 55,000 TO

Quantity Ordered: 55,000 TO

Step 4: Flagged the item ok in quantity tab

Goods Receipt Purchase Order 6900000015 - MM_SUPPORT

Show Overview | Hold | Check | Post | Help

Document Date: 12.04.2020 | Delivery Note: | Vendor: CORONADO CURRAGH PTY LT...
 Posting Date: 12.04.2020 | Bill of Lading: | HeaderText: |
 1 Individual Slip

Line	Mat. Short Text	V OK	Qty in UnE	E...	SLoc	Profit Center	Stock Segment	Batch	Valuation ...	M...
1	COAL;HRD CKNG	<input type="checkbox"/>	55,000	TO	Vizag Port-1	104220		AENV032000	AENV032000	101

Material | Quantity | Where | Purchase Order Data | Partner | Batch | Account Assignment | Weight Information

Qty in Unit of Entry: 55,000 TO
 Qty in SKU: 55,000 TO
 Qty in Delivery Note: 55,000 TO
 Quantity Ordered: 55,000 TO

Item OK Line 1

Step 5: Click on Where tab and enter the storage loc if not fetched from PO

Goods Receipt Purchase Order 6900000015 - MM_SUPPORT

Show Overview | Hold | Check | Post | Help

A01 Goods Receipt | R01 Purchase Order | GR goods receipt | 101

General | Vendor

Document Date: 12.04.2020 | Delivery Note: | Vendor: CORONADO CURRAGH PTY LT...
 Posting Date: 12.04.2020 | Bill of Lading: | HeaderText: |
 1 Individual Slip

Line	Mat. Short Text	V OK	Qty in UnE	E...	S...	SLoc	Profit Center	Stock Segment	Batch	Valuation ...	M...	D	Stock T
1	COAL;HRD CKNG	<input type="checkbox"/>	55,000	TO		Vizag Port-1	104220				101	+	Unres

Material | Quantity | Where | Purchase Order Data | Partner | Batch | Account Assignment | Weight Information

Movement type: 101 + GR goods receipt | Stock type: Unrestricted-Use

Plant: Port-Visakhapatnam(Vizag) 4220
 Storage location: Vizag Port-1 VP01
 GR/GE No.:
 Unloading Point:

Step 6: Enter the deliver note, bill of lading and header text if any

Goods Receipt Purchase Order 690000015 - MM_SUPPORT

Show Overview | Hold | Check | Post | Help

A01 Goods Receipt | R01 Purchase Order | GR goods receipt | 101

General | Vendor

Document Date: 12.04.2020 | Posting Date: 12.04.2020 | 1 Individual Slip

Delivery Note: [] | Vendor: CORONADO CURRAGH PTY LT... | Bill of Lading: [] | HeaderText: []

Line	Mat. Short Text	V OK	Qty in UnE	E...	S...	SLoc	Profit Center	Stock Segment	Batch	Valuation ...	M...	D	Stock T
1	COAL;HRD CKNG	<input type="checkbox"/>	55,000	TO		Vizag Port-1	104220				101	+	Unres

Material: COAL;HRD CKNG | Supplier Mat. No.: MFL151016050010

Step 7: Click on check button to see if the document is OK. After the document is ok, check in Batch tab, the name of batch formed

Goods Receipt Purchase Order 690000015 - MM_SUPPORT

Show Overview | Hold | **Check** | Post | Help

Document Date: 12.04.2020 | Posting Date: 12.04.2020 | 1 Individual Slip

Delivery Note: [] | Vendor: CORONADO CURRAGH PTY LT... | Bill of Lading: [] | HeaderText: []

Line	St...	Mat. Short Text	V OK	Qty in UnE	E...	SLoc	Profit Center	Stock Segment	Batch	Valuation ...	M...	D	Stock T
1	COAL	COAL;HRD CKNG	<input checked="" type="checkbox"/>	55,000	TO	Vizag Port-1	104220		AENV032000	AENV032000	101	+	Unr

Material: COAL;HRD CKNG | Supplier Mat. No.: MFL151016050010

Batch tab details:

Qty in Unit of Entry: 55,000 TO

Qty in SKU: 55,000 TO

Qty in Delivery Note: 55,000 TO

Quantity Ordered: 55,000 TO

Goods Receipt Purchase Order 690000015 - MM_SUPPORT

Document Date: 12.04.2020, Posting Date: 12.04.2020, Vendor: CORONADO CURRAGH PTY LT..

Line	St...	Mat. Short Text	V OK	Qty in UnE	E...	SLoc	Profit Center	Stock Segment	Batch	Valuation ...	M...	D Stoc
1	COAL	HRD CKNG	<input checked="" type="checkbox"/>	55,000	TO	Vizag Port-1	104220		AENV032000	AENV032000	101	Unr

Batch: AENV032000

Batch Nomenclature: First three letters Vessel Name, fourth letter port initial, next four digits BOL month and year, and last two digits running number (initial 00 as batch is formed)

Step 8: Click on post

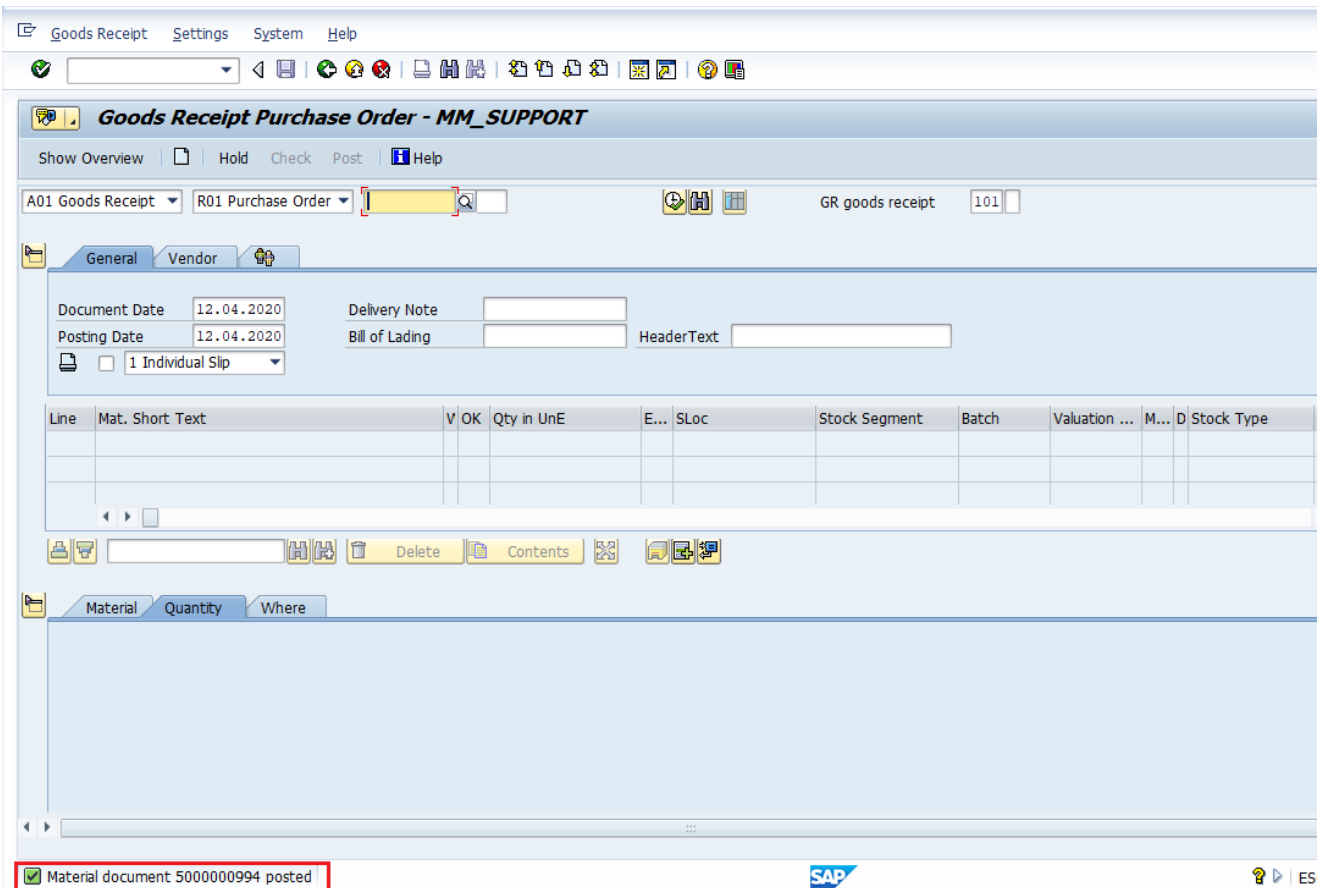
Goods Receipt Purchase Order 690000015 - MM_SUPPORT

Document Date: 12.04.2020, Posting Date: 12.04.2020, Vendor: CORONADO CURRAGH PTY LT..

Line	St...	Mat. Short Text	V OK	Qty in UnE	E...	SLoc	Profit Center	Stock Segment	Batch	Valuation ...	M...	D Stoc
1	COAL	HRD CKNG	<input checked="" type="checkbox"/>	55,000	TO	Vizag Port-1	104220		AENV032000	AENV032000	101	Unr

Batch: AENV032000

Material document posted



1.11 Stock Transfer Order creation from Port to Bandhidh

a) Definition and Prerequisites

Once the GRN is done, stock transfer order will be created from port to bandhidh.

b) Menu Path and Transaction code

SAP S/4 HANA menu	SAP Menu ->Logistics->Materials Management->Purchasing->Purchase Order->Create->Vendor/Supplying Plant Known
Transaction Code	ME21N

c) Responsibility

Inbound Logistics team

d) Screen capture/ Process

Step 1: Select document type as ZSTO – STO Port-Bandh RAIL

Step 2: Enter purchasing org, purchasing grp, company code and supplying plant.

Step 3: Enter material, quantity, plant, batch and storage location

** Note: Storage location to be taken as plant storage location and not Bandhidh as the same will get populated in Auto-STO from Bandhidh to the given storage location

Purchase Order Edit Goto Environment System Help

Create Purchase Order

Document Overview On Hold Print Preview Messages Personal Setting

ZSTO STO-Port-Band... Supplying Plant 4220 Port-Visakhapatnam(Vizag) Doc. Date 13.04.2020

Header

S..	Itm	A	I	Material	Short Text	PO Quantity	O...	C	Delv. Date	Matl Group	Plnt	Stor. Location	Batch	Stock S
10				MFL151016050010	COAL;HRD CKNG	3,800	TO	D	13.04.2020	10	1000	COR1	AENV0320...	

Enter department code in reqmt no, and requisitioner name

Purchase Order Edit Goto Environment System Help

Create Purchase Order

Document Overview On Hold Print Preview Messages Personal Setting

ZSTO STO-Port-Band... Supplying Plant 4220 Port-Visakhapatnam(Vizag) Doc. Date 13.04.2020

Header

S..	Itm	A	C	Delv. Date	Matl Group	Plnt	Stor. Location	Batch	Stock Segment	Reqmnt Segment	Reqmt No.	Requisitioner	IM Material
10			D	13.04.2020	1510	1000	COR1	AENV0320...			RM01	Pracheel	

Step 4: Enter valuation type in delivery tab.

*Note: In case of split valuation, batch and valuation type is same.

Purchase Order Edit Goto Environment System Help

Create Purchase Order

Document Overview On | Hold | Print Preview | Messages | Personal Setting

ZSTO STO-Port-Band... | Supplying Plant 4220 Port-Visakhapatnam(Vizag) | Doc. Date 13.04.2020

Header

S..	Itm	A	I	Material	Short Text	PO Quantity	O...	C Delv. Date	Matl Group	Plnt	Stor. Location	Batch	Stock
Δ	10		U	MFL151016050010	COAL;HRD CKNG	3,800	TO	D 13.04.2020	1510	1000	COR1	AENV0320...	

Item: 1 [10] MFL151016050010, COAL;HRD CKNG

Material Data | Quantities/Weights | Delivery Schedule | Delivery | Conditions | Texts | Delivery Address | Confirmations | Retail | Incoterms | ESL data

Overdelv. Tol. [] % Unlimited | 1st Rem./Exped. []

Underdelv. Tol. [] % | 2nd Rem./Exped. []

Shipping Instr. [] | 3rd Rem./Exped. [] Delv. Compl.

Stock Type: Unrestricted use | No. Exped. 0 | Final Delivery

Valuation Type: AENV032000 | GI-based GR | Pl. Delv. Time [] | Part.Del./Item

Rem. Shelf Life [] D | GR Proc. Time [] | Latest GR Date []

QA Control Key []

Step 5: Enter the pricing conditions under condition tab

Purchase Order Edit Goto Environment System Help

Create Purchase Order

Document Overview On | Hold | Print Preview | Messages | Personal Setting

ZSTO STO-Port-Band... | Supplying Plant 4220 Port-Visakhapatnam(Vizag) | Doc. Date 13.04.2020

Header

S..	Itm	A	I	Material	Short Text	PO Quantity	O...	C Delv. Date	Matl Group	Plnt	Stor. Location	Batch	Stock Segme
Δ	10		U	MFL151016050010	COAL;HRD CKNG	3,800	TO	D 13.04.2020	1510	1000	COR1	AENV0320...	

Item: 1 [10] MFL151016050010, COAL;HRD CKNG

Material Data | Quantities/Weights | Delivery Schedule | Delivery | Conditions | Texts | Delivery Address | Confirmations | Retail | Incoterms | ESL data

Quantity: 3,800 TO | Net: 0.00 INR

Condition Record | Analysis | Update

Pricing Elements

I...	CnTy	Name	Amount	Crcy	per	U...	Condition Value	Curr.	Status	Num...	ATO/MTS Component	OUn	CCon...	Un	Conditio
●	ZRCQ	Handling Chrgs(Q)Net		INR		1 TO	0.00	INR				TO		1 TO	
●	ZTP1	Tarpaulin Cov Chgs-Q		INR		1 TO	0.00	INR				TO		1 TO	
●	ZRF2	Rail Freight (Q) Net	1,930.00	INR		1 TO	7,334,000.00	INR				TO		1 TO	
●	ZREQ	Rake Escort Chrgs-Q		INR		1 TO	0.00	INR				TO		1 TO	
●	ZPHQ	Port RL Haul. Chrg-Q		INR		1 TO	0.00	INR				TO		1 TO	
●	ZPTQ	Port RLTerm. Chrg-Q		INR		1 TO	0.00	INR				TO		1 TO	

Select the condition to map the vendor against the basic customs duty and click on search button

Purchase Order Edit Goto Environment System Help

Create Purchase Order

Document Overview On Hold Print Preview Messages Personal Setting

ZSTO STO-Port-Band... Supplying Plant 4220 Port-Visakhapatnam(Vizag) Doc. Date 13.04.2020

Header

S..	Item	A	I	Material	Short Text	PO Quantity	O...	C Delv. Date	Matl Group	Pint	Stor. Location	Batch	Stock Segment
10				MFL151016050010	COAL;HRD CKNG	3,800	TO	13.04.2020	1510	1000	COR1	AENV0320...	

Item 1 [10] MFL151016050010 , COAL;HRD CKNG

Material Data Quantities/Weights Delivery Schedule Delivery Conditions Texts Delivery Address Confirmations Retail Incoterms ESL data

Quantity 3,800 TO Net 0.00 INR

Condition Record Analysis Update

I..	ConTy	Name	Amount	Crcy	per	U...	Condition Value	Curr.	Status	Num...	ATO/MTS Component	OUn	CCon...	Un	Condition V...
	ZHCQ	Handling Chrgs(Q)Net		INR		1 TO	0.00	INR		1		TO		1 TO	
	ZTP1	Tarpaulin Cov Chgs-Q		INR		1 TO	0.00	INR		1		TO		1 TO	
	ZRF2	Rail Freight (Q) Net	1,930.00	INR		1 TO	7,334,000.00	INR		1		TO		1 TO	
	ZREQ	Rake Escort Chrgs-Q		INR		1 TO	0.00	INR		1		TO		1 TO	
	ZPHQ	Port RL Haul. Chrg-Q		INR		1 TO	0.00	INR		1		TO		1 TO	
	ZPTQ	Port RL Term. Chrg-Q		INR		1 TO	0.00	INR		1		TO		1 TO	

Map the vendor for the same, press enter and click on back button

Goto System Help

Item - Conditions - Detail

Item 10 Application M

Condition type ZRF2 Rail Freight (Q) Net CondPricingDate 12.04.2020

Condition Values

Amount 1,930.00 INR / 1 TO

Cond.Base Value 3,800.000 TO

Condition Value 7,334,000.00 INR

Control

Condition Class A Discount or surcharge

Calculat.Type C Quantity Statistical

Condit.Category B Delivery costs Accruals

Cond.Control C Changed manually Changed Manual.

Condit.Origin A Automatic pricing

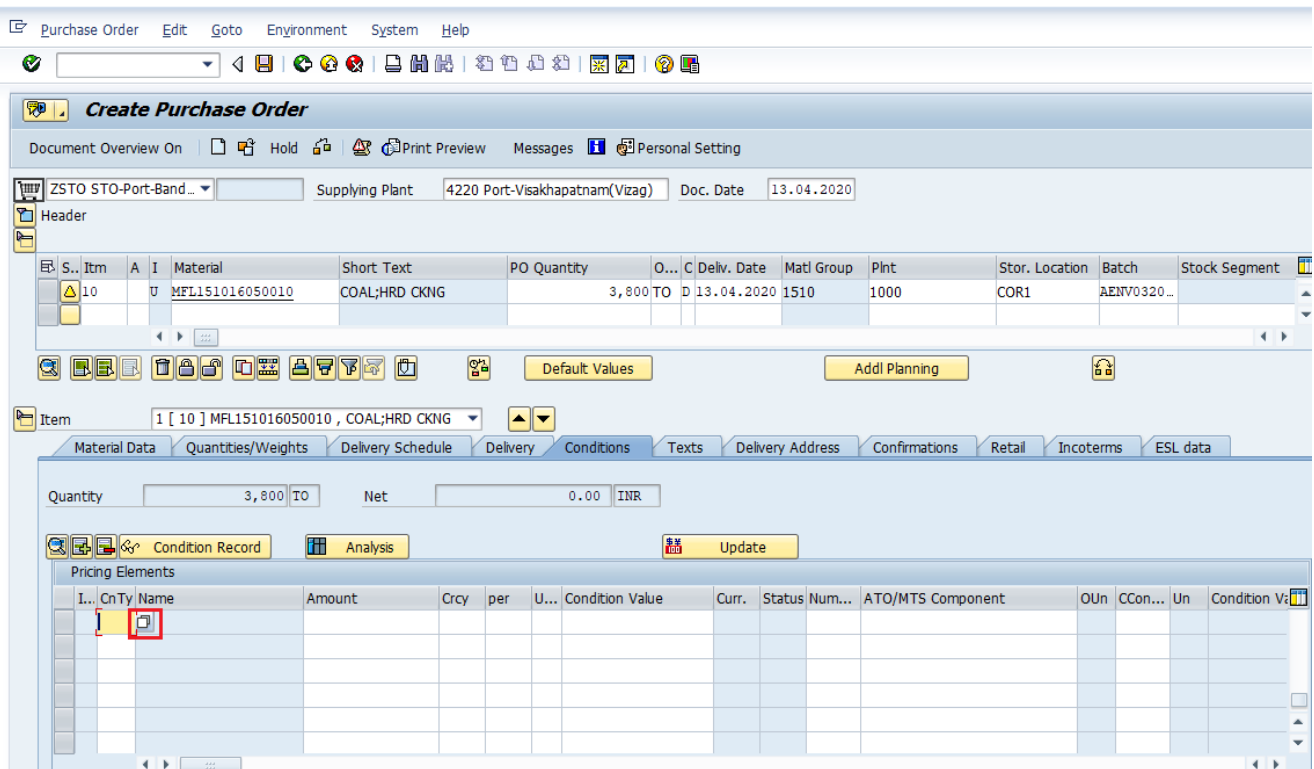
Account Determination

Account Key ERL

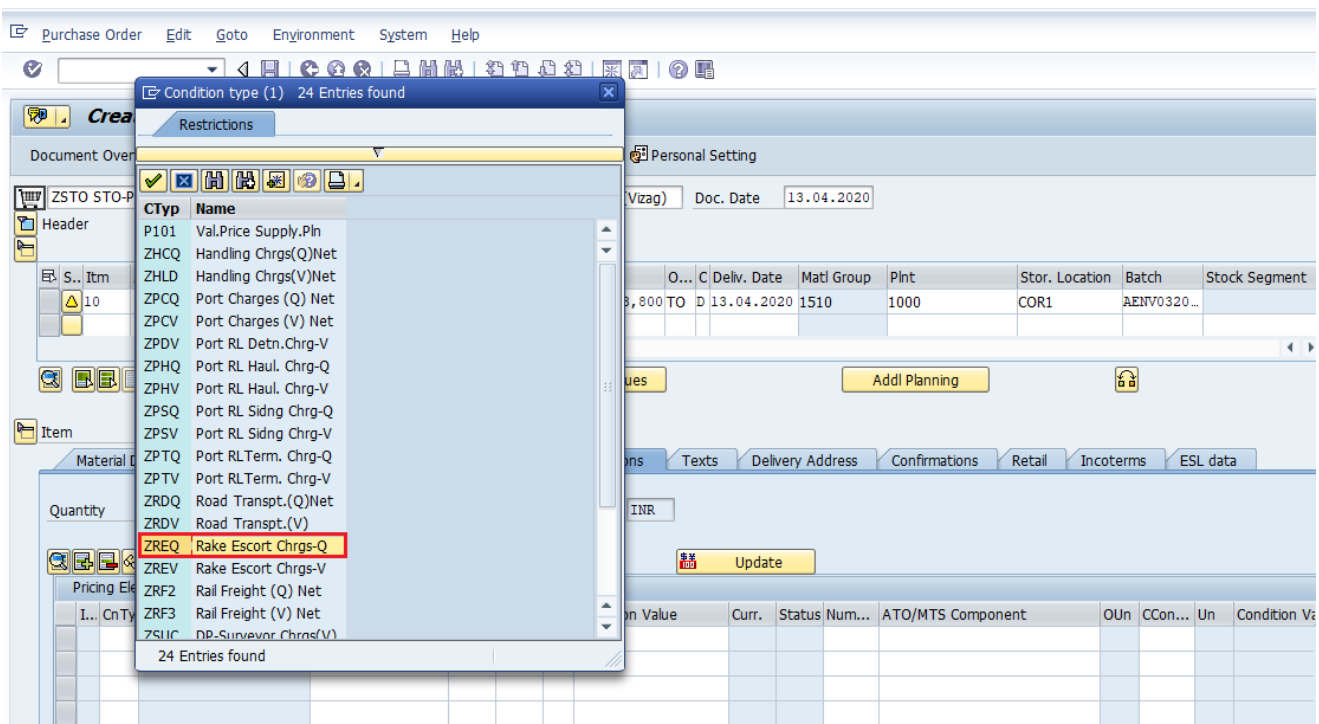
Accruals LRL

Vendor 300011

To add a condition type, click at the last blank space



Click the condition type required and press enter



To delete a condition, select it and press delete row

Purchase Order Edit Goto Environment System Help

Create Purchase Order

Document Overview On Hold Print Preview Messages Personal Setting

ZSTO STO-Port-Band... Supplying Plant 4220 Port-Visakhapatnam(Vizag) Doc. Date 13.04.2020

Header

S..	Itm	A	I	Material	Short Text	PO Quantity	O...	C	Delv. Date	Matl Group	Plnt	Stor. Location	Batch	Stock Segment
Δ	10		U	MFL151016050010	COAL;HRD CKNG	3,800	TO	D	13.04.2020	1510	1000	COR1	AENIV0320...	

Item 1 [10] MFL151016050010 , COAL;HRD CKNG

Material Data Quantities/Weights Delivery Schedule Delivery Conditions Texts Delivery Address Confirmations Retail Incoterms ESL data

Quantity 3,800 TO Net 0.00 INR

Condition Record Analysis Update

Pricing Elements

I..	CnTy	Name	Amount	Crcy	per	U...	Condition Value	Curr.	Status	Num...	ATO/MTS Component	OUn	CCon...	Un	Condition V...
●	ZRDV	Road Transpt.(V)		INR			0.00	INR		0				0	
●	ZHCQ	Handling Chrgs(Q)Net		INR	1	TO	0.00	INR		1		TO		1	TO
●	ZTP1	Tarpaulin Cov Chgs-Q		INR	1	TO	0.00	INR		1		TO		1	TO
●	ZRF2	Rail Freight (Q) Net	1,930.00	INR	1	TO	7,334,000.00	INR		1		TO		1	TO
Δ	ZREQ	Rake Escort Chrgs-Q		INR	1	TO	0.00	INR		1		TO		1	TO
●	ZREQ	Rake Escort Chrgs-Q		INR	1	TO	0.00	INR		1		TO		1	TO

*Note – Shifting charges from BDIH to plant not to be included

Step 6: Enter header text

Purchase Order Edit Goto Environment System Help

Create Purchase Order

Document Overview On Hold Print Preview Messages Personal Setting

ZSTO STO-Port-Band... Supplying Plant 4220 Port-Visakhapatnam(Vizag) Doc. Date 12.04.2020

Delivery/Invoice Conditions Texts Address Communication Partners Additional Data Org. Data Status P

Header Texts

- Header text
- Header note
- Pricing types
- Deadlines

BY rail from Vizag PORT to BANDHDIH SIDING (Line no)

1 Continuous-t...

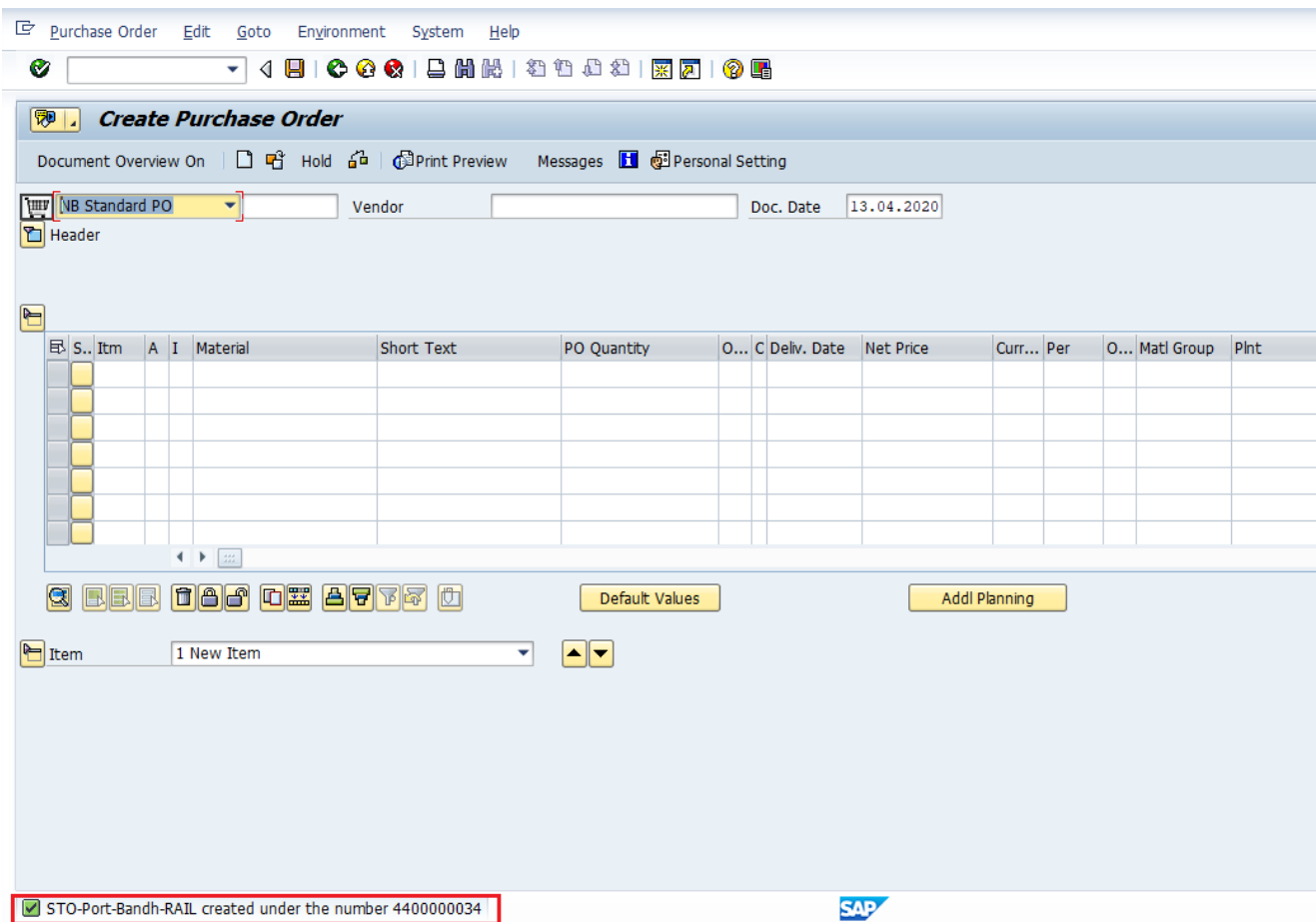
S..	Itm	A	Material	Short Text	PO Quantity	O...	C	Delv. Date	Matl Group	Plnt
Δ	10		MFL151016050010	COAL;HRD CKNG	3,800	TO	D	12.04.2020	1510	1000

Step 7: Click on save button

The screenshot shows the SAP 'Create Purchase Order' interface. At the top, there is a menu bar with 'Purchase Order', 'Edit', 'Goto', 'Environment', 'System', and 'Help'. Below the menu is a toolbar with various icons, including a red square highlighting the 'Save' icon. The main area displays document details: 'ZSTO STO-Port-Band...', 'Supplying Plant: 4220 Port-Visakhapatnam(Vizag)', and 'Doc. Date: 13.04.2020'. A table lists items with columns for S., Itm, A, I, Material, Short Text, PO Quantity, O..., C, Delv. Date, Matl Group, Plnt, Stor. Location, Batch, and Stock Segment. The first item is 'MFL151016050010 COAL;HRD CKNG' with a quantity of 3,800 TO. Below the table are buttons for 'Default Values' and 'Addl Planning'. The 'Item' field shows '1 [10] MFL151016050010, COAL;HRD CKNG'. At the bottom, there are tabs for 'Material Data', 'Quantities/Weights', 'Delivery Schedule', 'Delivery', 'Conditions', 'Texts', 'Delivery Address', 'Confirmations', 'Retail', 'Incoterms', and 'ESL data'. A 'Condition Record' table is visible with columns for I., CnTy, Name, Amount, CrCy, per, U..., Condition Value, Curr., Status, Num..., ATO/MTS Component, OUn, CCon..., Un, and Condition V.

This screenshot shows the same SAP 'Create Purchase Order' interface as above, but with a 'Save Document' dialog box open in the foreground. The dialog box has a title bar 'Save Document' and a close button. The main text inside the dialog reads 'System messages issued' and 'Do you want to save document or process data?'. At the bottom of the dialog, there are three buttons: 'Save', 'Edit', and 'Cancel'. The 'Save' button is highlighted with a red rectangle. The background interface is partially obscured by the dialog box.

Stock transfer order created



1.12 Stock transfer order Release

a) Definition and Prerequisites

STO will be released as per DOA

b) Menu Path and Transaction code

SAP S/4 HANA menu	SAP Menu ->Logistics → Materials Management → Purchasing → Purchase Order → Release → Individual Release
Transaction code	ME29N

c) Responsibility

DOA Approvers

d) Screen capture/ Process

Step 1: Click on other document and enter the stock transfer order to be released.

Release PO-Dom.Prod.Consum. 470000054

Document Overview On | Print Preview | Messages | Personal Setting

ZDCO PO-Dom.Prod.C... 470000054 Vendor 400009 B.K.ENGINEERING WORK... Doc. Date 13.04.2020

Select Document

Pur. Order: 440000034

Pur. Order
 Purch. Requisition

Other Document

Code	Description	Sta	Rel
07	Level 1 Rel OTHR2	✓	✓

S..	Item	A	I	Material	Short Text	PO Quantity	O...	C Deliv. Date	Net Price	Curr...	Per	O...	Matl Group	Plnt
	10			MAC401417642759	HOSE ASSY NMMTLC;13...		1 EA	D 30.04.2020	3,500.00	INR	1	EA	4014	1000

Step 2: Click on the release sign

Release STO-Port-Bandh-RAIL 440000034

Document Overview On | Print Preview | Messages | Personal Setting

STO STO-Port-Bandh... 440000034 Supplying Plant 4220 Port-Visakhapatnam(Vizag) Doc. Date 13.04.2020

Delivery/Invoice | Conditions | Texts | Address | Communication | Partners | Additional Data | Org. Data | Status | Release strategy | Payment Process...

Release group: RG ESL PO REL. STRATEGY
Release Strategy: RS IMP Coking Coal STO
Release indicator: B Blocked, changeable wit...

Code	Description	Sta	Rel
16	Initial Rele IMP CC	⚠	✓

S..	Item	A	I	Material	Short Text	PO Quantity	O...	C Deliv. Date	Matl Group	Plnt	Stor. Location	Batch	Stock Segment
	10		U	MFL151016050010	COAL;HRD CKNG	3,800	TO	D 13.04.2020	1510	1000	COR1	AENV032...	

Purchase Order Edit Goto Environment System Help

Release STO-Port-Bandh-RAIL 4400000034

Document Overview On Print Preview Messages Personal Setting

ZSTO STO-Port-Bandh... 4400000034 Supplying Plant 4220 Port-Visakhapatnam(Vizag) Doc. Date 13.04.2020

Delivery/Invoice Conditions Texts Address Communication Partners Additional Data Org. Data Status Release strategy Payment Proce

Release group RG ESL PO REL. STRATEGY Code Description Sta... Rel...
 Release Strategy SE IMP Coking Coal STO 16 Initial Rele IMP CC ✓ ↻
 Release indicator G Released

Ex	S...	Itm	A	I	Material	Short Text	PO Quantity	O...	C	Deliv. Date	Matl Group	Plnt	Stor. Location	Batch	Stoc
		10		U	MFL151016050010	COAL;HRD CKNG	3,800	TO	D	13.04.2020	1510	1000	COR1	AENV032...	

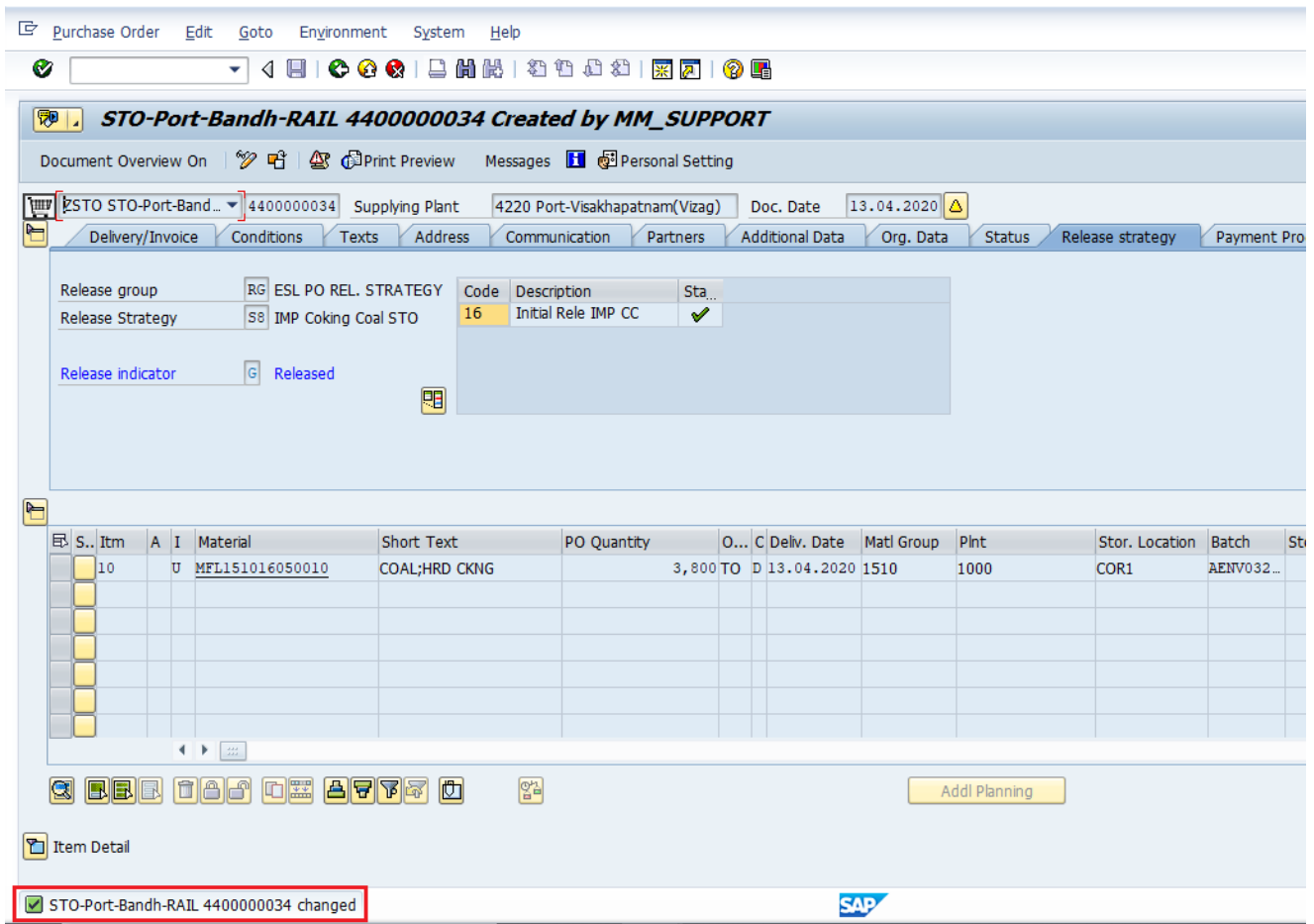
Default Values Addl Planning

Item Detail

Release effected with release code 16

SAP

Step 3: Click on save button



1.13 Goods Issue against STO

a) Definition and Prerequisites

Once the STO is released, Goods issue will be done against STO.

b) Menu Path and Transaction code

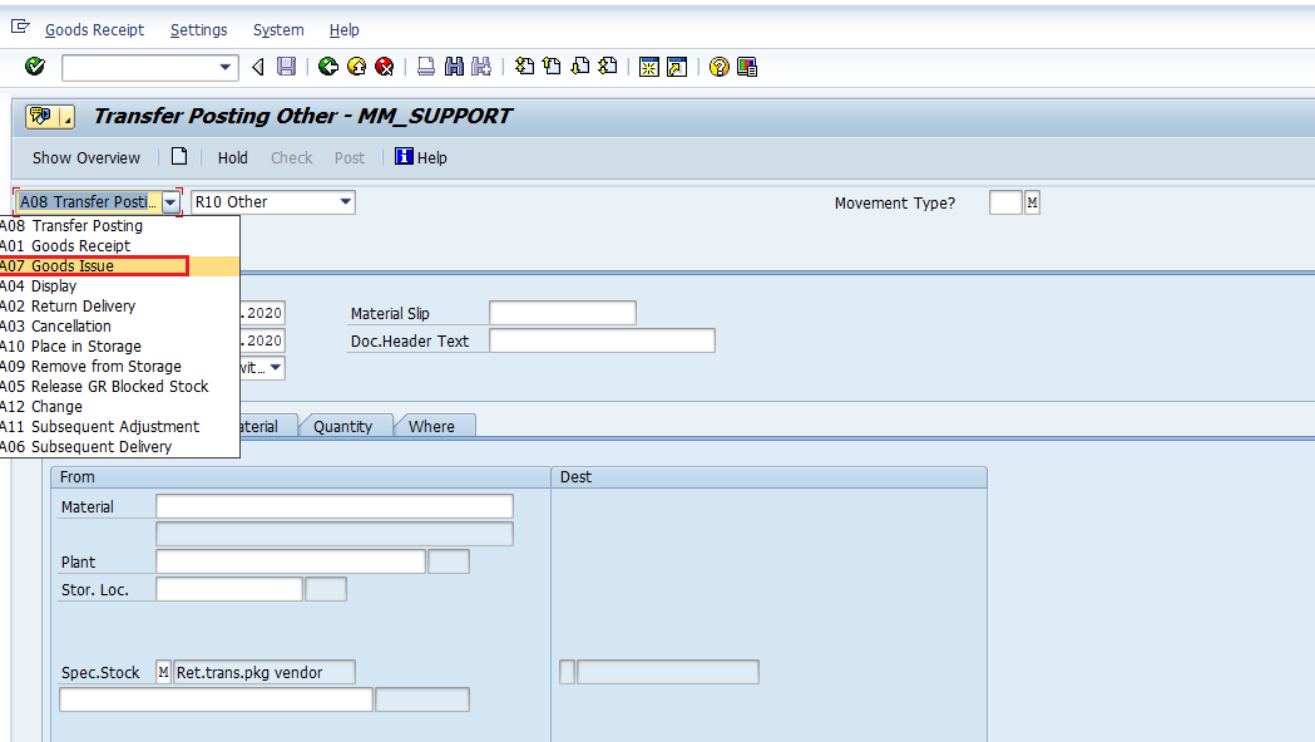
SAP S/4 HANA menu	SAP Menu- >Logistics > MM > Inventory Management > Goods Movement > MIGO
Transaction Code	MIGO

c) Responsibility

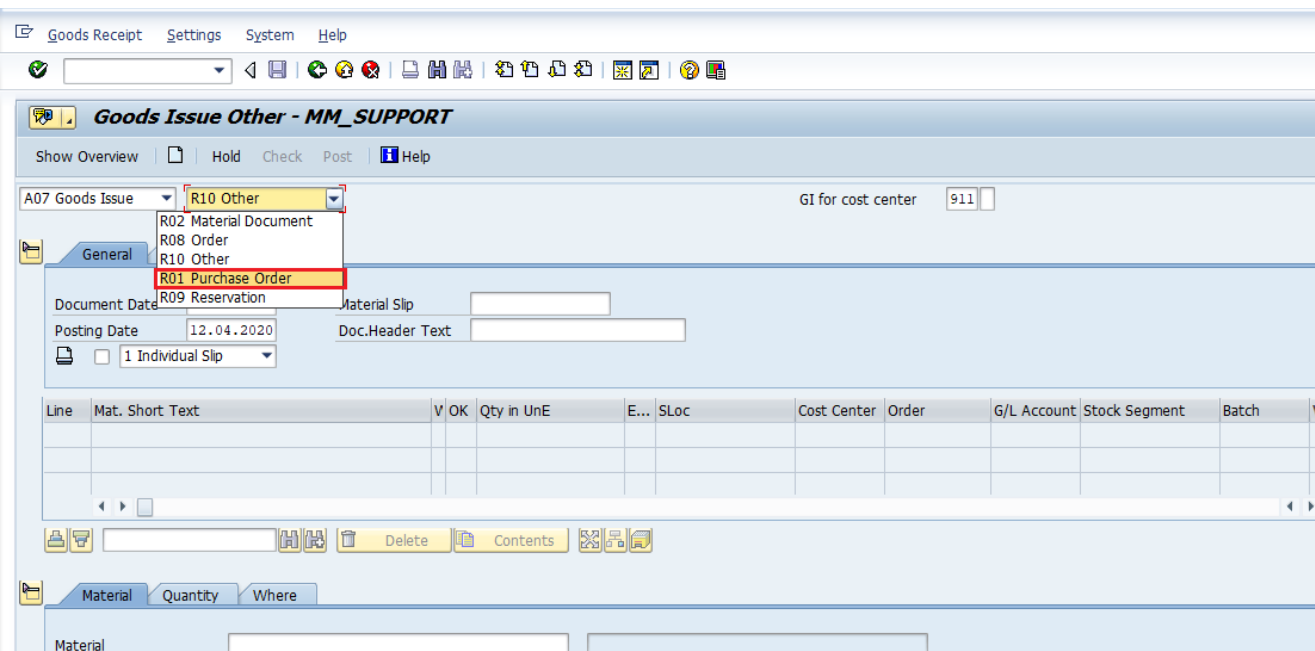
Inbound Logistics team

d) Screen capture/ Process

Step 1: Select Goods Issue



Step 2: Select purchase order



Step 3: Enter the stock transfer order. Press enter

Goods Receipt Settings System Help

Goods Issue Purchase Order - MM_SUPPORT

Show Overview Hold Check Post Help

A07 Goods Issue R01 Purchase Order 4400000034 TF to stock in trans. 351

General

Document Date 13.04.2020 Material Slip
 Posting Date 13.04.2020 Doc.Header Text
 1 Individual Slip

Line	Mat. Short Text	V OK	Qty in UnE	E...	Sloc	Stock Segment	Batch	Valuation ...	M...	D Stock Type

Material Quantity Where

Step 4: Check the quantity

Goods Receipt Settings System Help

Goods Issue Purchase Order 4400000034 - MM_SUPPORT

Show Overview Hold Check Post Help

A07 Goods Issue R01 Purchase Order 4400000034 TF to stock in trans. 351

General

Document Date 13.04.2020 Material Slip
 Posting Date 13.04.2020 Doc.Header Text
 1 Individual Slip

Line	Mat. Short Text	V OK	Qty in UnE	E...	S...	Sloc	Stock Segment	Batch	Valuation ...	M...	D Stock Type	Plr
1	COAL;HRD CKNG		3,800	TO						351 -	Unrestrict...	Po

Material Quantity Where Purchase Order Data Batch Stock Transfer Weight Information

Qty in Unit of Entry 3,800 IO
 Qty in SKU 3,800 IO

Step 5: Enter the supplying plant storage location

Goods Receipt Settings System Help

Goods Issue Purchase Order 440000034 - MM_SUPPORT

Show Overview Hold Check Post Help

A07 Goods Issue R01 Purchase Order TF to stck in trans. 351

General

Document Date 13.04.2020 Material Slip
 Posting Date 13.04.2020 Doc.Header Text
 1 Individual Slip

Line	Mat. Short Text	V OK	Qty in UnE	E... S...	Sloc	Stock Segment	Batch	Valuation ...	M... D	Stock Type	Pr
1	COAL;HRD CKNG	<input type="checkbox"/>	3,800	TO					351 -	Unrestrict...	Po

Material Quantity Where Purchase Order Data Batch Stock Transfer Weight Information

Movement type 351 TF to stck in trans. Stock type Unrestricted-Use

Plant Port-Visakhapatnam(Vizag) 4220
 Storage location VP01
 GR/GE No.
 Unloading Point

Step 6: Enter Batch

Goods Receipt Settings System Help

Goods Issue Purchase Order 440000034 - MM_SUPPORT

Show Overview Hold Check Post Help

A07 Goods Issue R01 Purchase Order TF to stck in trans. 351

General

Document Date 13.04.2020 Material Slip
 Posting Date 13.04.2020 Doc.Header Text
 1 Individual Slip

Line	Mat. Short Text	V OK	Qty in UnE	E... S...	Sloc	Stock Segment	Batch	Valuation ...	M... D	Stock Type	Pr
1	COAL;HRD CKNG	<input type="checkbox"/>	3,800	TO					351 -	Unrestrict...	Po

Material Quantity Where Purchase Order Data Batch Stock Transfer Weight Information

Batch AENV032000
 SU Batch

* Batch will be auto-populate in valuation type after pressing enter

Goods Receipt Settings System Help

Goods Issue Purchase Order 4400000034 - MM_SUPPORT

Show Overview | Hold | Check | Post | Help

Document Date: 13.04.2020 | Material Slip:
 Posting Date: 13.04.2020 | Doc.Header Text:
 1 Individual Slip

Line	Mat. Short Text	V OK	Qty in UnE	E...	Sloc	Stock Segment	Batch	Valuation ...	M...	D	Stock Type	Plnt
1	COAL;HRD CKNG	<input type="checkbox"/>	3,800	TO	Vizag Port-1		AENV032000	AENV032000	351	-	Unrestrict...	Port-V

Batch: SU Batch

Valuation Type:

Item OK | Line: 1

Step 7: Check item as OK

Goods Receipt Settings System Help

Goods Issue Purchase Order 4400000034 - MM_SUPPORT

Show Overview | Hold | Check | Post | Help

Document Date: 13.04.2020 | Material Slip:
 Posting Date: 13.04.2020 | Doc.Header Text:
 1 Individual Slip

Line	Mat. Short Text	V OK	Qty in UnE	E...	Sloc	Stock Segment	Batch	Valuation ...	M...	D	Stock Type	Plnt
1	COAL;HRD CKNG	<input type="checkbox"/>	3,800	TO	Vizag Port-1		AENV032000	AENV032000	351	-	Unrestrict...	Port-V

Batch: SU Batch

Valuation Type:

Item OK | Line: 1

Step 8: Enter material slip and doc header text if required

Goods Receipt Settings System Help

Goods Issue Purchase Order 440000034 - MM_SUPPORT

Show Overview | Hold | Check | Post | Help

Document Date 13.04.2020 Material Slip
 Posting Date 13.04.2020 Doc.Header Text
 1 Individual Slip

Line	Mat. Short Text	V OK	Qty in UnE	E...	SLoc	Stock Segment	Batch	Valuation ...	M...	D	Stock Type	Pint
1	COAL;HRD CKNG	<input type="checkbox"/>	3,800	TO	Vzag Port-1		AENV032000	AENV032000	351	-	Unrestrict...	Port-V

Batch SU Batch

Valuation Type

Step 9: Click on check to see if the document is OK

Goods Receipt Settings System Help

Goods Issue Purchase Order 440000034 - MM_SUPPORT

Show Overview | Hold | **Check** | Post | Help

Document Date 13.04.2020 Material Slip
 Posting Date 13.04.2020 Doc.Header Text
 1 Individual Slip

Line	St...	Mat. Short Text	V OK	Qty in UnE	E...	SLoc	Stock Segment	Batch	Valuation ...	M...	D	Stock T
1	CC	COAL;HRD CKNG	<input checked="" type="checkbox"/>	3,800	TO	Vzag Port-1		AENV032000	AENV032000	351	-	Unres

Batch SU Batch

Valuation Type

Item OK Line

Document is O.K.

Step 10: Click on post button

Goods Receipt Settings System Help

Goods Issue Purchase Order 440000034 - MM_SUPPORT

Show Overview Hold Check **Post** Help

Document Date 13.04.2020 Material Slip
 Posting Date 13.04.2020 Doc.Header Text
 1 Individual Slip

Line	St...	Mat. Short Text	V OK	Qty in UnE	E...	SLoc	Stock Segment	Batch	Valuation ...	M...	D Stock Type
1	000	COAL;HRD CKNG	<input checked="" type="checkbox"/>	3,800	TO	Vizag Port-1		AENV032000	AENV032000	351	Unrestrict...

Batch SU Batch

Material document posted

Goods Receipt Settings System Help

Goods Issue Purchase Order - MM_SUPPORT

Show Overview Hold Check Post Help

A07 Goods Issue R01 Purchase Order TF to stk in trans. 351

General

Document Date 13.04.2020 Material Slip
 Posting Date 13.04.2020 Doc.Header Text
 1 Individual Slip

Line	Mat. Short Text	V OK	Qty in UnE	E...	SLoc	Stock Segment	Batch	Valuation ...	M...	D Stock Type
------	-----------------	------	------------	------	------	---------------	-------	---------------	------	--------------

Material document 4900033454 posted

1.14 Goods Receipt at Bandhidh and auto STO creation from Bandhidh to plant

a) Definition and Prerequisites

Once the goods are issued from supplying plant, good receipt at issuing plant (BDIH) is done

b) Menu Path and Transaction code

SAP S/4 HANA menu	N/A
Transaction Code	ZAUTO_STO

c) Responsibility

Raw Material – GRN team

d) Screen capture/ Process

Step 1: Enter the STO no in purchasing document field and line item no. Press Enter

The screenshot shows the SAP S/4 HANA interface for 'Automatic STO creation'. At the top, there is a menu bar with 'Program', 'Edit', 'Goto', 'System', and 'Help'. Below the menu bar is a toolbar with various icons. The main content area is titled 'Automatic STO creation'. Underneath, there is a section for 'Purchase order details' with two input fields: 'Purchasing Document' containing '4400000034' and 'Item' containing '10'. Red text annotations are present: '1. Enter the STO No against which GRN to be done at BDIH' points to the 'Purchasing Document' field, and '2. Enter the line item no' points to the 'Item' field.

Step 2: Click on create tab

Program Edit Goto System Help

Automatic STO creation

Purchase order details:

Purchasing Document: 4400000034

Item: 10

Update or create

Transaction number:

CREATE DISPLAY UPDATE

Step 3: Enter the RR date, rake number (the one created in electroway), loading siding (Compulsory fields)

System Help

Create GRN STO

Rake information

Transaction ID	RR rate	Loading Siding
PO number: 4400000034	RR Chrg. Qty.	Actual Chall. Qty.
PO item: 10	RR Quantity	Prov. Chall. Qty.
RR number	Rake Number: HF-14	
RR date: 09.04.2020	No. of Wagons	

Execution date: 13.04.2020 Execution Time: 17:32:12

Create GR at Badhidi & STO (Bandhidi-Plant)

Enter the RR number, RR rate, RR Chrg qty, no of wagons etc (if information available)

System Help

Create GRN STO

Rake information

Transaction ID	RR rate	Loading Siding
PO number 4400000034	RR Chrg. Qty. TO	VGCB
PO item 10	RR Quantity TO	Actual Chall. Qty. TO
RR number	Rake Number HF-14	Prov. Chall. Qty. TO
RR date 09.04.2020	No. of Wagons	

Execution date: 13.04.2020 Execution Time: 17:32:12

[Create GR at Badhidi & STO \(Bandhidi-Plant\)](#)

Step 4: Enter the Actual Challan Qty i.e RR Actual Qty

System Help

Create GRN STO

Rake information

Transaction ID	RR rate	Loading Siding
PO number 4400000034	RR Chrg. Qty. TO	VGCB
PO item 10	RR Quantity TO	Actual Chall. Qty. 3800 TO
RR number	Rake Number HF-14	Prov. Chall. Qty. TO
RR date 09.04.2020	No. of Wagons	

Execution date: 13.04.2020 Execution Time: 17:32:12

[Create GR at Badhidi & STO \(Bandhidi-Plant\)](#)

Step 5: Click on create GR at Bandhidh & STO (Bandhidh-Plant)

System Help

Create GRN STO

Rake information			
Transaction ID	RR rate		Loading Siding
PO number 4400000034	RR Chrg. Qty.	TO	VGCB
PO item 10	RR Quantity	TO	Actual Chall. Qty. 3800 TO
RR number	Rake Number	HF-14	Prov. Chall. Qty. TO
RR date 09.04.2020	No. of Wagons		

Execution date: 13.04.2020 Execution Time: 17:32:12

Create GR at Badhidi & STO (Bandhidi-Plant)

Material document posted

System Help

Log display

Icon	ID	Message	
		Mat Doc 5000001012 for year 2020 created.	1. GRN Material doc no
		STO number 4400000035 created.	2. STO from BDIH to plant
		Transaction number 1000000016 created.	3. Transaction no

Note: When actual challan Qty is not known (Step 1, 2, 3 remain same)

Step 4: Enter the Provisional Challan Qty (must be taken on lower side than Actual Qty)

System Help

Create GRN STO

Rake information

Transaction ID	RR rate	Loading Siding	VGCB
PO number 4400000036	RR Chrg. Qty. TO	Actual Chall. Qty. TO	
PO item 10	RR Quantity TO	Prov. Chall. Qty. TO	3000
RR number	Rake Number HF-15		
RR date 10.04.2020	No. of Wagons		

Execution date: 13.04.2020 Execution Time: 17:49:57

Create GR at Badhidi & STO (Bandhidi-Plant)

Step 5: Click on create GR at Bandhidh & STO (Bandhidh-Plant)

System Help

Create GRN STO

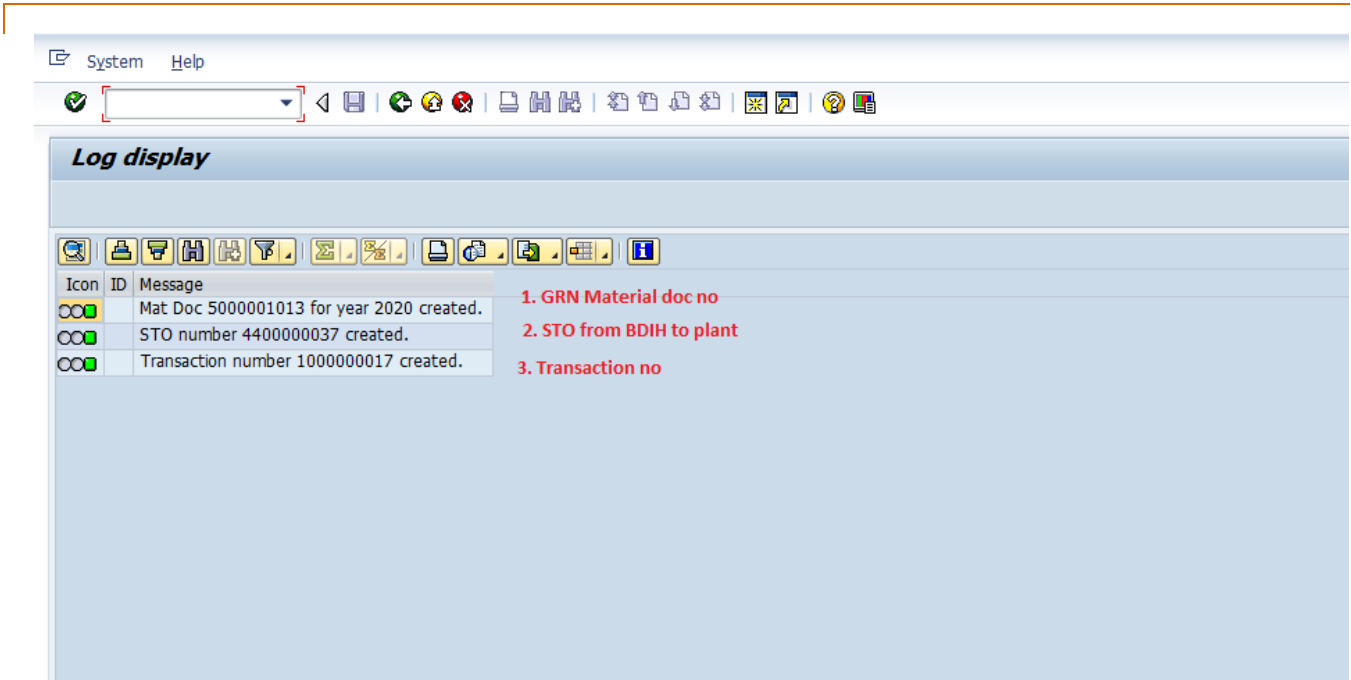
Rake information

Transaction ID	RR rate	Loading Siding	VGCB
PO number 4400000036	RR Chrg. Qty. TO	Actual Chall. Qty. TO	
PO item 10	RR Quantity TO	Prov. Chall. Qty. TO	3000
RR number	Rake Number HF-15		
RR date 10.04.2020	No. of Wagons		

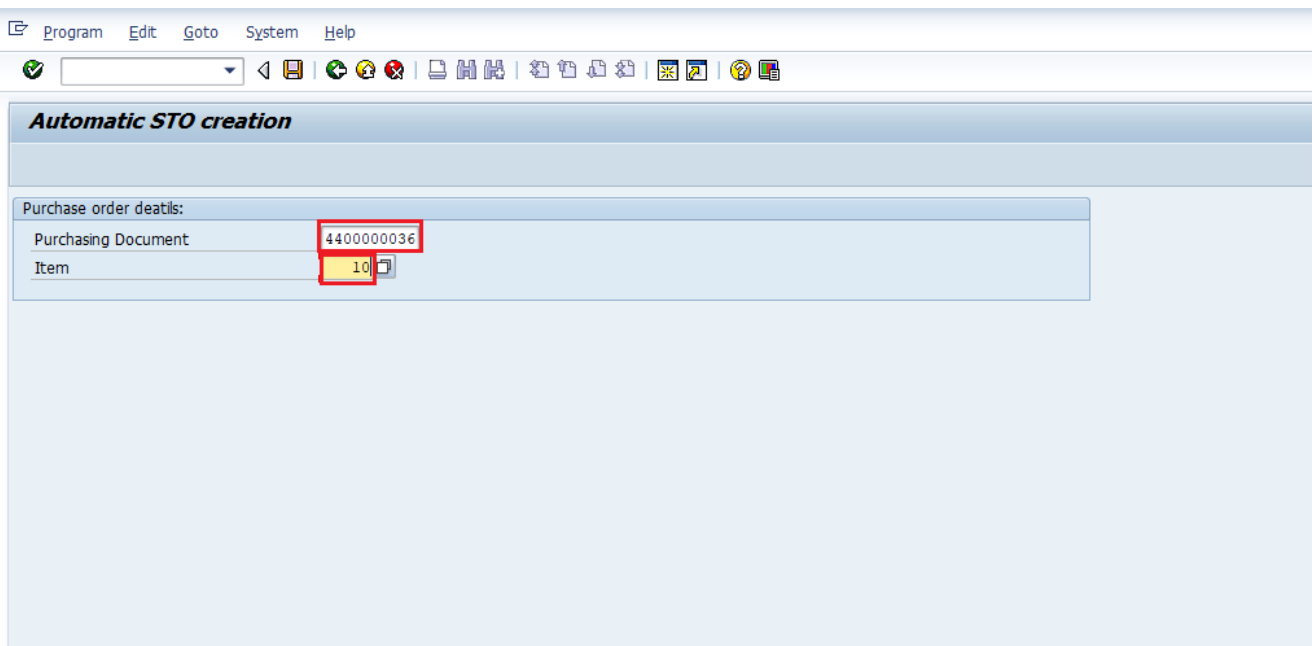
Execution date: 13.04.2020 Execution Time: 17:49:57

Create GR at Badhidi & STO (Bandhidi-Plant)

Material Document posted



Step 6: Once the actual qty is known, click on transaction zsto_auto. Enter the STO no and line item no. Press Enter



Step 7: Enter the transaction no and click on update

Program Edit Goto System Help

Automatic STO creation

Purchase order details:

Purchasing Document: 4400000036
 Item: 10

Update or create

Transaction number: 1000000017

CREATE DISPLAY UPDATE

Step 8: Enter the actual challan qty

System Help

Update details

Rake information

Transaction ID	1000000017	RR rate		Loading Siding	
PO number	4400000036	RR Chrg. Qty.		Actual Chall. Qty.	3900
PO item	10	RR Quantity		Prov. Chall. Qty.	3,000.000
RR number		Rake Number	HF-15		
RR date	10.04.2020	No. of Wagons			

Provisional GR details: 5000001013 2020

Create GR at Badhidi & STO (Bandhidi-Plant)

Step 9: Click on create GR at Bandhiddh & STO (Bandhiddh-Plant)

System Help

Update details

Rake information

Transaction ID	1000000017	RR rate	<input type="text"/>	Loading Siding	<input type="text"/>
PO number	4400000036	RR Chrg. Qty.	<input type="text"/>	Actual Chall. Qty.	3900
PO item	10	RR Quantity	<input type="text"/>	Prov. Chall. Qty.	3,000.000
RR number	<input type="text"/>	Rake Number	HF-15		
RR date	10.04.2020	No. of Wagons	<input type="text"/>		

Provisional GR details:

Material document posted

System Help

Log display

Icon	ID	Message	
		Mat Doc 5000001014 for year 2020 created.	1. GRN for addition 900 qty material doc no
		STO number 4400000037 updated.	2. STO no updated with second line item of 900 qty
		Transaction 1000000017 updated.	3. Transaction no updated

** Note: The actual qty can be updated only once

1.15 Rake Master creation

a) Definition and Prerequisites

Once GRN is done and auto STO created, rake master will be created in Electroway.

b) Menu Path and Transaction code

This will be created in Electroway

c) Responsibility

Raw Material – GRN team

d) Screen capture/ Process

Please refer to RFID manual.

1.16 RFID Integration

a) Definition and Prerequisites

Once Rake master is created in Electroway, RFID process will take place.

b) Menu Path and Transaction code

This will be created in Electroway

c) Responsibility

d) Screen capture/ Process

Please refer to RFID manual.

1.17 Gate Entry in SAP

a) Definition and Prerequisites

Corresponding to a rake master, weighment details get captured in Electroway. Raw material team will make a single entry in SAP for the trucks received in a day.

b) Menu Path and Transaction code

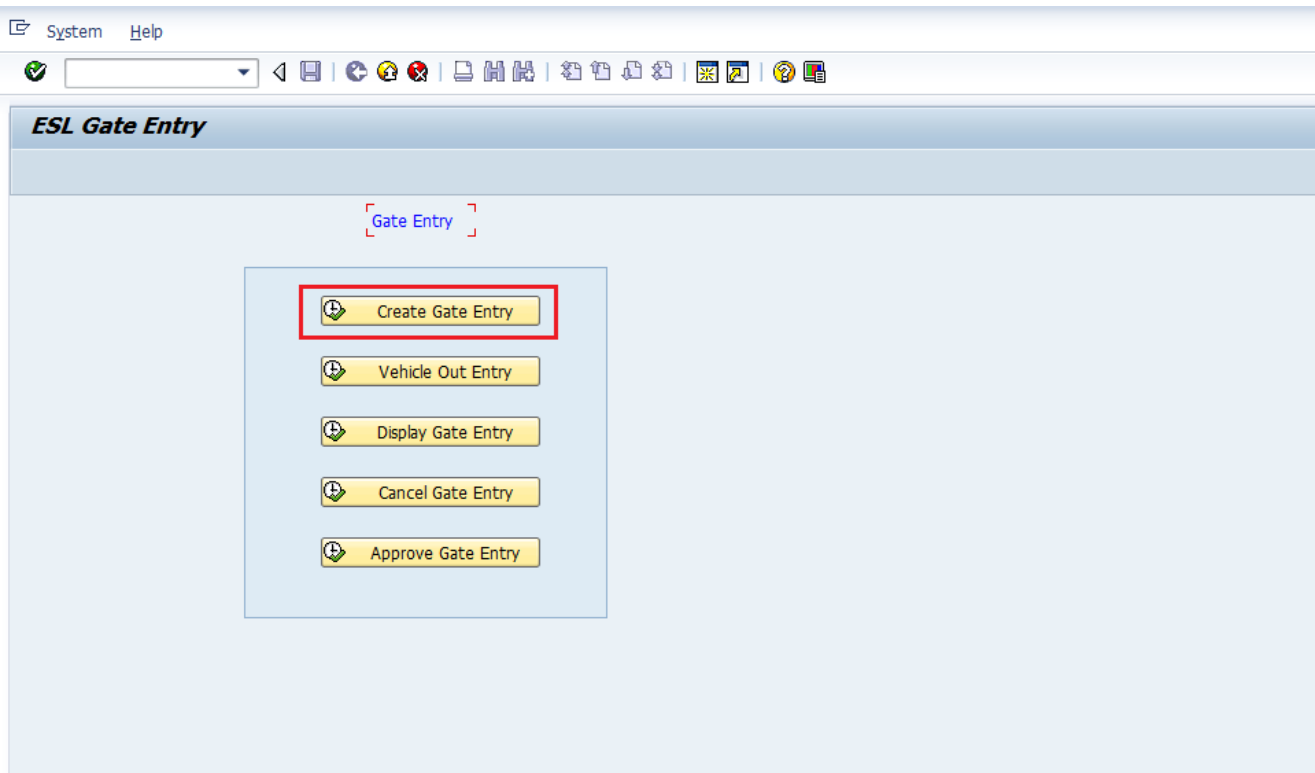
SAP S/4 HANA menu	N/A
Transaction Code	ZM023

c) Responsibility

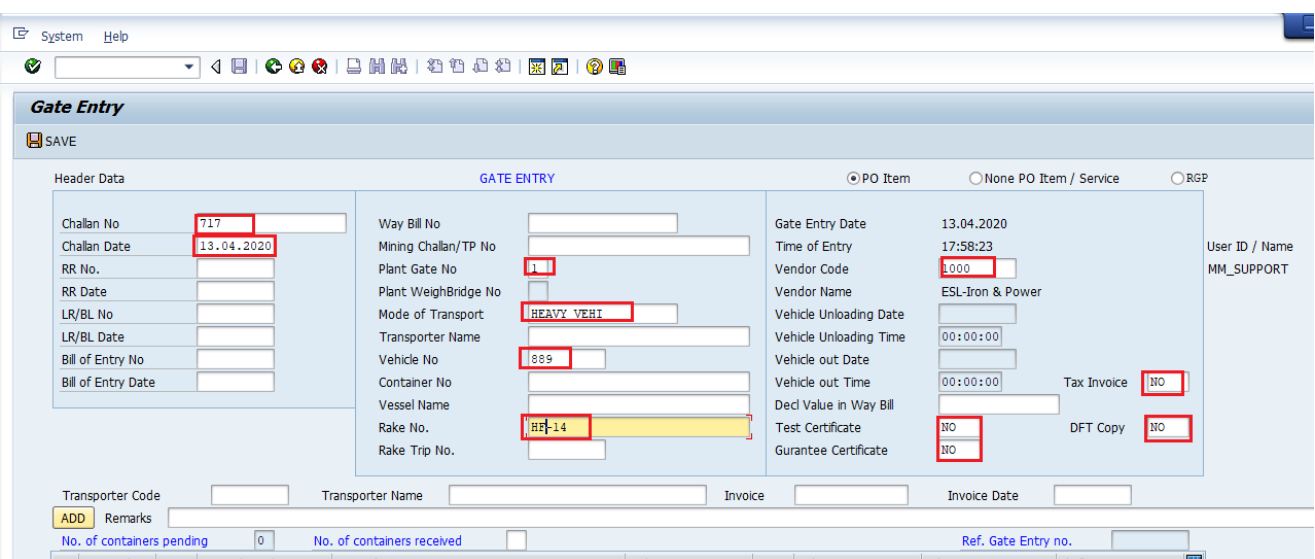
Raw Material – GRN team

d) Screen capture/ Process

Step 1: Click on gate entry



Step 2: Enter challan no, challan date, plant gate no, mode of transport, vehicle no, rake no (same created in rake master in electroway), tax invoice, test certificate, DFT Copy, guarantee certificate and vendor code.



Step 3: Press F4 to display the PO number or STO number. Select the STO/PO number and press enter

Restrictions

Purch.Doc.	C	Type	Vendor	Rel
4400000004	F	ZSTB		B
4400000005	F	ZSTB		G
4400000006	F	ZSTB		
4400000007	F	ZSTB		
4400000008	F	ZSTB		
4400000009	F	ZSTB		
4400000011	F	ZSTB		
4400000012	F	ZSTB		
4400000015	F	ZSTB		
4400000016	F	ZSTB		
4400000018	F	ZSTB		
4400000021	F	ZSTB		
4400000022	F	ZSTB		
4400000024	F	ZSTB		
4400000025	F	ZSTB		
4400000028	F	ZSTI		
4400000029	F	ZSTI		G
4400000031	F	ZSTB		
4400000033	F	ZSTB		
4400000035	F	ZSTB		
4400000037	F	ZSTB		

21 Entries found

Step 4: Press Enter to display the STO/PO details

Gate Entry

Header Data

Challan No	717	Way Bill No		Gate Entry Date	13.04.2020
Challan Date	13.04.2020	Mining Challan/TP No		Time of Entry	17:58:23
RR No.		Plant Gate No	1	Vendor Code	1000
RR Date		Plant WeighBridge No		Vendor Name	ESL-Iron & Power
LR/BL No		Mode of Transport	HEAVY VEHI	Vehicle Unloading Date	
LR/BL Date		Transporter Name		Vehicle Unloading Time	00:00:00
Bill of Entry No		Vehicle No	889	Vehicle out Date	
Bill of Entry Date		Container No		Vehicle out Time	00:00:00
		Vessel Name		Decl Value in Way Bill	
		Rake No.	HF-14	Test Certificate	NO
		Rake Trip No.		Guarantee Certificate	NO

Transporter Code: [] Transporter Name: [] Invoice: [] Invoice Date: []

S...	PO Number	Item	Material Number	Material Description	Order Qty	UOM	Tolerance Qty	Balance to Enter	Challan Qty
1	4400000035	10	MFL151016050010	COAL;HRD CKNG	3,800.000	TO	0.000	3,800.000	

Step 5: Enter the Challan qty

System Help

Gate Entry

SAVE

Header Data **GATE ENTRY** PO Item None PO Item / Service RGP

Challan No	717	Way Bill No		Gate Entry Date	13.04.2020
Challan Date	13.04.2020	Mining Challan/TP No		Time of Entry	17:58:23
RR No.		Plant Gate No	1	Vendor Code	1000
RR Date		Plant WeighBridge No		Vendor Name	ESL-Iron & Power
LR/BL No		Mode of Transport	HEAVY VEHI	Vehicle Unloading Date	
LR/BL Date		Transporter Name		Vehicle Unloading Time	00:00:00
Bill of Entry No		Vehicle No	889	Vehicle out Date	
Bill of Entry Date		Container No		Vehicle out Time	00:00:00
		Vessel Name		Decl Value in Way Bill	
		Rake No.	HF-14	Test Certificate	NO
		Rake Trip No.		Guarantee Certificate	NO
				Tax Invoice	NO
				DFT Copy	NO

Transporter Code Transporter Name Invoice Invoice Date

ADD Remarks

No. of containers pending No. of containers received Ref. Gate Entry no.

S...	PO Number	Item	Material Number	Material Description	Order Qty	UOM	Tolerance Qty	Balance to Enter	Challan Qty
1	4400000035	10	MFL151016050010	COAL;HRD CKNG	3,800.000	TO	0.000	3,800.000	3800

Step 6: Click on save button

System Help

Gate Entry

SAVE

Header Data **GATE ENTRY** PO Item None PO Item / Service RGP

Challan No	717	Way Bill No		Gate Entry Date	13.04.2020
Challan Date	13.04.2020	Mining Challan/TP No		Time of Entry	17:58:23
RR No.		Plant Gate No	1	Vendor Code	1000
RR Date		Plant WeighBridge No		Vendor Name	ESL-Iron & Power
LR/BL No		Mode of Transport	HEAVY VEHI	Vehicle Unloading Date	
LR/BL Date		Transporter Name		Vehicle Unloading Time	00:00:00
Bill of Entry No		Vehicle No	889	Vehicle out Date	
Bill of Entry Date		Container No		Vehicle out Time	00:00:00
		Vessel Name		Decl Value in Way Bill	
		Rake No.	HF-14	Test Certificate	NO
		Rake Trip No.		Guarantee Certificate	NO
				Tax Invoice	NO
				DFT Copy	NO

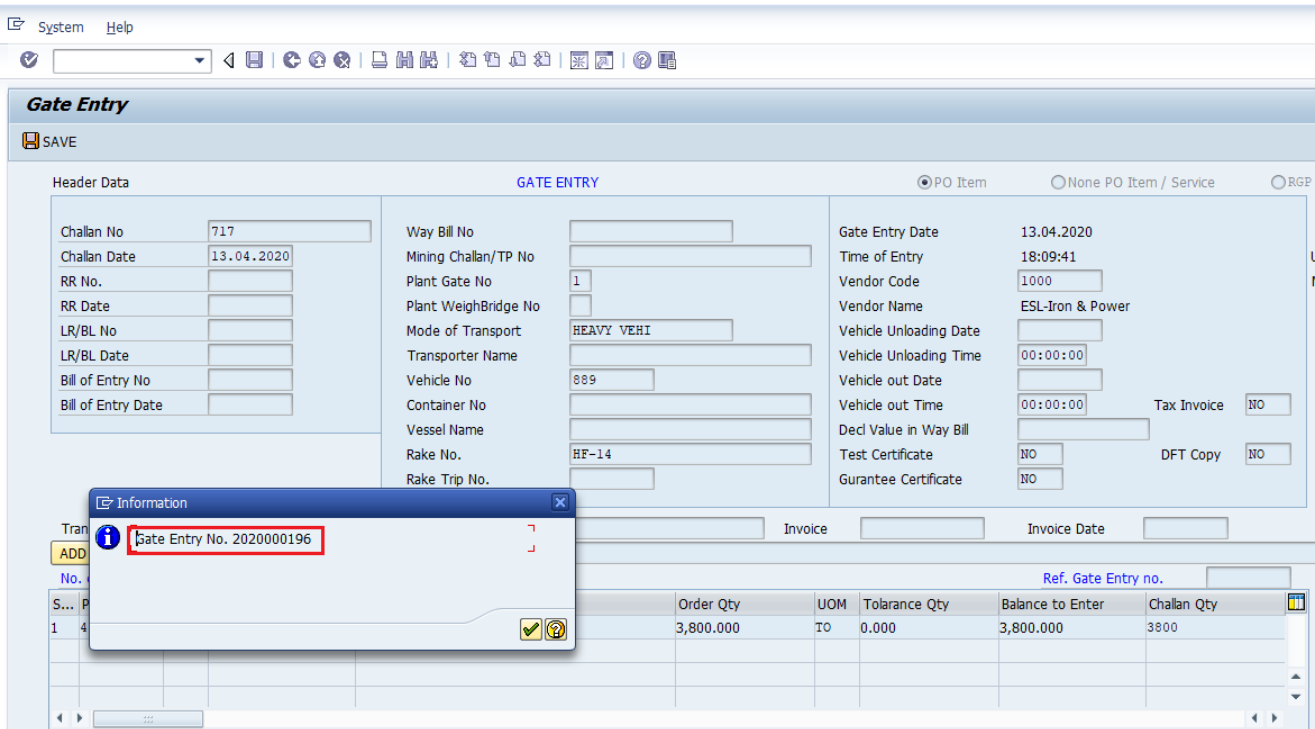
Transporter Code Transporter Name Invoice Invoice Date

ADD Remarks

No. of containers pending No. of containers received Ref. Gate Entry no.

S...	PO Number	Item	Material Number	Material Description	Order Qty	UOM	Tolerance Qty	Balance to Enter	Challan Qty
1	4400000035	10	MFL151016050010	COAL;HRD CKNG	3,800.000	TO	0.000	3,800.000	3800

Gate Entry number generated



** Note: The same gate entry number will be updated in electroway. Once this is done, electroway data will be fetched into SAP.

1.18 Auto GRN program

a) Definition and Prerequisites

Once gate entry is done in SAP, auto GRN program will be run

b) Menu Path and Transaction code

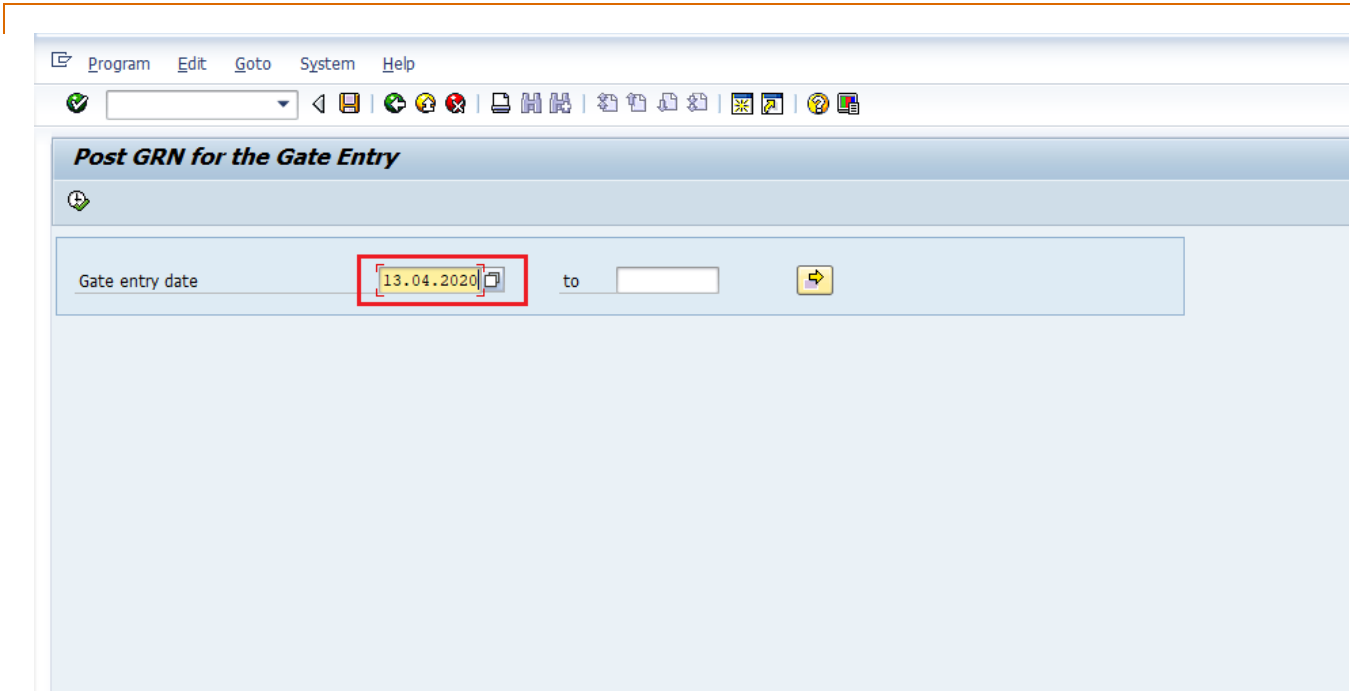
SAP S/4 HANA menu	N/A
Transaction Code	ZGRN_AUTO

c) Responsibility

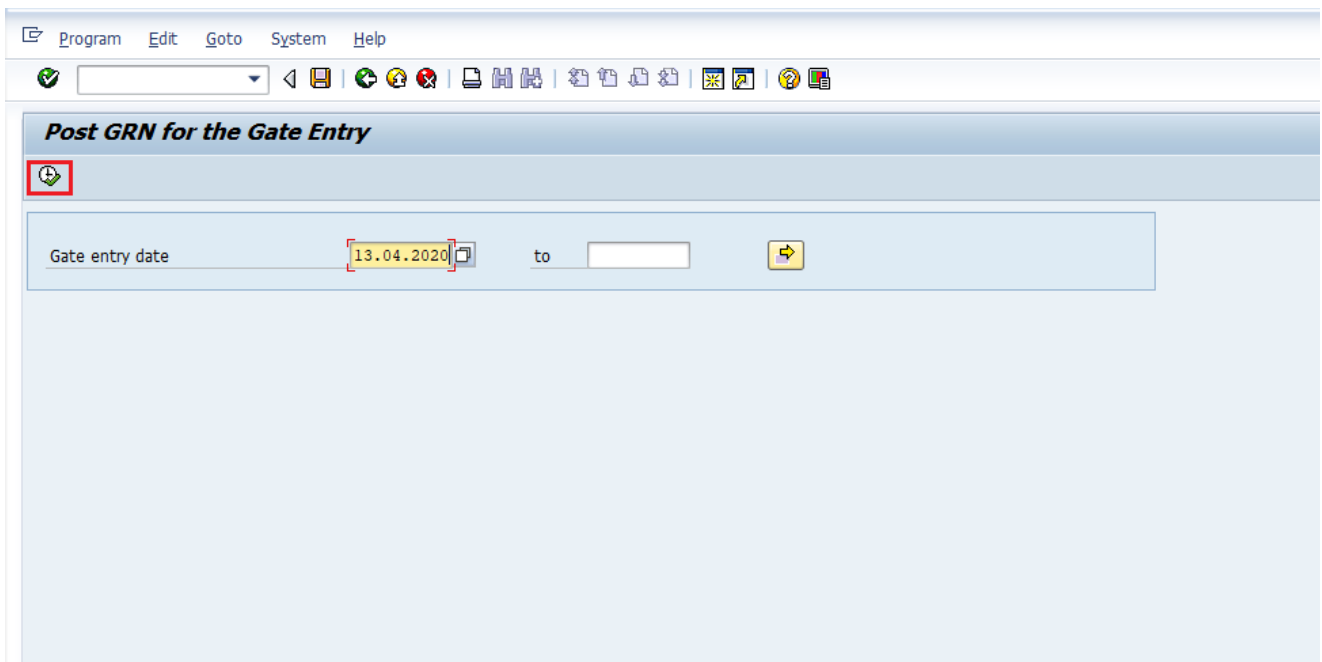
Raw Material – GRN team

d) Screen capture/ Process

Step 1: Enter the gate entry date



Step 2: Click on execute



Material document posted

1.19 Heap Transfer

a) Definition and Prerequisites

Once GRN is done, batch to batch i.e. heap transfer will be done in system.

b) Menu Path and Transaction code

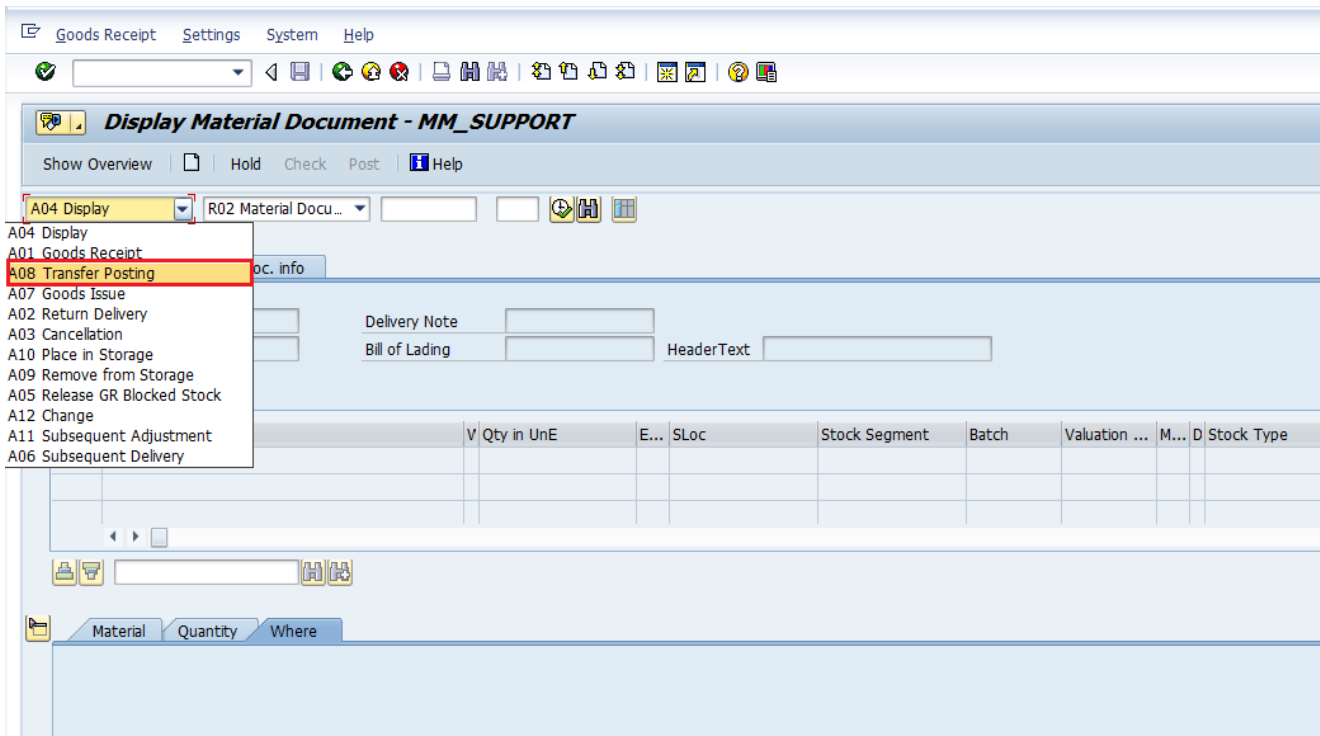
SAP S/4 HANA menu	SAP Menu ->Logistics > MM > Inventory Management > Goods Movement > MIGO
Transaction Code	MIGO

c) Responsibility

Department's User

d) Screen capture/ Process

Step 1: Select transfer posting



Step 2: Select other

Goods Receipt Settings System Help

Transfer Posting Other - MM_SUPPORT

Show Overview | Hold | Check | Post | Help

A08 Transfer Posti... | R10 Other | TF trfr within plant | 311

General

Document Date 13.04.2020 | Material Slip |
 Posting Date 13.04.2020 | Doc.Header Text |
 2 Individual Slip wit...

Transfer Posting | Material | Quantity | Where

From		Dest	
Material	MFL151016050010		
Plant			
Stor. Loc.			
Spec.Stock			
Qty in UnE			

Step 5: Enter from plant, storage loc and dest stor. Loc. Press enter

Goods Receipt Settings System Help

Transfer Posting Other - MM_SUPPORT

Show Overview | Hold | Check | Post | Help

A08 Transfer Posti... | R10 Other | TF trfr within plant | 311

General

Document Date 13.04.2020 | Material Slip |
 Posting Date 13.04.2020 | Doc.Header Text |
 2 Individual Slip wit...

Transfer Posting | Material | Quantity | Where | Partner | Weight Information

From		Dest	
Material	COAL:HRD CKNG MFL151016050010	COAL:HRD CKNG MFL151016050010	
Plant	1000		
Stor. Loc.	cor1	cor1	
Spec.Stock			
Qty in UnE			

Step 6: Enter batch and valuation type in from and dest

Goods Receipt Settings System Help

Transfer Posting Other - MM_SUPPORT

Show Overview Hold Check Post Help

A08 Transfer Posti... R10 Other TF trfr within plant 311

General

Document Date 13.04.2020 Material Slip
 Posting Date 13.04.2020 Doc.Header Text
 2 Individual Slip wit...

Transfer Posting Material Quantity Where Partner Batch Weight Information

From	Dest
Material: COAL;HRD CKNG	COAL;HRD CKNG
MFL151016050010	MFL151016050010
Plant: Iron & Power Unit-SBU 1000	Iron & Power Unit-SBU 1000
Stor. Loc.: Coke Raw M Sloc COR1	Coke Raw M Sloc COR1
Batch: AENV032000	AENV032000
Val. Type: AENV032000	AENV032000
Spec.Stock	

Qty in UnE 1,000 TO

Document is O.K. SAP

Step 7: Enter quantity

Goods Receipt Settings System Help

Transfer Posting Other - MM_SUPPORT

Show Overview Hold Check Post Help

A08 Transfer Posti... R10 Other TF trfr within plant 311

General

Document Date 13.04.2020 Material Slip
 Posting Date 13.04.2020 Doc.Header Text
 2 Individual Slip wit...

Transfer Posting Material **Quantity** Where Partner Batch Weight Information

Qty in Unit of Entry 1000 TO
 Qty in SKU 0 TO

No. Containers

Step 8: Enter material slip and doc header text if required

Goods Receipt Settings System Help

Transfer Posting Other - MM_SUPPORT

Show Overview Hold Check Post Help

A08 Transfer Posti... R10 Other TF trfr within plant 311

General

Document Date 13.04.2020 Material Slip
 Posting Date 13.04.2020 Doc.Header Text
 2 Individual Slip wit...

Transfer Posting Material Quantity Where Partner Batch Weight Information

Qty in Unit of Entry 1000 TO
 Qty in SKU 0 TO

No. Containers

Step 9: Click on check if the document is OK.

Goods Receipt Settings System Help

Transfer Posting Other - MM_SUPPORT

Show Overview Hold **Check** Post Help

A08 Transfer Posti... R10 Other TF trfr within plant 311

General

Document Date 13.04.2020 Material Slip
 Posting Date 13.04.2020 Doc.Header Text
 2 Individual Slip wit...

Transfer Posting Material Quantity Where Partner Batch Weight Information

From		Dest	
Material	COAL;HRD CKNG	Material	COAL;HRD CKNG
	MFL151016050010		MFL151016050010
Plant	Iron & Power Unit-SBU 1000	Plant	Iron & Power Unit-SBU 1000
Stor. Loc.	Coke Raw M Sloc COR1	Stor. Loc.	Coke Raw M Sloc COR1
Batch	AENV032000	Batch	AENV032001
Val. Type	AENV032000	Val. Type	AENV032000
Spec.Stock	<input type="checkbox"/>		

Qty in UE 1,000 TO

Document is O.K. SAP

Step 10: Click on post

Goods Receipt Settings System Help

Transfer Posting Other - MM_SUPPORT

Show Overview Hold Check **Post** Help

A08 Transfer Posti... R10 Other TF trfr within plant 311

General

Document Date 13.04.2020 Material Slip
 Posting Date 13.04.2020 Doc.Header Text
 2 Individual Slip wit...

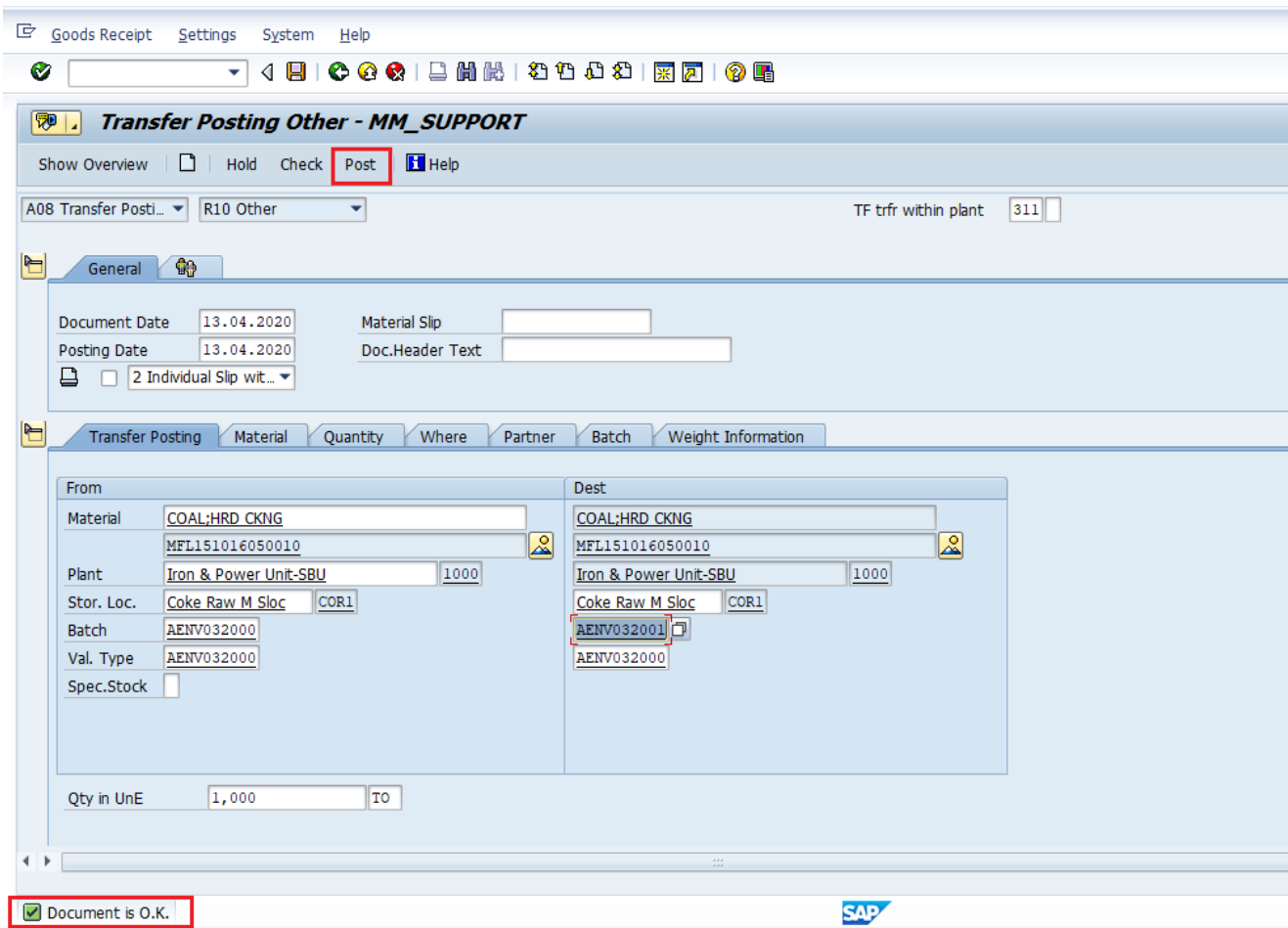
Transfer Posting Material Quantity Where Partner Batch Weight Information

From		Dest	
Material	COAL;HRD CKNG	COAL;HRD CKNG	
	MFL151016050010	MFL151016050010	
Plant	Iron & Power Unit-SBU 1000	Iron & Power Unit-SBU 1000	
Stor. Loc.	Coke Raw M Sloc COR1	Coke Raw M Sloc COR1	
Batch	AENV032000	AENV032001	
Val. Type	AENV032000	AENV032000	
Spec.Stock			

Qty in UnE 1,000 TO

Document is O.K. SAP

Material document posted



1.20 Invoice Receipt

a) Definition and Prerequisites

Once the GRN is done and bill is handed over, invoice receipt is done.

b) Menu Path and Transaction code

SAP S/4 HANA menu	SAP Menu ->Logistics > MM >Logistic Invoice verification > document entry > MIRO
Transaction Code	MIRO

c) Responsibility

Finance Department

d) Screen capture/ Process

Please refer to the Manual of Invoice Receipt.