

# Move Orders

## Overview

There is a possibility to prepare moves by adding move orders in the office environment. The moves can be executed on the shopfloor.

## Office

### 1. Order entry

There are two ways to add a move order to the system.

The first way is to select stock in the inventory report of Produmex.

One or more rows can be selected to group them in one move order. It is possible to select different items or products. Products stored on different locations can also be selected in one move order. The only limitation is that all the products to move should be in the same warehouse.

After selecting the stock to move, click on the 'Move' button and select the 'Make move order' option. After clicking the 'Make move order' button the screen with the data of the move order is shown. This screen shows the details of the stock that needs to be moved. The system has copied the data from the current status in the inventory report.

Fill in the destination location, warehouse and LUID.



The second way to add a move order is to start from an empty move order and filling the needed data. Click on the menu entry 'Move order'.

### 2. Move order screen



#### **Header**

##### **Number**

This is the number of the move order. This will be filled in when the move order is added.

##### **Due Date**

The due date of the move order. When entering a new move order the current date is used.

##### **Type**

The type of the move cannot be selected as the system will decide which type the order is based on the properties of the order. In case of moving stock within a warehouse, the order type will be 'Move'. In case of moving stock in between warehouses, the order type will be 'Warehouse transfer'. 'Put away' and 'Replenishment' type move orders are added to the system automatically and cannot be

created by a user.

### ***From warehouse***

The source warehouse to move the stock from.

### ***To warehouse***

The destination warehouse the stock needs to be stored.

### ***Priority***

The priority the move order has.

### ***Remarks***

The remarks linked to the move order. When the move order is selected on the shopfloor, this remark will be shown.

### ***Details***

#### ***Item code - Barcode - Item name***

The identification of the product.

#### ***Qty - Open Qty***

The quantities.

#### ***Batch ID***

The ITRI key of the stock.

#### ***Src. Stor. Loc.***

The source location of the stock.

#### ***Src. Log. Unit***

The source LUID of the stock.

#### ***Dest. Stor Loc.***

The destination location of the stock. This location should be the same for all lines in the move order. When the source and destination warehouse are the same, all locations in the warehouse are allowed. In case the source and destination warehouse are different, the destination locations can only be the docks on the destination warehouse.

#### ***Dest. Log. Unit.***

The destination LUID. If provided, the LUID should be the same for all move order lines.

#### ***Quality status***

The quality status of the stock.

#### ***Src.master log.Unit***

The LUID of the master logistic unit where the stock to move is allocated.


#### ***Stock Level***

The stock level corresponding to the move order line. By default 'Detail' is entered. This means all data in the lines are used 'as is'. So if for example no source LUID is provided, the stock to move cannot have an LUID linked to it.

There is a second stock level 'Item'. This means only the item and quantity are needed. Source LUID and batch ID are optional. If the data is provided, the user on the shopfloor will have to take the stock

from that LUID/batch ID. But if this data is not provided, any batch or LUID can be taken when executing the move on the shopfloor.

The third stock level is 'Master SSCC'. This means that only the source master LUID and the destination location are needed. It is recommended to create move orders with Master SSCC level from an empty move order.

The stock in the move order will not be locked. This means other processes can use this stock if needed. For this reason the system will not check if the stock really exists at time of the creation of the move order. So it is possible that when the move order is executed on the shopfloor, the requested stock is not available anymore. An error message will show this when executing the move order. 

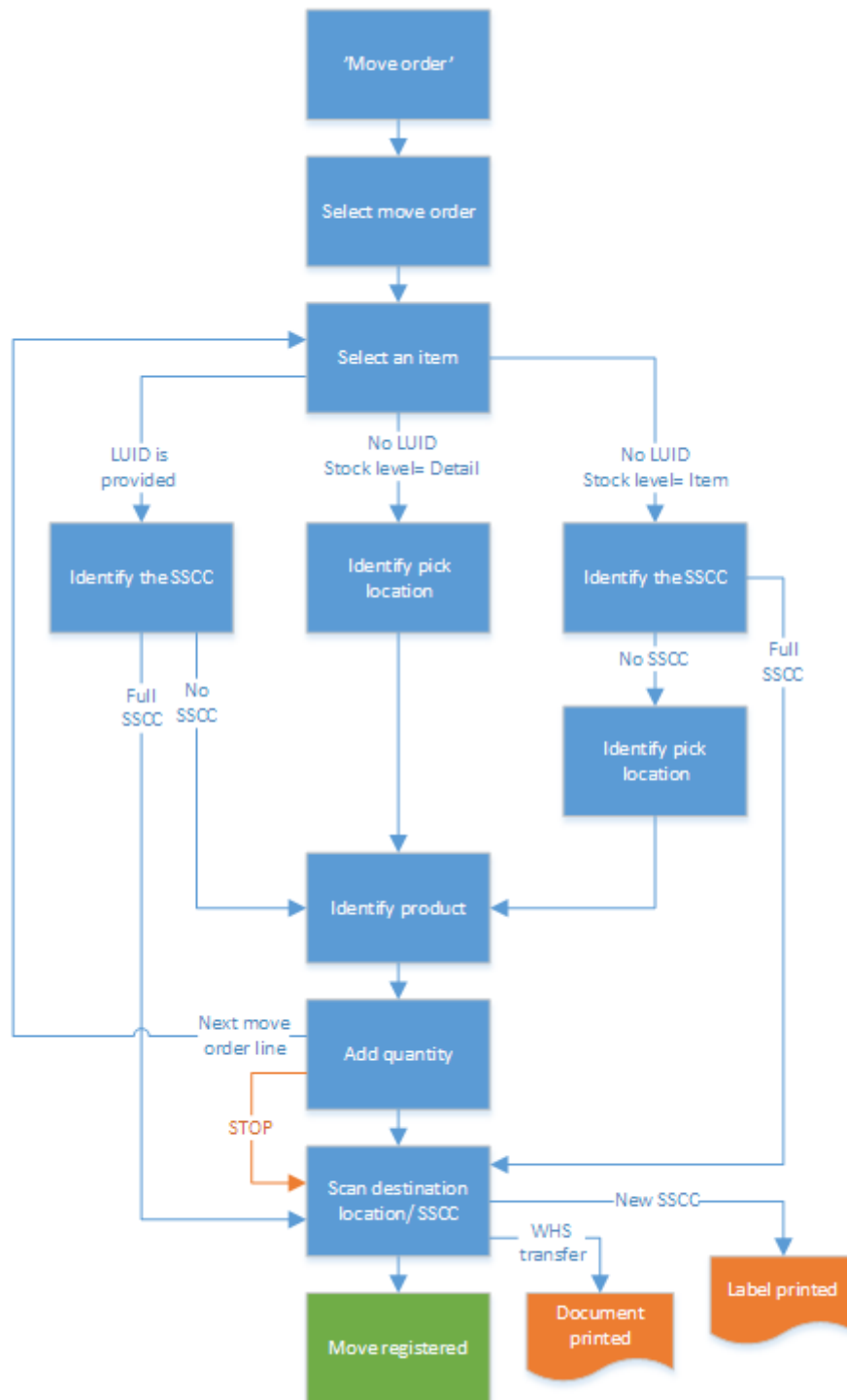
### 3. Open move orders

It is possible to get a list of open move orders. Click on the menu entry 'Open document report' and select 'Move order' as the document type.

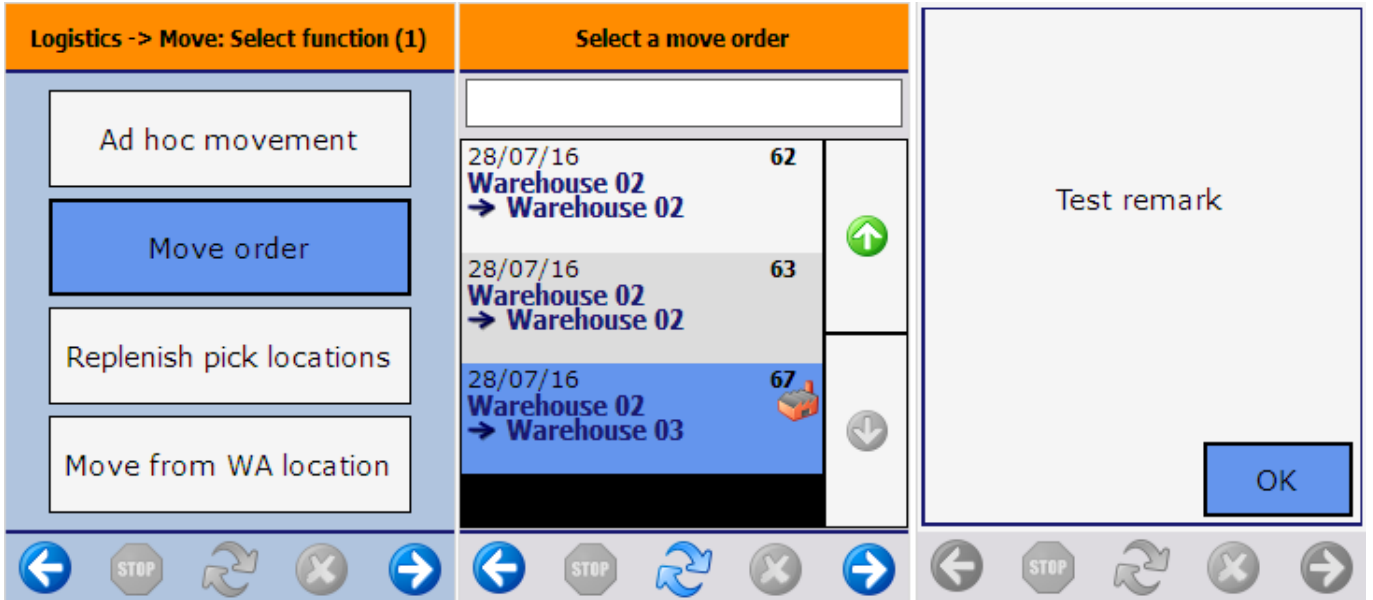


When selecting a move order the data of the move order can be changed if the move order is of type 'Move order' or 'Warehouse transfer' and if it has the status 'Nothing moved'. In all other cases only the priority and remarks can be updated.

## Shopfloor



To execute move order press the 'Move order' button.



### 1. Select move order

Select the move order to execute from the list.

The move orders are ordered by priority, due date, move order number.

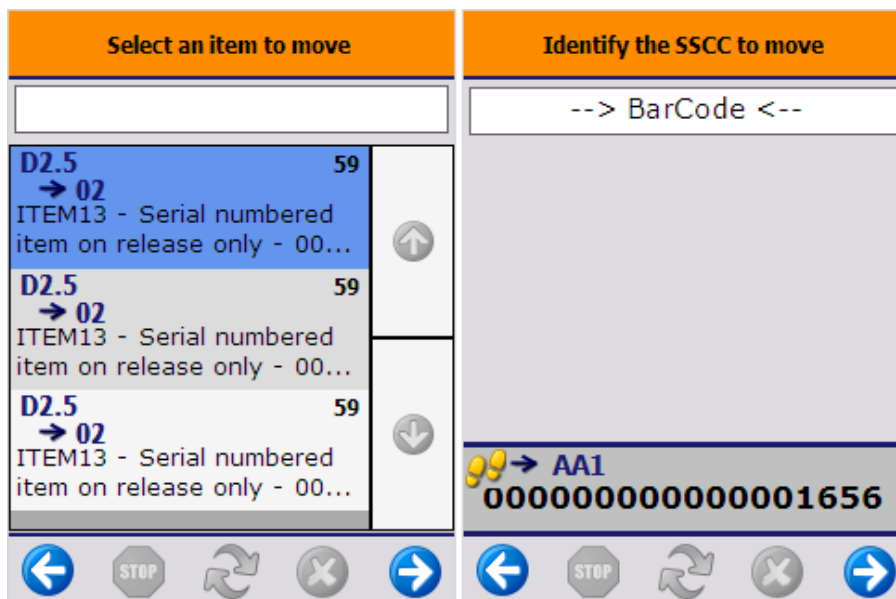
If the move order is of type 'Warehouse transfer', it is indicated with an icon.

The screen lists also lists the move orders of logistic units that have already been packed.

After selecting the move order, the linked remarks will be displayed. Press 'Ok' to proceed.

### 2. Select item

Select an item to move from the list. Only items from the move order will be displayed in the list.



### 3. Identify source location/SSCC

Provide a source SSCC or location. There are three possibilities to enter the source SSCC or location, based on the data entered in the move order line.

- *LUID is provided on move order line:*

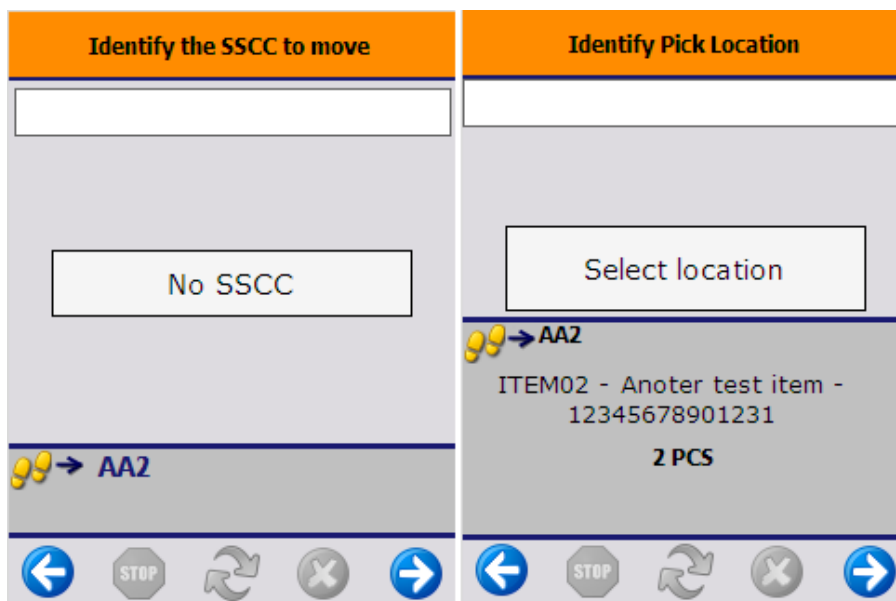
In this case the SSCC defined on the move order line has to be scanned. No other SSCC is allowed. The SSCC and location of the SSCC is shown on the screen.

- *Stock level: Item and no LUID is provided on move order line:*

When the stock level is 'Item' and no source detail was provided, the source LUID and batch are optional.

Identify an SSCC to move. The source location where the SSCC should be stored is shown on the screen.

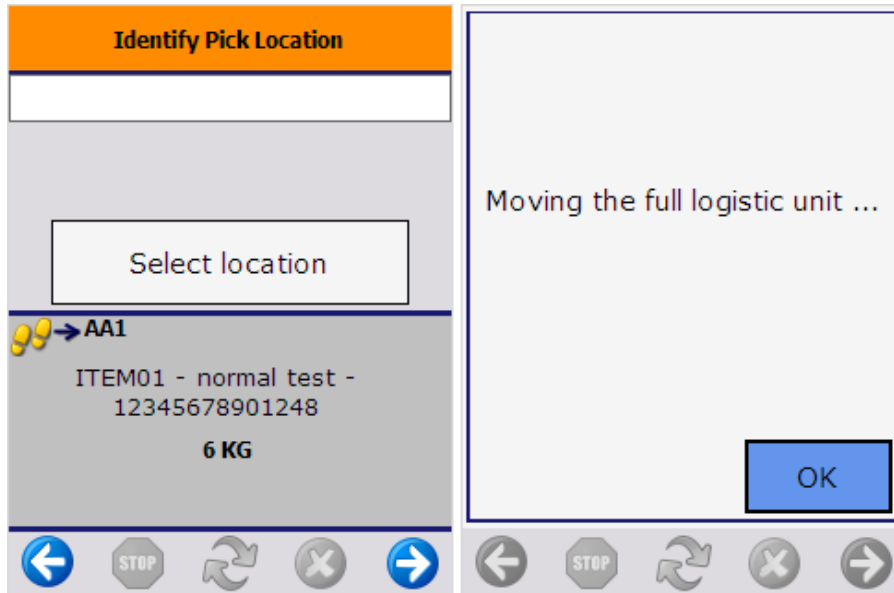
To get all the stock available for the product to move, press the 'No SSCC' button. On the next screen, identify the source location.



- *Stock level = Detail and no LUID is provided:*

When the stock level is 'Detail' and no source LUID was provided, then the product to move cannot have linked LUID. Because there is no linked LUID, in order to identify the product the source location should be specified first.

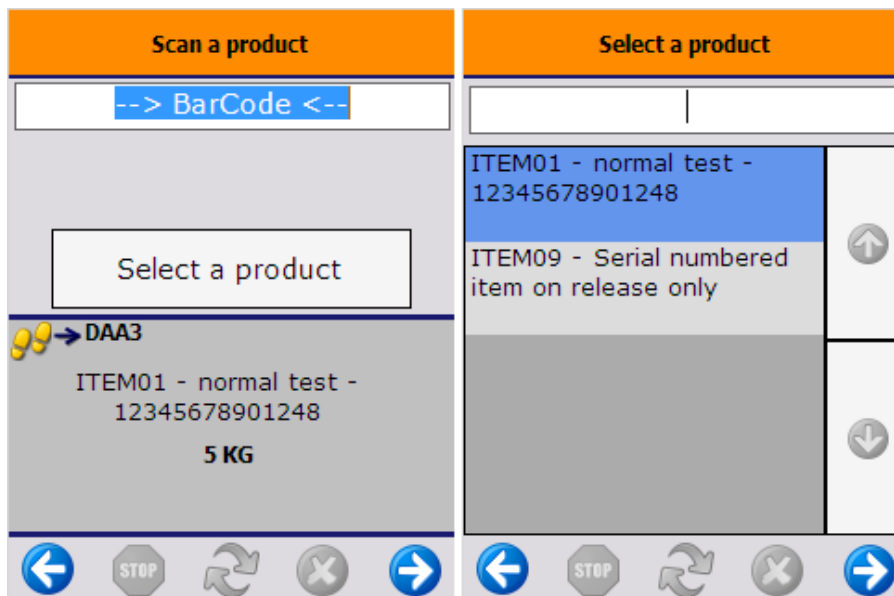
Scan the pick location or select it from a list after pressing the 'Select location' button. Only the source location set in the order can be added. The source location is displayed on the screen.



### 4. Identify product

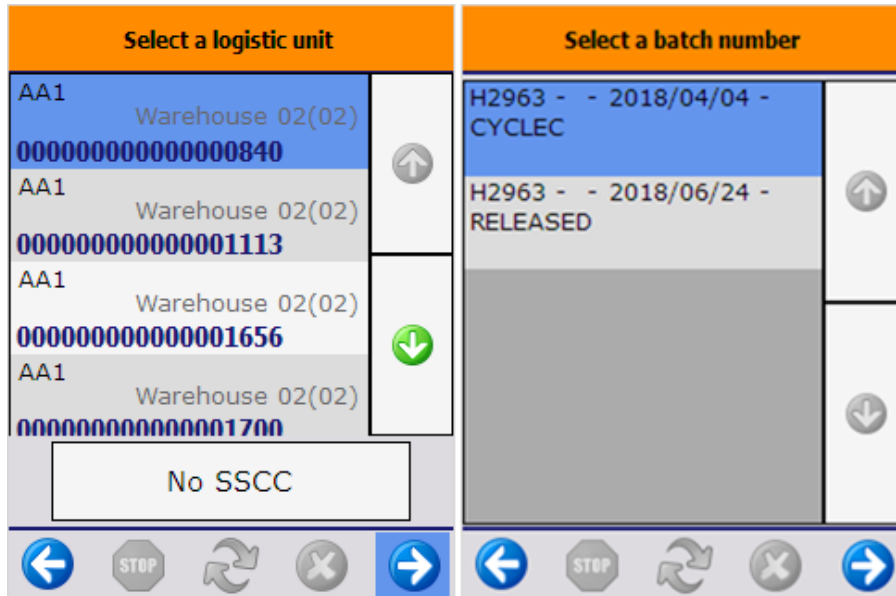
When an SSCC was scanned and all the items on that SSCC were ordered to move, the system skips this step and automatically moves the full SSCC. All screens to further identify the stock will be skipped, and a 'Moving the full logistic unit...' message will be shown. Press 'Ok' to proceed.

Scan the product to move, or select it after pressing the 'Select a product' button. Only the products stored on the location/SSCC are shown in the list.



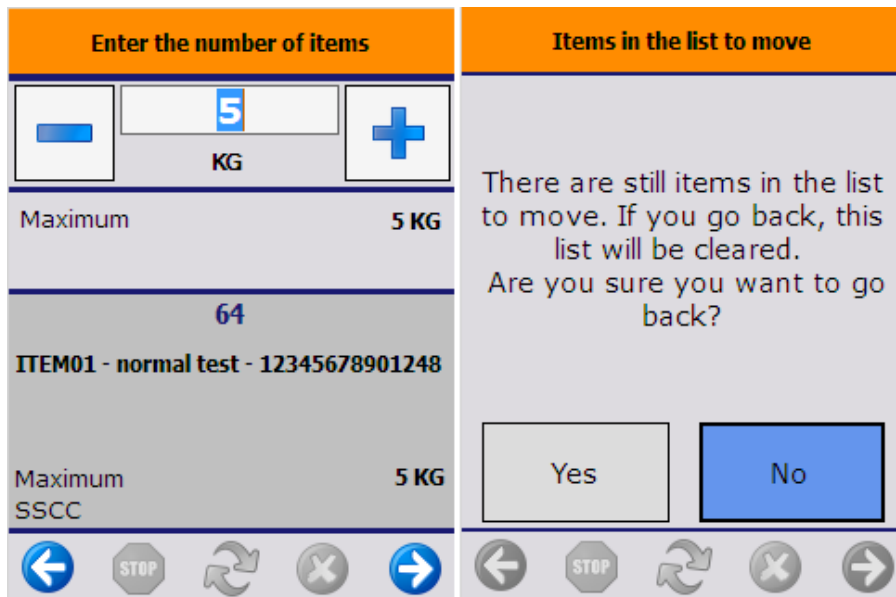
If no SSCC was scanned and there are multiple SSCC's found for the product on the location, select an SSCC to move. In case the location has stock that has no SSCC linked to it, an additional 'No SSCC' button will be displayed. Select the SSCC to move then proceed with the right arrow button or press the 'No SSCC' button to move stock with no linked SSCC.

When moving an item that has products with different batches on the selected location or SSCC, identify the product to move by selecting its batch from a list. *The screen will be skipped when there are no different batches.*



### 5. Enter the quantity

Enter the quantity to move. The added quantity cannot exceed the quantity in the move order.



### 6. Add new item(s)

The entered data is now added to a list of items to move and the system will get back to the 'Select an item to move' screen. Select the next move order line and proceed as described above.

### 7. Stop process

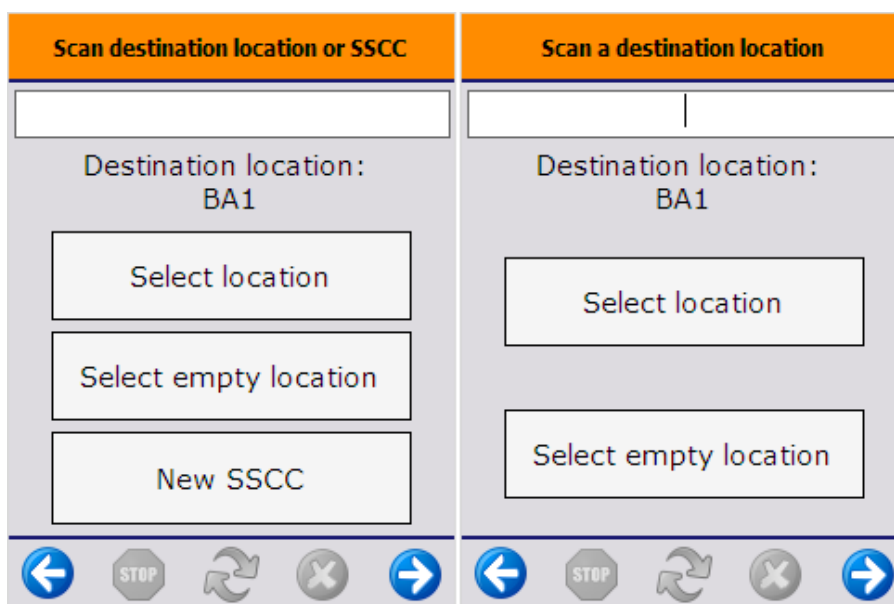
When there are items in the list of items to move, the 'Stop' button is enabled. Press the button to execute the move for all items in the list.

## 8. Go back

To go back, press the left arrow button. A confirmation screen will be shown if there are already added items in the list to move. Press the 'Yes' button to clear all the entered data and to go back to the 'Select move order' screen. Press the 'No' button to proceed.

## 8. Identify destination location/SSCC

When there are no more items to move, the screen to enter the destination location will be shown.



If an SSCC is scanned, the items will be added to the SSCC.

If the destination LUID is provided on the move order line, the destination SSCC has to be scanned and the screens to enter the destination location will be skipped.

If a location is scanned, the products will be stored on that location. It is possible to select the location from a list after pressing the 'Select location' button. When the location was defined in the move order, only the defined location can be scanned or selected.

To select an empty location, press the 'Select empty location' button and select it from a list. The locations in the list are locations allowed for the products by zone type.

To add the products to a new SSCC, press the 'New SSCC' button, then identify the destination location.

The New SSCC button is hidden if you are moving an already packed logistic unit because it is not possible to create a new logistic unit.

In case of a warehouse transfer, the 'Warehouse: move has been added (701)' print event will be triggered after the destination location had been selected, if the print event is defined.

In case of a new SSCC has been created, the 'Warehouse: a new LU has been created (700)' print event will be triggered and the logistic label will be printed after the destination location had been selected, if the print event is defined.

## 10. Logistic unit/Items are moved

After identifying the destination location, the movement is registered and the system confirms that the logistic unit has been moved. The movement will be booked as a 'Move' in case of local moves or a 'Warehouse transfer' in case of moving stock between warehouses.

If you are moving an already packed logistic unit, the move order becomes locked and the system is doing an ad hoc move. With the end of the flow, the base type of the move lines is the move instead of the move order.



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