

# COMPANY

## SYSTEM WAREHOUSES – QUARANTINE

System Warehouse set up is only required if you are going to use the In-transit or Quarantine warehousing functionality.

- **Quarantine**
  - Quarantine Configuration will need to be set up if quarantine stock is to be received. This option allows goods to be **received into a quarantine location** (a quarantine warehouse and bin) where they can:
    - *either* have Quality Control / Assurance inspect the items for condition and the required documentation before they are released into a stock warehouse.
    - *or* have Importation fees or **Shipping Costs to be added to the parts / items received**. Once added these items can then be **revalued and released from the Quarantine warehouse** into a stock warehouse or **returned to the supplier**.

### Important Notes:

- i. A **Quarantine Inventory Warehouse** must be set up.
- ii. The Company Configuration **Enforce Quarantine** must be selected.
- iii. The Supplier must have the **Shipping Costs Included flag** not ticked.

- iv. The **Include Shipping flag** on the Purchasing Centre must be ticked.

### **QUARANTINE CONFIGURATION STEPS**

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1. [Set up a Quarantine Inventory Warehouse](#)
2. [Set the Company Configuration Enforce Quarantine flag to 'Yes'](#)
3. [The Supplier who is supplying the 'quarantine' goods must have the Shipping Costs Included flag un-ticked.](#)
4. [The Include Shipping flag on the Purchasing Centre must be ticked](#)

### **CREATE A SYSTEM QUARANTINE WAREHOUSE STEPS**

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5. [Create a System Quarantine Warehouse](#)
  - [Quarantine Warehouse Details](#)
  - [Entry Types](#)
  - [Sites](#)
  - [Save Quarantine Warehouse Details](#)

Follow the process in links **1** above. Step **2** is set out below.

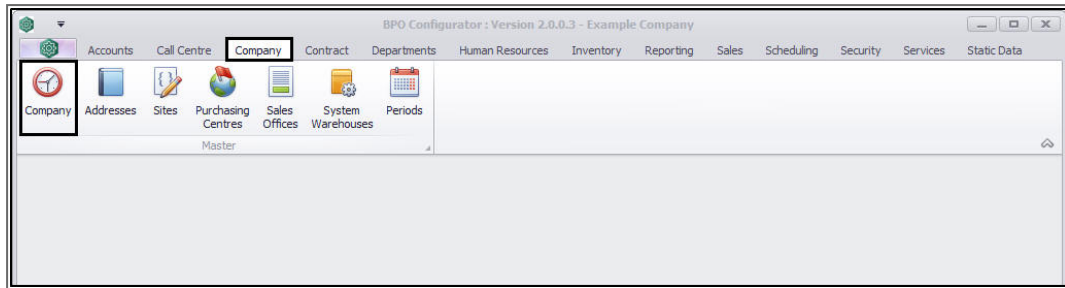
### **SET THE ENFORCE QUARANTINE FLAG TO YES**

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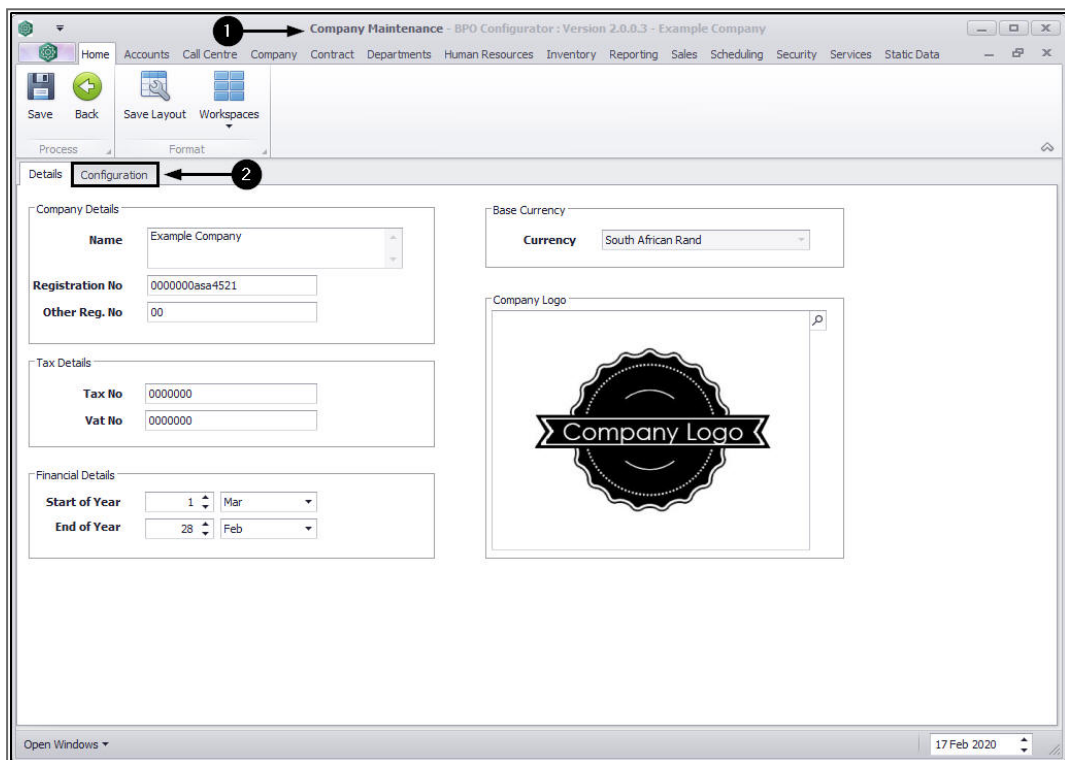
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**Ribbon Access:** *Configurator > Company*

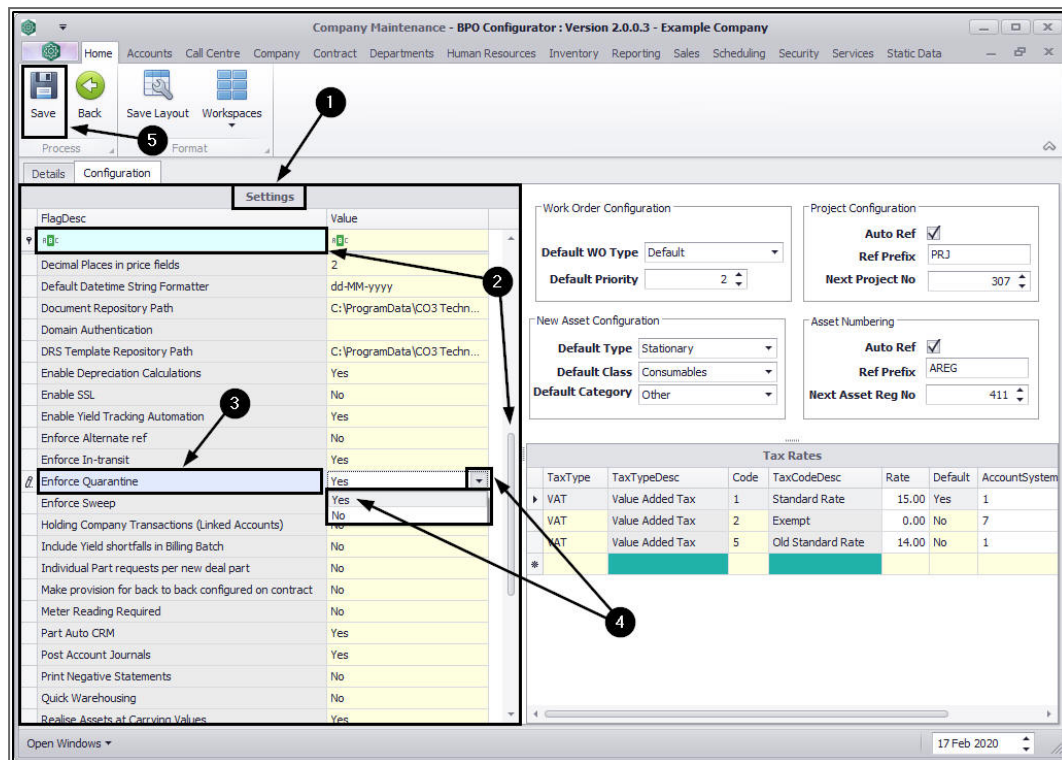
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1. The **Company Maintenance** screen will open.
2. Click on the **Configuration** tab.



1. The **Settings** frame will be displayed.
2. Scroll down the Settings list or use the **filter row** to search for the
3. **Enforce Quarantine** flag description.
4. Ensure that the flag **Value** is set to **Yes**.
5. Click on **Save**, if the flag value was changed.



Once you have completed **Step 1** to set up a *Quarantine Inventory Warehouse* and **Step 2** to set the *Enforce Quarantine flag to 'Yes'* you can follow the configuration processes for **Steps 3 and 4**:

## SET 'SHIPPING COSTS INCLUDED' FLAG

- Ensure that the Supplier supplying the Quarantine goods has their Shipping Costs included flag unticked.

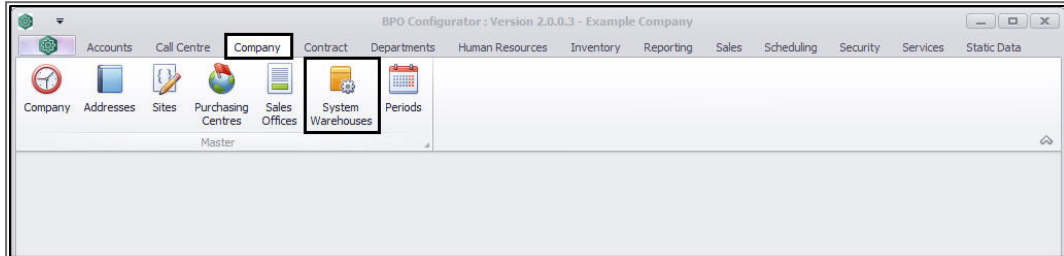
## SET SHIPPING COSTS ON THE PURCHASING CENTRE

- Ensure that the Include Shipping Costs on the Purchasing Centre is ticked.

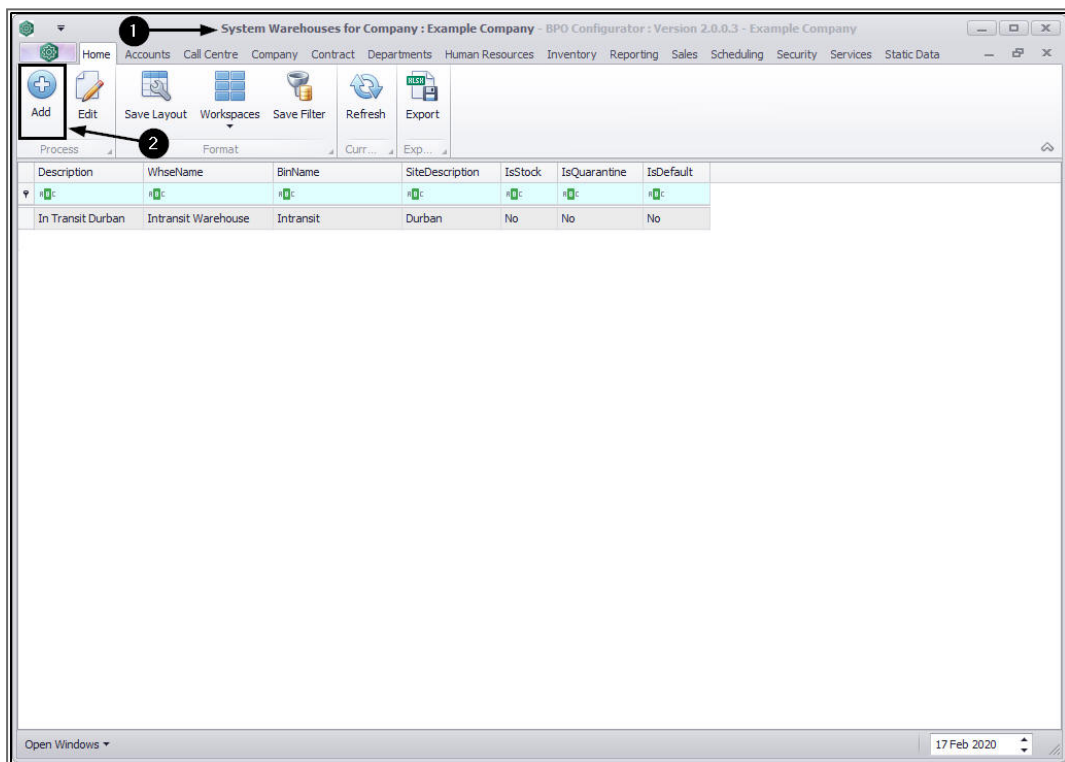
When all 4 steps in the configuration set up are completed, follow the process below to complete **Step 5**:

## CREATE A SYSTEM QUARANTINE WAREHOUSE

**Ribbon Access:** *Configurator > Company > System Warehouses*



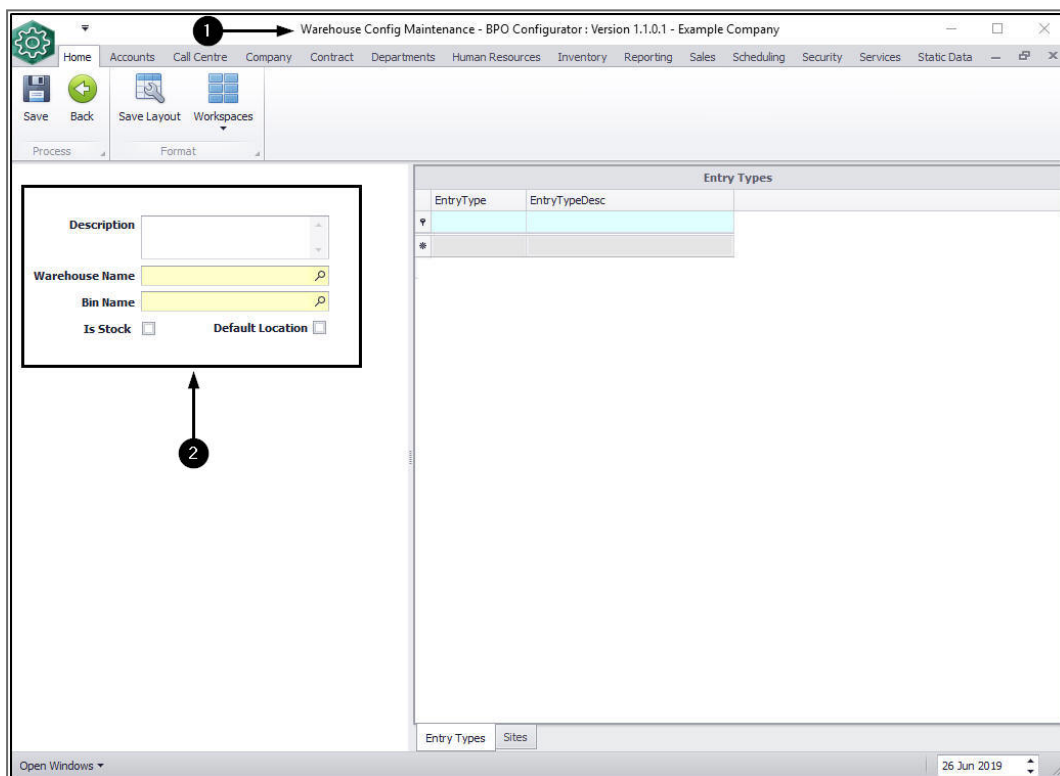
1. The **System Warehouses for Company: [ ]** screen will open.
2. Click on **Add**.



The **Warehouse Config Maintenance** screen will be displayed.

## WAREHOUSE DETAILS

1. The **Warehouse Config Maintenance** screen will open.
2. Fill in the Quarantine Warehouse details:
  - **Description:** Type in a description that will make sense for you, e.g. **Quarantine**.
  - **Warehouse Name:** Search for the warehouse that you wish to use as your Quarantine Warehouse.
  - **Bin Name:** Search for the bin you wish to use as your Quarantine Bin.
  - **Is Stock:** Ensure that this check box is un-ticked.
  - **Default Location:** Ensure that this check box is un-ticked.



Warehouse Config Maintenance - BPO Configurator : Version 1.1.0.1 - Example Company

Home Accounts Call Centre Company Contract Departments Human Resources Inventory Reporting Sales Scheduling Security Services Static Data

Save Back Save Layout Workspaces

Process Format

Description

Warehouse Name

Bin Name

Is Stock ☐ Default Location ☐

Entry Types

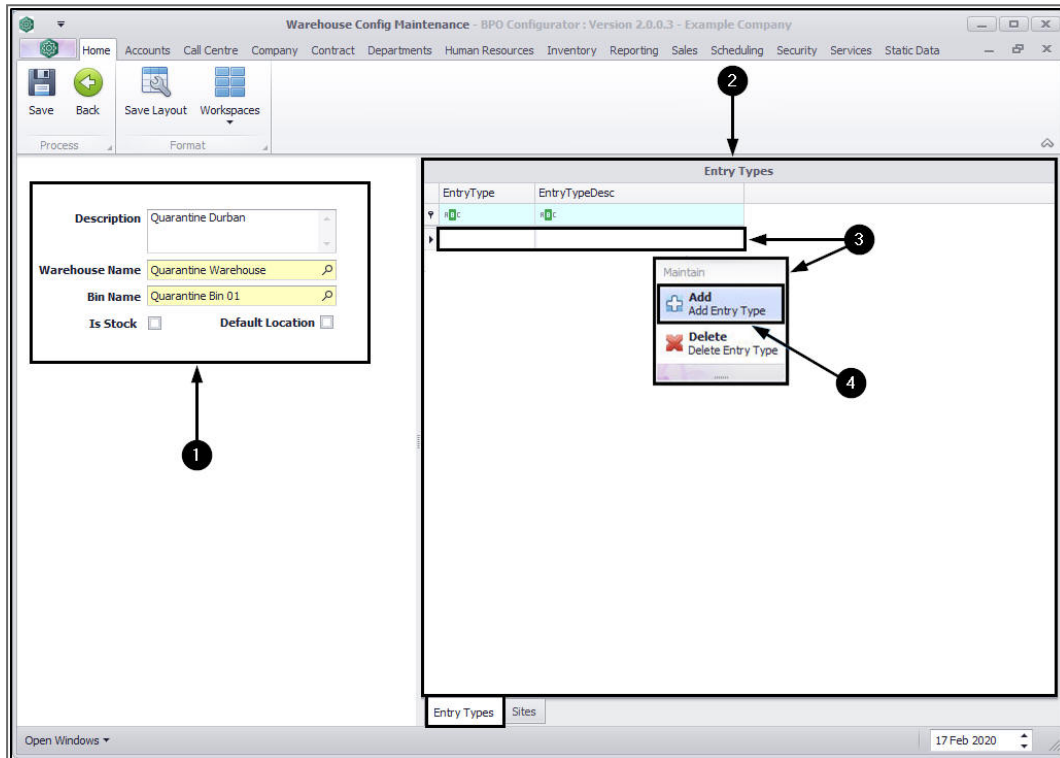
EntryType	EntryTypeDesc

Entry Types Sites

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## ENTRY TYPES

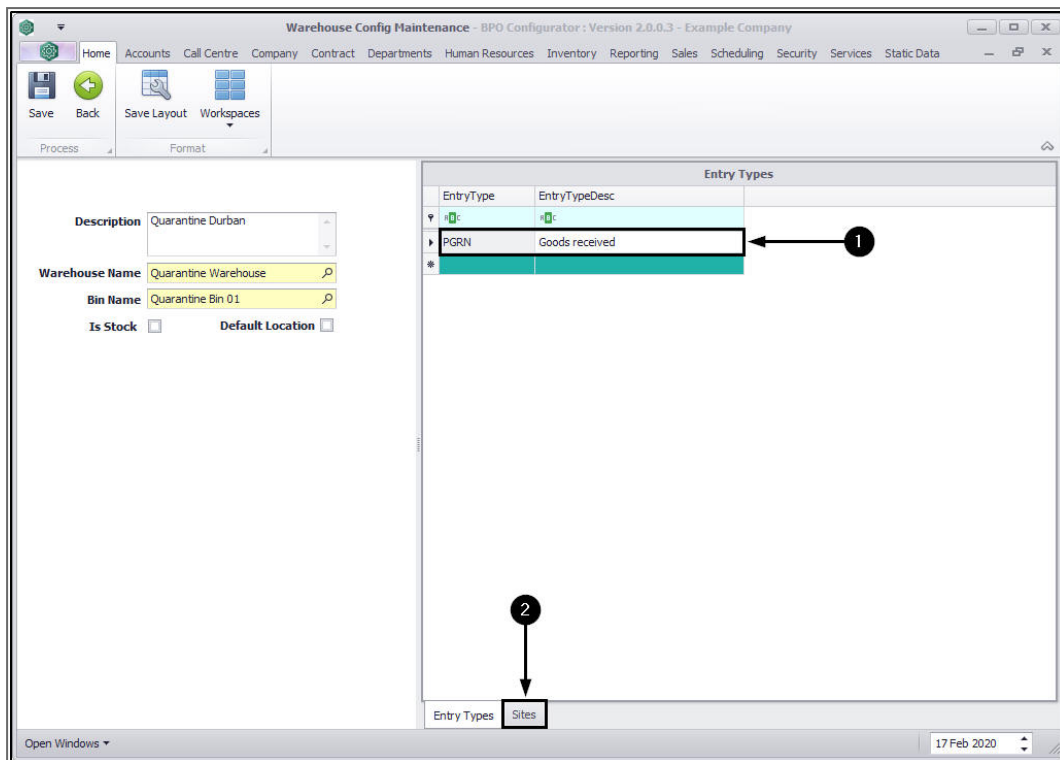
1. When you have entered the Quarantine warehouse details,
2. Move across to the **Entry Types** frame.
3. **Right click** on the empty row in the data grid (not the filter row) to display the Maintain menu.
4. Select **Add** - Add Entry Type.



1. Search for and select **PGRN** Goods Received, this will then populate the Entry Types data grid.

## SITES

2. Click on the **Sites** tab.

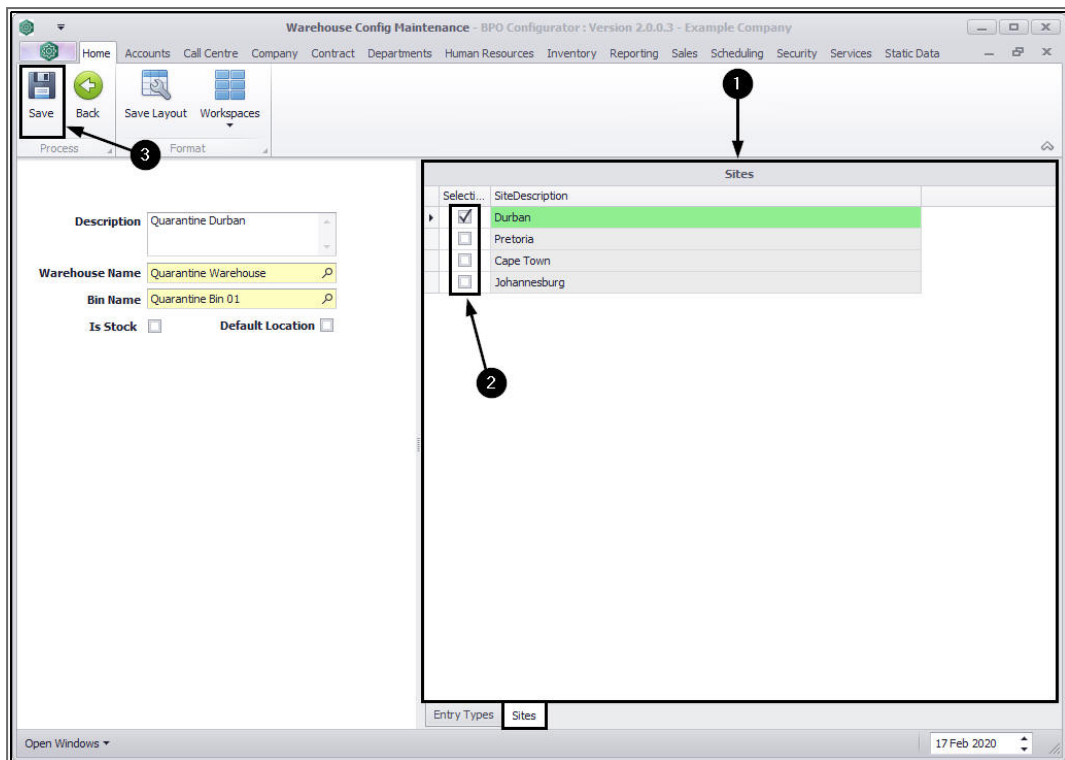


1. The **Sites** frame will come to the fore.
2. Select the **check box** in front of the **site** where you wish to link the Quarantine warehouse.

## SAVE WAREHOUSE

3. When you have finished adding all the Quarantine warehouse details, click on **Save**.





1. You will return to the **System Warehouses for Company: [ ]** screen.
2. You can now view the newly added Quarantine warehouse.

System Warehouses for Company : Example Company - BPO Configurator : Version 2.0.0.3 - Example Company

Home Accounts Call Centre Company Contract Departments Human Resources Inventory Reporting Sales Scheduling Security Service Static Data

Add Edit Save Layout Workspaces Save Filter Refresh Export

Process Format Curr... Exp...

Description	WhseName	BinName	SiteDescription	IsStock	IsQuarantine	IsDefault
In Transit Durban	Intransit Warehouse	Intransit	Durban	No	No	No
Quarantine Durban	Quarantine Warehouse	Quarantine Bin 01	Durban	No	Yes	No

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