Imports CONTRACT

Contents

1 Imports CONTRACT

You can import contracts and tariffs through the standard Imports "CONTRACT" import format.

One will be set up for you and should be visible within the Imports Maintenance screen, accessed from C-TMS Modules, Maintenance, Imports.

The import has been set up to allow you to pre-configure various data, and to upload the rest:

Pre-configured (FIXED) data:

- CONTRACT_EFF_DATE
- TARGET_EFF_DATE
- CHARGE_EFF_DATE
- PER
- CURRENCY
- CHARGE_TYPE
- SERVICE_TYPE
- COST_CENTRE

Variable (FIELD) data (in columns of a CSV file):

1. COUNTER_PARTY
2. TARIFF_NAME
3. TIER_NAME
4. TIER_LIMIT
5. TIER_UNITS
6. CHARGE_VALUE
7. CHARGE_UNITS
8. STJ_FROM
9. STJ_TO

To use this, first change the FIXED data in the import to your desired values:

- CONTRACT_EFF_DATE - the effective date from for the contract
- TARGET_EFF_DATE - the effective date from for the tariff
- CHARGE_EFF_DATE - the effective date from for the charge
- PER - defaulting to 1
- CURRENCY - the shared currency between the two parties.
- CHARGE_TYPE - typically Order Revenue for customer contracts or Trip Cost for carrier contracts, but could be any charge types set up in the system.

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- SERVICE_TYPE - the delivery type.
- COST_CENTRE - set to your cost centre, who will pay or receive payment, depending on the counter party (carrier or customer)

Next step in to prepare the import file. This should be a CSV file.

Details of the columns:

1. COUNTER_PARTY - the carrier or customer code.
2. TARIFF_NAME - a description of the tariff being configured
3. TIER_NAME - a description of the tier being configured
4. TIER_LIMIT - the limit to this tier
5. TIER_UNITS - the unit being assessed by this tier. This could be any unit set up in the system.
6. CHARGE_VALUE - the value charged per this charge line.
7. CHARGE_UNITS - the unit being charged against
8. STJ_FROM - the geographical range (standard journey) of this tariff.
9. STJ_TO - the geographical range (standard journey) of this tariff.

💡 **Note:** Standard journeys are formatted as type, then a colon (:) then the value, for example "C:GB" denotes a country range for the specific country "GB" as set up in the countries system data.

- Type is one of the following:
    - ♦ "R" - Planning Region
    - ♦ "P" - Postal Region
    - ♦ "T" - Town
    - ♦ "C" - Country
    - ♦ "Z" - Zone
    - ♦ "L" - Location
- Value is the specific ID of one of the types. For example, "GB" as set up in Countries.

You can then import the file through the Imports option on Administration, File Interfaces, Imports, if your user has been authorised to use the "Contracts" import format:

- Find the format "Contracts"
- Click **Browse** and find your CSV file.
- Click **Import** and confirm any pop up messages.

You will then be able to see the contract in CTMS Modules, Maintenance, Contracts.

Example:

With the following fixed data:

- CONTRACT_EFF_DATE - 01/01/23
- TARGET_EFF_DATE - 01/01/23
- CHARGE_EFF_DATE - 01/01/23
- PER - 1
- CURRENCY - GBP
- CHARGE_TYPE - Order Revenue
- SERVICE_TYPE - Standard
- COST_CENTRE - POLAR-CC

and the following CSV:

```
CLARITY,example,example: 9999 DU,9999,DU,19,DU,C:GB,C:GB
```

Will create the following contract:

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Contracts

CONTRACT v2.83
C-TMS v12.45

| << | >> | ?.. | ? | Clr | Find |

Cost Centre	POLAR-CC
Counter Party	CLARITY
Contract Type	N/A
Effective	01 January 2023

Contract ID	1
Currency	GBP

New Contract   Copy Contract

Expiry

Tariff ID	Tariff Name	Delivery Type	Tier Units	Add Tier Units	Seq	Exp.
1	example	Standard	DU			

Add Tariff   Edit Tariff   Account   Warehouse   Export   ORS

SJ ID	From	To	
1	C: GB	C: GB	

Close

Tariff Detail

Tariff Details | Standard Journey | Contract Audit

Name	example
Del Type	Standard

Accumulator □   Ccy GBP   Seq.   Effective From   ID 1

Tier Units DU   Add. Tier Units   Non Std □   Expiry Date   Trans Mode

Tiers

ID	Name	Limit	Additonal Tier Name	Additional Limit
1	example: 9999 DU	9,999.00		

Charge Detail

Charge Type	Min.	Max.

Charges

ID	Value	Per	Units	From	To	Charge Type	Effective From	Expiry Date
5	19.00000	1.0000	DU	1	1	Order Revenu		

Charge Conditions

Condition Name	Condition Value	
		...

Tier Names   OK   Cancel   Save   Always Apply □

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The import can be modified so that you can change fixed values to variable fields, and then add columns to the CSV. You can also include charge conditions, standard journey, contract, tier and charge expiry dates, min and max charges, transport modes, etc.

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