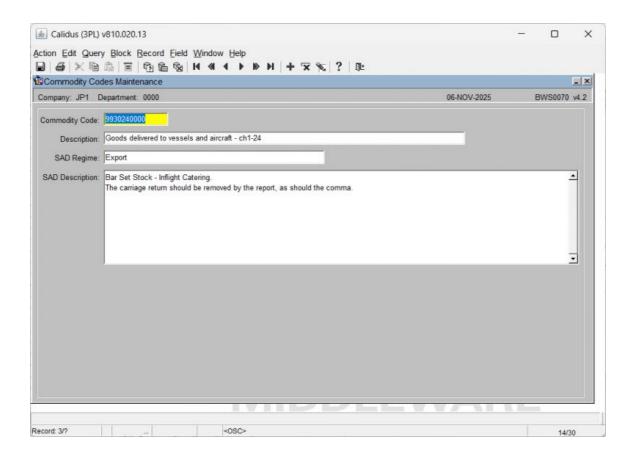This is the *Commodity Codes Maintenance* screen (*BWS0070*).

The following fields document the primary data for the commodity code record:
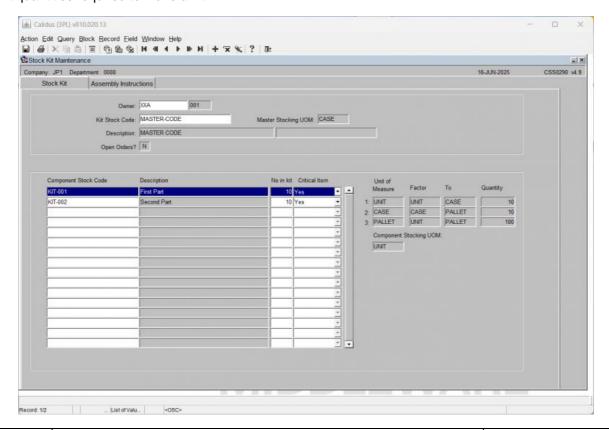
Field Name	Description
Commodity Code	The primary identifier for the commodity record. This code is often used to classify goods for customs or inventory purposes.
Description	A brief, clear description of the goods or services that fall under the commodity code.
SAD Regime	The classification required under the Single Administrative Document (SAD) customs form. It specifies the type of transaction (e.g., Export, Import).
SAD Description	Detailed internal notes or a description related to the SAD regime, often containing specific product information or reporting instructions.

Contents

1 CSS0290 Stock Kit Maintenance

This screen allows the components that constitute a kit to be defined. Effectively, informing the system about the component quantities required to make a kit.

Field Name	Description	Values
Owner	The owner of the Goods	LOV available
Kit Stock Code	The finished stock code	LOV available to display valid stock codes
Component Stock Code	The component stock codes.	Provide a LOV of valid stock code from the stock table.
Description	Description of the Stock component code	Display
No in Kit	The number of component stock items required to make up a kit.	Numeric field
Critical Item	The component stock code is a vital part of the Kit, if flagged as Yes and there is not enough available stock then the order will not be completed	Valid values are (Y) Yes or (N) No

1.1 Assembly Instructions

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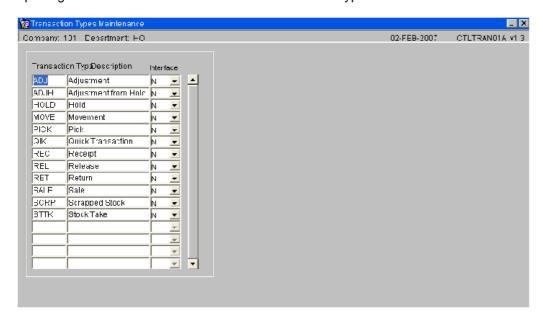
Any notes or instructions that are required to follow the order can be entered at this point.

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2 CTLTRAN01A Transaction Types Maintenance

This screen only has to be amended/created if wanting to use the Transactions Report. The system will automatically generate the Transaction Types when processing. Note, some of the Transaction Types are already created when opening this screen. The values below are the default types.
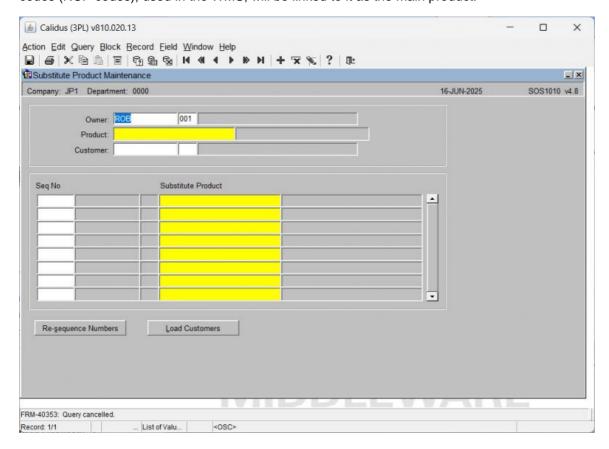
💡 **Note:**

- The Transaction denotes each system or user generated transaction type during all processes
- The Interface flag is used is client specific EDI Processing

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3 SOS1010 Substitute Products Maintenance

If a stock code can be substituted by another stock code then these can be created using Substitute Product Maintenance, SOS1010. The stock code on the order file (generic SKU) will be set up as the main product and the stock codes (NCP codes), used in the WMS, will be linked to it as the main product.
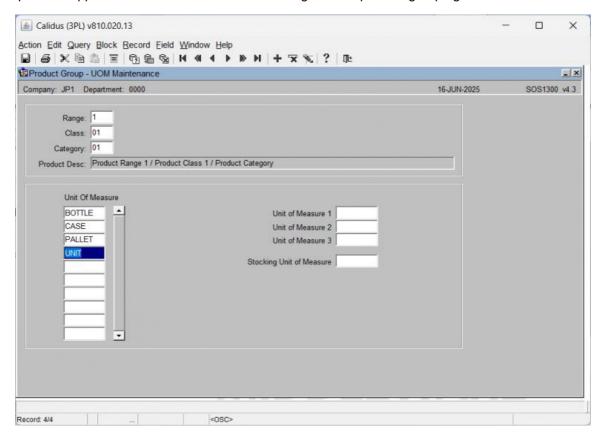
NB. The substitutes will need to be created for each warehouse.

The substitute products will be selected using the allocation rule of the generic sku. If this allocation rule returns more than 1 possible substitute product then the sequence number on this maintenance screen will be used to decide which product to use.

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4 SOS1300 Product Group UOM Maintenance

Unit of measure maintenance, enables the configuration of warehouse storage medium for specific product groups, this level of configuration is a pre-requisite for the configuration of individual products, in that the UOMs configured against a product group will be applied to the stock codes that are assigned that product grouping.
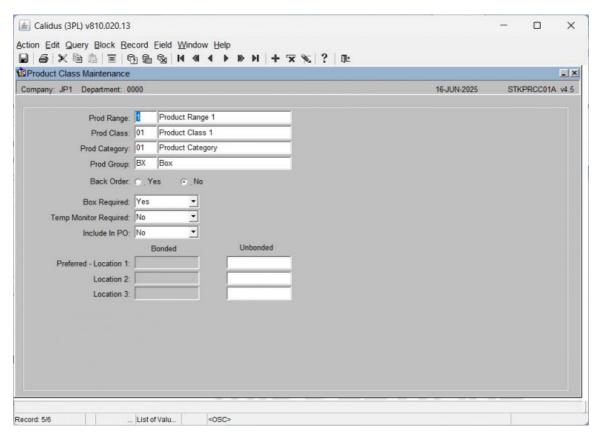
Field Name	Description	Options	Generic Values
Range, Class, Category **	No entry allowed, the screen comes in as query mode and you find the combination of range, class, category you wish to assign valid unit of measures to.	Must already have been created in product class maintenance - LOV available	Defined by the client
Unit of Measure **	Used to define what media the products will be packaged in/stored on. This will be used later in processing to determine how goods will be received into/ despatched from the warehouse.	6 character free text field	Defined by the client
Unit of Measure 1/2/3		6 character free text field	Defined by the client
Stocking Unit of Measure		6 character free text field	Defined by the client

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5 STKPRCC01A Product Class Maintenance

Product Range, Class, Category and Group combinations are created in order to segregate stock within the warehouse. They can also be used to distinguish one type of product from another. You can use these combinations to specify putaway routines and for stocktaking purposes. Note, although you see all four here, when you set them up you have to create the range first, go through the rest of the fields and save the record. When you come to create the class field, you have to enter the range you just created and then go through the same process. In this way, you can have multiple combinations of all four criteria.
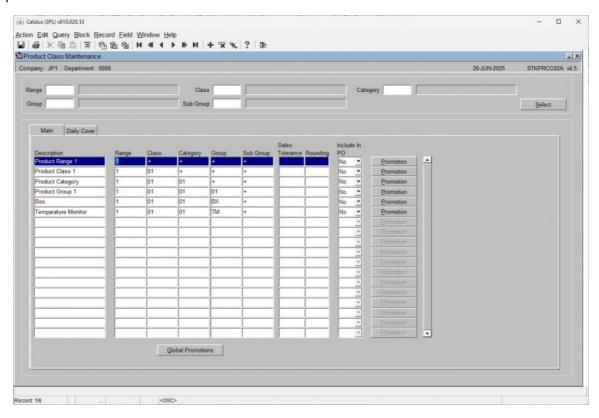

Field Name	Description	Options	Generic Values
Prod Range **	Used to denote a specific range for multiple products in conjunction with class, category and group	1 character free text field	Defined by the client
Prod Class **	Used to denote a specific class for multiple products in conjunction with range, category and group	2 character free text field	Defined by the client
Prod Category **	Used to denote a specific category for multiple products in conjunction with range, class and group	2 character free text field	Defined by the client
Prod Group **	Used to denote a specific group for multiple products	2 character free text field	Defined by the client
Back Order **	Used in union with other flags throughout the system to determine whether back ordering will be utilised Y or N	Defaults to No	N - **Functionality not yet migrated**
Preferred Location Bonded/Unbonded	Specifies putaway anchor points for the range,class,category,group combination	Must be valid locations or left blank - LOV available	Defined by the client
Box Required		Yes, No	
Temp Monitor Required		Yes, No	
Include in PO		Yes, No	

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6 STKPRCC02A Product Class Maintenance

This is the product class maintenance screen.

Here, you may select existing product class information or enter new product classes through optionally entering:

- *Range*
- *Class*
- *Category*
- *Group*
- *Sub Group*

Then, when the **Select** button is hit, this will display the matching data in the tables below. These are split into two tabs:

Main tab:

This displays the found product classes and details such as:

- *Description*
- *Range*
- *Class*
- *Category*
- *Group*
- *Sub Group*
- *Sales Tolerance*
- *Rounding*
- *Include in PO*
- **Promotion**: A button which shows any promotion on the sale of products in this class.
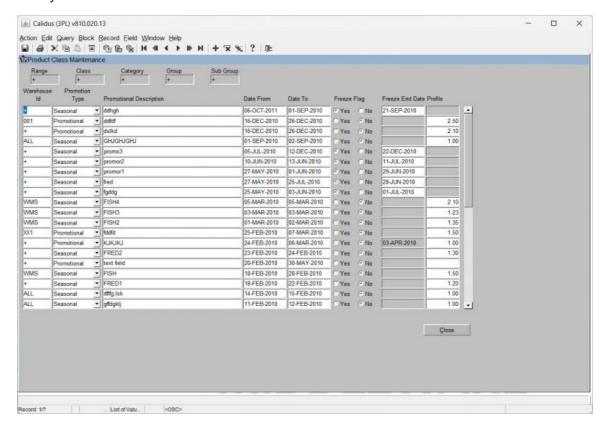
You may modify or enter into this table.

When data is found or entered, you may click the Promotion button against the line to view or enter promotions against the product class selected.

You may also view or enter promotions that apply to any product class, using the **Global Promotions** button at the bottom of the screen.

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Both work similarly and show the Promotions window:

Here you can see all promotions associated either globally or to a particular product class.

You may enter:
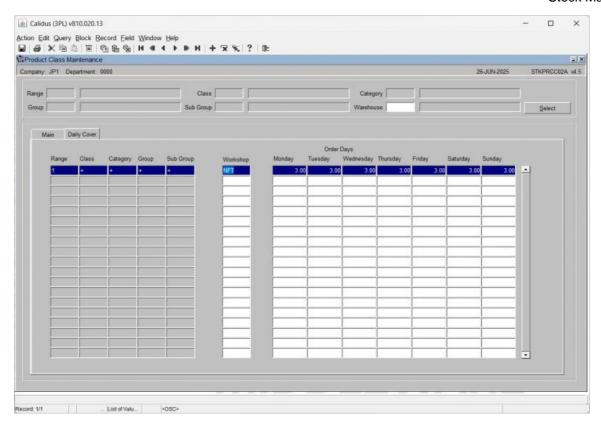
- *Warehouse ID*
- *Promotion Type*: Select the type from a DDL of *Seasonal* or *Promotional*.
- *Promotional Description*: A description of the promotion as required.
- *Date From/To*: The applicable date range to the promotion.
- *Freeze Flag*: Whether the promotion is to be temporarily frozen from this point.
- *Freeze End Date*: If frozen, the date that the freeze ends.
- *Profile*

When entered or amended, use **Save** to save the changes.

Daily Cover tab:

This displays the cover you have for that product class by workshop.

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Here you can maintain the cover per day for the assigned product class. You may enter:

- *Workshop:* The workshop ID. An LOV is available.
- *Monday/Tuesday/Wednesday/Thursday/Friday/Saturday/Sunday*: The cover per day.

When entered or amended, use **Save** to save the changes.

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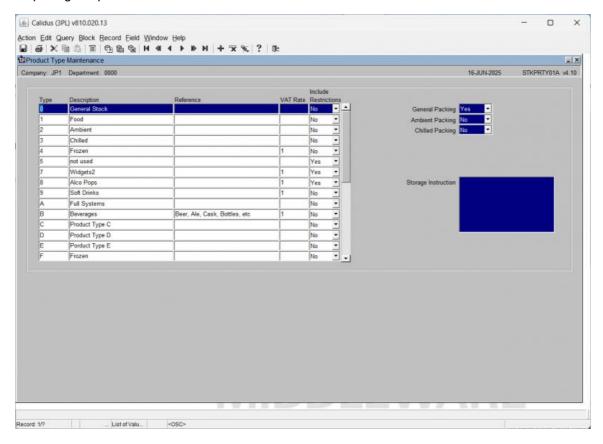
7 STKPRTY01A Product Type Maintenance

Product type configuration is a pre-requisite to the configuration of products, given that product type is a mandatory field in the product configuration. Product types enable the grouping of stock, usually by physical classification. For example, frozen, chilled or ambient products may each be assigned a distinct product type, this will have an impact on how orders are processed and displayed in the system.

💡 **Note:** If an order is made up of multiple product types, the system will allow individual allocation and picking by product type, in effect splitting the pick list.

💡 **Note:** If RF is enabled there will be the option to send the entire table to the WCS (**Send RF Data**). All amended or newly created records are automatically sent to the WCS on update of the record.

Field Name	Description	Options	Generic Values
Type	Specifies a particular product type. Product type differentiation enables separation of sales order processing via pick wave building.	1 character free text field	Defined by the client
Description	Describes the product type as above	30 character free text field or left blank	Defined by the client
Reference	Used with Owner Charging and Invoicing	30 character free text field or left blank	Defined by the client
VAT Rate	Used with Owner Charging and Invoicing	30 character free text field or left blank	Defined by the client
Include Restrictions		Yes, No	Defined by the client
General Packing	Defines the General Packing process. Selecting this will disable Ambient and Chilled Packing.	Yes, No	

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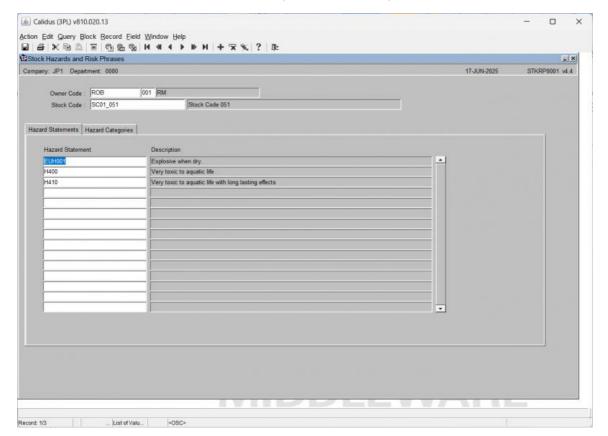
Field Name	Description	Options	Generic Values
Ambient Packing	Defines the Ambient Packing process. Selecting this will disable General and Chilled Packing. This will also enable Temp Controlled Yes/No and Def Amb Temp Monitor.	Yes, No	
Chilled Packing	Defines the Chilled Packing process. Selecting this will disable General and Ambient Packing.	Yes, No	
Storage Instructions	Free text storage instructions	Free Text	
Temp Controlled Yes/No	Enabled when Ambient Packing is enabled.	Yes, No	
Def Amb Temp Monitor	Enabled when Ambient Packing is enabled.	List of Values	
Def Chill Temp Monitor	Enabled when Chilled Packing is enabled.	List of Values	

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8 STKRP0001 Stock Hazards and Risk Phrases

This is the Stock Hazards and Risk Phrases (STKRP0001 v4.4) screen.

Entering Search Criteria:

You enter the *Owner Code* field.

You then enter the *Stock Code* field or leave it blank.

The screen displays Hazard Statements showing:

- *Hazard Statement*, which can be entered.
- *Description*

Adding a Hazard Statement:

You click the list of values icon in the *Hazard Statement* field.

A "Hazard Statements and Risk Phrases" pop-up window appears.

You scroll through the list and select your value.

You then click **OK** in the pop-up window to confirm your selection.

The *Hazard Statement* field and the *Description* field is populated with the selected entry.

Navigating to Hazard Categories:

You click on the **Hazard Categories** tab.

This window displays:

- *Hazard Category*

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- *Description*

You click the list of values icon in the *Hazard Statement* field.

A "Hazard Categories" pop-up window appears.

You scroll through the list and select your value.

You then click **OK** in the pop-up window to confirm your selection.

The *Hazard Category* field and the *Description* field is populated with the selected entry.
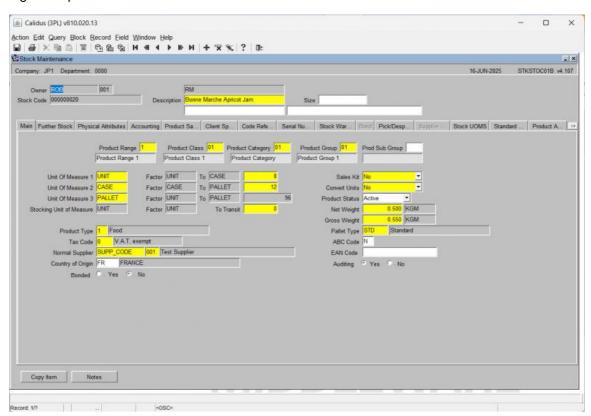
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9 STKSTOC01B Stock Maintenance

This form and all the tabbed sub screens carry all the product level configuration settings.

9.1 Stock Maintenance - Main Tab

First group of general product details.

Field Name	Description	Options	Generic Value
Owner **	Owner code the product is to be created against (the description will default to that setup in owner maintenance)	Must have been created in owner maintenance and be assigned to the current login id (will default to common) - LOV available	Defined by the client
Stock code **	The product code you will be creating	20 character free text field	Defined by the client
Description **	The description of the product you are creating. This description will appear on pick lists and receipt notes etc	30 character free text field	Defined by the client
Description 2	An additional description for the product	30 character free text field or left blank	Blank
Description 3	An additional description for the product	30 character free text field or left blank	Blank
Size	The size if required of the product	10 character free text field or left blank	Blank
Product Range **	The product range this product is grouped under	Must have been created in product class maintenance - LOV available	Defined by the client
Product Class **	The product class this product is grouped under	Must have been created in product class maintenance - LOV available	Defined by the client
Product Category **	The product category this product is grouped under	Must have been created in product class maintenance - LOV available	Defined by the client
Product Group **	The product group this product is grouped under	Must have been created in product class maintenance - LOV available	Defined by the client
Product Sub-Group	The product sub-group this product is grouped under		Defined by the client
Unit of Measure 1 **	The first (smallest) packaging type the product can be stored in	Must already be setup in unit of measure maintenance - LOV available	Defined by the client

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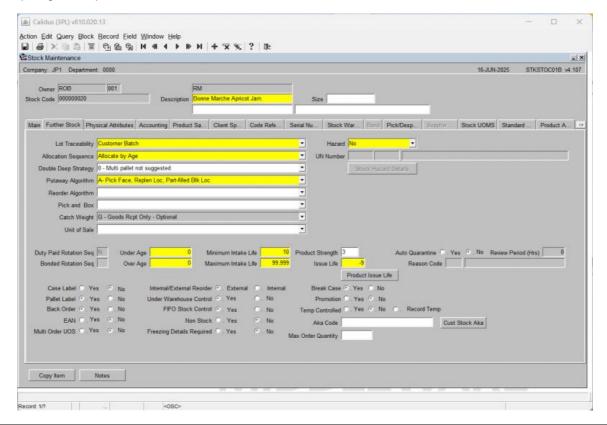| Field Name	Description	Options	Generic Value
Unit of Measure 2 **	The second (main) packaging type the product can be stored in	Must already be setup in unit of measure maintenance - LOV available	Defined by the client
Unit of Measure 3 **	The last (pallet) packaging type the product can be stored in	Must already be setup in unit of measure maintenance - LOV available	Defined by the client
Factor (uom1 to uom2) **	The quantity of uom1 within uom2	0-9999999	Defined by the client
Factor (uom2 to uom3) **	The quantity of uom2 within uom3	0-9999999 - NB - the two factors together cannot exceed 9999999	Defined by the client
Stocking Unit of Measure **	The default warehouse storage unit of measure - this will determine what quantities of goods are stored at receipt	Must already be set up in unit of measure maintenance and must be one of the three units of measure setup for this product - will default to UOM2 - LOV available	Defined by the client
Sales Kit	Determines whether the product will be a kit master, a component or not part of a kit	Both, No, Yes or Blank - will default to No	No
Convert Units	If goods are to be broken up in cases and units, determines whether a product will be 'exploded' from units into cases at order entry	Enter, Grams, Kilograms, Yes, No or Blank - will default to No	Defined by client
Product Status **	Determines whether the product is available for processing or not	A - Active (can be used for IB and OB) I - Inactive (cannot be used for processing) R - Redundant (can only be used for orders until all stock is cleared down) N - New (can only be used for receipts)	Defined by client
Product Type **	Specifies a product type against the current stock code	Must have been previously setup in product types maintenance - LOV available	Defined by client
To Transit	Allows an additional unit of measure to be assigned to a product to allow receipts of more than 9,999,999 - based on unit of sale 'I' for impressions	0 - 9999999 - note, cannot exceed the combination with factor 3 (not yet migrated)	NA
Net Weight	Net weight of the product	0 - 999999.99 or left blank	Defined by client
Net Weight UOM **	Default weight format. Defined in the base_uom table	Left blank or LOV to select a valid value	Defined by client
Tax Code **	Defines the default VAT rate for the product	Must have been set up in vat rates maintenance - LOV available	Defined by the client
Gross Weight	Gross weight of the product	0 -999999.99 or left blank. If entered, must be greater than net weight	Defined by the client
Gross Weight UOM **	Default weight format. Defined in the base_uom table	Defined by the client or left blank	Defined by the client
Normal Supplier **	Default supplier this stock code will be received from	Must have been created in partners maintenance for this owner - LOV available	Defined by the client
Pallet Type **	The default pallet type this product will be stored on - note this will work in conjunction with the factors of stock to work out how may pallet a quantity of cases equal to	Must have been created in pallet types maintenance - LOV available	Defined by client
ABC Code	Denotes whether a product is fast moving or not. Can be used for stocktaking purposes	1 character free text field or left blank	Defined by the client
Country of Origin **	Country code from where the stock was received from	Must have been created in countries maintenance - LOV available	Defined by the client
EAN Code	Specifies an EAN number for the product code	30 character free text field or left blank	Blank
Bonded **	Denotes whether a product is bonded or not	Y or N	N
Auditing **	Determines whether a history of any changes to the product is required	Y or N	N

Button	Description
Copy Item	Will copy the stock code
Notes	Allow view and entry of notes

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9.1.1 Stock Maintenance - Further Stock Tab

Second group of general product details.

Field Name	Description	Options	Generic Value
Lot Traceability **	Determines what kind of rotation traceability you want for this product. This setting will prompt for this information at receipt	D - Customer Batch F - No Customer Batch G - System Generated M - Manually Generated S - Sell by Date O - Manual Override P - Production Date T - Tea Garden Invoice N - No Rotation **Note:** lot traceability cannot be changed where there is on hand stock for the product	G
Allocation Sequence **	Allows the user to specify in what priority order allocation will take place for this product	A - Allocate by Age C - Customer Batch S - System Batch R - Sys Batch in location and pallet sequence B - Sell By Date **Note:** allocation sequence cannot be changed where there is on hand stock for the product	A
Double Deep Strategy	Dicatates whether multi-deep functionality will be utilised and if so, in what priority	0 - Multi pallet not suggested 1 - Multi pallet prior to std. 2 - Multi pallet after std. 3 - Linked D.Deep prior to std or left blank	0
Putaway Algorithm **	If auto putaway is to be utilised, determines which anchor point this product will use to start the putaway process. Note, there are 5 places to action autoputaway:- Owner Bulk Locations Warehouse Bulk Locations Product Class Bulk Locations Location Class Bulk Locations Product Bulk Locations	See AutoPutaway Section for details	A

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| Field Name	Description	Options	Generic Value
Reorder Algorithm	Used for purchase order suggestion (not migrated)	1 - Suppliers review days 2 - Daily replenishment Minm. 3 - Daily replenishment Maxm. 4 - As 1 + On Hand Qty of SW 5 - Required & available diff. Or left blank	Blank
Pick and Box	Client specific packing functionality (not migrated)	C - One Case to a Box N - None (Default) T - Cases to a Box||N	
Catch Weight	Determines whether an 'adhoc' weight is to be captured at receipt or outbound - will override stock weight if set - also used for specific functionality	C - Carton Wt. @ Rec/Pick D - Carton Wt. @ Pick only F - Catch Wt. @ Pick Conf. N - No Catch Wt. recording P - Catch Wt. @ Order Entry For settings 'C' and 'D' carton weights are subtotalled to pallet level.	N
Unit of Sale	Denotes an additional unit of measure for the product other than the standard UOM's created in stock maintenance (Main Tab.) Used mainly for reporting purposes (see 'To transit' for factorisation of unit to Impressions)	A -Area I - Impressions L - Length P - Pack Q - Quantity V - Volume W - Weight Or left blank	Blank
Hazard **	Dictates whether a product is hazardous or not. Setting this flag to anything other than 'N' will take you into an additional hazardous details screen	N - No S - In Storage W - In Warehouse Y - Yes	No
UN Number	Hazardous required UN number. Only allowed entry if hazardous flag is other than 'N'	4 character plus single character UN variant - must be already created in hazard maintenance or left blank	Blank
Auto Quarantine **	Determines whether a product will be automatically put on hold at receipt. If Y is selected, the user will be prompted for a reason code and a review period	Y or N	N
Reason Code	The reason code used for stock to be automatically put on hold	Must have been created in reason codes maintenance - LOV available	Defined by the client
Review Period (Hrs)	The number of hours before the hold is released	0 -9999	Defined by the client
Duty Paid Rotation seq	Taken from ware_last_numbers of type ROT - no setup required		
Bonded Rotation Seq	Taken from ware_last_number of type ROT - no setup required		
Under Age **	The number of days the stock is in the warehouse before it is under age (not migrated) Used in allocation - the system determines if it is under age based on the age of the stock + under age days and if this is greater than current date	0 - 999999999 (displays only 8 digits) will default to zero	Defined by the client
Over Age **	The number of days the stock is in the warehouse before it is over age (not migrated) Used in allocation - the system determines if it is under age based on the age of the stock + over age days and if this is less than current date	0 - 999999999 (displays only 8 digits) will default to zero	Defined by the client
Minimum Intake Life **	If sell by dates are required, determines the minimum number of days the product must be in the warehouse. Allocation will use this flag in conjunction with max intake life and issue life to	0 - 99999 will default to zero	Defined by the client

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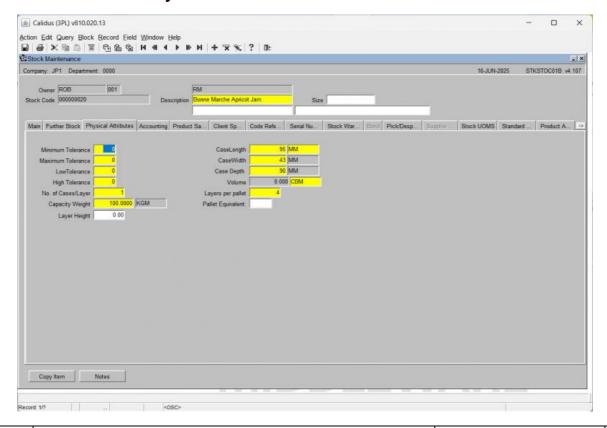
Field Name	Description	Options	Generic Value
	establish if it the product is outside the sell by date allowance		
Maximum Intake Life **	If sell by dates are required, determines the maximum number of days the product can be in the warehouse. Allocation will use this flag in conjunction with min intake life and issue life to establish if it the product is outside the sell by date allowance	0 - 99999 will default to zero. This must be greater than or equal to the minimum intake life	Defined by the client
Product Strength	The strength of the product if applicable (will print on the pick list when migrated)	2 character free text field	Defined by the client
Issue Life **	If sell by dates are required, determines the actual shelf life of the product. Allocation will use this flag in conjunction with max intake life and min intake life to establish if it the product is outside the sell by date allowance	0 - 99999 will default to zero	Defined by the client
Case Label	Determines whether case labels are required for the product. Currently only generic case labels are available	Y or N - will default to N	N
Pallet Label	Determines whether pallet labels are required for the product. Currently only generic and Schenker specific pallet labels are available	Y or N - will default to N	N
Back Order	Used in conjunction with product class and other flags, indicates whether this product can be back ordered	Y or N - will default to N	N
EAN	Indicates whether an EAN number is required	Y or N - will default to N	N
Multi Order UOS	Allows the user to enter an additional unit of sale at order entry if required	Y or N - will default to N	N
Internal/External Reorder	Used for automatic purchase ordering (not migrated)	E or I - will default to E	E
Under Warehouse Control **	Specifies whether the product is under full warehouse control (not migrated)	Y or N	Y
FIFO Stock Control **	Will determine at autoputaway whether FIFO will be considered	Y or N	Defined by the client
Non Stock **	Specifies whether the product will actually be stored and monitored as a normal stock item or classed as a 'not in stock' i.e. not to be processed product	Y or N	N
Freezing Details Required **	Determines, if product is to be frozen whether an additional box for freeze details will appear at receipt to capture date/ place frozen.	Y or N	N
Break Case **	If a product is to be processed in both cases and units, specifies whether cases can be broken into units for this product in order to fulfil ordered unit qtys where no units are available at time of allocation.	Y or N	N
Promotion **	Is this a promotional material?	Y or N	N
Temp Controlled **	Specifies whether the product is temperature controlled. This will determine whether special processing throughout the system will be required	Y or N	N
Record Temp	If this flag is checked, the temperature recorded at receipt will be held on the system	Checked or left blank	Blank
Aka Code	An additional 'also known as' field to allow an alternative product code to be used	20 character free text field or left blank	Blank
Max Order Qty	Maximum order quantity	0-9999999	
Buttons			

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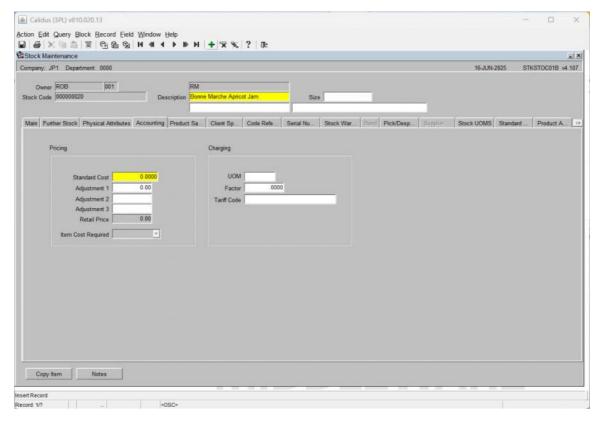| Field Name	Description	Options	Generic Value
Stock Hazard Details	Allows the user to enter specific hazardous information for the product		

9.1.2 Stock Maintenance - Physical Attributes Tab

Field Name	Description	Options	Generic Value
Minimum Tolerance	This determines the lowest catch weight value that can be entered at any point throughout the system. This percentage figure may be taken off the exact catch weight entry without error. Subtracting more than this percentage will trip an error condition. Consider a receipt of 10 cases of a product with a weight of 1Kg per case. The exact catch weight is 10Kg, but a Minimum Catch weight tolerance of 10.00% will allow 9Kg to be input.	Any lesser values than this will trip an error condition forcing re-input until the value is within the 10% tolerance range. (not migrated) 0 - 99999 - will default to zero	0
Case Length	The length of the case in the set UOM. The next field will allow you to set the value i.e. CM, IN	0 - 99999999 - will default to zero - UOM will default to base UOM	0
Maximum Tolerance	This determines the highest catch weight value that can be entered at any point throughout the system. This percentage figure may be added onto the exact catch weight entry without error. Adding more than this percentage will trip an error condition. Consider a receipt of 10 cases of a product with a weight of 1Kg per case. The exact catch weight is 10Kg, but a Maximum Catch weight tolerance of 10.00% will allow 11Kg to be input. Any greater values than this will trip an error.	0 - 99999 - will default to zero	0
Case Width	The width of the case in the set UOM. The UOM will be taken from the previous entry	0 - 99999999 - will default to zero - UOM will default to base UOM	0
Low Tolerance	This determines the value at which a warning condition is tripped during catch weight entry. This percentage figure may be taken off the exact catch weight entry without warning. Subtracting more than this percentage will trip a warning condition. Any lesser values than this, up to and including the Minimum catch weight tolerance, will trip a warning condition.	0 - 99999 - will default to zero	0

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Field Name	Description	Options	Generic Value
Case Depth	The depth of the case in the set UOM. The UOM will be taken from the previous entry	0 - 99999999 - will default to zero - UOM will default to base UOM - note however, the combination of the length, width and depth cannot exceed 99999999	0
High Tolerance	This determines the value at which a warning condition is tripped during catch weight entry. This percentage figure may be added onto the exact catch weight entry without warning. Adding more than this percentage will trip a warning condition. Consider a receipt of 10 cases of a product with a weight of 1Kg per case. The exact catch weight is 10Kg, but a High Catch weight tolerance of 5.00% will allow 10.5Kg to be input without warning. Any greater values than this, up to and including the Maximum catch weight tolerance, will trip a warning condition.	0 - 99999 - will default to zero	0
Volume	Calculated field - sums up the length, width and depth of the product	N/A	N/A
No. of Cases/Layer	Normally used for pallet levelling - specifies how many cases per layer	0 - 999999 - will default to std pallet qty, total cases per layer + layers/pallet cannot exceed total cases pallet in main tab	Defined by the client
Layers/Pallet	Normally used for pallet levelling - specifies how many layers per pallet	0 - 999999 - will default to std pallet qty, total layers per pallet + cases/layer cannot exceed total cases per pallet in main tab.	Defined by the client
Capacity Weight	Sets the maximum weight for the pallet for this product. The UOM in the next field will default to the base UOM	0 - 99999.9999 - will default to zero	0
Pallet Equivalent			
Layer Height			

9.1.3 Stock Maintenance - Accounting Tab

Ready for **What's Next, Now**™
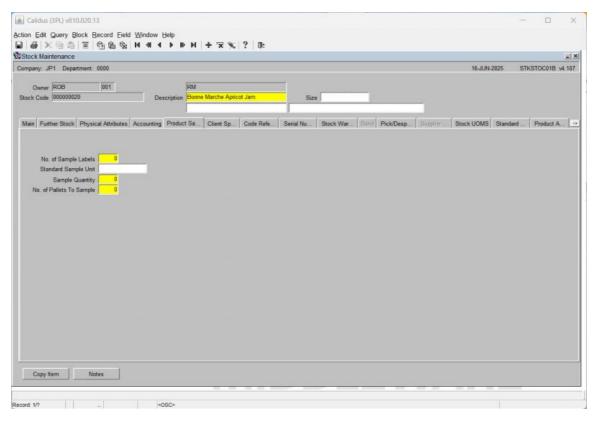
Field Name	Description	Options	Generic Value
*Standard Cost ****	The standard cost of the product (Purchase Price)	0 - 999999.9999	Defined by the client
Adjustment 1	Any change to the standard cost can be added here - this will affect the retail price value (Fee 1)	0 - 999999.99 or left blank	Blank
Adjustment 2	Any change to the standard cost can be added here - this will affect the retail price value	0 - 999999.99 or left blank	Defined by the client
Adjustment 3	Any change to the standard cost can be added here - this will affect the retail price value	0 - 999999.99 or left blank	Blank
Retail Price	A calculated field. This is a sum of the above four fields - NO ENTRY ALLOWED	0 - 9999999.99 - note - the sum of the above 3 fields cannot exceed this quantity	N/A
UOM	The default unit of measure of the product	Must have been created in unit of measure maintenance or left blank - LOV avail	Blank
Factor	The charging factor placed against the default UOM	0 - 99999.9999 - will default to zero	Blank
Tariff Code			
Item Cost Required			

9.1.4 Stock Maintenance - Product Sampling Tab
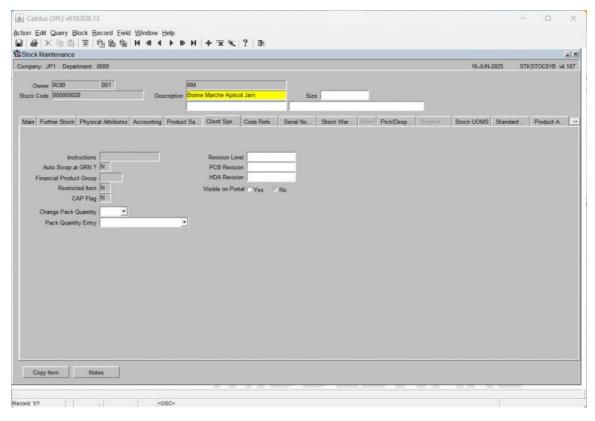
| Field Name	Description	Options	Generic Value
*No. of Sample Labels ****	Enter the number of sample labels to be printed (not migrated)	0 - 999 - will default to zero	0
Standard Sample Unit	Normally entered as the default UOM for the product - however no validation (not migrated)	10 character free text field or left blank	Blank
*Sample Quantity ****	The qty of UOM to be sent as a sample	0 - 999 - will default to zero	0
*No. of Pallets to Sample ****	The qty of pallets to be sent as a sample	0 - 999 - will default to zero	0

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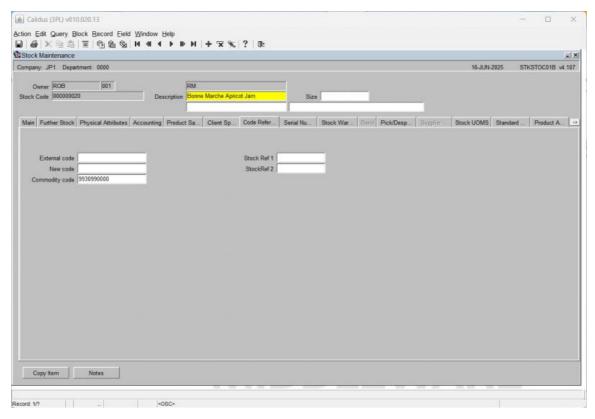
9.1.5 Stock Maintenance - Client Specific Tab

Field Name	Description	Options	Generic Value
Instructions	The ability to enter instructions for the product to be printed at GRN (not migrated - No entry allowed)	None	Blank
Auto Scrap at GRN?	Denotes whether the product will be automatically scrapped at receipt (not migrated - No entry allowed)	None	Blank
Financial Product Group	Denotes a specific financial grouping criteria for the product (not migrated - No entry allowed)	None	Blank
Restricted Item	Affects later processing in the system - denotes a restricted item (not migrated - No entry allowed)	None	Blank
CAP Flag	Indicates whether or not a product operates under Common Agriculture Policy rules (not migrated - No entry allowed)	None	Blank
Revision Level	Allows extra information to be stored against the product - normally used for hardware type products i.e. v.8.2	10 character free text field or left blank	Blank
PCB Revision	Allows a PCB revision reference to be entered against the product	10 character free text field or left blank	Blank
HAD revision	Allows an HDA revision reference to be entered against the product	10 character free text field or left blank	Blank
Visible on Portal			No
Change Pack Quantity		Yes, No	Blank
Pack Quantity Entry		Automated - 1 UOM, Manual Entry	Blank

9.1.6 Stock Maintenance - Code References Tab

Ready for **What's Next, Now**™
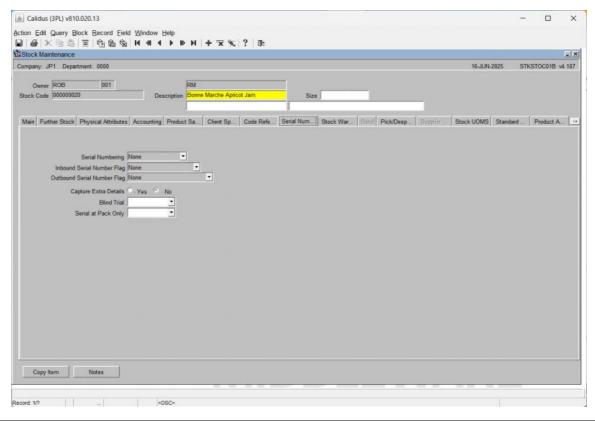
Field Name	Description	Options	Generic Value
External Code	Client specific additional reference to a product - can be used for any client	20 character free text field or left blank	Blank
New Code	Client specific field to allow entry of a new product code	20 character free text field	Blank
Commodity Code	Allows entry of a customs specific commodity code	20 character free text field	Blank
Stock Ref 1			
Stock Ref 2			

9.1.7 Stock Maintenance - Serial Numbering Tab

This tab screen enables the configuration of a product to enable the capture of serial number details at a carton level at either the inbound or outbound stages.
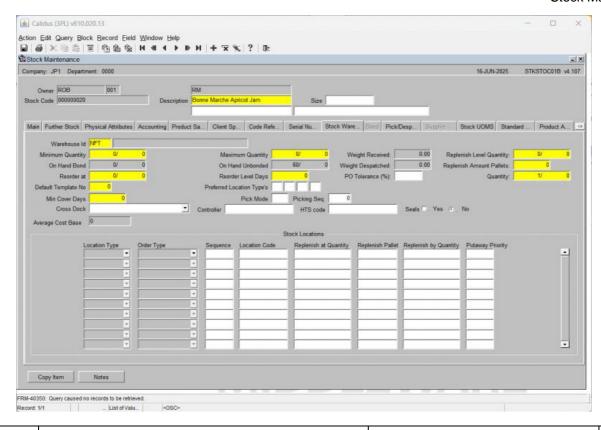
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Field Name	Description	Options	Generic Value
Serial Numbering **	Determines whether serial numbering is required, and if so, how they are generated	0 - Random 1 - Consecutive 2 - None||2 - None	
Inbound Serial Number Flag **	Determines whether serial number capture is required at inbound	0 - None 1 - Capture at Receipt	0 - None
Outbound Serial Number Flag **	Determines whether serial number capture is required at outbound, and if so, where. If serial numbers have been captured at inbound receipt or a product then on the outbound they can be assigned, otherwise serial numbers will be captured at outbound.	0 - None 1 - Capture/assign at Pick 2 - Capture/assign Latest at Pack 3 - Capture/assign Latest at Despatch 4 - Capture/assign Latest at POD||0 - None	
Capture Extra Details **	If serial numbers are required, is the additional information box required to capture carton level information (i.e. carton level catch weight)	Y or N - will default to N	N
Blind Trial		Y or N	Blank
Serial at Pack Only		Y or N	Blank

9.1.8 Stock Maintenance - Stock Warehouse Tab

This tab screen provides configuration control for a product's warehouse level settings. Note that there can be multiple records for a given product in cases where the product is stored in multiple warehouses.

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| Field Name	Description	Options	Generic Value
Warehouse ID **	Assigns a warehouse ID for the product. Note, this record MUST be created in order for this product to be available for ordering/receipts	Must have been setup in warehouse maintenance - LOV available	Defined by the client
Minimum Quantity	Used for purchase order suggestion, states the minimum qty that can be in the warehouse before a PO is required (not migrated)	0 - 99999999 (plus allows entry of 99999999 units) - will default to zero	0
Maximum Quantity	Used for purchase order suggestion, states the maximum qty that can be in the warehouse (not migrated)	0 - 99999999 (plus allows entry of 99999999 units) - will default to zero	0
On Hand Bond	Calculated field that sums up the total bonded qty in stock for this warehouse - No entry allowed	None	NA
On Hand Unbonded	Calculated field that sums up the total unbonded qty in stock for this warehouse - No entry allowed	None	NA
Weight Received	Calculated field that sums up the total weight of product in receipt	None	N/A
Weight Despatched	Calculated field that sums up the total weight of product sent	None	N/A
Reorder at	Used for purchase order suggestion, states the reorder at qty for a PO to be created (not migrated)	0 - 99999999 (plus allows entry of 99999999 units) - will default to zero	0
Reorder Level days	Used for purchase order suggestion, states the maximum qty that can be in the warehouse (not migrated)	0 - 99999999 (plus allows entry of 99999999 units) - will default to zero	0
Default Template No	Allows information from a template to be passed into the product record (not migrated)	Must have been created in stock templates maintenance - LOV available - will default to 0	0
Preferred Location Type's	Used to be used within the RF pre advice message - no longer used	4 x 1 character fields or left blank	Blank
Min Cover Days	Used for purchase order suggestion, states the minimum number of days stock must be in the warehouse for (not migrated)	0 - 99999999 - will default to zero	0
Pick Mode			Blank

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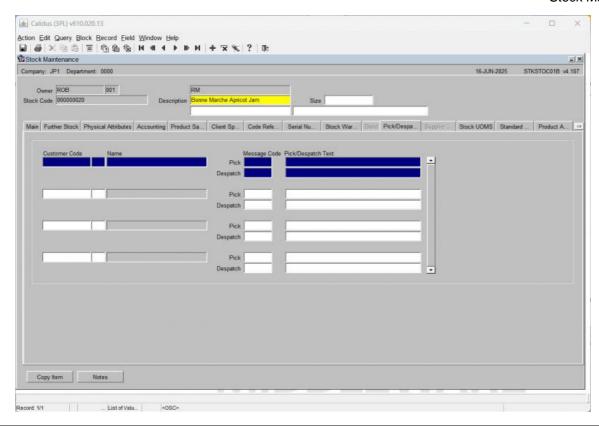
Field Name	Description	Options	Generic Value
	Used at order entry, is related to the pallet levelling functionality. The pick modes set will dictate how pallet levelling occurs	2 digit numerical field - must have been created in pick modes maintenance or left blank - LOV available	
Picking Seq			
Cross Dock	If a product is flagged as cross dock, it is then possible to raise an order without any stock and process it to status 5. When the stock arrives at receipt, you can 'cross dock' it and it will automatically allocate to the outstanding order.	0 - Never 1 - Order Sequence with Warning 2 - Customer Sequence with warning 3 - Order Sequence without Warning 4 - Cust Sequence without warning||0	
Controller	A client specific reference that can be applied to the product	20 character free text field or left blank	Blank
HTS Code	A client specific customs reference that can be applied to the product for reporting purposes.	20 character free text field or left blank	Blank
*Seals **	If this settings is checked as 'Y' a warning message will appear at receipt and packing to state seals are required	Y or N	N
Replenish Level Quantity	(greyed out for Bonded as not a bonded warehouse) - not used any more due to the flags being set within the Bonded/Unbonded Stock Locations Button	N/A	0
Replenish Amount Pallets	(greyed out for Bonded as not a bonded warehouse) - not used any more due to the flags being set within the Bonded/Unbonded Stock Locations Button	N/A	0
Replenish Amount Quantity	(greyed out for Bonded as not a bonded warehouse) - not used any more due to the flags being set within the Bonded/Unbonded Stock Locations Button	N/A	0
Average Cost Base			
Stock Locations			
*Location Type **	Determines what type of location you are setting	1 - Bulk 2 - Pick 9 - Replenish M - Multi	Defined by the client
*Order type **	Specifies for what order type the replenishment settings are for, should always set to 'H' Home Use	There are currently a range of options, non of which are currently supported	H - Home Use
*Location Code **	The location code to be used as the default for this product	Must have been created in location codes maintenance and be a valid use type against the /replenish type - LOV available	Defined by the client
Location Code			
Replenish at Quantity	The minimum qty of cases/units to be in the location before a replenishment is triggered	0 - 99999999/99999999 - will default to zero	Defined by the client
Replenish Pallet	The quantity of pallets by which the location will be automatically replenished	0 - 99999999	Defined by the client
Replenish by Quantity	The quantity of cases/units by which the location will be automatically replenished	0 - 99999999/99999999 - will default to zero	Defined by the client
Putaway Priority	Determines in which order the location replenishments will take place	0 - 99	Defined by the client

9.1.9 Stock Maintenance - Pick/Despatch Messages

This tab screen enables the configuration of product level message lines that can be configured for individual customers for reporting purposes, namely on despatch notes and pick lists.
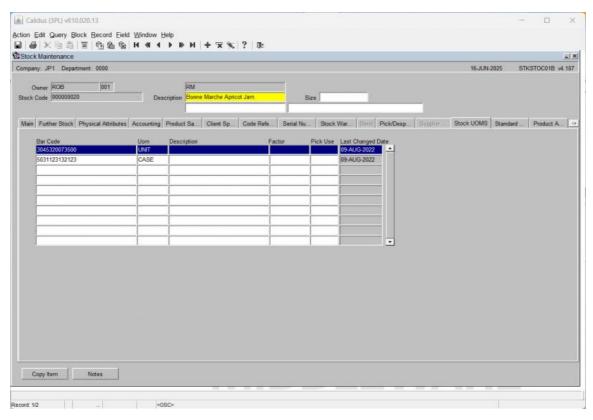
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Field Name	Description	Options	Generic Value
Customer Code **	The customer code the pick/despatch messages will apply to	Must have been created in partners maintenance/customer wizard - LOV available	Defined by the client
Name	Will default in the customer name from the main settings	None	N/A
Pick Message Code **	The template message text code to apply to this customer	4 character free text field or left blank	Blank
Despatch Message Code **	The template message text code to apply to this customer	4 character free text field or left blank	Blank
Pick/Despatch Text	The text to apply to the message code you have just typed in. At order entry for this customer, you can then enter the message code and this text will automatically appear (not migrated)	70 character free text field or left blank	Blank

9.1.10 Stock Maintenance - Stock UOMS Tab

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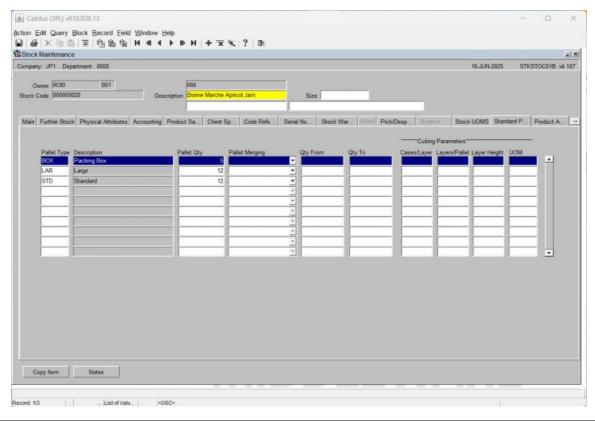
Field Name	Description	Options	Generic Value
BarCode	The default bar code number used for this product/UOM combination. The user can have various barcodes for the different UOMS to be scanned by the RDT (not migrated)	30 character free text field or left blank	Blank
Uom	The Unit of measure for this barcode	Must have been created in Unit of Measure maintenance - LOV available	Defined by the client
Description	Description of the particular Uom/barcode combination	30 character free text field or left blank	Blank
Factor	Number of smallest Uom within the Uom entered	0 - 99999999	Blank
Pick Use	The factor level of the UOM. N.B. the factor for level 4 must be less that of 3, which must be less than that of 2 etc	-	Blank
Last Changed Date	The last time this information was changed. This is not editable, but is automatically captured for reference whenever changes are made.	-	-

9.1.11 Stock Maintenance - Standard Pallets Tab

This screen enables the user to assign different pallet types and quantities per pallet to a product other than its default set in the main tab. This can then be used at receipt to enable multi auto putaway settings for different pallets into different location types.

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Field Name	Description	Options	Generic Value
Pallet Type **	The pallet type this product can be received in on	Must be set up in pallet types maintenance - LOV available (note, the first record will always be created from the default already set up)	Defined by the client
Description	The description of the pallet type will be automatically populated from the description set up in pallet types maintenance	None	N/A
Pallet Qty **	The qty of stocking uom of this product to this pallet type	0 - 9999999	Defined by the client
Pallet Merging			
Qty From			
Qty To			
Cubing Parameters			
Cases/Layers			
Layers/Pallet			
Layer Height			
UOM			
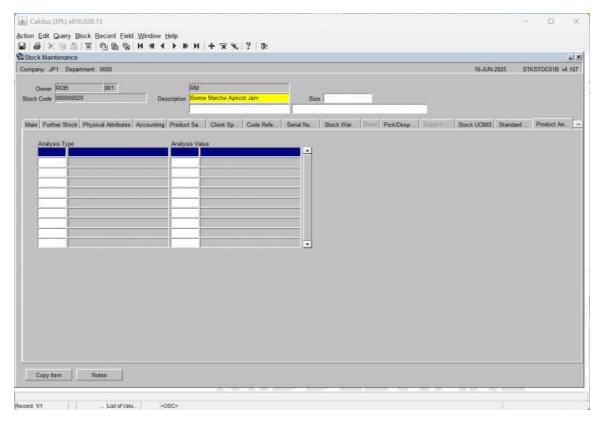
9.1.12 Stock Maintenance - Product Analysis Tab

This screen is used to assign analysis types to a particular product. Once assigned, this analysis type can be used to group products together and assign values to them.

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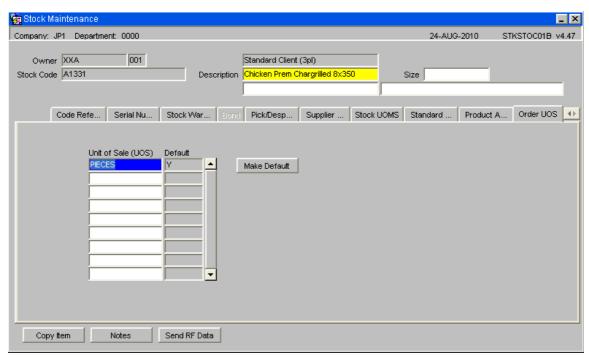
Field Name	Description	Options	Generic Value
Product Analysis Type	The analysis type to be assigned to the product	Must have been created in product analysis maintenance (not migrated)	Blank
Product Analysis Value	The value assigned to this particular analysis type	3 character free text field	Blank

9.1.13 Stock Maintenance - Order UOS Tab

You are only allowed entry into this tab if you have the 'Multi Order UOS' box checked to Y in the Further Stock Tab. Facilitates ordering in multiple units of measure for conversion into case/unit quantities for allocation and picking.

Field Name	Description	Options	
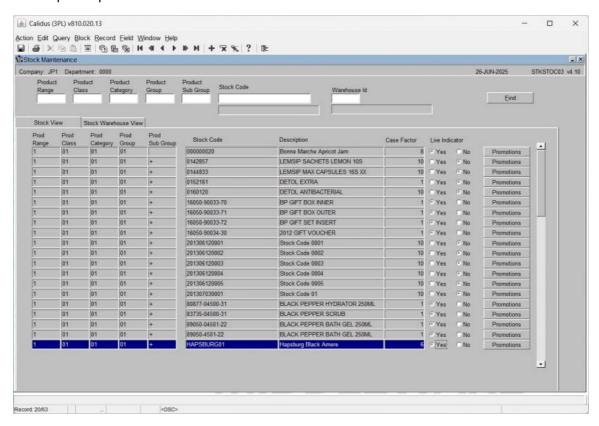
			Generic Value
Unit of Sale (UOS) **	The Unit of sale to be applied to the product	Must have been setup as one of the three units of measure and any other values set up in owner maintenance under owner UOS	Defined by the client
Default	Is this the default UOS	Y or N	Defined by the client
Buttons			
Make Default	Allows the user to highlight the specific Unit of Sale and make this the default for the product		

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10 STKSTOC03 NOMS Stock Maintenance

This is the NOMS-specific product maintenance screen.

Here, you may select existing product class information or enter new product classes through optionally entering:

- *Range*
- *Class*
- *Category*
- *Group*
- *Sub Group*
- *Stock Code*
- *Warehouse ID*

Then, when the **Select** button is hit, this will display the matching data in the tables below. These are split into two tabs:

Stock View tab:
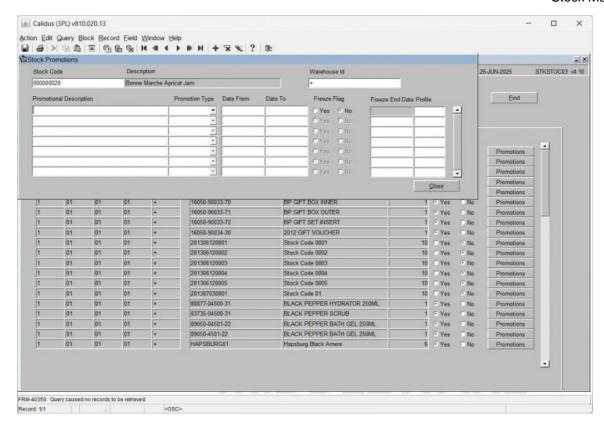
This displays the found product classes and product details such as:

- *Range*
- *Class*
- *Category*
- *Group*
- *Sub Group*
- *Stock Code*
- *Description*
- *Case Factor*
- *Live Indicator*
- **Promotions**: A button which shows any promotion on the sale of this product.

When data is found, you may click the **Promotion** button against the line to view or enter promotions against the product selected.

This shows the Promotions window:

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Here you can see all promotions associated to a particular product.
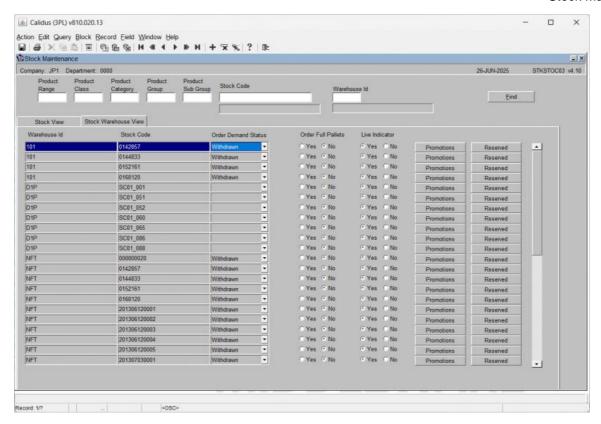
You may enter:

- *Promotional Description*: A description of the promotion as required.
- *Promotion Type*: Select the type from a DDL of *Seasonal* or *Promotional*.
- *Date From/To*: The applicable date range to the promotion.
- *Freeze Flag*: Whether the promotion is to be temporarily frozen from this point.
- *Freeze End Date*: If frozen, the date that the freeze ends.
- *Profile*

When entered or amended, use **Save** to save the changes.

Stock Warehouse View tab:

This displays stock warehouse information per product.

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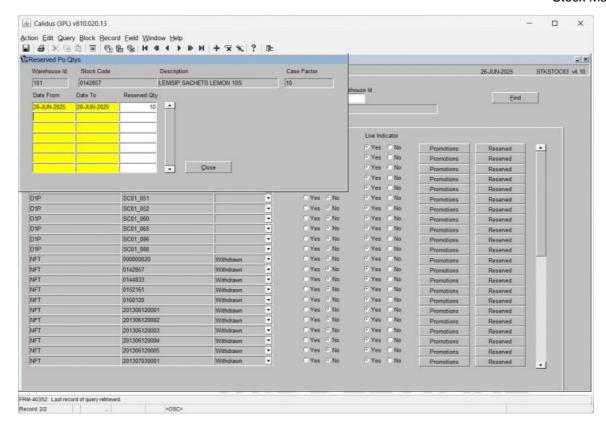
You can change:

- Order Demand Status
- Order Full Pallets
- Live Indicator
- **Promotions**: A button which shows any promotion on the sale of this product. This is the same as the **Reservations** button above.
- **Reserved**: A button which shows any reservations on the sale of this product.

When amended, use **Save** to save the changes.

The **Reserved** button shows the reserved Po Qtys for that product:

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Here you can enter

- *Date From*: The start of the reservation. This may not be before today's date.
- *Date To*: The end of the reservation.
- *Reserved Qty.*

When entered or amended, use **Save** to save the changes.

Ready for **What's Next, Now**™
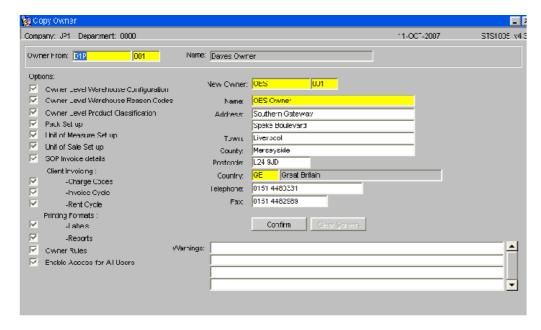
11 STS1005 Copy Owner

Copy Owner (STS1005)

Access the Copy Owner screen (STS1005). This screen allows the user to copy certain parameters from an Existing owner to a new Owner.
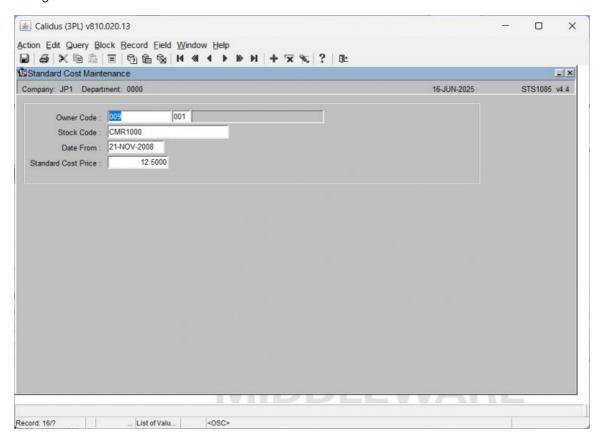

Field Information:

- **Owner From**: An existing Owner can be entered or a list of available Owners can be accessed using the 'List of Values' Icon on the toolbar or using the CTRL+L shortcut keys
- **Name:** This is View only and is populated after selecting the required existing Owner to be copied
- **Options:** A List of Parameters that can be copied to the new owner. If Box is checked then the data will be carried over
- **New Owner:** Enter the New Owner Code. A maximum of 10 characters followed by the sub code (001). This is a Mandatory field
- **Name:** The full name of the new Owner. 30 Character Length. This is a Mandatory field
- **Address:** Enter the Owners :-**Address**: Optional, **Town**: Optional, **County**: Optional, **Postcode**: Optional, **Country**: Mandatory field, **Telephone**: Optional, **Fax**: Optional
- **Warnings**: Warnings: Information will show in these rows if there are issues with the copy after the Confirm button is pressed. Please note that the owner will still be created but the issues shown will need to be addressed.
- **Clear Screen Button**: This Button Clears details to allow the User to enter multiple Owner. It is Only visible after the Confirm Button is pressed

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12 STS1085 Standard Cost Maintenance

This is the Average Cost maintenance screen.

Here, you can find existing stock codes. Enter the *Owner Code* and *Stock Code* (you can use LOVs) and execute the query. The screen will display the *Date From* and the *Standard Cost Price* if any are found. 💡 **Note:** There may be multiple prices for a stock code, each effective from the Date From specified.
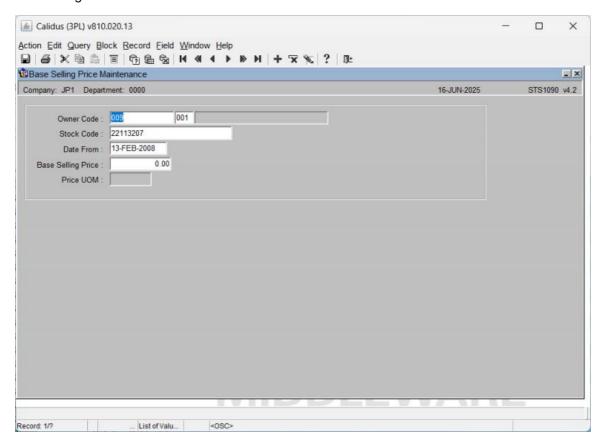
You may also enter enter a new applicable price here.

Enter the *Owner Code* and *Stock code* (again, using LOVs if required).

Then enter the *Date From* (when the price is active from) and the *Standard Cost Price*. Then **Save** (CTRL-S) - the price will be saved, effective from the date entered.

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13 STS1090 Base Selling Price Maintenance

This is the Base Selling Price maintenance screen.

This works similarly to the Standard Cost maintenance screen.

Here, you can find existing stock codes. Enter the *Owner Code* and *Stock Code* (you can use LOVs) and execute the query. The screen will display the *Date From* and the *Base Selling Price* if any are found. **Note:** There may be multiple prices for a stock code, each effective from the Date From specified.
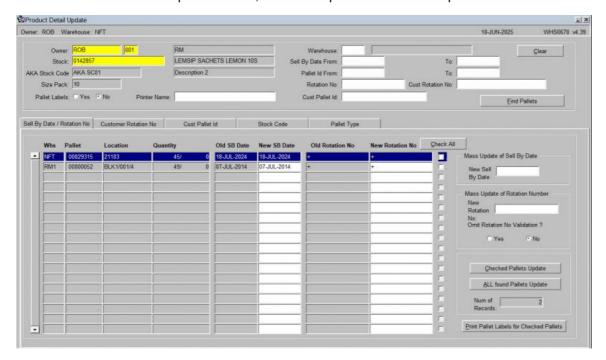
You may also enter enter a new applicable price here.

Enter the *Owner Code* and *Stock code* (again, using LOVs if required).

Then enter the *Date From* (when the price is active from) and the *Base Selling Price*. Then **Save** (CTRL-S) - the price will be saved, effective from the date entered.

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14 WHS0670 Product Detail Update

This is the Product Detail Update screen, and allows pallet details to be updated en masse.

You find stock details by entering the Owner and Stock code at a basic level, or enter any of the following additional criteria:

- Warehouse

Sell By Date From/To

- Pallet Id From/To
- Rotation No
- Cust Rotation No
- Cust Pallet ID

Note that you can use the **Clear** button to clear the entered criteria to start to find pallets again.

When you click **Find Pallets**, the details will be displayed, summarised in tabs below.

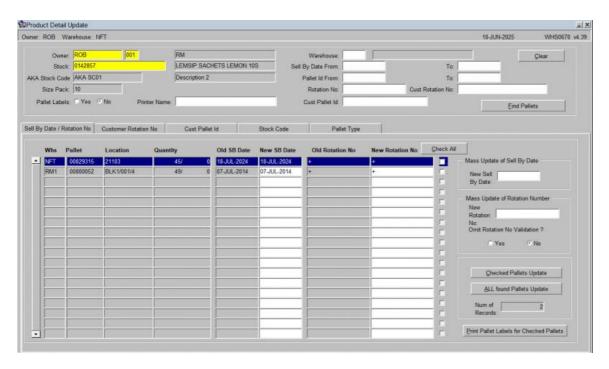Each tab allows you to update various elements of the found records.

All tabs operate in a similar way:

- Select the values you want to change and click on the appropriate tab.
- Check the records you want to change, or click **Check All**.
- Enter the new value in the provided fields - lookups are provided (which you can trigger with CTRL-L). You can enter a new value per record, or enter a new value for all selected records.
- Click **Checked Pallets Update** to update the records, or click **ALL found Pallets Update** to update everything
- As each line is updated, the audit text screen (WHS0629) will be called to allow a description for the change to be entered.

You can also choose to reprint the pallet labels, either manually for the checked pallets or for automatically. In either case, enter the printer name for the labels and select Yes to Pallet Labels.
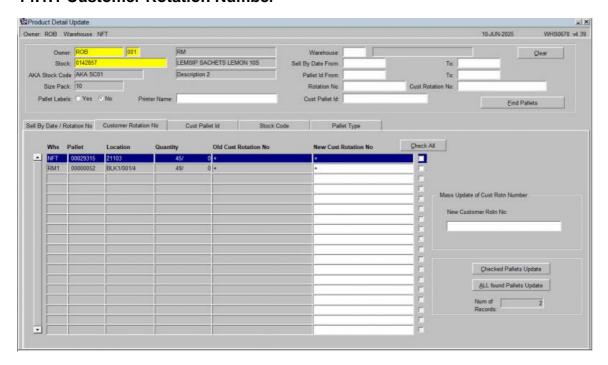
14.1 Sell-by Date/Rotation Number
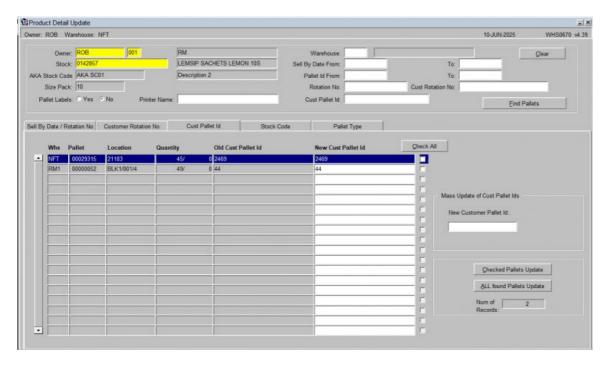
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This process can be audited. The process checks owner rule "Sell by Date History" "SBDH". If this rule is set to "Y" then any changes to the sell by date will cause the system to write a history record, which can then be viewed through the stock movement enquiries. This history record will have a transaction type of "DATE".
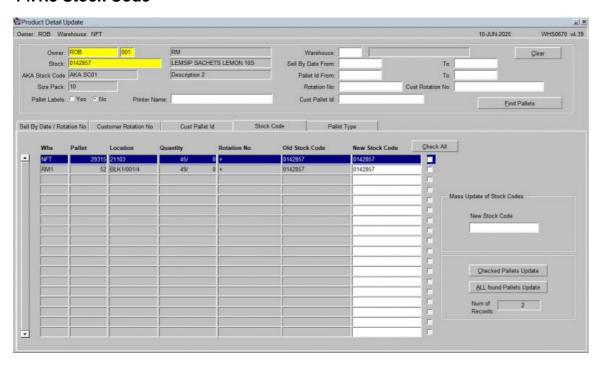
14.1.1 Customer Rotation Number
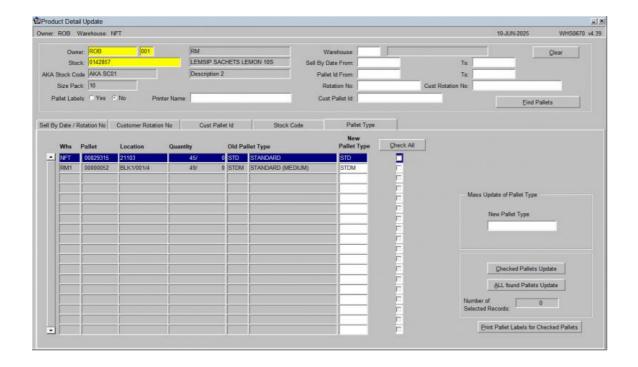

14.1.2 Customer Pallet ID

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14.1.3 Stock Code

14.1.4 Pallet Type

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Product Detail Update

Owner: ROB   Warehouse: NFT   10-JUN-2025   WHS0670 v4.39

Owner:	ROB	001	RM	Warehouse:	
Stock:	0142857		LEMSIP SACHETS LEMON 10S	Sell By Date From:	To:
AKA Stock Code	AKA SC01		Description 2	Pallet Id From:	To:
Size Pack:	10			Rotation No:	Cust Rotation No:
Pallet Labels: ◌ Yes ◉ No	Printer Name:			Cust Pallet Id:	

[Clear]   [Find Pallets]

Tabs: Sell By Date / Rotation No | Customer Rotation No | Cust Pallet Id | Stock Code | **Pallet Type**

Whs	Pallet	Location	Quantity		Old Pallet Type		New Pallet Type	Check All
NFT	00029315	21103	45/	0	STD	STANDARD	STD	☐
RM1	00000052	BLK1/001/4	49/	0	STDM	STANDARD (MEDIUM)	STDM	☐

Mass Update of Pallet Type

New Pallet Type

[Checked Pallets Update]

[ALL found Pallets Update]

Number of Selected Records: 0

[Print Pallet Labels for Checked Pallets]
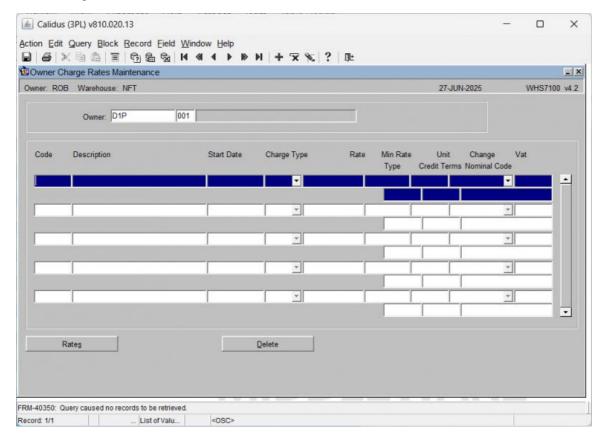
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15 WHS7100 Owner Charge rates Maintenance

This is the Owner Charge Rates maintenance screen.

Here you can find, amend or add owner charge rates.

You must first find the owner - this will default to your default owner, but can be changed. an LOV is available.

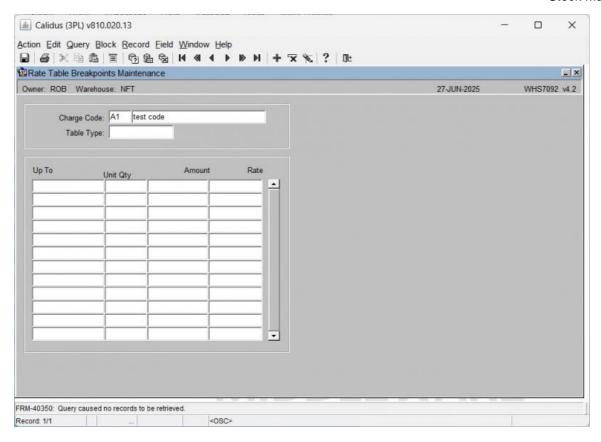The screen will then display any charge rates associated with that owner in the table below.

You can enter the following:

- *Code*
- *Description*
- *Start Date*
- *Charge Type* - select from the drop-down list, values:
    - ♦ *W*
    - ♦ *C*
    - ♦ *V*
    - ♦ *P*
    - ♦ *G*
- *Rate*
- *Min Rate*
- *Unit*
- *Change*
- *Vat* ** - An LOV is provided.
- *Type* ** - an LOV is provided
- *Credit Terms*
- *Nominal Code* - an LOV is provided.

You can delete an invoice charge using the **Delete** button provided.

You can maintain rate table breakpoints using the **Rates** button. This will take you to the Rate Table Breakpoints Maintenance screen WHS7092.

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Here you can enter:

- *Up to*
- *Unit Qty*
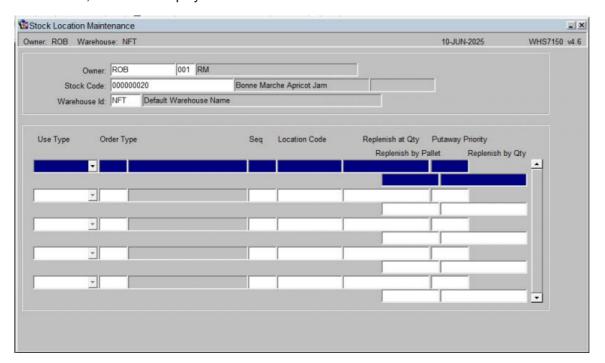- *Amount*
- *Rate*

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16 WHS7150 Stock Location Maintenance Screen

This is the Stock Location Maintenance screen. This allows you to maintain the Unbonded stock locations for a selected product.

You can find data by entering the Owner, stock code and/or warehouse ID - lookups are provided.

Alternatively, if you are brought here from another screen, then the details of the selected product from the previous screen will be displayed automatically for you.

When found, the data is displayed in the table below.

You can then add or modify the sequence, location code, replenish at quantity, putaway priority and replenish at quantity for each location identified for the stock code.
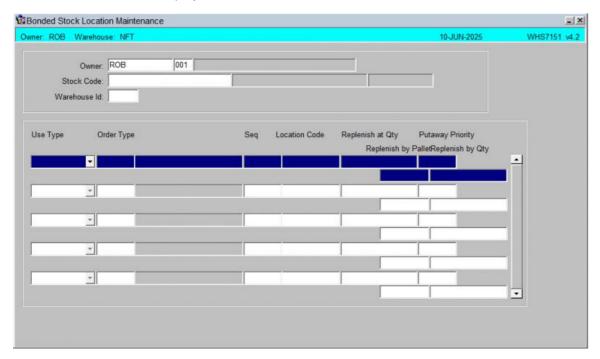
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17 WHS7151 Stock Location Maintenance Screen

This is the Stock Location Maintenance screen. This allows you to maintain the bonded stock locations for a selected product.

You can find data by entering the Owner, stock code and/or warehouse ID - lookups are provided.

Alternatively, if you are brought here from another screen, then the details of the selected product from the previous screen will be displayed automatically for you.

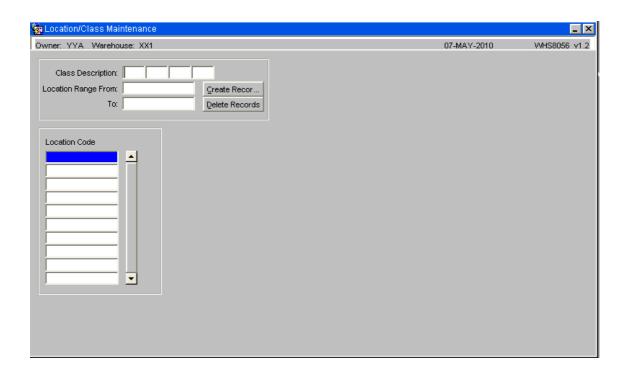When found, the data is displayed in the table below.

You can then add or modify the sequence, location code, replenish at quantity, putaway priority and replenish at quantity for each location identified for the stock code.

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18 WHS8056 Location Class Maintenance

Used to assign a particular product classification to ranges of locations. Used by putaway to store products in relevant areas of the warehouse especially where segregation may be required.

💡 **Note:**

- Product classification is maintained with Stock Maintenance.
- It is possible to assign either a range of locations or to add and remove on a location by location basis.

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