

# INVENTORY

## INTER WAREHOUSE STOCK TRANSFER

This process enables you to transfer stock **from** and **to** any **warehouse** within a selected site.

You will need to ensure that the Company Configuration **Enforce In-transit flag** is set to '**No**' to be able to complete this process.

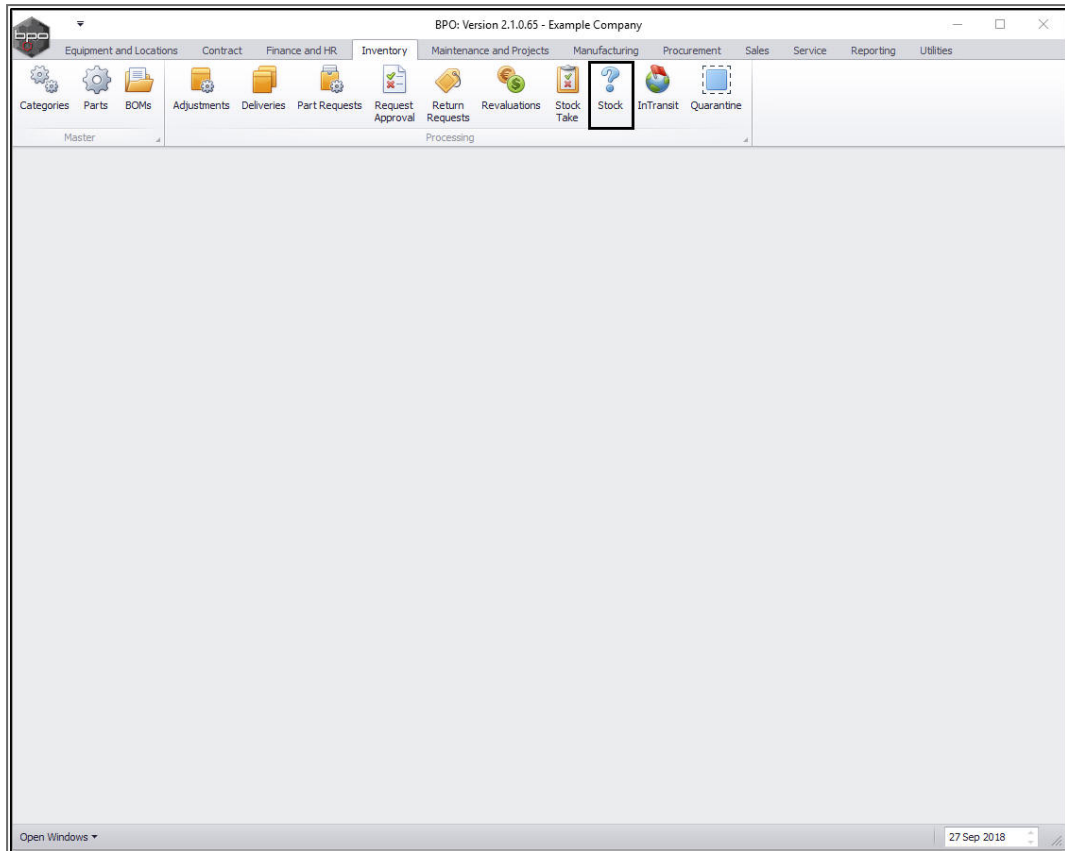
This is a similar process as for an **Inter-Bin Stock Transfer** with reference to the notes below.

- i. Ensure that you transfer the correct **quantity**.
- ii. When selecting the **Destination** warehouse and bin, ensure that you choose the correct warehouse and bin location where the stock is being transferred **to**.

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**Ribbon Access:** *Inventory > Stock*

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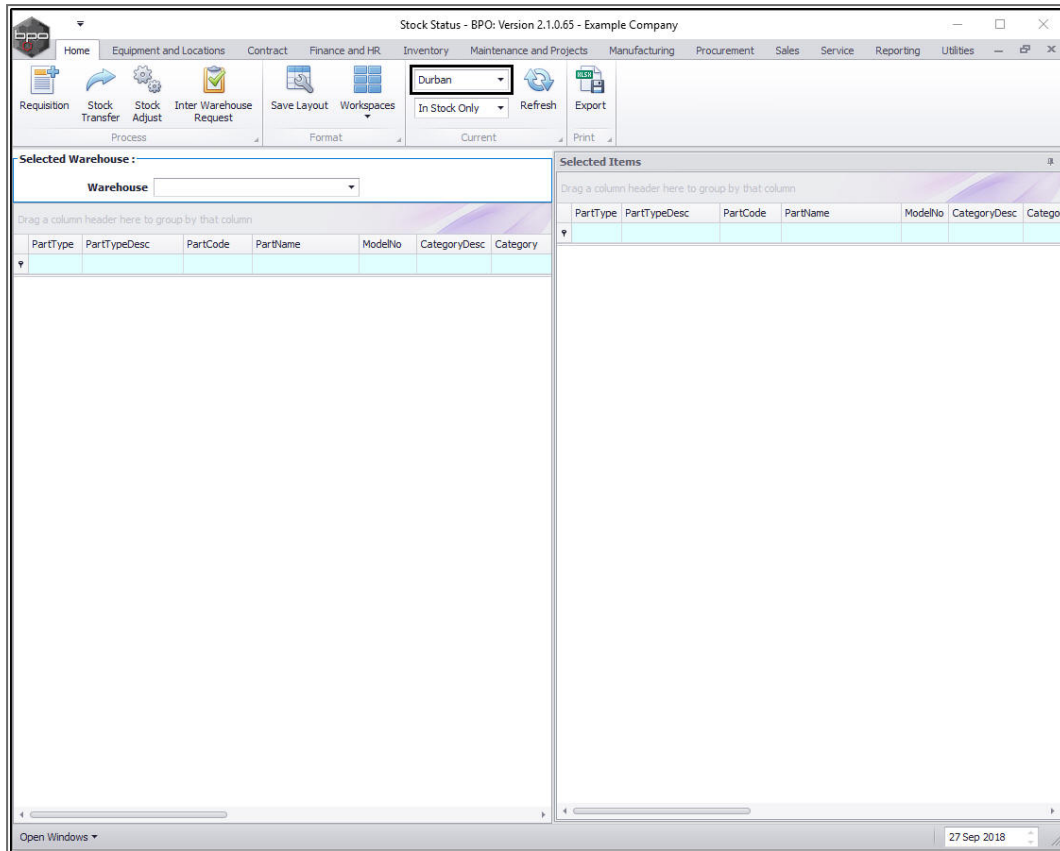


The **Stock Status** screen will be displayed.

## INTER WAREHOUSE TRANSFER A, B AND C-CLASS ITEMS

Select the Site and Status

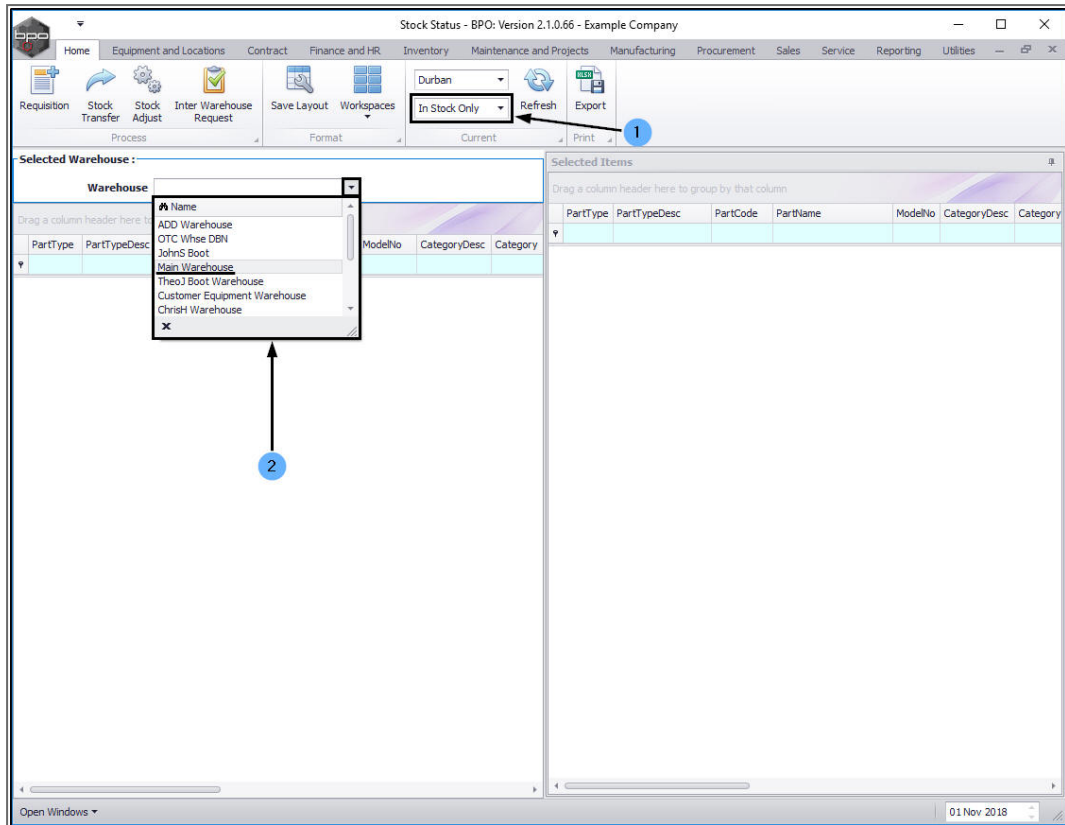
- Select the source location or **site** (where the stock is currently).
  - In this image **Durban** has been selected.



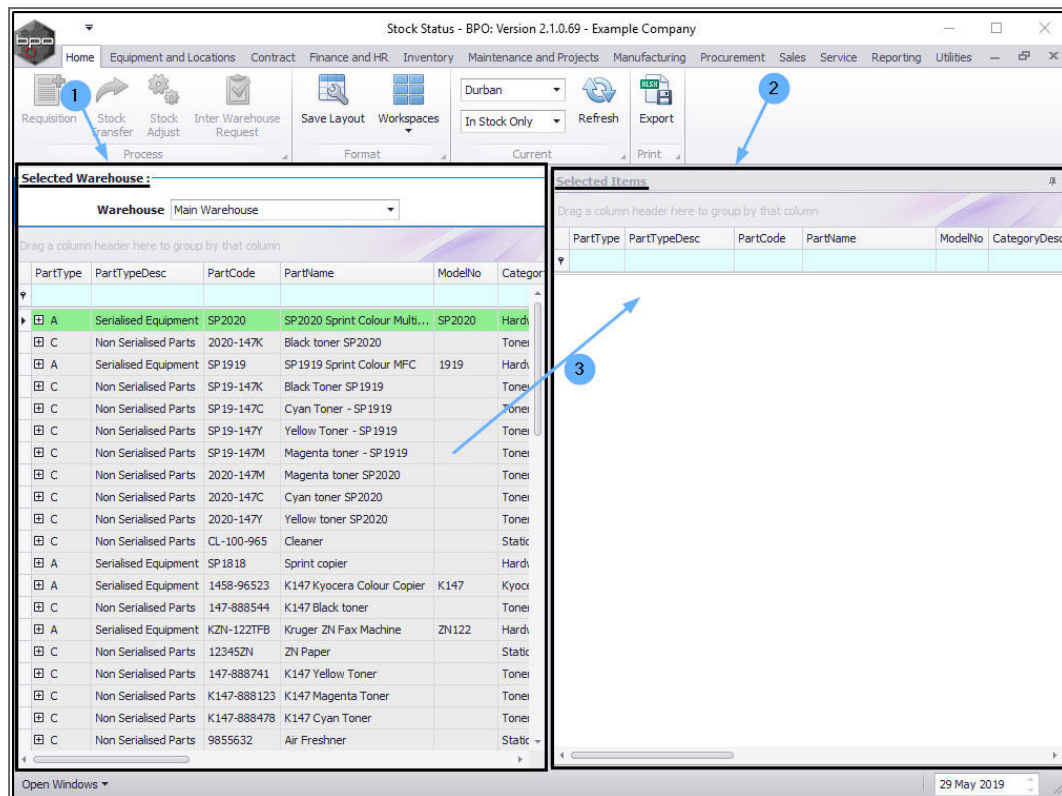
1. This screen will open in the ***In Stock Only*** status.
  - This can remain unchanged.

## SELECT SOURCE WAREHOUSE

2. Click on the drop-down arrow in the ***Warehouse*** field and select from the list, the '***source warehouse***' (where the stock is currently).
  - In this image, ***Main Warehouse*** has been selected.



1. The **Selected Warehouse** frame will now be populated with the **stock details** of all the parts/equipment items linked to that warehouse.
2. The **Selected Items** frame is where you will
3. **drag** and **drop** the item lines that you wish to action.



Now follow the instructions as set out for an Inter-Bin Stock Transfer [C-class items](#) or as set out for an Inter-Bin Stock Transfer for an [A or B-Class items](#)

## Important Note:

1. Ensure that you transfer the correct **quantity**.
2. When selecting the **Final** Warehouse and **Destination** Warehouse and Bin, ensure that you choose the **correct** Warehouse and Bin Location where the stock is being transferred **to**.

Stock Transfer - BPO: Version 2.1.0.66 - Example Company

Home Equipment and Locations Contract Finance and HR Inventory Maintenance and Projects Manufacturing Procurement Sales Service Reporting Utilities

Save Back Save Layout

Process Format

Reference Type: Adhoc  
 Reference: AM00065  
 Final Warehouse: Cari Warehouse  
 Requestor: Abigail Milne

Transfer Date: 05 Nov 2018 10:11:17 AM

Comments: Interwarehouse transfer Main to Cari

Drag a column header here to group by that column

PartType	PartCode	PartDesc	WarehouseName	BinName	BatchSerialNo	Quantity	AverageUnitCost	DestWlseName	DestBinName	Direction
C	2020-147K	Black toner SP2020	Main Warehouse	DBN-A 1	65478	1.00	499.99	Cari Warehouse	Cari_Bin	I
A	SP2020	SP2020 Sprint Colour Multi Functional Copier	Main Warehouse	DBN-A 1	AB999014	1.00	4 500.00	Cari Warehouse	Cari_Bin	I

Total 4 999.99

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## NOTE FOR A AND B-CLASS ITEM TRANSFER

- For A or B-Class item(s) remember to select the **correct Serial No in the Batch Serial No** field as explained in the Inter-Bin Stock Transfer process.

## SAVE INTER WAREHOUSE TRANSFER

- Click on **Save** when you have checked all these details.

Stock Transfer - BPO: Version 2.1.0.68 - Example Company

Home Equipment and Locations Contract Finance and HR Inventory Maintenance and Projects Manufacturing Procurement Sales Service Reporting Utilities

Save Back Save Layout 2

Process Format

Reference Type: Adhoc

Reference: AM00065 \*

Final Warehouse: Cari Warehouse

Requestor: Abigail Milne \*

Transfer Date: 05 Nov 2018 10:11:01 AM

Comments: Interwarehouse transfer Main to Cari

Drag a column header here to group by that column

PartType	PartCode	PartDesc	WarehouseName	BinName	BatchSerialNo	Quantity	AverageUnitCost	DestWhseName	DestBinName	Direction
C	2020-147K	Black toner SP2020	Main Warehouse	DBN-A1	65478	1.00	499.86	Cari Warehouse	Cari_Bin	I
A	SP2020	SP2020 Sprint Colour Multi Functional Copier	Main Warehouse	DBN-A1	AB999014	1.00	4 500.00	Cari Warehouse	Cari_Bin	I

Total 4 999.86

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- A **Part Transfer Processing** message box will pop up informing you that;
  - **Part Transfer No. [ ] saved successfully.**
- Click on **OK**.

Stock Transfer - BPO: Version 2.1.0.66 - Example Company

Home Equipment and Locations Contract Finance and HR Inventory Maintenance and Projects Manufacturing Procurement Sales Service Reporting Utilities

Save Back Save Layout

Process Format

Reference Type: Adhoc  
Reference: AM00065  
Final Warehouse: Cari Warehouse  
Requestor: Abigail Milne

Transfer Date: 05 Nov 2018 10:48:13 AM

Comments: Interwarehouse transfer Main to Cari

Drag a column header here to group by that column

PartType	PartCode	PartDesc	WarehouseName	BinName	BatchSerialNo	Quantity	AverageUnitCost	DestWlseName	DestBinName	Direction
C	2020-147K	Black toner SP2020	Main Warehouse	DBN-A.1	65478	1.00	499.99	Cari Warehouse	Cari_Bin	I
A	SP2020	SP2020 Sprint Colour Multi Functional Copier	Main Warehouse	DBN-A.1	AB999014	1.00	4 500.00	Cari Warehouse	Cari_Bin	I

Part Transfer Processing

Part Transfer No. TR00000369 saved successfully.

OK

Total: 4 999.99

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- A **Report Generation** message box will pop up asking you;
  - **Do you want to print the transfer [ ]?**
- For the purpose of this manual, click on **No**.

Refer to Stock Part Transfer / Inter-bin Transfer **print** information to view details of the print process.



Stock Transfer - BPO: Version 2.1.0.66 - Example Company

Home Equipment and Locations Contract Finance and HR Inventory Maintenance and Projects Manufacturing Procurement Sales Service Reporting Utilities

Save Back Save Layout

Process Format

Reference Type: Adhoc  
Reference: AM00065  
Final Warehouse: Cari Warehouse  
Requestor: Abigail Milne

Transfer Date: 05 Nov 2018 10:48:13 AM

Comments: Interwarehouse transfer Main to Cari

Drag a column header here to group by that column

PartType	PartCode	PartDesc	WarehouseName	BinName	BatchSerialNo	Quantity	AverageUnitCost	DestWlseName	DestBinName	Direction
C	2020-147K	Black toner SP2020	Main Warehouse	DBN-A 1	65478	1.00	499.99	Cari Warehouse	Cari_Bin	I
A	SP2020	SP2020 Sprint Colour Multi Functional Copier	Main Warehouse	DBN-A 1	AB999014	1.00	4 500.00	Cari Warehouse	Cari_Bin	I

Report Generation

Do you want to print the transfer TR00000369?

Yes No

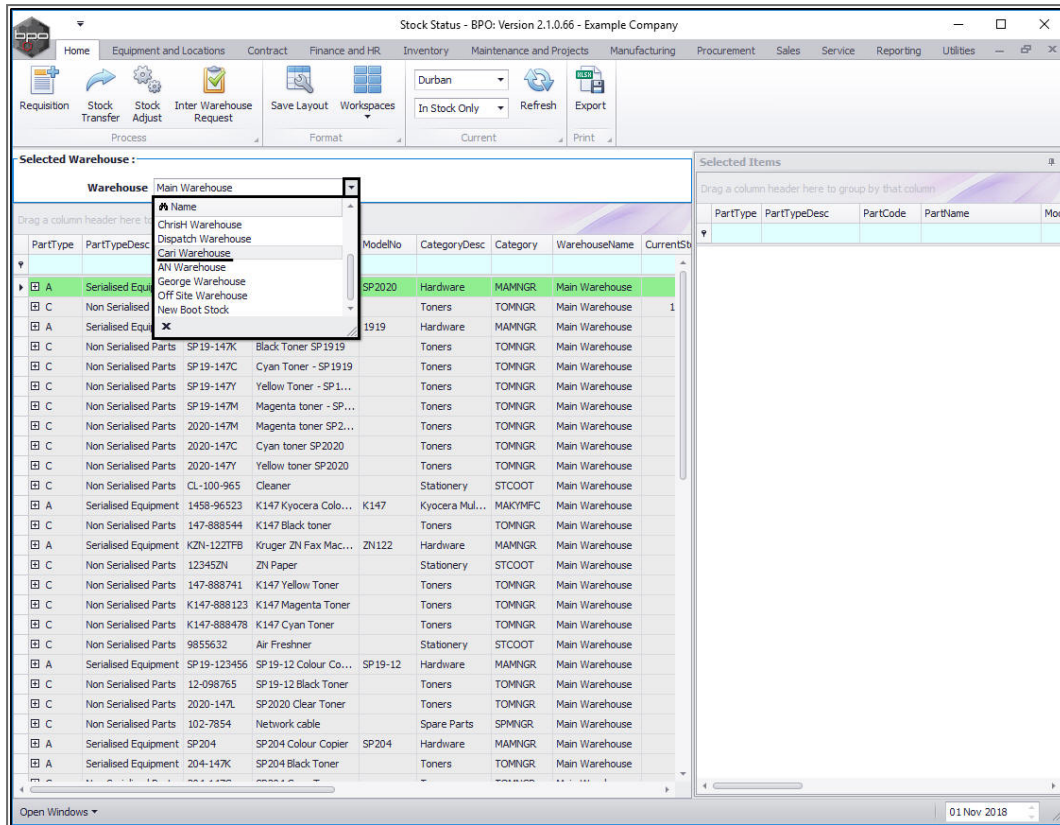
Total 4 999.99

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## VIEW ITEMS IN DESTINATION WAREHOUSE

You will return to the **Stock Status** screen.

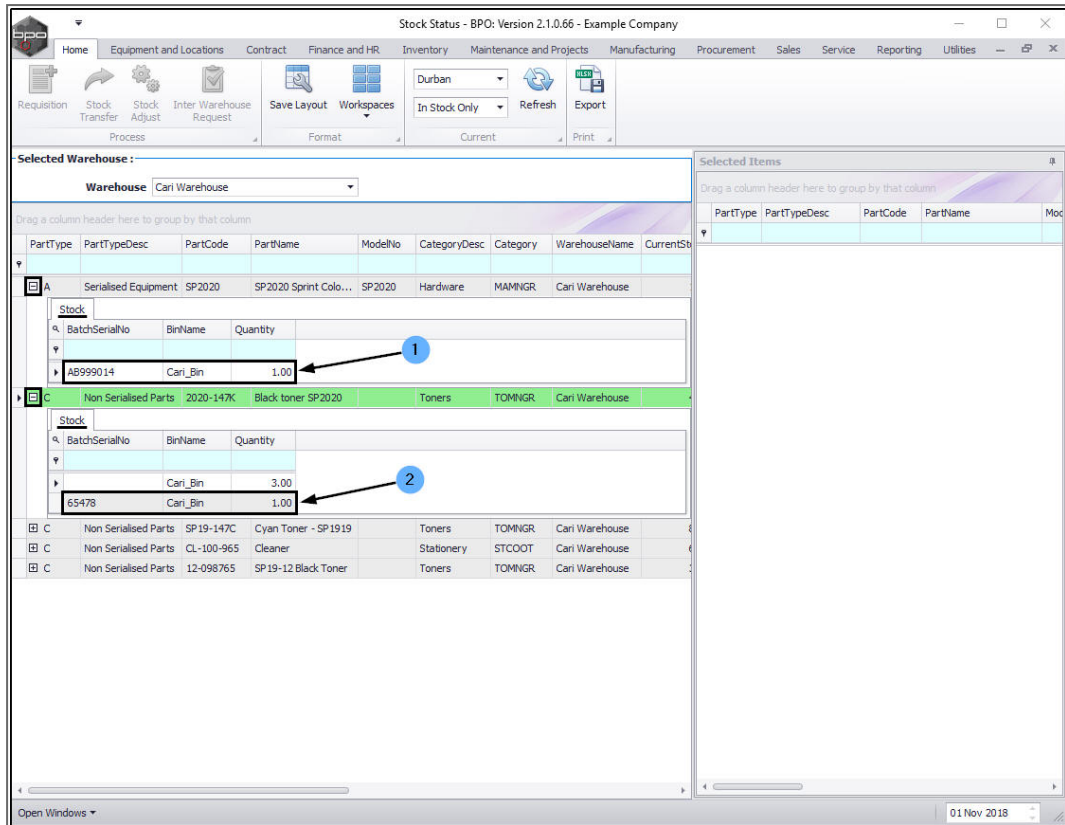
- Click on the drop-down arrow in the **Warehouse** field and select the **Destination Warehouse** that was chosen in the previous step of this manual.
  - In this example the **Cari Warehouse** was the Destination Warehouse.



- **Expand** the item lines that correspond to the **transferred** stock items
  - In this case an **SP 2020 Sprint Colour Copier** and a **2020-147K Black Toner** were transferred.
- The expanded **Stock** frames will contain the **Batch** or **Serial Nos**, the **Bin Name** and the **Quantity** of each item type stored in the Cari Warehouse.

In this image you can see that

1. the **AB999014 Sprint Copier** has been successfully transferred from the Main Warehouse.
2. and the **65478 Batch 2020-147K Black Toner** has been successfully transferred from the Main Warehouse.



Stock Status - BPO: Version 2.1.0.66 - Example Company

Home Equipment and Locations Contract Finance and HR Inventory Maintenance and Projects Manufacturing Procurement Sales Service Reporting Utilities

Requisition Stock Transfer Stock Adjust Inter Warehouse Request Save Layout Workspaces Durban In Stock Only Refresh Export

Process Format Current Print

Selected Warehouse: Warehouse Cari Warehouse

Drag a column header here to group by that column

PartType	PartTypeDesc	PartCode	PartName	ModelNo	CategoryDesc	Category	WarehouseName	CurrentSt									
A	Serialised Equipment	SP2020	SP2020 Sprint Colo...	SP2020	Hardware	MAMNGR	Cari Warehouse										
<div>Stock</div> <table border="1"> <thead> <tr> <th>BatchSerialNo</th> <th>BinName</th> <th>Quantity</th> </tr> </thead> <tbody> <tr> <td>AB999014</td> <td>Cari_Bin</td> <td>1.00</td> </tr> </tbody> </table>									BatchSerialNo	BinName	Quantity	AB999014	Cari_Bin	1.00			
BatchSerialNo	BinName	Quantity															
AB999014	Cari_Bin	1.00															
C	Non Serialised Parts	2020-147K	Black toner SP2020		Toners	TOMNGR	Cari Warehouse										
<div>Stock</div> <table border="1"> <thead> <tr> <th>BatchSerialNo</th> <th>BinName</th> <th>Quantity</th> </tr> </thead> <tbody> <tr> <td></td> <td>Cari_Bin</td> <td>3.00</td> </tr> <tr> <td>65478</td> <td>Cari_Bin</td> <td>1.00</td> </tr> </tbody> </table>									BatchSerialNo	BinName	Quantity		Cari_Bin	3.00	65478	Cari_Bin	1.00
BatchSerialNo	BinName	Quantity															
	Cari_Bin	3.00															
65478	Cari_Bin	1.00															
C	Non Serialised Parts	SP19-147C	Cyan Toner - SP1919		Toners	TOMNGR	Cari Warehouse										
C	Non Serialised Parts	CL-100-965	Cleaner		Stationery	STCOOT	Cari Warehouse										
C	Non Serialised Parts	12-098765	SP19-12 Black Toner		Toners	TOMNGR	Cari Warehouse										

Selected Items

Drag a column header here to group by that column

PartType	PartTypeDesc	PartCode	PartName	Mod
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- **Collapse** the Stock frames and **close** the screen when you are done.

Stock Status - BPO: Version 2.1.0.66 - Example Company

Home Equipment and Locations Contract Finance and HR Inventory Maintenance and Projects Manufacturing Procurement Sales Service Reporting Utilities

Requisition Stock Transfer Stock Adjust Inter Warehouse Request Save Layout Workspaces Durban In Stock Only Refresh Export

Process Format Current Print

**Selected Warehouse :** Warehouse Cari Warehouse

Drag a column header here to group by that column

PartType	PartTypeDesc	PartCode	PartName	ModelNo	CategoryDesc	Category	WarehouseName	CurrentSt									
A	Serialized Equipment	SP2020	SP2020 Sprint Colo...	SP2020	Hardware	MAMNGR	Cari Warehouse										
<div>Stock</div> <table border="1"> <thead> <tr> <th>BatchSerialNo</th> <th>BinName</th> <th>Quantity</th> </tr> </thead> <tbody> <tr> <td>AB999014</td> <td>Cari_Bin</td> <td>1.00</td> </tr> </tbody> </table>									BatchSerialNo	BinName	Quantity	AB999014	Cari_Bin	1.00			
BatchSerialNo	BinName	Quantity															
AB999014	Cari_Bin	1.00															
C	Non Serialised Parts	2020-147K	Black toner SP2020		Toners	TOMNGR	Cari Warehouse										
<div>Stock</div> <table border="1"> <thead> <tr> <th>BatchSerialNo</th> <th>BinName</th> <th>Quantity</th> </tr> </thead> <tbody> <tr> <td>65478</td> <td>Cari_Bin</td> <td>3.00</td> </tr> <tr> <td></td> <td>Cari_Bin</td> <td>1.00</td> </tr> </tbody> </table>									BatchSerialNo	BinName	Quantity	65478	Cari_Bin	3.00		Cari_Bin	1.00
BatchSerialNo	BinName	Quantity															
65478	Cari_Bin	3.00															
	Cari_Bin	1.00															
C	Non Serialised Parts	SP19-147C	Cyan Toner - SP1919		Toners	TOMNGR	Cari Warehouse										
C	Non Serialised Parts	CL-100-965	Cleaner		Stationery	STCOOT	Cari Warehouse										
C	Non Serialised Parts	12-098765	SP19-12 Black Toner		Toners	TOMNGR	Cari Warehouse										

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