Infor System21 Distribution Requirements Planning

Product Guide

Important Notices

Trademark Acknowledgements

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About this guide

The purpose of this document is to describe the functions that can be used within the Distribution Requirements Planning Module.

Intended audience

The guide is intended for any users of the DR Distribution Requirements Planning business module.

Related documents

You can find the documents in the product documentation section of the Infor Support Portal, as described in "Contacting Infor" on page **Error! Bookmark not defined.**.

Contacting Infor

If you have questions about Infor products, go to Infor Concierge at https://concierge.infor.com/ and create a support incident.

The latest documentation is available from docs.infor.com or from the Infor Support Portal. To access documentation on the Infor Support Portal, select **Search > Browse Documentation**. We recommend that you check this portal periodically for updated documentation.

If you have comments about Infor documentation, contact documentation@infor.com.

Chapter 1 Overview

Introduction

The role of Distribution Requirements Planning is to provide the necessary data for matching customer demand with the supply of products at various stages in the physical distribution system.

A well-developed DRP application will also enable management to better anticipate future requirements in the field, deploy inventory more effectively to meet customer-service requirements, and adjust more rapidly to the vagaries of the market place.

The DRP application evaluates the demand at the distribution centres (DCs) and 'implodes' it down to the supply centre.. In doing so, it generates supply plans for centres at a product level. These time-phased plans, known as schedules, provide the information which planners need to match supply and demand.

The planner can then confirm suggested supply orders, check the feasibility of suggested changes, monitor data integrity and assess the impact of new situations.

The key to the successful implementation of DRP is the development of the planner's role within the company.

Relationship to Other Applications

The Distribution Requirements Planning application is a fully standardised application. DRP is one of the Advanced Application Modules which extend the functionality of Base Application Modules.

The applications which are prerequisite for the operation of DRP are:

- Inventory Management
- Sales Order Processing
- Purchase Management
- Requisitioning
- General Ledger

- Accounts Receivable
- Accounts Payable

The application, however, is designed to interface with, and enhance, the Order Capture, Warehousing, Production, World Trade, Forecasting, and Scheduled Orders applications.

At DCs, the DRP confirmation of shipment receipt allows warehousing details to be entered so that these items can be included in the warehousing put-away processing.

At the supply centres, items may be picked by distribution order, within Warehousing. A distribution order is an internal order for transferring goods from centre to DC, DC to DC or DC to centre. It is generated from a DRP suggestion or entered manually, and is handled as an internal order within Sales Order Processing.

If the supply centre is a Production site, the distribution orders will be considered as demand within the Production system's MPS/MRP processing runs. (This is achieved by defining items at the centre to Production).

If Order Capture (OC) is in use, it is possible to automatically generate manual distribution orders (transfer orders) using the Transfer to Order (JIT) or Manual Transfer (MJT) supply rules.

Note: *Distribution orders cannot be amended within Order Capture; they can only be amended from within DRP.*

If World Trade is attached, distribution orders may be added or amended in both the Distribution Requirements Planning and the World Trade applications (only DRP files will be updated). When a transfer of goods occurs which crosses an EC border (via order processing/warehousing confirmation of despatch), movement records will be written for processing in the World Trade application and used to produce Intrastat and ESL reports and to post the acquisition VAT due on receipt of the goods.

Sales forecasts may be transferred from the Forecasting application into any DRP centre or DC, at item or minor item group level.

Journaling

To enable DRP reservations in Order Capture the following files must be journaled:

OEP55E

OEP55EA

To check if a file is journaled, run the command:

DSPFD FILE(AULT2F2/OEP55E)

where AULT2F2 must be replaced by the environments file library.

Check the option for journaling as below:

File is currently journaled . . . . : No

If the option is No, then the file must be journaled:

To journal a file, log on as QSECOFR and run the command:

STRJRNPF FILE(AULT2F2/OEP55E) JRN(AULJ2/AUL)

STRJRNPF FILE(AULT2F2/OEP55EA) JRN(AULJ2/AUL)

where AULT2F2 and AULJ2 must be replaced by the environments file library and journal library.

Tip: If the correct journal is unknown, check an existing file e.g.:

DSPFD FILE(AULT2F2/OEP55)

where AULT2F2 must be replaced by the environments file library.

Application Configuration

As with all applications, Distribution Requirements Planning can be operated for a number of companies, the characteristics of each being maintained on control files.

The DRP application uses the control data stored for the Inventory Management application. However, further information is required at company level specifically for DRP requirements.

The DRP policies which can be controlled for each company are:

- Method of forecast consumption
- Maximum number of lines per distribution order
- Default calendar parameters
- Percentages of quotations to include DRP runs (only if Advanced Order Entry is installed)
- Default absolute forecast error tolerance percentage
- System calculation of safety stocks
- Period forecasting

Consumption of Forecast

One method of assessing demand is to compare by period the sales forecasts with actual sales orders on hand and to plan on the basis of whichever is greatest, the logic being that if actual sales registered for the period exceed the period forecast, the period forecast probably understated true demand. Conversely, if the forecast exceeded sales registered to date there were probably outstanding orders yet to be registered.

Consumption of Forecast is an alternative method of assessing demand by comparing cumulative forecasts with cumulative demand, the logic being that where a period demand exceeds the period forecast it may be because demand forecast for a following or prior period had either arrived early or late (i.e. the quantity forecast is accurate but the period due is not). Consider the following item demand:

Period Start	1 Oct 06	8 Oct 06	15 Oct 06	22 Oct 06	Total
Forecast	100	100	100	100	400
Actual Sales	150	90	30	110	380
Demand A	150	90	60	100	400
Demand B	150	100	100	110	460

Where Demand A uses forecast consumption, and B does not.

There are three modes of Forecast Consumption available:

- Consumption throughout a DRP run without reference to period ends
- Consumption of forecast over individual periods
- Forecast consumption over individual weeks

These three methods generate slightly different demands when planning re-supply which will translate to different opening and closing stock positions affecting stock holding costs and customer service.

The mechanics of consumption of forecast are explained by following these steps:

1. Sum the forecast to date.
2. Sum the actual sales to date.
3. Set the demand to date as the greater of forecast to date and actual sales to date.
4. Sum the consumed demand to date as shown in the following table, excluding the current period which is not calculated until step 5.
5. Calculate the consumed demand for the current period as: Demand to date (from 3) - Consumed Demand to date (from 4)

Reconsidering the previous example, then:

Period Start	1 Oct 06	8 Oct 06	15 Oct 06	22 Oct 06	Total
Forecast	100	100	100	100	400
Actual Sales	150	90	30	110	380
Forecast to date	100	200	300	400	
Actual Sales to date	150	240	270	380	
Demand to date	150	240	300	400	
Consumed Demand	150	90	60	100	400

Distribution Orders

The maximum number of lines to be created on a distribution order (i.e. a supply order from centre to DC) is specified at this level.

This may be changed when the orders are created from DRP suggestions.

Calendar Parameters

A default calendar code may be entered for the company. It is used within the DRP planning runs for any centre or DC which does not have a calendar assigned to it.

Period details are also maintained:

- Number of periods per year
- Period names
- Number of days per period

These are used by the Calendars maintenance task in DRP when generating a calendar.

A standard week template can also be maintained. This specifies the normal working week, where N designates a non-working day. This is displayed and used within the Calendars maintenance task in DRP when generating calendars.

Note: *The DRP planning runs suggest actions only on working days.*

Maintenance of Reference Data

Preparing to use the Distribution Requirements Planning application requires careful planning and preparation.

Consideration should be given to the definition of the supply chain network and the flow of products, particularly the relationship between distribution centres and stockrooms. Multiple stockrooms may be associated with a distribution centre for planning purposes, yet for any item only one stockroom is defined as the primary receiving/issuing store for planning purposes.

As this is an advanced application module, much of the primary data has already been set up as part of the base modules. There is, however, additional information which must be entered in order to obtain the maximum benefit from the applications.

There are a number of common features in the way in which this data is maintained. These are:

- The standard item search routine has been adopted, in addition to a generic DRP item code search.
- The application makes the minimum use of codes and where they are employed, a prompt is always available to assist in selecting the correct one.

- Selection is normally from a displayed list.

Information for the following may be maintained:

Company Profile

This is a record which contains control and parameter information for the operation of your company within the application. The company profile should already be set up in Inventory Management. It defines the default calendar, the maximum number of lines on the distribution order, whether consumption of forecast is required, quotation percentage (if Advanced Order Entry is installed) and forecast error tolerance.

Calendars

This defines, by year, alternative calendars which will be used for planning purposes. Different centres, DCs and seasonal profiles may use different calendars.

A number of calendars may be maintained per company.

It is possible to range from one single calendar (applied to the whole company), to one per site (i.e. centre or DC). The principle of calendars assigned per site is particularly relevant for multi-national companies (in specifying holidays). For each calendar, up to five week templates may be maintained. These specify the working days in a normal week, and the range of dates to which it applies. This is applicable to companies where seasonal demand is a strong influence.

Periods

This defines, for a centre/DC, the structure and scope of the forecast periods which will be used for planning purposes.

The period intervals for the planning runs are maintained per site (i.e. centre or DC). These are specified in terms of calendar days and may be of variable length. Up to 46 periods may be specified.

The DRP planning runs assess the supply and demand falling into each of these periods, beginning at the start date for the particular run.

Stockrooms

This defines the stockrooms which are associated with a centre/DC and controls which stock balances, demands, and supply orders are considered during a planning run.

Any number of Inventory stockrooms may be defined to a single centre or DC. The stockroom must be defined to Inventory Management. The centre/DC must have had periods specified previously.

If there is only one stockroom per site, it may be advantageous to assign the stockroom code to the centre or DC code also.

For multiple stockrooms, the DRP planning runs extract stock and supply and demand information for all stockrooms at the selected DC or Centre. This is done within one execution of the run.

A stockroom can only be assigned to one centre or DC. Each stockroom must be assigned a Sales Order Processing dummy internal customer number, which will be used to reflect distribution orders which have been raised for that particular stockroom.

User authorisation that applies to all stockroom movements in the Inventory Management application also applies to stockroom use here in Distribution Requirements Planning. When activated, user authorisation means that each stockroom will have a list of users who are eligible to perform stockroom movements. The application does not allow unauthorised users to perform these movements. Refer to the Inventory Management Product Guide for details on establishing user stockroom authorisation.

Customers

This defines internal customer codes associated with stockrooms for distribution centres in order to generate order details and despatch documentation to support stock transfers between centres/DCs.

Customer numbers are given to each DRP defined stockroom. These are valid customers from within the Sales Order Processing application with a delivery sequence code of 001. These customers are used to hold the internal distribution orders which have been raised for supply to that particular stockroom.

Supply Networks

This defines the supply chain planning relationship. The relationship of centres or DCs must be specified within a network.

Each centre/DC must have had periods and stockrooms defined previously. Multiple networks may be defined for a company. Sites may be included in more than one network, typically as a centre within one level and a DC in another level.

A supply network must be set up for each level of supply within a company. Typically, the centre of one network is a DC supplied by an alternative centre within a different network.

Any site may be defined to any number of networks, using the same DC or centre code.

A network is simply given a code, a description, a centre and all DCs to be supplied by this centre.

Item Master Details

This defines by item and centre/DC the re-supply rules used for planning. Items must be defined to the local stockroom within Inventory Management. The centre/DC must be defined to at least one network.

A centrally-supplied item does not necessarily have to have an order policy defined at the centre. This is only required if it is to be included in the DRP run for the centre.

Additional item information is needed for DRP to be able to control how its supply is to be administered. The two primary requirements are:

- How much is to be ordered when a net requirement has been calculated?
- Where is the main source of supply?

The first requirement is satisfied by specifying an order policy, and the appropriate quantities. The choice is as follows:

Order Policy	Description	Mandatory Quantities
A	Discrete Order the actual quantity required.	None
B	Discrete above minimum Order actual quantity required if greater than minimum. Otherwise use minimum quantity.	Minimum order quantity
D	Fixed quantity Multiple orders of the fixed quantity are generated until the required quantity is satisfied.	Fixed order quantity
G	Number of days' supply Accumulates the requirements over the specified number of calendar days and suggests an order quantity to satisfy this demand.	Number of days' supply
H	Fixed quantity above minimum Order quantity must be greater than minimum and divisible by the multiple quantity.	Minimum order quantity Multiple order quantity

The second requirement is satisfied by specifying whether the item is purchased locally, or purchased/manufactured centrally. If the item is supplied centrally, a valid centre code and stockroom defined to this centre must be entered. Any distribution order lines are then created for this central stockroom.

Item master details must be entered for the item at each DC from which it is sold. Separate details must also be maintained at the supply centre, if the Item is centrally-supplied.

Note: *If the supply centre is a production site, these items should be defined to the Production System and planned via its MPS facilities (after the DC demand has been evaluated and passed down to the centre in the form of distribution orders).*

Otherwise, the items at the centre are defined to DRP and the central supply plan created within it.

Planner Codes

This defines the person responsible for planning an item or range of items.

At each centre and DC, codes are maintained for each planner who will use this application.

Personal details are held for the planner, together with a cross-reference to his/her purchase officer number in the Purchase Management application.

This planner code is assigned to items, for which he/she is responsible, in the item master details.

Item Group Profiles

The percentage sales of each item within each item group may be defined.

This can be done for any centre or DC.

Item Group Forecasts

Sales and stock forecasts can be maintained for each item group within each centre or DC.

These may be in terms of value or quantity.

An annual forecast is entered and spread over the weeks in the specified year.

Item Sales Forecast

These can be generated from the relevant item group forecasts and profile.

Facilities are available to maintain these forecasts manually.

Item Stock Levels

These may be generated from the relevant item group profile and the specification of a target stock quantity and range of dates. Facilities are available to maintain these manually.

Net Change Reason Codes

This controls which operational transactions can set net change processing flags and will affect the efficiency and run times of DRP processing in net change mode.

Supplier Schedule Profile

This controls the format and scope of vendor supply schedule reports.

Seasonal Profiles

This allows definition of period, weekly and daily indices which can be used to spread sales forecasts and stock build requirements using both interactive and automatic forecast manipulation functions.

Processing Profiles

To enable the necessary inventory updates to be made when despatching and receiving distribution orders, the DRP Processing Profile record must be set up in Inventory Management. Refer to the Utilities chapter of the Inventory Management product guide for further details.

Starting to use Distribution Requirements Planning

When you have set up the basic data, you can start using the DRP application.

The system will be able to access data maintained through other modules:

- Stock from the Inventory Management module

- Outstanding sales orders quotations from the Sales Order Processing module (if AOE is installed)
- Supply from external sources from the Purchase Management module
- Item and item group sales forecasts from the Forecasting module (if installed)

If there are outstanding transfer orders between distribution centres, it will be necessary to register the details manually using the ad hoc Distribution Order Maintenance functions. Alternatively, if the number of orders are significant and are held on an existing computer system, it may be more cost effective to transfer data using a conversion routine commissioned for the purpose.

Implementation Procedure

After installing the software, the recommended steps for implementing Distribution Requirements Planning are outlined as follows:

- Create customer records for each stockroom, within the Sales Order Processing application. They must have a delivery address number of 001.
- Ensure that the necessary processing profile records are present in the Inventory Management application. Refer to the Inventory Management product guide (Utilities chapter) for further details.
- Create the DRP company profile record, using the same company code as the one defined to Inventory Management.
- Create the DRP calendar(s) for this year, and any subsequent years.
- Design the DRP network(s), and decide how/when they are to be processed.
- Create the DRP period records for each centre and DC.
- Create the DRP stockroom records for each centre and DC.
- Assign the internal customer number to the stockroom within DRP Customer Maintenance.
- Create the DRP network record(s).
- Create the DRP planner records.
- Ensure that the item is defined to all stockrooms (at centres and DCs) via the Inventory Management application.
- Create the distribution item master records for every centre or DC which stocks or sells the item.
- Create item group profiles.
- Create seasonal profiles.
- Create item group forecasts.
- Generate item sales forecasts.
- Maintain the generated sales forecasts (where appropriate).

Enter item group stock level parameters and create item stock levels (if stock building is required).

Maintain the generated item stock level forecast (where appropriate).

Set up net change reason codes (if net change DRP is to be used).

Define supplier schedule profiles (if the Supplier Schedule report is required).

Note: *Steps 13, 14, 15 and 16 are not required if the sales forecasts are to be exclusively created and transferred from the Forecasting application. However, if seasonal profiles are maintained (step 14), the Forecasting application will apply them as part of the transfer into DRP forecasts.*

Note: *DRP can be run based on actual demand only, i.e. excluding forecasts.*

Only steps 1 to 12 inclusive are mandatory.

Forecast Manipulation

Sales forecasts may be entered at item group (minor) level and then spread on a time-phased basis over defined time bands down to period, weekly and daily levels in stages either by:

- Interactively selecting definable seasonal profiles
- Invoking automatic spreading
- Direct entry and manipulation of forecasts and spread indices

The percentage spread of sales amongst items within an item group is maintainable. This is known as the item group profile.

From the item group profile and item group sales forecasts, time-phased item level sales forecasts can also be generated automatically and then maintained.

It is also possible to build item level forecasts directly even if the items do not belong to a defined item group or where they are not included in the group level forecast.

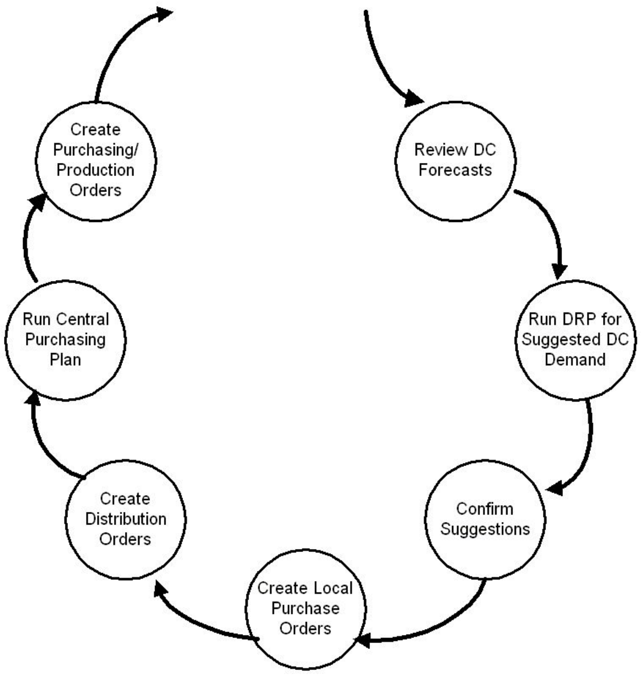
Sales forecasts may also be transferred into DRP from the Forecasting module. This avoids entering manual forecasts within the application and takes into account the last three years' sales demand.

Stock forecasts may also be entered in order to specify stock building requirements, thus creating demand in addition to sales in order to build stocks covering future periods when supply would be constrained and insufficient. Typically, this is where there is a highly seasonal demand and a belief that suppliers will not have the capacity to meet the requirements unless they are smoothed and pulled forward.

Processing

The DRP Cycle

Consider the following flow diagram:



Review DC Forecasts

The stock and sales forecasts are reviewed and updated for relevant items at the DC.

This is done via the DRP Forecast Maintenance tasks.

Evaluate DC Demand

The supply and demand figures are assessed for all DCs in a specified network.

New supply orders from the centre or from external suppliers are suggested.

Amendments to existing supply orders are also suggested. All previous supply suggestions are deleted. This DC run is initiated via DRP processing.

Confirm Suggestions

Once the DC run has been reviewed and accepted, the suggestions are converted to requisitions. This is done via the Requisitioning application.

These may be amended within Requisitioning before the actual supply, i.e. before purchase or distribution orders are created.

Note: *All outstanding requisitions sourced from DRP for the DC stockrooms are discarded when this task is run, and new ones added from the latest DRP suggested orders for the DC.*

Create Local Purchase Orders

The purchase requisitions created from DRP can be converted into purchase orders on the relevant external suppliers.

This is done within Requisitioning. The purchase orders are transferred into the Purchase Management application.

Create Distribution Orders

The distribution requisitions, i.e. those for supply from a centre, can be converted into distribution orders.

This is done within Requisitioning. The distribution orders are transferred into the Sales Order Processing application. The order lines are placed against the centre stockroom defined to the item in DRP.

Distribution orders can also be entered directly into the Sales Order Processing application without first creating requisitions. This is done via Distribution Order Entry or Distribution Order Amend. By specifying the From and To stockrooms, the link will automatically be created between the two stockrooms, and an internal sales order will be created for the customer which has been defined for the stockroom which is to receive the supply.

Note: *Note the following points:*

- *The distribution order is treated as an internal sales order, so no invoice details are raised. The customer is the one defined to the stockroom which is to receive the supply*
- *On confirmation of despatch, the distribution order lines are added to the DRP Shipments In-transit file. If World Trade is attached and the transfer is across an EC border, a movement record will be written for processing within the World Trade application that will be used to produce Intrastat and ESL reports and to post the acquisition VAT due on receipt of the goods*
- *On receipt of distribution order lines at the stockroom, the goods are confirmed as received via the DRP processing tasks.*

Run Central Supply Plan

The supply and demand figures are assessed for the selected supply centre. New purchase orders from external suppliers are suggested. Amendments to purchase orders are also recommended.

Note: *If the centre is a production site, the items at the centre must be defined to production not DRP, and the centre run should be an MPS run not a DRP one. Otherwise, this centre run is self-contained within DRP.*

Create Purchasing/Production Orders

If the centre run was within DRP, the requisitions can be created from DRP suggestions and subsequently made into purchase orders (via the Requisitioning application).

If the centre run was within Production, the purchase requisitions can be created and subsequently converted into purchase orders (via Requisitioning).

In addition, production orders can be created from MPS suggestions within the Master Production Scheduling application.

Run Processing Types - Full Regeneration, Net Change or Selective

Distribution Requirements Planning allows a considerable degree of flexibility in the way in which items may be selected for re-planning in the DRP run tasks (DC, Centre and Network planning runs).

Three distinct run types are available as follows:

1) Full Regeneration

All DRP items are re-planned for the selected network or centre.

2) Net Change

A subset of items is selected for re-planning on the basis of changes in the supply, demand, stock and/or replenishment parameters of those items since they were last planned. This is achieved through the use of net change triggers.

Triggers are set throughout the Distribution Management application under a set of defined reason codes.

A net change reason may be defined as a type of business transaction which potentially affects the supply, demand, stock and/or replenishment parameters of a particular item.

The reason codes currently set up are as follows:

Code	Description	Applications in which triggers are set
01	Forecast vs. Actual Comparison	DRP
02	Forecast Generation	Forecasting
03	Forecast Maintenance	DRP
04	Distribution Item Master	DRP
05	Unplanned Inventory Transaction	Inventory Management

06	Requisition Maintenance	Requisitioning
07	Unplanned Issue or Receipt	Inventory Management/Warehousing
08	Purchase Order Maintenance	Purchase Order Management
09	Distribution Order Maintenance	Sales Order Processing/Requisitioning

Example

A purchase order is raised in Purchase Management for replenishment of item I1 at stockroom S1.

If stockroom S1 is attached to a centre or DC in DRP and item I1 is defined as a DRP item at that centre or DC, a net change trigger will be written for that particular location/item/reason code combination (provided that trigger has not already been set).

When net change triggers are reviewed for a centre or DC prior to submitting a net change planning run, the number of triggers set for each reason code is displayed. Using this information, the planner may choose to process some or all of the items which have set triggers under any of the defined reason codes.

Note: *When a particular item is re-planned at a particular DRP location (centre or DC), all net change triggers are deleted for that location/item combination. This will occur irrespective of the DRP run type chosen for processing.*

3) Selective Processing

A subset of items is selected for re-planning on the basis of the selection of ranges of DRP items, DRP planners, Inventory minor item groups, Inventory cost/usage elements and/or preferred suppliers.

These selections may be made prior to submitting any of the DRP planning runs (DC, Centre or Network runs).

An item will only be re-planned at a particular centre or DC under the following conditions:

It is within the range of items selected

and

The DRP planner assigned to the item is within the range of DRP planners selected

and

The Inventory minor item group to which the item belongs is within the range of Inventory minor item groups selected

and

The Inventory cost/usage element calculated for the item is within the range of cost/usage elements selected

and

The preferred supplier defined on the Inventory item/stockroom details is within the range of preferred suppliers selected

DRP Cycle Summary

This represents a one-level DRP cycle run. To accommodate multi-level, this cycle may be repeated, or partially repeated, for each required network. A supply centre in one network can be defined as a DC in another network.

Confirm Shipment Receipt

This is the day-to-day functional part of DRP, as distinct from the planning runs.

When distribution order lines are confirmed as despatched from supply stockrooms, they are added to a Shipments In-transit file. At this point they are considered to be in-transit between the two stockrooms.

On receiving the shipment confirmation of receipt is done via the relevant DRP processing task. This enables order lines to be received en bloc or selectively, with or without amendments.

The quantity of items recorded as despatched from the From stockroom must be confirmed as received. This may be done across any number of shipment receipts until the full quantity is confirmed. If there is a discrepancy, the full despatched quantity must be received and an Inventory stock adjustment made (with an appropriate reason for the difference).

The details of each shipment received are output to a report when confirmation has taken place.

Warehousing details may be entered if the receiving stockroom is defined as a warehouse to the Warehousing application.

The Inventory stock figures are updated and movement records created. This transaction is regarded as a transfer in to the receiving stockroom. Similarly, distribution order lines confirmed as despatched at the supply stockroom are treated as transfers out (within history and movement records).

On receipt of an item, the costs are updated, based on the cost held on the in-transit record in the Inventory Management application.

Enquiries

Enquiries can be grouped into one of three categories:

- Planning

- Static Information
- Status

More simply, these can be regarded as:

- What is to be done?
- What are the parameters?
- Where are things?

Planning

All supply and demand information generated by any of the DRP planning runs may be viewed via the schedule enquiries.

There are separate DC and centre schedule enquiries which are almost identical in content. Separate enquiries allow restriction of access, if required.

Static Information

The ordering policies and parameters may be enquired on for each item, at any selected centre or DC.

Status

The current stock situation is shown for any item/stockroom combination, via the Inventory Management enquiries.

The items in transit between stockrooms are shown in the Shipments In-transit enquiry. This displays all distribution order lines despatched by the supplying stockroom but not yet confirmed as received at the receiving stockroom.

Reports

As part of the general policy of the application's selection and sequencing, parameters are available before a report is run.

In general, standard reports are printed on standard listing paper with 132 print positions and 6 lines to the inch.

All reports are printed with the procedure or program number on the top left-hand corner and the page number and date of run on the top right-hand corner of the report.

Note: *The schedule and valuation reports both have 198 print positions.*

As with the enquiries, the reports can be grouped into Planning, Static Information and Status.

Chapter 2 Maintenance

Introduction

Distribution Requirements Planning provides the necessary data for matching customer demand with the supply of products at various stages in the physical distribution system.

DRP helps to anticipate future requirements, to effectively deploy Inventory to meet customer requirements, and to adjust more rapidly to a constantly changing market place.

DRP is one of the advanced application modules that extend the functionality of the base application modules.

The modules that are prerequisite for DRP are:

- Inventory Management
- Sales Order Processing
- Purchase Management
- Requisitioning
- General Ledger
- Accounts Receivable
- Accounts Payable

DRP also interfaces with, and enhances, Order Capture, Warehousing, World Trade, Forecasting and the Production modules.

Before you use DRP, you must plan carefully. You need to consider your supply chain network and the flow of products between sites, particularly the relationship between distribution centres (DCs) and stockrooms.

Preparing to Use DRP

As this is an advanced application module, you set up most of the primary data through the base modules. To get maximum benefit from the module, however, you must define additional reference data, specific to DRP.

After installation, the recommended implementation steps for DRP may be briefly summarised as follows:

1 Within Sales Order Processing, create customer records for each stockroom, with a delivery address number of 001.

2 Make sure the necessary processing profile records are in Inventory. Refer to the Utilities chapter of the Inventory Management product guide for further details.

3 Create the DRP company profile record, using the same company code as the one defined to Inventory Management.

4 Create the DRP calendars for this year and for any subsequent years.

5 Create the DRP networks and define how and when they are processed.

6 Create the DRP period records for each centre and DC.

7 Create the DRP stockroom records for each centre and DC.

8 Assign the internal customer number to the stockroom within DRP Customer Maintenance.

9 Create the DRP network and planner records.

10 Define the item to all stockrooms at centres and DCs, via Inventory Management.

11 Create the Distribution Item Master file records for every centre or DC that handles the item.

12 Create item group profiles and forecasts.

13 Create seasonal profiles.

14 Generate item sales forecasts.

15 Maintain the generated sales forecasts, where appropriate.

16 If you require stock building, enter the item group stock level parameters and create item stock levels.

17 Maintain the generated item stock level forecasts, where appropriate.

18 If you are using net change DRP, set up net change reason codes.

19 If you require the supplier schedule report, define supplier schedule profiles.

Note: *Only steps 1-11 are mandatory.*

Note: *If you create sales forecasts in Forecasting, you do not need to do steps 12-14. However, if you maintain seasonal profiles, Forecasting applies them when you transfer the DRP forecasts.*

Note: *You can run DRP based on actual demand only; that is, excluding forecasts.*

Calendars [1/DRM]

You use this task to maintain the calendars for all sites within the company.

You can create a single calendar for a whole company, or different calendars for each centre or DC.

For each calendar, you can maintain up to five weekly templates, specifying periods when the working week is not the same as usual and the working days and the dates to which it applies.

You can define the calendar codes here and assign them to individual sites via the Periods maintenance task.

Note: *Before you generate a new calendar year, review the calendar details on the company profile (that is, the working days) to make sure that they are accurate for this particular year.*

Calendar Maintenance Selection Window

To display this window, select the Calendars task.

You use this window to select a calendar for maintenance, or to enter a new calendar.

Fields

Enter Calendar Code

To maintain an existing calendar, enter the calendar code.

To add a calendar, enter a new code.

Year

Enter the calendar year (in YYYY format).

Based on Calendar

When creating a new calendar, you can choose to base it on an existing one. This saves entering information again. You can make any necessary adjustments on the Calendar Maintenance Holidays window.

Options

Select

Use this to maintain a calendar.

Delete

Use this to delete a calendar.

Print

Use this to print the details of a calendar.

Select a calendar or enter a calendar code and then press Enter to display the Calendar Maintenance Holidays window.

Calendar Maintenance Holidays Window

To display this window, either enter a new calendar, or select an existing calendar and then press Enter on the Calendar Maintenance Selection window.

You use this window to maintain the calendar start date and all the company-wide holidays for this calendar, such as bank holidays.

Fields

Start Date

Enter or select the date of the first Monday of the year.

Holidays From

Enter or select the start date for the holiday, in the format DDMMYYYY.

Holidays To

Enter or select the end date for the holiday.

Note: *Holidays must not overlap.*

Functions

Error Type (F6)

Use this to display the Error Type pop-up. Errors are displayed as a code in the Error field and the Error Type pop-up shows the meaning of each code.

Maintain Week Templates (F13)

Use this to display the Calendar Maintenance Week Templates window.

Select **Update (F8)** to update the calendar holiday records. DRP audits all updates.

Error Type Pop-up

To display this pop-up, select **Error Type (F6)** on the Calendar Maintenance Holidays window. It is only displayed if there is an error on the window.

A list of possible error codes and their meaning is displayed.

Press Enter to continue.

Calendar Maintenance Week Templates Window

To display this window, select Maintain **Week Templates** **(F13)** on the Calendar Maintenance Holidays window.

You use this window to maintain up to five weekly templates for the calendar. This is optional, but it can be useful for time periods when the calendar will operate differently; for instance, when there will be fewer working days then usual.

This window displays any existing week templates. Each template indicates which days of the week are working days. The top right-hand corner of the window shows the default weekly template.

Note: *If there is no weekly template defined for a particular date, DRP uses the company level default template.*

Fields

Start Date

Enter or select the start date for the calendar.

MTWTFSS

These represent the days, from Monday through to Sunday.

Enter **N** beneath any non-working day. Leave working days **blank**.

From Date

Enter or select the effective start date for this template.

To Date

Enter or select the effective end date for this template.

Note: *Effectivity dates must not overlap*.

Select **Update** **Week Templates** **(F8)** to update the calendar template records. DRP audits all updates.

Periods [2/DRM]

You use this task to define the time slots over which you want to assess the supply and demand.

You set up time slots for each centre or DC individually, but you can amend them before any processing run. You define the periods in terms of calendar days and associate each period with a particular calendar code.

This is the first stage in defining a new centre or DC. Conversely, it is the last stage in deleting one.

Maintain Periods Selection Window

To display this window, select the Periods task.

You use this window to select the centre or DC for which you want to set up defined periods.

Fields

Enter Centre/DC

Enter the centre or DC for which you want to create or amend periods.

Alternatively, use the prompt facility to select from the Select DRP Centre/DC pop-up.

Enter the centre or DC code and then press Enter to display the Maintain Periods Details window.

Maintain Periods Details Window

To display this window, enter a centre or DC code and then press Enter on the Maintain Periods Selection window.

You use this window to associate a calendar with a centre or DC, and to define the periods to be analysed by DRP for this site.

Fields

Calendar Code

Enter a calendar code.

Alternatively, use the prompt facility to select from the Select DRP Calendar pop-up.

1 - 46

You can specify up to 46 different periods, defined in calendar days. The periods represent the time slots over which supply and demand will be assessed. Typically, they will be short to begin with, followed by longer periods and then longer periods again. The earlier periods represent the very near future and the later periods the more distant future.

The assumption is that less detail is required in the more distant future, where requirements may be more tentative.

For example, the initial four periods are short (just two days): the next four periods will be slightly longer (seven days) and the periods continue to get a little longer as you move through the 46 fields.

Enter the length of each period in the appropriate field.

Note: *Remember, these periods are not related to Inventory or Financial periods: they are specifically DRP planning periods.*

Select **Update (F8)** to update the period details. DRP audits all updates. The Maintain Periods Selection window is re-displayed. Select **Exit (F3)** to leave the task.

Stockrooms [3/DRM]

You use this task to define Inventory stockrooms to centres or DCs.

This defines the stockrooms associated with a site and controls which stock balances, demands and supply orders DRP considers during a planning run. You can define any number of stockrooms to a centre or DC. If a centre or DC includes only a single stockroom, you can use the same code for the centre or DC as for the stockroom.

Note: *You must have already defined the stockrooms to Inventory Management and specified periods for the centre or DC. You must also have assigned each stockroom an SOP dummy internal customer number to reflect distribution orders raised for that stockroom.*

For planning purposes, you can associate multiple stockrooms with a distribution centre; however, for any item you can define only one stockroom as the primary receiving and issuing store.

Maintain DRP Stockrooms Selection Window

To display this window, select the Stockrooms task.

You use this window to select the centre or DC and to indicate whether to include all stockrooms.

Fields

Centre/DC

Enter a centre or DC code with defined periods.

Alternatively, use the prompt facility to select from the Select DRP Centre/DC pop-up.

Include All Stockrooms

Select one of the following:

No (0) - Not to include all Inventory stockrooms

Yes (1) - To add all Inventory stockrooms to a centre or DC

Note: *If the stockroom you select does not exist, select **F8=Create (F8)** to create the stockroom.*

Press Enter to display the Maintain DRP Stockroom Details window.

Maintain DRP Stockrooms Details Window

To display this window, enter a centre or DC and then press Enter on the Maintain DRP Stockrooms Selection window.

You use this window to enter the stockrooms to define to the centre or DC. If you have already defined stockrooms to this centre or DC, they are displayed.

Fields

Stockrooms to be Included

Enter the codes of the stockrooms to be defined to this centre or DC.

Alternatively, use the prompt facility to select from the Select Inventory Stockroom pop-up.

Note: *Select* ***Delete (F11)*** *to remove the centre or DC and all its associated stockrooms permanently.*

Select **Update (F8)** to update the displayed stockrooms. Then select **Exit (F3)** to leave the task.

Customers [4/DRM]

Use this task to maintain the internal customers who will be able to raise distribution orders in DRP and production transfer orders, and receive transferred supply.

You process distribution orders, created through DRP, through the Sales Order Processing module in a similar way to normal sales orders.

Note: *Distribution orders are also called transfer orders. Transfer orders are used in the Production applications to transfer stock between production units if you are using multi-plant, multi-sourcing or cellular production.*

Therefore, you must set up an internal customer account, in Sales Order Processing, for each stockroom that is to supply DCs in the DRP network. The internal customer must have a delivery address sequence number of 001.

This task defines internal customer codes to stockrooms, for DCs to generate order details and despatch documentation that support stock transfer between centres and DCs.

Where the Indian function is active the internal customer associated with a DRP stockroom must:

- Exist as both a customer and supplier in Accounts Receivable (1/ARM) and Accounts Payable (1/APM).
- Exist (both as supplier and customer) in the same Indian State as the stockroom.

DRP Stockroom/Customer Maintenance Selection Window

To display this window, select the Customers task.

This window displays the various stockrooms from and to which goods can be transferred. It also shows any customers who are attached to these transfer stockrooms.

You use this window to select the DRP stockroom and customer you want to maintain. All Inventory stockrooms used by DRP are displayed.

Fields

Select

Check this field against any stockroom you want to maintain.

Press Enter to display the DRP Stockroom/Customer Maintenance Details window.

DRP Stockroom/Customer Maintenance Details Window

To display this window, check the Select field against a stockroom and then press Enter on the DRP Stockroom/Customer Maintenance Selection window.

You use this window to enter the dummy internal customer code, which holds distribution orders for receipt at this stockroom.

Fields

Internal Customer

Enter the customer code to use when you enter a distribution order with this stockroom as its destination.

Note: *You must have already set up the internal customer code in Sales Order Processing with a delivery sequence of 001.*

Press Enter to save the details and then select **Exit (F3)** to leave the task.

Networks [5/DRM]

This task defines the overall supply chain relationship. Use this task to define DRP networks and the relationships between centres and DCs within those networks. A DRP network consists of one centre and any number of distribution centres supplied by that centre. You can define a centre or DC to more than one network.

You can define multiple networks for a company and include sites in more than one network, normally as a centre on one level and as a DC on another.

Note: *You must have previously defined periods and stockrooms for each centre and DC you use here.*

Maintain DRP Networks Selection Window

To display this window, select the Networks task.

You use this window to enter the network you wish to maintain.

Fields

Enter Network Code

Enter an existing network code, or enter a new code to add a network.

Alternatively, use the prompt facility to select from the Select DRP Networks pop-up.

Press Enter to display the Maintain DRP Networks Centre Detail window.

Maintain DRP Networks Centre Detail Window

To display this window, enter a network code and then press Enter on the Maintain DRP Networks Selection window.

You use this window to maintain the centre code and descriptions for this network.

Fields

Description

Enter a description for the network code you have entered.

Centre for Network

Enter a centre code. This is the network centre.

Alternatively, use the prompt facility to select from the Select DRP Centre/DC pop-up.

Description

Enter a description of the network centre.

Press Enter to update the DRP network file with the centre code and descriptions. DRP audits updates to the network file. The Maintain DRP Networks DC Detail window is displayed.

Maintain DRP Networks DC Detail Window

To display this window, press Enter on the Maintain DRP Networks Centre Detail window.

You use this window to maintain the DC details for the selected network.

Fields

Line

If you are maintaining an existing network, enter the line number of the DC you want to amend.

DC

Enter a DC or centre to add to this network.

Description (Desc)

Enter a description for the DC or centre.

Functions

Delete (F11)

To delete a centre or DC from the network, enter the relevant line number and then select **Delete (F11)**.

If you do not enter a line number and you select **Delete (F11)**, you delete details for the whole network. Select **Delete (F11)** a second time to confirm the update.

Select **Update (F8)** to save the network details and then select **Exit (F3)** to leave the task.

Distribution Item Master [6/DRM]

You use this task to maintain additional, specific distribution details, in order to use Inventory items effectively within DRP.

You must maintain this information for each site (each centre or DC handling the item). The site can be a distribution or a retail outlet for the item.

Note: *If you manufacture the item, you only need to define it to DRP at its retail DCs. Define the manufacturing centre and its items in Production. The MPS or MRP modules then treat the centre as a model.*

Distribution Item Master Maintenance Window

To display this window, select the Distribution Item Master task.

You use this window to enter the item you want to maintain.

Note: *To use the standard Inventory item prompt facility, select* ***Inventory Search Item (F16)****.*

Fields

Centre/DC

Enter a centre or DC, with periods and stockrooms defined.

Alternatively, use the prompt facility to select from the Select DRP Centre/DC pop-up.

Item

Enter an Inventory item code.

Alternatively, use the prompt facility to select from the Select DRP Items for Centre/DC pop-up.

Functions

Inventory Item Search (F16)

Use this to select the standard Inventory item search facility for all items within the company.

Press Enter to display the Distribution Item Master File Maintenance window.

Distribution Item Master File Maintenance Window

To display this window, enter an item code and a centre or DC and then press Enter on the Distribution Item Master Maintenance window.

You use this window to maintain the re-supply rules used for planning this item.

Fields

Source of Supply

Select one of the following:

Local (1) - If you purchase the item locally, that is, as a DC you purchase the item directly, rather than it being supplied by a supply centre

Central (2) - If the item is supplied centrally, that is, it is purchased or manufactured or supplied by a centre defined to DRP or Production

Planner

Enter the planner responsible for this item on this site.

Alternatively, use the prompt facility to select from the Select Planner pop-up.

DRP Forecast

Forecasts are not mandatory in DRP.

Select one of the following:

None (0) - Not to use forecasts at all

(In this case, DRP considers only actual orders.)

Sales (1) - To use sales forecasts only for this item

Stock (2) - To use stock level forecasts only for this item

Both (3) - To use both sales forecasts and stock levels for this item

Forecast Error Tolerance % Absolute

Enter the percentage difference between sales forecast quantities and actual sales quantities before DRP writes a net change trigger for the item concerned. If you do not enter a value, this defaults to the value set up on the company profile.

Forecast Profile

If you use forecasts in DRP, enter the default seasonal profile used as a template to break down sales forecasts, and maintain stock levels, from period, to weekly and daily level. You can override this default during forecast processing.

You can use the prompt facility to select from the Select Seasonal Index pop-up.

Order Policy

Select one of the following order policy codes:

Code	Description	Mandatory Quantities
A	Discrete DRP suggests an order for the actual quantity required, regardless of other factors.	None

Code	Description	Mandatory Quantities
B	Discrete above minimum DRP suggests an order for the actual quantity required, if greater than the supplier's minimum order quantity.	Minimum order quantity
D	Fixed quantity DRP suggests a fixed order quantity of this item, regardless of other factors, for example, forecasts or stock levels.	Fixed order quantity
G	Number of days supply DRP accumulates the requirements over the specified days and suggests an order quantity to satisfy this demand.	Number of days supply
H	Fixed quantity above minimum The suggested order quantity must be greater than minimum and divisible by the multiple quantity.	Minimum order quantity Multiple order quantity

If the Local Stockroom is a bonded warehouse or the Central Stockroom is a bonded warehouse then the Order Policy must be a fixed quantity policy i.e. **D** or **H**.

Note: *You can enter either Min Order Qty or Use Inventory Order Qty. You must specify a minimum order quantity for order policies B and H.*

Min Order Qty

Enter the minimum quantity that DRP suggests for replenishment of this item. If the re-order quantity calculated by DRP is less than this minimum, DRP uses the latter. This applies only to order policies Discrete above Minimum (B) and Fixed Quantity above Minimum (H).

If the Local Stockroom is a bonded warehouse or the Central Stockroom is a bonded warehouse, the Minimum Order Quantity must be an exact multiple of the Stock Unit of Measure of the item.

Max Order Qty

Enter the maximum quantity that DRP suggests for replenishment of this item. If DRP calculates the re-order quantity as greater than this maximum, the DRP planner action report highlights it.

If specified, DRP uses this maximum order quantity regardless of the order policy specified for the item.

Fixed Order Qty

Enter the fixed re-order quantity DRP should suggest for this item.

If the required quantity is greater than the fixed order quantity, DRP suggests multiples of the fixed order quantity to satisfy the demand.

If the Local Stockroom is a bonded warehouse or the Central Stockroom is a bonded warehouse, the Fixed Order Quantity must be an exact multiple of the Stock Unit of Measure of the item.

***Note:** If you have specified order policy Fixed Quantity (D), you must enter a fixed order quantity greater than zero.*

Use Inventory Order Qty

Select one of the following:

Economic Order Quantity (1) - To use the economic order quantity as the DRP minimum order quantity

Reorder Quantity (2) - To use the Inventory re-order quantity as the DRP minimum order quantity

Leave this field blank to use neither.

If the Local Stockroom is a bonded warehouse or the Central Stockroom is a bonded warehouse, use of an Inventory Order Quantity is not allowed.

Mult Order Qty

Enter a quantity. DRP suggests multiples of this quantity for the re-order quantity.

If the Local Stockroom is a bonded warehouse or the Central Stockroom is a bonded warehouse, the Multiple Order Quantity must be an exact multiple of the Stock Unit of Measure of the item.

***Note:** If you have specified order policy Fixed Quantity above Minimum (H), you must enter a multiple order quantity greater than zero.*

Safety Stock

If you do not need to calculate the safety stock during DRP processing, enter the fixed quantity of safety stock.

Days Supply

Enter the number of days for which DRP totals the requirements, and raises a single order.

***Note:** If you have specified order policy G, you must enter a number of days.*

Local Stockroom

Enter a stockroom code. You must have defined the stockroom to the item in Inventory Management and to the centre or DC in DRP. DRP updates on-order and in-transit quantities against this stockroom for the item. This is the primary stockroom for the item at this centre or DC.

You can use the prompt facility to select from the Select Stockroom/Item pop-up.

If the Local Stockroom is a bonded warehouse then the Central Stockroom cannot be a duty-paid stockroom.

Time Fence Days

Enter the number of days forward from the current date of a DRP processing run, during which DRP schedules no new supply suggestions for forecasted demand, only for actual demand.

You can override this, when you submit a DRP run, with a blanket time fence that applies to all items in the run.

Leave this field blank to calculate the item level time fences:

For centrally-supplied items from the item/stockroom lead time

For locally-purchased items from the lead time for the item/preferred supplier

Safety Stock Weeks and Days

Enter the required safety stock cover, in weeks and days. This defaults from the company profile but you can vary it at item or DC level. DRP calculates safety stock from the forecast demand for the item.

You must enter sales forecasts for items if you want to create safety stocks. You can override this when you submit a DRP run by a blanket value that applies to all items for that run.

Centre

This field is only displayed if you selected **Central** in the Source of Supply field. Enter a centre code (defined as a centre within at least one DRP network). Use this to include or exclude items when processing a particular centre.

You can use the prompt facility to select from the Select DRP Centre pop-up.

Central Stockroom

This field is only displayed if you selected **Central** in the Source of Supply field. Enter a stockroom code defined to the item within Inventory Management, and to a centre within DRP.

You create distribution order lines for this item against this stockroom.

You can use the prompt facility to select from the Select Stockroom/Item pop-up.

Press Enter to update. DRP records all updates in the DRP Item Master audit file. Then select **Exit (F3)** to leave the task.

Planners [7/DRM]

Planners are responsible for planning items or a range of items at each centre or DC.

You use this task to maintain details of all planners, at each centre or DC. Each planner must be cross-referenced to a purchase officer within Purchase Management.

Note: *You assign this planner code to all items for which the planner is responsible via the Distribution Item Master.*

DRP Planners Selection Window

To display this window, select the Planners task.

You use this window to select the centre or DC and the planner code you want to maintain.

Fields

Centre/DC

Enter any centre or DC code which has periods defined to it.

Alternatively, use the prompt facility to select from the Select DRP Centre/DC pop-up.

Planner Code

Enter an existing planner to maintain, or enter a new planner code.

Alternatively, use the prompt facility to select from the Select Planner pop-up.

Note: *If you specify a centre or DC, this restricts the list of planners to this centre or DC. If you leave the Centre/DC field blank, all planners for the company are displayed.*

Press Enter to display the DRP Planners Details window.

DRP Planners Details Window

To display this window, enter a planner code and then press Enter on the DRP Planners Selection window.

You use this window to maintain information relating to the planner and specify a purchase officer number to reference the planner. Purchase Management requires the purchase officer number when purchase orders are created from DRP suggestions (for items controlled by the planner).

Fields

Name

Enter or amend the name of the planner.

Department

Enter or amend the planner's department.

Telephone

Enter or amend the planner's telephone or extension number.

Purchase Officer No

Enter the Purchase Officer number as defined in Purchase Management.

Alternatively, use the prompt facility to select from the Select Purchasing Officer pop-up.

Select **Update (F8)** to update the details held in the DRP Planners file.

Net Change Reason Codes [8/DRM]

You use this task to maintain up to 20 reason codes for DRP net change processing. Each reason code corresponds to a type of transaction that could potentially affect the supply, demand, stock, or replenishment parameters of DRP items. For instance, unplanned Inventory issues or receipts could change demand at a centre.

Transactions that affect DRP items set off net change triggers in DRP, grouped by reason code. This allows a flexible approach to DRP planning runs, whereby a subset of DRP items can be re-planned based on an analysis of triggers, set for particular reason codes.

Net Change Reason Codes Maintenance Window

To display this window, select the Net Change Reason Codes task.

You use this window to activate net change triggers in DRP processing.

Fields

Code

This displays the net change reason codes. There are currently 9 pre-defined reason codes set up. There are 11 more reason codes reserved for possible future development.

Description

Each reason code description is displayed. Each reason describes a type of transaction that potentially affects the planning of DRP items. You can change the reason code description, but it will not affect the code.

Active

Use this checkbox as follows:

Unchecked - To de-activate the reason code

Checked - To activate the reason code

Note: *DRP only processes net change triggers with activated reason codes.*

Select **Update (F8)** to update the details.

Supplier Schedule Profile Maintenance [9/DRM]

Supplier schedule reports are of particular use to companies who have a close working relationship with their suppliers and want to keep them notified with details of future commitments, by providing forward schedules. The suppliers can use these reports to buy in materials, manufacture and plan to meet the schedule demand.

You use this task to control the format and scope of supplier schedules, at individual supplier, or supplier and minor item group level.

The supplier schedule profile is set up on the assumption that you will know what orders need to be placed immediately, but will become less sure of requirements for the more distant future.

Supplier Schedule Period Maintenance Selection Window

To display this window, select the Supplier Schedule Profile task.

You use this window to specify the supplier, and if required, the minor item group for which to maintain schedule formats.

Fields

Supplier

Enter a supplier defined within Purchase Management.

Alternatively, use the prompt facility to select from the Supplier Search pop-up.

Note: *To maintain schedule formats at supplier level, enter a Purchase Management supplier. To maintain schedule formats at supplier and item group level, enter a supplier and a minor item group.*

Minor Item Group

Enter a minor item group. This is optional. Building a schedule profile using minor item groups makes sure that the supplier receives even more detailed reports.

Alternatively, use the prompt facility to select from the inventory description PGMN Item Group - Minor pop-up.

To display the Supplier Schedule Period Maintenance Detail window, enter a supplier and, if required, a minor item group and then press Enter.

Supplier Schedule Period Maintenance Detail Window

To display this window, enter a supplier and, if required, a minor item group and then press Enter on the Supplier Schedule Period Maintenance Selection window.

You use this window to define the supplier schedule report column headings, reporting intervals, and inclusion and exclusion rules.

Fields

Time Period

The weekly and monthly reports are each split into two sections, representing shorter-term and longer-term scheduling. You define each section to consist of a number of weeks and periods. You can change the default column headings for each section, by overtyping the defaults with your own headings.

Weekly Report

Use these fields to specify how many weeks, from the start date of the report, to include in the fixed and firm sections of the weekly report. The maximum is 16 weeks.

Monthly Report

Use these fields to specify how many periods from the start of the report are to be included in the probable and tentative sections of the period report. The maximum is 15 periods.

The schedules are built this way because your advance order for a point in time might be tentative, becoming probable a few weeks later, then firm as time moves on, and finally fixed when you are sure of demand.

Supply Records

Purchase Orders (PO)

Use this to specify whether to include purchase orders in the short-term section of the weekly report.

Use this checkbox as follows:

Unchecked - To exclude purchase orders

Checked - To include purchase orders

Requisitions (RQ)

Use this to specify whether to include requisitions created from DRP supply suggestions, in the short-term section of the weekly report.

Use this checkbox as follows:

Unchecked - To exclude requisitions

Checked - To include requisitions

Suggested Purchase Orders (SG)

Use this to specify whether to include suggested purchase orders in the short-term section of the weekly report.

Use this checkbox as follows:

Unchecked - To exclude suggested purchase orders

Checked - To include suggested purchase orders

Note: *This does not include changes to suggested quantity or dates.*

Select **Update (F8)** to save the record and then select **Exit (F3).**

Chapter 3 Forecasting

DRP Forecasting Introduction

Forecasts are not essential within DRP, but they can be very useful for forward planning. You can generate sales forecasts and stock level forecasts.

You can also transfer sales forecasts into DRP from the Forecasting module. This avoids entering manual forecasts and takes into account the last three years' sales history.

You can generate forecasts for minor item groups and spread them down to item level, using spread profiles.

You can maintain forecasts at period, weekly and daily level. You can spread forecasts from period to weekly to daily level by defining seasonal indices, invoking automatic spreading or direct entry and manipulation of forecasts and spread indices.

Use stock level forecasts to build stock up to a planned level according to specified target quantities and dates.

Maintain Item Group Profiles [1/DRF]

Use this task to assign percentages to products within minor item groups to reflect their relative demand, in either quantity or value. You can then spread the overall sales forecasts, or stock level targets, according to these percentages.

DRP uses the minor item group codes specified for items in Inventory Management to identify product families. DRP treats all items with the same minor item group code as members of a family.

Maintain Item Group Profile Selection Window

To display this window, select the Maintain Item Group Profiles task.

Use this window to select the centre or DC to maintain.

Fields

Centre/DC

Enter a centre or DC with periods and stockrooms defined.

Alternatively, use the prompt facility to select from the Select DRP Centre/DC pop-up.

Enter a centre or DC and then press Enter to display the Maintain Item Group Profile List window.

Maintain Item Group Profile Group List Window

To display this window, enter a centre or DC and then press Enter on the Maintain Item Group Profile Selection window.

You use this window to select the minor item group to maintain.

This window displays a list of all minor item groups at the specified centre. If the Profile field is **checked** alongside a group, it already has a profile defined; you can still maintain that profile.

DRP sources these groups from the Inventory Descriptions file.

Ref: DR00D99DR00E99

Options

Select Item Group

Use this to select the required item group.

Note: *When you select an item group, the item profiles are displayed on the next window. However, the selected item group must have at least one item defined to it (via the Items maintenance task in Inventory Management).*

Press Enter to display the Maintain Item Group Profile Details window.

Maintain Item Group Profile Details Window

To display this window, use Select Item Group against an item on the Maintain Item Group Profile Group List window.

You use this window to assign a percentage quantity or value to each item in the selected minor item group.

Fields

Seasonal Profile

You can enter a seasonal profile code for the DC or centre and product group; otherwise it will default to the last code entered.

Alternatively, use the prompt facility to select from the Select Seasonal Index pop-up.

Percentage

Enter the projected percentage sale for each item within the item group. DRP interprets blank fields as zero sales.

Note: *The total percentage for the item group must equal 100%.*

Note: When you select ***Delete (F11)***, DRP sets all the percentages to zero but does not delete the items themselves.

Select **Update (F8)** to update these percentages immediately in the DRP Item Group Profile file. Select **Exit (F3)** to leave the task.

Maintain Seasonal Profiles [2/DRF]

Use this task to maintain seasonal profiles. You can use these profiles as a template to break down sales forecasts on a time-phased basis by period, week and day. This facility is not mandatory for forecast maintenance, but it is useful if you want to take into account seasonal fluctuations.

Similarly, you can use this to define time phased stock building and consumption planning profiles.

Maintain Seasonal Profiles Window

To display this window, select the Maintain Seasonal Profiles task.

You use this window to create and maintain seasonal profiles.

Fields

Centre/DC

Enter a centre or DC that has a calendar, time-phased planning periods and stockrooms defined.

Alternatively, use the prompt facility to select from the Select DRP Centre/DC pop-up.

Profile Code

Enter the profile code.

Alternatively, use the prompt facility to select from the Select Seasonal Index pop-up.

The profile code does not have to be unique; you can use common seasonal profile codes across different years and different centres or DCs.

Year

Enter the year, in YYYY format. You must set up the centre or DC and year combination using the Calendars maintenance task. This field defaults to the current year.

Entry Level

Select one of the following to specify how to build the seasonal profile:

Period (1) - To build it on a period basis, with up to 13 periods

Note: *If you have left the Period Forecasts field on the company profile unchecked, this option is not available.*

Weekly (2) - To build it on a weekly basis, with up to 53 weeks

Based on Profile

You can create a new profile using an existing profile as a template. The calendar code, year and entry level for the based on profile must match those for the profile you create.

Press Enter to display the Maintain Seasonal Profiles Indices pop-up.

Maintain Seasonal Profiles Indices Pop-up

To display this pop-up, enter the details and then press Enter on the Maintain Seasonal Profiles window.

Use this pop-up to maintain the profile description and individual period, weekly and daily indices. The pop-up displayed depends on the entries you made on the previous window.

Note: *If you selected Period in the Entry Level field on the previous window, you do not need to enter the weekly indices.*

Fields

Profile

Enter a description of the profile.

Daily Indices

Daily indices are not mandatory; however, they can be useful for forecast maintenance to take fluctuations within a normal working week into account.

You can optionally enter the daily indices. These values cannot be negative or greater than 999. DRP breaks weekly forecasts down, based on the daily indices relative to the sum of all daily indices for the week. Day 1 is Monday. If you do not enter daily figures, DRP spreads weekly forecasts uniformly based on the working days defined in the weekly templates for the calendar.

Caution: If you enter daily indices, DRP disregards weekly templates.

Period Indices

Enter the period indices. These values cannot be negative or greater than 999. DRP breaks forecasts down by period, using the period index relative to the sum of index values for all periods.

Weekly Indices

If you selected **Period** in the Entry Level field on the previous window, enter the weekly indices. These values cannot be negative or greater than 999. DRP breaks period forecasts down based on the weekly indices.

If you selected **Weekly** in the Entry Level field on the previous window, enter the weekly indices. These values cannot be negative or greater than 999. DRP breaks annual forecasts down based on the weekly indices relative to the sum of all weekly indices for the year.

Note: *When you select an item group, the item profiles are displayed on the next window. However, the selected item group must have at least one item defined to it (which is done via the Items maintenance task in Inventory Management).*

Functions

Period (F16)

Use this to maintain the period indices.

Weekly (F17)

Use this to maintain the weekly indices within a period.

Distribution (F18)

Use this to calculate the percentage spread for the entered indices.

Select **Update (F8)** to add the new profile, or update the existing one.

Maintain Item Group Sales Forecast [3/DRF]

This task generates a forecast for a minor item group. It will not include information on specific items. However, you can vary the time bands for which you generate forecasts; and you can, if you wish, break forecasts right down to a daily level.

You can generate forecasts on a quantity or value basis.

Maintain Group Forecasts Selection Window

To display this window, select the Maintain Item Group Sales Forecasts task.

Use this window to enter the details of the forecast you want to generate.

Fields

Centre/DC

Enter a centre or DC with defined time-phased planning periods and stockrooms and at least one valid minor item group profile defined.

Alternatively, use the prompt facility to select from the Select DRP Centre/DC pop-up.

Year

Enter the year, in YYYY format. The default is the current year. You can change to a subsequent year, but it must be defined to the calendar for the selected DC or centre.

Item Group

Enter a minor item group with a profile set up for the centre or DC you have chosen.

Alternatively, use the prompt facility to select from the Select Minor Item Group pop-up.

Forecast Basis

You can generate forecasts by quantity or by value.

Select one of the following:

Quantity (1) - To maintain forecasts by quantity

Value (2) - To maintain forecasts by value

Note: *If you have previously maintained this forecast using the other forecast basis, DRP displays a warning. Select* ***Update (F8)*** *to proceed.*

Seasonal Profile

Enter a seasonal profile, which has a profile, year and centre or DC combination previously set up through the Maintain Seasonal Profiles task.

Alternatively, use the prompt facility to select from the Select Seasonal Index pop-up.

The profile you select determines the levels at which you can maintain the forecast. If you set up the seasonal profile with an Entry Level of Weekly, you can only maintain daily and weekly forecasts.

To spread product group sales forecast quantities, or values, evenly across the forecast periods, weeks or days, or both, leave this field blank.

Maintain Intervals

Use this checkbox as follows:

Unchecked - Not access the Maintain Group Forecasts Intervals window

Checked - To access the Maintain Group Forecasts Intervals window

You use this to define the time bands, or intervals, over which DRP spreads an input quantity or value forecasts.

Check the Maintain Intervals field and then press Enter to display the Maintain Group Forecasts Intervals window.

Maintain Group Forecasts Intervals Window

To display this window, check the Maintain Intervals field and then press Enter on the Maintain Group Forecasts Selection window.

You use this window to enter forecast quantities or values, by item group and centre or DC, and to define time intervals to spread this forecast over.

If you select no profile, DRP assumes an equal distribution; otherwise, the indices associated with the selected seasonal profile control the distribution of the forecast.

The resulting forecast replaces any existing forecasts for the periods concerned.

Fields

Calendar

The calendar used in the forecasting routines. This field displays either the code for the selected centre or DC and year, or the default company profile calendar code.

Item Group

This field displays the item group for which you are generating forecasts.

Total Forecast Quantity

This field displays the previously maintained total forecast quantity or value for the minor item group and year.

Seasonal Profile

If you selected a seasonal profile, it is displayed here.

Control Details

Daily Forecasts to Week

This is the number of the last week for which the automatic forecast spread function created daily forecasts.

Note: *This does not update when you interactively spread forecasts.*

Weekly Forecast to Week

This is the number of the last week for which the automatic forecast spread function created weekly forecasts.

Note: *This does not update when you spread forecasts interactively.*

Last Week of Forecast

This is the number of the last week of the forecast that has a non-zero quantity or value. If this is a period forecast, the last week is the end week of the period.

Spread Details

Forecast Value to Spread

The title of this field depends on whether you have chosen to generate forecasts by quantity or value. In this example, the forecast is by value. Enter the forecast value to spread over the selected intervals. DRP breaks this down according to the seasonal profile previously selected. Leave this field blank to spread the forecast evenly across the intervals.

Daily Forecast From Week/To Week

Weekly Forecast From Week/To Week

Enter the range for which you want to generate period, weekly or daily forecasts over the specified time bands, or intervals. The intervals must not overlap and must be in correct date order, that is, the From date must not be after the To date. The From and To weeks should correspond to the period start and end weeks in the calendar structure.

Press Enter to display the Maintain Group Forecasts Spread Forecast window.

Maintain Group Forecasts Spread Forecast Window

To display this window, enter the forecast details and then press Enter on the Maintain Group Forecasts Interval Selection window.

Alternatively, enter the forecast details and then press Enter on the Maintain Forecasts Selection window.

You use this window to:

- Maintain the total sales forecast quantity or value for the year
- Maintain the time phased spread indices
- Maintain the forecast quantities or values
- Spread the total forecast

Fields

Total Forecast Quantity

The default value is the previously maintained total forecast quantity or value. Enter a new total forecast quantity. If you enter a different total forecast from DRP total, a warning message is displayed. You can override this by selecting **Update (F8).**

Seasonal Profile

You can enter a different seasonal profile from the one chosen on the initial window. This is the profile used if you select a period to week, or week to day, forecast break down. You must have set up the profile, year and DC or centre combination using the Maintain Seasonal Profiles task. If this field is blank, DRP spreads the quantity or value evenly across the selected forecast periods.

You can use the prompt facility to select from the Select Seasonal Index pop-up.

Position to Period

The default for the start of the period list is the current period. Enter a period number to re-position the list.

Total

Index/Quantity

These fields are for information only and are maintained by the software. To re-calculate these figures press Enter.

If DRP retrieves the indices from a seasonal profile code, the total is initially 100 and DRP expresses individual forecast period indices proportionally.

DRP reconciles the quantity with the total forecast quantity or value you have already entered.

Period

There are three forecast levels: period, weekly and daily.

Period records have a number in the format PP, where PP is the defined period number.

Weekly records have a number in the format PPWW, where PP is the period number and WW is the week number.

Daily records display a weekly period number and the actual date in the Start field.

Start

This field shows the start date for the forecast period, whether it is a period, a week or a day.

For period records, the start date is always the first Monday in the period.

For weekly records, the start date is always the Monday of the week.

For daily records, the actual date is the start date.

Index

Enter the period index value used to spread forecasts. You can retrieve this from the seasonal profile. DRP uses this index to apportion the total forecast.

Quantity

Enter a quantity or value for the respective period, week or day.

You can generate this by interactively breaking down period, or weekly, forecasts or by applying period indices to forecast quantities or values by selecting

Options

Select to Spread

Select this to spread period or weekly forecasts. If you spread a period forecast, the Maintain Group Forecasts Weekly Spread pop-up is displayed. If you spread a weekly or daily forecast, the Maintain Group Forecasts Daily Spread pop-up is displayed.

DRP breaks period forecast records down to weekly forecasts and weekly forecast records down to daily forecasts. You cannot select daily records, as they cannot be broken down any further.

Functions

Barchart (F14)

Use this to display a bar chart, showing the forecast quantity or value distribution by period throughout the forecast year.

Note: *This only applies to a 5250 emulation such as Client Access. Bar charts are currently not fully supported in Workspace.*

Apply Index (F17)

Use this to break down the total forecast quantity or value over the forecast periods, in proportion to the period indices, compared to the sum of all period index values.

Update/Item Forecasts (F20)

Use this to update the item minor group forecasts (as for **Update (F8)**) and display a pop-up, which you can use to create and maintain multiple item sales forecasts.

Caution: You should apply any indices you have amended before updating with **Update (F8)** or **Update/Item Forecasts (F20).**

Select **Update (F8)**. This updates the forecasts and indices for the selected DC or centre, year and item group. If the DRP-maintained total forecast quantity or value is different from the entered forecast quantity, a warning is displayed. You can override this and then update the entered forecast quantity or value.

Maintain Group Forecasts Weekly Spread Pop-up

To display this pop-up, use Select to Spread against a period record on the Maintain Group Forecasts Spread Forecast window.

You use this pop-up to break down period forecasts into weekly forecasts.

Note: *To update the records, press Enter without altering any of the fields.*

Fields

Period

This field displays the period for which DRP breaks the forecasts down to weekly level.

Total Quantity

Enter the total quantity or value for the period. This defaults from the previous window.

Seasonal Profile

Enter the seasonal profile used to break down the period forecast to weekly forecasts. This defaults from the previous window. Leave the profile blank to spread the forecast quantity or value evenly across the weekly forecast periods specified as working weeks on the calendar.

You can use the prompt facility to select from the Select Seasonal Index pop-up.

Index

Enter the weekly index. The default is from the seasonal profile. Leave the profile code blank on the previous window to spread the quantities evenly for all working weeks.

Quantity/Value

Enter the forecast quantity or value for each week. You can generate this by applying the weekly indices to the entered total quantity or value.

Options

Select to Spread

Use this to select a weekly forecast to break down to daily forecasts. Leave the seasonal profile blank to spread the forecast evenly using the working days on the calendar week template.

Functions

Apply Index (F17)

Use this to spread the entered total quantity or value over the weeks in the period, in proportion to the weekly indices.

Press Enter to continue.

Maintain Group Forecasts Daily Spread Pop-up

To display this pop-up, use Select to Spread against a weekly record on the Maintain Group Forecasts Weekly Spread pop-up.

You use this pop-up to break down weekly forecasts into daily forecasts. Press Enter without altering any of the fields to update the records.

Fields

Week Total

Enter the total quantity or value for the week and then select **Apply Index (F17)** to adjust the forecast.

Index

The figure in the heading of Index field is always the entered index total. To re-calculate the sum of all the daily indices, press Enter.

Enter the daily index values and then select **Apply Index (F17)** to adjust the quantities. This defaults from the seasonal profile. If you leave the profile code blank, DRP sets the indices to **1** for each working day on the weekly template.

Quantity

The figure in the heading of the Quantity field is always the entered quantity total. To re-calculate the sum of all daily forecast quantities or values, press Enter. DRP checks this against the entered week total quantity or value. If there is a difference, DRP issues a warning. You can select **Update (F8)** to override this.

Enter the forecast quantity or value for each day. To generate this, apply the daily indices to the total quantity or values and then press Enter.

Functions

Apply Index (F17)

Use this to spread the total quantity or value over the days, in proportion to the daily indices.

Press Enter to continue.

Maintain Group Forecasts Update Item Forecasts Pop-up

To display this pop-up, select **Update/Item Forecasts (F20)** on the Maintain Group Forecasts Spread Forecast window.

Use this pop-up to select one or more items from the item group to which you want to apply the group forecasts.

Options

Select

Use this to select the item, or items, and access Item Sales Forecast Maintenance functions.

Press Enter to continue.

Forecast Barchart Window

To display this window, select **Barchart (F14)** on the Spread Forecast window.

This window displays a bar chart of the forecast quantity or value distribution throughout the forecast year, by week.

Note: *This only applies to a 5250 emulation such as Client Access. Bar charts are currently not fully supported in Workspace.*

If the forecast is for periods, DRP divides the total by the number of weeks within the period. For example, a period forecast of 200 units for a 4-week period displays as 50 units per week.

If the forecast is for days, DRP accumulates the forecasts throughout the week and displays the resulting weekly total.

DRP calculates the Y-axis from the maximum forecast quantity or value in the year, so that it all fits on window. You can change this by entering a maximum figure in the Alter Scale field. If this field is blank the display reverts to the default.

Note: *Use* ***Page Up*** *and* ***Page Down*** *to display further weeks.*

Select **Previous (F12)** to leave the window.

Generate Item Sales Forecast [4/DRF]

Use this task to break item group forecasts down into item forecasts, in proportion to the percentages defined for the items within the item group profiles.

This regenerates all item forecasts for items within the selected item groups.

Generate Item Forecast Selection Window

To display this window, select the Generate Item Sales Forecast task.

You use this window to select the centre or DC, year and range of item groups for which to generate item level forecasts.

Fields

Centre/DC

Enter a centre or DC with periods and stockrooms defined and at least one item group profile defined for the DC or centre.

Alternatively, use the prompt facility to select from the Select DRP Centre/DC pop-up.

Year

Enter the year, in YYYY format, for which you want to generate forecasts.

Item Group From/To

Enter the minor item group range.

Alternatively, use the prompt facility to select from the Select Minor Item Group pop-up.

Note: *Leave both fields blank to display all item groups that have item group forecasts assigned for the DC or centre.*

Press Enter to display the Generate Item Forecast Group Selection window.

Generate Item Forecast Group Selection Window

To display this window, press Enter on the Generate Item Forecast Selection window.

You use this window to select one or more item groups in order to generate item level sales forecasts. DRP re-calculates all forecasts for the items within the item group according to the percentages defined in the item group profile.

Fields

Select (Sel)

Use **Select** to select an item group for processing.

Note: *You can maintain the item forecast, using the Item Sales Forecast task.*

Select **Submit Job (F8)** to submit the job for processing.

Maintain Item Sales Forecast [5/DRF]

Use this task to create and maintain item level sales forecasts. You can generate these forecasts by:

- Profiling item group forecasts, using facilities within the DRP module
- Transferring forecasts directly from the Forecasting module, using facilities within that module
- Direct entry through this task, without prior set up of Item Group Profiles

Maintain Item Sales Forecast Selection Window

To display this window, select the Maintain Item Sales Forecast task.

You use this window to select the item for which you want to create or maintain sales forecasts.

Fields

Centre/DC

Enter a centre or DC with periods and stockrooms defined.

Alternatively, use the prompt facility to select from the Select DRP Centre/DC pop-up.

Year

Enter the year for which the forecast is being created, in YYYY format. You can change to a subsequent year defined to the calendar for the DC or centre.

Item

Enter an item defined to the centre or DC.

Alternatively, use the prompt facility to select from the Select Item pop-up.

Forecast Basis

Select one of the following:

Quantity (1) - To forecast by quantity

Value (2) - To forecast by value

If you previously maintained the forecast using the alternative forecasting basis, a warning is displayed. Select **Update (F8)** to proceed.

Seasonal Profile

Enter a seasonal profile. The profile, year and DC or centre combination must already exist.

Alternatively, use the prompt facility to select from the Select Seasonal Index pop-up.

The seasonal profile you select here determines the level at which you can maintain targets. If you enter a seasonal profile which has been set up using weekly levels, you cannot maintain period targets. If you do not enter a profile, DRP spreads item level quantity or value forecasts across the forecast periods.

Maintain Intervals

Use this checkbox as follows:

Unchecked (default) - To not access the Maintain Item Sales Forecast Intervals window

Checked - To access the Maintain Item Sales Forecast Intervals window

You use this to define the time bands (intervals) to spread the quantity or value forecasts over.

Press Enter to display the next window.

Maintain Item Sales Forecast Interval Selection Window

To display this window, check the Maintain Intervals field and then press Enter on the Maintain Item Sales Forecast Selection window.

You use this window to enter forecast quantities, or values, by item and centre or DC and define time intervals over which to spread this forecast automatically, using a selected seasonal profile. The resulting forecast replaces any existing forecasts for the time bands involved. You can display the calendar structure for the DC to help when specifying the time bands, or intervals.

Fields

Calendar

This field displays the calendar used in the forecasting routines. This is either the code for the selected centre or DC and year, or the default company profile calendar code.

Forecast Item

This field displays the item for which you are generating forecasts.

Total Forecast

This field displays the previously maintained total forecast quantity or value for this item and year.

Seasonal Profile

If you selected a seasonal profile, it is displayed here.

Control Details

Daily Forecasts to Week

This field displays the number of the last week for which the automatic forecast spread function created daily forecasts.

Note: *This does not update when you interactively spread forecasts.*

Weekly Forecast to Week

This field displays the number of the last week for which the automatic forecast spread function created weekly forecasts.

Note: *This does not update when you spread forecasts interactively.*

Last Week of Forecast

This field displays the number of the last week of the forecast that has a non-zero quantity or value. If this is a period forecast, the last week is the end week of the period.

Spread Details

Forecast Quantity to Spread

The title of this field depends on whether you have selected to generate forecasts by quantity or value. In this example, the forecast is by quantity. Enter the forecast value to spread over the selected intervals. DRP breaks this down according to the seasonal profile previously selected. Leave this field blank to spread the forecast evenly across the intervals.

Daily Forecasts From Week/To Week

Weekly Forecasts From Week/To Week

Enter the range for which you want to generate period, weekly or daily forecasts over the specified time bands, or intervals. The intervals must not overlap and must be in correct date order, that is, the From date must not be after the To date. The From and To weeks should correspond to the period start and end weeks in the calendar structure.

Press Enter to display the Maintain Product Forecast Spread Forecast window.

Maintain Product Forecast Spread Forecast Window

To display this window, press Enter on the Maintain Item Sales Forecast Interval Selection window.

Alternatively, leave the Maintain Intervals field **unchecked** and then press Enter on the Maintain Item Sales Forecast Selection window.

You use window this to maintain the total and period forecast quantities or values and seasonal indices. You can break down the forecasts to daily, period and weekly forecasts.

Fields

Total Forecast Quantity

The default value is the previously maintained total forecast quantity or value. Enter a new total forecast quantity or value. If you enter a different total forecast from DRP total, a warning message is displayed. You can override this by selecting **Update (F8)**.

Seasonal Profile

You can enter a different seasonal profile from the one chosen on the initial window. This is the profile used if you select a period to week, or week to day, forecast break down. You must have set up the Profile, Year and DC or centre combination using the Seasonal Profile Maintenance function. If this field is blank, DRP spreads the quantity or value evenly across the selected forecast periods.

You can use the prompt facility to select from the Select Seasonal Index pop-up.

Position to Period

The default for the start of the period list is the current period. Enter a period number to re-position the list.

Total

Index/Quantity

These fields are for information only and are maintained by the software. To re-calculate these figures, press Enter.

If DRP retrieves the indices from a seasonal profile code, the total is initially 100 and DRP expresses individual forecast period indices proportionally.

DRP reconciles the quantity with the total forecast quantity or value you have already entered.

Period

There are three forecast levels: period, weekly and daily.

Period records have a number in the format PP, where PP is the defined period number.

Weekly records have a number in the format PPWW, where PP is the period number and WW is the week number.

Daily records display a weekly period number and the actual date in the Start field.

Start

This field displays the start date for the forecast period, whether it is a period, a week or a day.

For period records, the start date is always the first Monday in the period.

For weekly records, the start date is always the Monday of the week.

For daily records, the actual date is the start date.

Index

Enter the period index value used to spread forecasts. You can retrieve this from the seasonal profile. DRP uses this index to apportion the total forecast.

Quantity

Enter a quantity or value for the respective period, week or day.

You can generate this by interactively breaking down period, or weekly, forecasts or by applying period indices to forecast quantities or values by selecting **Apply Index (F17)**.

Options

Select to Spread

Use this against a period to break down period or weekly forecasts.

DRP breaks period forecast records down to weekly forecasts; and weekly forecast records down to daily forecasts. You cannot select daily records, as they cannot be broken down any further.

Functions

Barchart (F14)

Use this to display a bar chart showing the forecast quantity or value distribution by period throughout the forecast year.

Note: *This only applies to a 5250 emulation such as Client Access. Bar charts are currently not fully supported in Workspace.*

Apply Index (F17)

Use this to break down the total forecast quantity or value over the forecast periods, in proportion to the period indices, compared to the sum of all period index values.

Display Values (F18)

Use this to alternate between the quantity and value displays. You cannot maintain the alternative view.

Caution: You should apply any indices you have amended before updating with **Update (F8).**

Select **Update (F8).** This updates the forecasts and indices for the selected DC or centre, year and item group. If the DRP maintained total forecast quantity or value is different from the entered forecast quantity, a warning is displayed. You can override this and then update the entered forecast quantity or value.

Spread Item Sales Forecast [6/DRF]

You use this task to quickly spread sales forecasts down to period, weekly and daily levels by batch processing. This avoids having to spread forecasts in the individually Maintain Item Sales Forecast task.

If you have set up a seasonal profile on the DRP item master record, it appears as the default profile on the Spread item Sales Forecast Detail window. You can change to an alternative profile or leave it blank, in which case DRP evenly spreads the forecasts across the intervals.

Note: *DRP does not update any forecast with planning intervals that are inconsistent with the interval parameters and it also includes the forecast in an exception report.*

Spread Item Sales Forecast Selection Window

To display this window, select the Spread Item Sales Forecast task.

You use this window to enter the selection criteria for the Spread Item Sales Forecast task.

Fields

Centre/DC

Enter a centre or DC with periods and stockrooms defined.

Alternatively, use the prompt facility to select from the Select DRP Centre/DC pop-up.

Year

Enter the year, in YYYY format. You must have set up the year and centre or DC combination already.

Item Group

Enter a minor item group.

Alternatively, use the prompt facility to select from the Select Minor Item Group pop-up.

If you leave this field blank, all item groups with existing item forecasts are displayed.

From Item/To Item

Enter the required item range.

You can use the prompt facility on these fields to select from the Select Item pop-up.

Note: *If you leave both the From and To fields blank, all existing item forecasts within the item group are displayed.*

Forecast Basis

Select one of the following:

Quantity (1) - To maintain quantity forecasts

Value (2) - To maintain value forecasts

If you previously maintained the forecast using the other option, a warning is displayed.

Press Enter to display the Spread Item Sales Forecast Detail window.

Spread Item Sales Forecast Detail Window

To display this window, enter the required details and then press Enter on the Spread Item Sales Forecast Selection window.

Use this window to select one or more items for spreading over the specified intervals, or time bands. These intervals must be in correct date order (that is, the From date must be before the To date) and you must enter at least one set.

Fields

Select (Untitled)

Use **Select** to select an item forecast for profiling over the selected intervals.

Functions

Select All (F15)

Use this to set all the Selection fields to **Select**. You can then manually de-select items for which you do *not* require a forecast.

Display Values (F18)

Use this to display values or quantities (to alternate the basis of display).

Select **Submit Job (F8)** to submit the job.

Maintain Item Group Stock Forecast [7/DRF]

You use this to maintain stock level targets interactively at item group and centre or DC level. You can build stocks, in excess of safety stocks, to meet periods of demand when the supply rate is unable to satisfy that demand.

You can express requirements in terms of quantity or value. You can specify dates during which and by which you must build and consume the target.

Maintain Item Group Stock Forecasts Selection Window

To display this window, select the Maintain Item Group Stock Forecast task.

You use this window to select which stock level targets to maintain and on what basis, by centre or DC, year and item group.

Fields

Centre/DC

Enter a centre or DC with periods and stockrooms defined. It must also have at least one valid minor item group profile, defined through Item Group Profile Maintenance.

Alternatively, use the prompt facility to select from the Select DRP Centre/DC pop-up.

Year

Enter the year, in YYYY format. This defaults to the current year. You can change this to a subsequent year defined to the calendar for the selected DC or centre.

Item Group

Enter a minor item group with a profile set up for the centre or DC.

Alternatively, use the prompt facility to select from the Select Minor Item Group pop-up.

Forecast Basis

Select one of the following:

Quantity (1) - To maintain stock level targets by quantity

Value (2) - To maintain stock level targets by value

If you previously maintained the stock level using the other option, a warning is displayed.

Seasonal Profile

Enter a seasonal profile code. The profile determines at which level, period or week, you can maintain stock level targets. For example, if you have set up the seasonal profile using an Entry Level of Weekly, you cannot maintain the period targets.

If you leave this field blank and do not select the stock level profiling task, the stock level targets are at maximum for the initial forecasting period and reduce on a straight-line basis for subsequent periods.

You can use the prompt facility to select from the Select Seasonal Index pop-up.

Maintain Intervals

Use this checkbox as follows:

Unchecked (default) - To not access the Maintain Item Group Stock Forecasts Intervals window

Checked - To access the Maintain Item Group Stock Forecasts Intervals window

You can then define time bands (intervals) over which to maintain stock level targets automatically.

Press Enter to continue.

Maintain Item Group Stock Forecasts Intervals Window

To display this window, check the Maintain Intervals field and then press Enter on the Maintain Item Group Stock Forecasts Selection window.

You use this window to maintain stock level targets and to define the time bands (intervals) over which you build or consume the targets, or both.

The indices, associated with the selected seasonal profile, control the build and consumption of the stock levels. If you do not select a profile, DRP applies the stock target to the first period selected and reduces it, on a straight-line basis, to zero by the end period.

You can display the calendar structure for the DC/centre and year to assist in specifying time bands (intervals).

Fields

Calendar

This field displays the calendar used in the forecasting routines. It is either the code for the selected centre or DC and year, or the default company profile calendar code

Item Group

This field displays the item group that you have selected.

Stock Target

This field displays the last maintained stock target.

Seasonal Profile

If you selected a seasonal profile, it is displayed here.

Control Details

Daily Forecasts to Week

This field displays the number of the last week for which the automatic forecast spread function created daily forecasts.

Note: *This does not update when you interactively spread forecasts.*

Weekly Forecast to Week

This field displays the number of the last week for which the automatic forecast spread function created weekly forecasts.

Note: This does not update when you spread forecasts interactively.

Last Week of Forecast

This field displays the number of the last week of the forecast that has a non-zero quantity or value. If this is a period forecast, the last week is the end week of the period.

Spread Details

Stock Target Over Intervals

Enter the maximum stock level target for the selected intervals. DRP assigns this according to the selected seasonal profile, in proportion to the maximum period index. If you do not select a seasonal profile, DRP sets the period indices to 100.

Daily Forecasts From Week/To Week

Weekly Forecasts From Week/To Week

Period Forecasts From Week/To Week

Enter the range for which you want to generate period, weekly or daily forecasts over the specified time bands, or intervals. The intervals must not overlap and must be in correct date order, that is, the From date must not be after the To date. The From and To weeks should correspond to the period start and end weeks in the calendar structure.

Functions

Display Structure (F20)

Use this to show the details for the selected year, calendar and centre or DC combination.

Press Enter to display the Maintain Item Group Stock Forecasts Period Stock Levels window.

Maintain Item Group Stock Forecasts Period Stock Levels Window

To display this window, enter details and then press Enter on the Maintain Item Group Stock Forecasts Intervals Selection window.

Alternatively, leave the **Maintain Intervals** field **unchecked** and then press Enter on the Maintain Item Group Stock Forecasts Selection window.

Use this window to maintain a stock level target, and the time phased spread indices and stock level target quantities or values, for periods, weeks and days.

Fields

Stock Target Quantity

Enter the new target. The default is the previously entered stock level target.

Seasonal Profile

Enter a different seasonal profile to profile stock levels. If this field is blank, DRP assigns the target to the initial period and reduces it, on a straight-line basis, to zero at the last period.

You can use the prompt facility to select from the Select Seasonal Index pop-up.

Position to Period

Enter the period number from which to start the list.

Total

Index/Quantity

These fields are for information only and are maintained by the software. To re-calculate these figures, press Enter.

If DRP retrieves the indices from a seasonal profile code, the total is initially 100 and DRP expresses individual forecast period indices proportionally.

DRP reconciles the quantity with the total forecast quantity or value you have already entered.

Period

There are three forecast levels: period, weekly and daily.

Period records have a number in the format PP, where PP is the defined period number.

Weekly records have a number in the format PPWW, where PP is the period number and WW is the week number.

Daily records display a weekly period number and the actual date in the Start field.

Start

This field shows the start date for the forecast period, whether it is a period, a week or a day.

For period records, the start date is always the first Monday in the period.

For weekly records, the start date is always the Monday of the week.

For daily records, the actual date is the start date.

Index

Enter the period index value used to maintain period stock level targets. The default is from the database or from the seasonal profile. If you change the seasonal profile, DRP sets the maximum index to 100 and adjusts other period indices proportionally.

Quantity/Value

Enter a period quantity or value. DRP checks the period quantity or value against the maximum stock level target. If period forecasts exceed the maximum target, a warning is displayed.

You can also apportion the value by applying period indices to maximum stock level target quantities or values, or adjust the value by profiling period targets down to week targets and weeks down to days.

If applying seasonal indices, DRP calculates the period stock level from the maximum stock level target, based on the ratio of the period index to the maximum period index. If you do not select a seasonal profile, DRP sets the period indices to 100.

Options

Select to Spread

Use this to select a stock level target. Select a period target to spread to weekly level. Select a weekly target to spread to daily level. You cannot select a daily target.

Functions

Barchart (F14)

Use this to display a bar chart showing the stock build quantity (or value) distribution, by period, throughout the forecast year.

Note: *This only applies to a 5250 emulation such as Client Access. Bar charts are currently not fully supported in Workspace.*

Apply Index (F17)

Use this to profile the total stock over the forecasting periods, in proportion to the period indices relative to maximum period index.

Create/Item Forecasts (F20)

Use this to update the item minor group stock targets and display a pop-up showing all items within the family, so you can create and maintain item stock level targets.

Stock Profile (F22)

Use this to maintain target (maximum) stock levels (value or quantity) and dates by which to build and consume stocks.

Caution: Make sure you apply indices before you select **F8=Create** or **Create/Item Forecasts F20**).

Select **Create (F8)** to create a new forecast or **Update (F8)** to modify an existing forecast.

Use Select to Spread on a period or weekly forecast to display the Maintain Item Group Stock Forecasts Weekly/Daily Stock Levels pop-up.

Maintain Item Group Stock Forecasts Create/Item Forecasts Pop-up

To display this pop-up, select **Create/Item Forecasts (F20)** on the Maintain Item Group Stock Forecasts Period Stock Levels window.

This pop-up displays all the items within the product item group and the percentage splits for items within the item group profiles. You can select one or more items sequentially, to apply the updated time-phased stock level targets at item level.

Fields

Position To

If you want to position the list to a certain point, enter an item code here.

Options

Select

Use this to select an item and access the Item Stock Forecast Maintenance functions.

Press Enter to continue.

Maintain Item Group Stock Forecasts Stock Profile Pop-up

To display this pop-up, select **Stock Profile (F22)** from the Maintain Item Group Stock Forecasts Period Stock Levels window.

Use this pop-up to define stock building targets so that DRP can automatically create a time-phased stock level plan.

Fields

From Date/To Date

Enter the date to start the stock build and the date by which the stock should be back to the safety stock level.

Target Date

Enter the date by which the stock should reach the maximum quantity. This must be between the To and From date range.

Target Quantity/Value

Enter a target or maximum quantity, or value, to build by the specified target date. This should be a quantity above the safety stock level.

Example:

You must build stocks from 04/01/07, to a maximum stock position of 100,000 units by 31/03/07. You must consume this stock by 27/12/07.

The date range is 04/01/07 to 27/12/07.

The target quantity is 100,000 units.

The target date is 31/03/07.

DRP generates time-phased stock level targets, building from the safety stock level, on a straight-line basis from 04/01/07 to a peak of 100,000 on 31/03/07. DRP reduces the stock back down to safety stock, on a straight-line basis, by 27/12/07, assuming there is sufficient demand to consume it.

Functions

Press Enter to generate the stock level indices and targets within the date range.

Generate Item Stock Forecast [8/DRF]

You use this task to profile item group stock level targets to item stock level targets, in proportion to the percentages defined for the items within the item group profile.

This regenerates all item stock targets for the items in the selected item groups.

Generate Item Stock Forecast Item Group Selection Window

To display this window, select the Generate Item Stock Forecast task.

You use this window to select the centre/DC, year and range of item groups for which you want to generate stock level targets.

Fields

Centre/DC

Enter a centre or DC with periods and stockrooms defined and at least one item group profile defined for the DC or centre.

Alternatively, use the prompt facility to select from the Select DRP Centre/DC pop-up.

Year

Enter the year, in YYYY format.

Item Group/To

Enter the required minor item group range. Leave both fields blank to display all item groups for the DC or centre which have item group forecasts assigned.

You can use the prompt facility on these fields to select from the Select Minor Item Group pop-up.

Press Enter to display the Generate Item Stock Confirm Selection window.

Generate Item Stock Confirm Selection Window

To display this window, complete the Generate Item Stock Forecast Item Group Selection window and then press Enter.

You use this window to select one or more item groups in order to generate item level stock targets. DRP re-calculates the targets for all items within the selected item group, according to the percentages defined for the item in the Item Group Profile.

Fields

Select (Sel)

Use **Select** to select an item group for processing.

This converts an item group stock level target from a value target to a quantity target. DRP divides the value target by the base list price to obtain the quantity requirement.

Select **Submit Job (F8)** to submit the job. This re-calculates stock level targets for all items within selected item groups.

Maintain Item Stock Forecast [9/DRF]

You use this task to create and maintain stock level targets, by item and DC or centre. DRP generates these targets by:

- Profiling item group stock level targets, using functions previously described within DRP
- Direct entry through this task, without prior set-up of Item Group Profiles

Maintain Item Stock Forecast Selection Window

To display this window, select the Maintain Item Stock Forecast task.

You use this window to select the item for which you want to create or maintain stock level targets.

Fields

DC/Centre

Enter a centre or DC with periods and stockrooms defined.

Alternatively, use the prompt facility to select from the Select DRP Centre/DC pop-up.

Year

Enter the year, in YYYY format. You can change to a subsequent year defined to the calendar for the DC or centre item.

Item

Enter an item defined in DRP for the centre or DC.

Alternatively, use the prompt facility to select from the Select Item pop-up.

Forecast Basis

Select one of the following:

Quantity (1) - To generate stock building schedules by quantity

Value (2) - To generate stock building schedules by value

If the forecasting basis is different from that previously used, a warning is displayed. You can override this.

Seasonal Profile

Enter a seasonal profile.

Alternatively, use the prompt facility to select from the Select Seasonal Index pop-up.

The seasonal profile you select here determines the level at which you can maintain targets. If you enter a seasonal profile which has been set up using weekly levels, you cannot maintain period targets.

Maintain Intervals

Use this checkbox as follows:

Unchecked (default) - To not access the Maintain Item Stock Forecast Intervals

Checked - To access the Maintain Item Stock Forecast Intervals window

You use this window to define time bands (intervals) used to maintain quantity or value stock level targets automatically.

Press Enter to display the next window.

Maintain Item Stock Forecast Period Targets Window

To display this window, complete the Maintain Item Stock Forecast Intervals Selection window and then press Enter.

Alternatively, leave the Maintain Intervals field **unchecked** and then press Enter on the Maintain Item Stock Forecast Selection window.

You use this window to maintain maximum and period stock level targets and seasonal indices. You can profile, by stages, period stock level targets to daily and weekly targets, using different seasonal profiles for each stage.

Fields

% of Group

This is the percentage stock level requirement for this item, within the item group profile. This is not displayed if you created the stock build using this task but did not include the item in the item group profile.

Stock Target Quantity

Enter the new target. The default is the previously entered stock level target.

Note: *You can use Display Values/Quantities (F18) to switch between quantity and values. However, you cannot maintain the alternative display. You base conversion on the item stockroom base sales price.*

Seasonal Profile

Enter a different seasonal profile to profile stock levels. If this field is blank, DRP assigns the target to the initial period and reduces it, on a straight-line basis, to zero at the last period.

You can use the prompt facility to select from the Select Seasonal Index pop-up.

Position to Period

Enter the period number from which to start the list.

Total

Index/Quantity

These fields are for information only and are maintained by the software. To re-calculate these figures press Enter.

If DRP retrieves the indices from a seasonal profile code, the total is initially 100 and DRP expresses individual forecast period indices proportionally.

DRP reconciles the quantity with the total forecast quantity or value you have already entered.

Period

There are three forecast levels: period, weekly and daily.

Period records have a number in the format PP, where PP is the defined period number.

Weekly records have a number in the format PPWW, where PP is the period number and WW is the week number.

Daily records display a weekly period number and the actual date in the Start field.

Start

This field shows the start date for the forecast period, whether it is a period, a week or a day.

For period records, the start date is always the first Monday in the period.

For weekly records, the start date is always the Monday of the week.

For daily records, the actual date is the start date.

Index

Enter the period index value used to maintain period stock level targets. The default is from the database or from the seasonal profile. If you change the seasonal profile, DRP sets the maximum index to 100 and adjusts other period indices proportionally.

Quantity/Value

Enter a period quantity or value. DRP checks the period quantity or value against the maximum stock level target. If period forecasts exceed the maximum target, a warning is displayed.

You can also apportion the value by applying period indices to maximum stock level target quantities or values, or adjust the value by profiling period targets down to week targets and weeks down to days.

If applying seasonal indices, DRP calculates the period stock level from the maximum stock level target, based on the ratio of the period index to the maximum period index. If you do not select a seasonal profile, DRP sets the period indices to 100.

Options

Select to Spread

Use this to select a period schedule to break down to weekly level or a weekly schedule to break down to daily level. You cannot select a daily record.

Functions

Barchart (F14)

Use this to display a bar chart showing the stock build quantity or value distribution throughout the forecast year.

Note: *This only applies to a 5250 emulation such as Client Access. Bar charts are currently not fully supported in Workspace.*

Apply Index (F17)

Use this to profile the entered stock level target over the planning periods, according to the indices in each period relative to maximum period index.

Display Values/Quantities (F18)

Use this to alternate between the quantity and value displays. If you originally selected quantity, you cannot maintain the value. It is not possible to change the indices or values or stock level targets.

Stock Profile (F22)

Use this to displays the Stock Profile pop-up. Use this to maintain target stock levels and dates by which to build and consume stocks.

Select **Create (F8)** to create a new forecast or select **Update (F8)** to modify an existing forecast.

Use Select to Spread on a period or weekly forecast to display the Maintain Item Group Stock Forecasts Weekly/Daily Stock Levels pop-up.

Caution: Make sure you apply indices before you select **Create/Update (F8).**

Spread Item Stock Forecast [10/DRF]

Use this to profile stock level targets automatically by period, week and day, using a seasonal profile selective within defined time intervals.

The seasonal profile set up on the DRP item master records appears as the default profile on the Selection window. You can change to an alternative profile or leave it blank.

Note: *An exception report highlights any existing stock level targets inconsistent with the interval parameters report. DRP does not update the targets.*

Spread Item Stock Forecast Selection Window

To display this window, select the Spread Item Stock Forecast task.

Use this window to enter the criteria for the spread item stock forecast.

Fields

Centre/DC

Enter a centre or DC with periods and stockrooms defined.

Alternatively, use the prompt facility to select from the Select DRP Centre/DC pop-up.

Year

Enter the year, in YYYY format, for which you require the stock level targets.

Item Group

Enter a minor item group.

Alternatively, use the prompt facility to select from the Select Minor Item Group pop-up.

If you leave this field blank, all item groups with existing item stock level targets are displayed.

From Item/To Item

Enter the required item range. Leave both the From and To fields blank to display all existing item stock level targets within the selected item group.

You can use the prompt facility on these fields to select from the Select Item pop-up.

Forecast Basis

Select one of the following:

Quantity (1) - To maintain stock level plans by quantity

Value (2) - To maintain stock level plans by value

Press Enter to display the Spread Item Stock Forecast Detail window. .

Spread Item Stock Forecast Detail Window

To display this window, complete the Spread Item Stock Forecast Selection window and then press Enter.

You use this window to specify one or more items for spreading over the specified intervals or time bands.

Fields

Select (Untitled)

Use **Select** to select an item stock level target for profiling over the selected intervals or time bands.

Stock Target Quantity

You can change whether the stock target quantity or value displays by selecting **Display Quantity/Values (F18)**. This defaults to the previously maintained item group profiles and item group or item level stock targets.

Seasonal PRF.

Enter a seasonal profile if required.

Alternatively, use the prompt facility to select from the Select Seasonal Index pop-up.

Intervals

Enter the intervals (time bands) over which to profile the stock targets. The intervals must be in correct date order, that is the From date must be before the To date, and you must enter at least one set. If the intervals are inconsistent with existing item stock level targets (for example, where a selection attempts to break down an existing daily forecast down into weeks), DRP produces an exception report.

Functions

Select All (F15)

Use this to select all the items. You can then manually de-select items for which you do not require a stock build plan.

Display Quantities/Values (F18)

Use this to alternate the basis of display. If you are displaying quantities this displays the values and *vice versa*.

Note: *You must select at least one item from the list.*

Select **Submit Job (F8)** to submit the job.

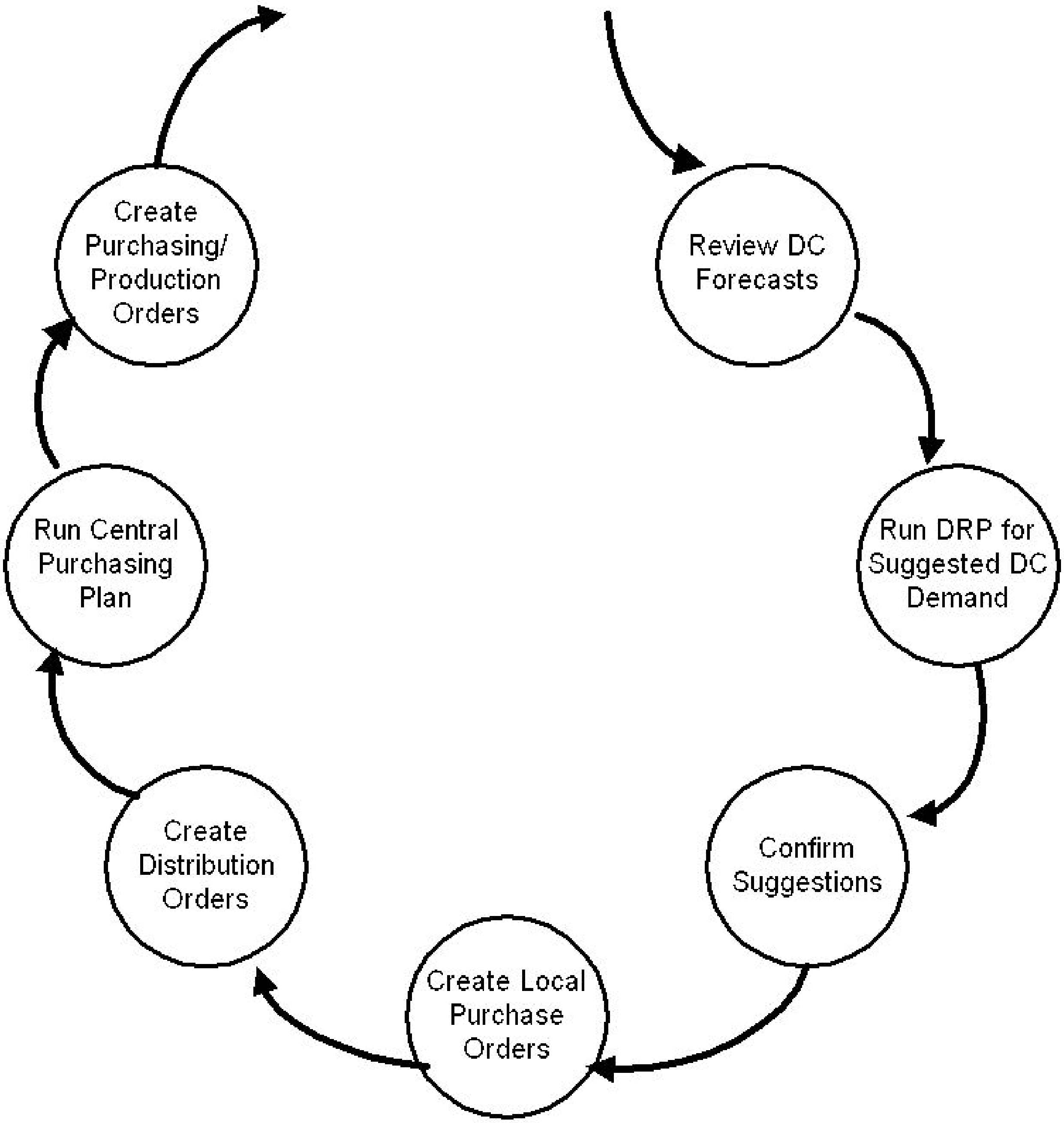
Chapter 4 Processing

The DRP Cycle

The following diagram represents the DRP cycle.

This description represents a one-level DRP cycle run. You can repeat or partially repeat this cycle for each network.

Note: *You can define a supply centre in one network as a DC (Distribution Centre) in another network.*



Review DC Forecasts

If you use forecasts, you review and update the stock and sales forecasts for each item at the DC. Forecasts are not mandatory in DRP.

Evaluate DC Demand

Assess the supply and demand figures for all DCs within a specified network. Supply plans are generated at item level for each centre. The supply plans suggest new supply orders, from the centre or from external suppliers, and amend existing supply orders. Evaluate DC demand also deletes all previous suggestions.

This evaluation considers existing DRP Transfer Orders as demand and supply. When considering them as supply it recognises where quantities are currently committed, that is reserved, to existing demand and hence not available as supply.

The plans provide planners with the information to match supply and demand, check the feasibility of suggestions, monitor data integrity and assess the impact of new situations at each DC.

Supplier Delivery Schedules

When extracting Purchased/Bought Out Items, the Primary Supplier and Stockroom are used to determine whether there is a Supplier Delivery Schedule in force for the Item. If there a Delivery Schedule, either for the Item/Stockroom/Supplier, or for the Item/Supplier, or simply for the Supplier alone, then this is used to identify the delivery dates that are available for the Item within the date range that the planning run spans.

The Delivery Schedule can be defined as particular days of the week, specific dates defined on the Supplier Calendars file, or dates as defined in the Schedule defined for the Item/Stockroom/Supplier on the related Purchase Ledger Schedule table.

When generating new demands for Purchased/Bought Out Items, if the demand date does not fall on a valid delivery date according to the Supplier Delivery Schedule, then the demand date is adjusted so that it falls on the nearest preceding delivery date. Both the original demand date and the adjusted demand date are recorded on the demand record.

If no Delivery Date is found on, or earlier than, the original demand date, then the date is not adjusted, and the details of the demand are printed on an exception report, with the message:

> *'No Supplier Delivery Date found on or before the Due Date.'*

***Note**: Refer to the Purchase Order Management Product Guide for the definition of Supplier Delivery Schedules.*

Confirm Suggestions

Once you have reviewed and accepted the DC run suggestions, you can convert the suggestions to requisitions in the Requisitioning application. You can amend the requisitions if you want.

Note: *DRP deletes all outstanding requisitions for the stockrooms and adds new ones from the latest DRP suggested orders.*

Create Local Purchase Orders

Use Requisitioning to convert the purchase requisitions, created from DRP, to purchase orders on external suppliers. DRP transfers purchase orders into Purchase Management.

Create Distribution Orders

Use Requisitioning to convert the distribution requisitions, for supply from a centre, into distribution orders. DRP transfers distribution orders into Sales Order Processing and places the order lines against the centre stockroom defined to the item in DRP.

You can enter distribution orders directly into Sales Order Processing, by using the Distribution Order Entry or Amend tasks. Specify the From and To stockrooms in order to create a link between them automatically. DRP creates an internal sales order against the customer defined for the To stockroom.

Note the following:

- DRP treats the distribution order as an internal sales order, and raises no invoice details. The customer is defined to the stockroom to receive the supply.
- On confirmation of despatch, DRP adds the distribution order lines to the DRP Shipments in Transit file. If you have World Trade attached and the transfer is across an EC border, DRP writes a movement record for processing within the World Trade module. DRP uses this to produce Intrastat and ESL reports and to post the acquisition VAT due on receipt of the goods.
- When the stockroom receives the distribution order lines, you need to confirm the goods as received within DRP.

Run Central Purchasing Plan

Assess the supply and demand figures for the supply centre. Suggest new purchase orders from external suppliers and recommend amendments to existing purchase orders.

Note: *If the centre is a Manufacturing site, you must define the items at the centre to Manufacturing not to DRP, and the centre run should be an MPS run not a DRP run.*

Create Purchase/Production Orders

Create the requisitions from DRP suggestions and then convert them to purchase orders, in Purchase Management.

You can create manufacturing orders from MPS suggestions within the Master Production Scheduling module. Refer to the Requisitioning or Manufacturing product guides for further details.

Note: *You can automate the Evaluate DC Demand, Confirm Suggestions, Create Local Purchase Order, Create Distribution Orders and Run Central Supply Plan steps by using the Network Run task. It performs the tasks of the DRP cycle in a one-step batch job.*

DRP Run Processing

In each of the DRP run tasks, there are a number of ways you can select the items for re-planning. There are three distinct DRP run types:

1 - Full Regeneration

This re-plans all DRP items for the selected network or centre.

2 - Net Change

Net Change selects a number of items for re-planning on the basis of changes in the supply, demand, stock or replenishment factors since they were last planned. This is achieved using net change triggers. The triggers are pre-defined and use a set of reason codes.

A net change reason is a type of business transaction that potentially affects the supply, demand, and stock or replenishment parameters of a particular item.

For instance, if you raise a purchase order for replenishment of item B005 at stockroom H1, and stockroom H1 is attached to a centre or DC in DRP, and item B001 is defined as an item at that centre or DC, a net change trigger is written for that particular location, item and reason code combination (provided that this trigger has not already been set).

When you review net change triggers for a centre or DC before submitting a net change planning run, the number of triggers set for each reason code is displayed. Use this information to choose whether you process some or all of the items that have set triggers under any of the reason codes.

Note: *When a particular item is re-planned at a particular DRP location, all net change triggers are deleted for that location/item combination. This is irrespective of the DRP run type chosen for processing.*

3 - Selective Processing

This selects a subset of items for re-planning on the basis of the selection of ranges of DRP items, planners, minor item groups, Inventory cost or usage elements, or preferred suppliers.

You can make these selections before submitting any of the DRP planning runs, that is, DC, centre or network.

An item will only be re-planned at a particular centre or DC if **all** of the following conditions apply:

- It is within the range of items selected.
- The DRP planner assigned to the item is within the range of DRP planners selected.
- The Inventory minor item group to which the item belongs is within the range of Inventory minor item groups selected.
- The Inventory cost or usage element calculated for that item is within the range of cost or usage elements selected.
- The preferred supplier defined on the Inventory item/stockroom details is within the range of preferred suppliers selected.

Evaluate DC Demand [1/DRP]

Use this task to assess the supply and demand status for items handled at the DCs within a selected network.

DRP produces a separate schedule for each DC, with supply and demand quantities and suggested actions for each item.

Evaluate DC Demand Window

To display this window, select the Evaluate DC Demand task.

You use this window to select the network for which you want to evaluate DC demand.

Fields

Enter Network Code

Enter a network code.

Alternatively, use the prompt facility to select from the Select DRP Networks pop-up.

Select a network code or enter a network code and then press Enter to display the DC Run Selection window.

DC Run Selection Window

To display this window, select a network code or enter a network code and then press Enter on the Evaluate DC Demand window.

You use this window to enter the criteria for a DRP processing run and to submit the run.

Fields

DRP Run Type

Select one of the following to indicate the type of DRP run you want to generate:

Full Regeneration (1)

This re-plans all items.

Net Change (2)

This re-plans a subset of items on the basis of changes in the supply, demand, stock or replenishment parameters of items. Select **Review Specification (F14)** to select the triggers you want to use.

Selective (3)

This re-plans a subset of items on the basis of a selection of ranges of items, planners, minor item groups, Inventory cost or usage elements and preferred suppliers. Select **Review Specification (F14)** to enter the ranges.

Current Date

The date defaults to the current date. DRP uses this in conjunction with Overdue Days to establish the start date for the DRP run as follows:

Start Date = Current Date - Overdue Days

Overdue Days

Enter the number of days prior to the current date within which the module still includes outstanding supply and demand orders (excluding any forecasts).

Time Fence Days

Enter the number of days, forward from the current date of the DRP run, during which the plan remains frozen. DRP sets any supply suggestions required within this period, for action on the first working day after the time fence. If this field is blank or zero, DRP calculates the time fence at item level (defined in the Distribution Item Master file) based on lead times.

Calculate Safety Stock

Use this checkbox as follows:

Unchecked - To consider only fixed safety stocks, as defined on the Distribution Item Master file

Checked - To calculate safety stock cover for DRP items, based on forecast demand

Safety Stock Cover Weeks/Days

Specify the number of weeks and days of safety cover to use, as a blanket value for all items in this run. DRP calculates this from forecast demand for each item. You must therefore enter sales forecasts for all items requiring safety stock cover.

If this field is blank or zero and you require safety stock calculations, the number of weeks or days of safety cover defaults to that entered on the Distribution Item Master file.

End Date

Enter or select the last date for the planning run to consider. The field defaults to the end date of the previous run.

Include Forecasts

Select one of the following to indicate the type of forecasts for the planning run to consider:

Sales (1) - To include sales forecasts only

Stock building (2) - To include stock level forecasts only

Both (3) (default) - To include both sales and stock level forecasts

Neither (0) - To exclude all forecasts and only consider the actual demand

As per item (Blank) - DRP considers each item separately, with forecasts included or excluded based on the Distribution Item Master and DRP Forecast field entry.

Fiscal Type

As per current processing the Fiscal Document Type field is mandatory if displayed.

Use the application task to access the new S21 Task/ Document type table and if a single record is found then the Fiscal Document Type will be returned into the Fiscal Type field and the field will be protected. The user will not be forced to tab through this field to progress.

If more than one record is found and, if one is flagged as the default, then it will be returned and displayed but the field will not be protected. Prompting will display a list from the new S21 ask / Fiscal Document Type table.

If more than one record is found then the field will be left as blank but prompting will be over the new S21 task / Fiscal Document type table.

If no records are found then the field will be displayed as blank but prompting will be over the list of Fiscal Document Types for the Usage type (current processing).

Functions

Review Specification (F14)

Use this to enter further net change or selective processing details. The DC Run Net Change Trigger Selection pop-up or the DC Run Selection Criteria pop-up is displayed.

Restrict Extractions (F16)

Use this to exclude certain purchase orders. The DC Run Restrict Order Extractions for Run pop-up is displayed.

Print Last Run Details (F19)

Use this to print the report of the last run.

Select **Submit (F8)**. This validates all details and submits the regeneration plan batch job.

DC Run Net Change Trigger Selection Pop-up

To display this pop-up, set the DRP Run Type to Net Change and then select **Review Specification (F14)** on the DC Run Selection window.

Use this pop-up to maintain the net change selections for the current run. Each time you press Enter, the next DC in the network is displayed.

Fields

Quantity to Process

Enter the number of unprocessed triggers to process for this reason code. If you want to process all triggers, do not enter a value in this field

Options

Select All

Use this to select all triggers to process for this reason code.

Select with Limit

Use this to select a particular quantity of triggers to process for this reason code.

Functions

Select All (F18)

Use this to select all unprocessed triggers for all reason codes.

Press Enter to return to the DC Run Selection window.

DC Run Selection Criteria Pop-up

To display this pop-up, set the DRP Run Type to Selective and then select **Review Specification (F14)** on the DC Run Selection window.

You use this pop-up to enter the details you want to be included in a selective processing run. The selections for the last selective processing run for the network will be displayed. You can enter selection details for each DC in the selected network. Each time you press Enter, the next DC in the network is displayed.

Fields

You do not have to enter information in all of the fields, only the ranges that you want to include in the DC run.

Leave the From and To fields blank to select all items.

If you enter a From value and leave the To field blank, the To field defaults to the From field.

If you enter a To value, you must enter a From value.

The To field must not be less then the From field.

Item/To

Enter a range of items to be re-planned.

Alternatively, use the prompt facility on these fields to select from the Select DRP Items for Centre/DC pop-up.

Planner/To

Enter a range of DRP planners.

Alternatively, use the prompt facility on these fields to select from the Select Planner pop-up.

Item Group/To

Enter a range of Inventory minor item groups.

Alternatively, use the prompt facility on these fields to select from the PGMN Item Group - Minor pop-up.

Value/Usage Class/To

Enter a range of Inventory values or usage classes.

Preferred Supplier/To

Enter a range of preferred suppliers. (You define preferred suppliers in Stockroom Details in Inventory Management.)

Alternatively, use the prompt facility on these fields to select from the Supplier Search pop-up.

Press Enter to return to the DRP DC Run Selection window.

DC Run Restrict Order Extractions for Run Pop-up

To display this pop-up, select **Restrict Extractions (F16)** on the DC Run Selection window.

Use this pop-up to select the purchase orders to extract for the DRP processing run. This improves processing efficiency by restricting unnecessary data extraction.

Fields

Exclude Unconfirmed Quantities on Scheduled Purchase Orders

Use this checkbox as follows:

Unchecked - To include all scheduled purchase order quantities whether confirmed or not

DRP assigns the unscheduled order quantities to the last planning period in the DRP run.

Checked - To exclude unconfirmed order quantities from scheduled orders

Exclude Confirmed Purchase Orders (Outstanding, GI, Inspection)

This is concerned with purchase orders not yet accepted into stock.

Use this checkbox as follows:

Unchecked - To include all purchase order quantities for processing

Checked - To exclude all purchase orders from processing

This is particularly useful where there is no local purchasing at the DC.

Press Enter to update the exclusion criteria.

Run DRP for Centre [2/DRP]

You use this task to assess the supply and demand at the selected supply centre, and to produce a central supply plan.

The supply plan may contain suggested purchase orders, amendments to existing orders, or both.

The DRP extract considers existing DR transfer orders as demand and supply. The extract recognises where quantities are currently committed to demand and hence not available as supply.

Run DRP for Centre Window

To display this window, select the Run DRP for Centre task.

You use this window to select the supply centre you wish to evaluate.

Fields

Enter Centre Code

Enter the code of a centre defined to at least one network.

Alternatively, use the prompt facility to select from the Select DRP Centre pop-up.

Select a centre or enter a centre and then press Enter to display the Centre Run Selection window.

Centre Run Selection Window

To display this window, select a centre or enter a centre code and then press Enter on the Run DRP for Centre window.

You use this window to specify the criteria for, and to submit, a DRP processing run.

Fields

DRP Run Type

Use this to indicate the type of DRP run you want to process.

Select one of the following:

Full Regeneration (1)

This re-plans all items.

Net Change (2)

This re-plans a subset of items on the basis of changes in the supply, demand, stock or replenishment parameters, since you last planned them.

To select which triggers you want to process, select **Review Specification (F14)**.

Selective (3)

This re-plans specified ranges of items, DRP planners, minor item groups, cost or usage elements, or preferred suppliers

To enter these ranges, select **Review Specification (F14)**.

Current Date

Enter or select the current date. DRP uses this in conjunction with overdue days to calculate the start date for the DRP run as follows:

Start Date = Current Date - Overdue Days

Overdue Days

Enter the number of days prior to the current date within which the module still includes outstanding supply and demand orders (excluding any forecasts).

Time Fence Days

Enter the number of days, forward from the date of the DRP run, during which the plan remains frozen. DRP actions any supply suggestions within this period on the first working day after the time fence. If this is blank or zero, DRP calculates time fences at item level which are defined in the Distribution Item Master file.

Calculate Safety Stock

Use this checkbox as follows:

Unchecked - To consider only the fixed safety stocks defined in the Distribution Item Master file

Checked - To calculate safety stock cover for DRP items, based on forecast demand

Safety Stock Cover Weeks/Days

Enter the number of weeks and days of safety stock cover required, as a blanket value applicable to all items in this run. DRP calculates this from the sales forecast for each item. You must therefore enter sales forecasts for all items requiring safety stock cover.

If the safety weeks and days cover for this run is blank or zero, the number of weeks and days cover defaults to that entered at Distribution Item Master level.

End Date

Enter or select the last date for the planning run to consider. This defaults to the end date of the previous run.

Include Forecasts

Select one of the following to indicate the types of forecasts for the planning run to consider:

Sales (1) - To include sales forecasts only

Stock building (2) - To include stock level forecasts only

Both (3) (default) - To include both sales and stock level forecasts

Neither (0) - To exclude all forecasts and only consider the actual demand

As per item (Blank) - DRP considers each item separately, with forecasts included or excluded based on the Distribution Item Master and DRP Forecast field entry.

Functions

Review Specification (F14)

Use this to display the Run Net Change Trigger Selection pop-up or the Selective DC Run Criteria pop-up, depending on what you entered in the DRP Run Type field.

Restrict Extractions (F16)

Use this to display the Restrict Order Extractions for Run pop-up. You can use this pop-up to exclude certain purchase orders from the DRP run.

Print Last Run Details (F19)

Use this to print a report of the last run.

Select **Submit (F8)** to validate all information and submit the regeneration plan batch job.

Network Run [3/DRP]

You use this task to access the supply and demand for the whole of the selected network within a single run.

The Network Run will carry out the following automated processes:

- Evaluate DC demand (full regeneration, net change or selective)
- Confirm supply suggestions
- Create local purchase orders
- Create distribution orders
- Run a central supply plan (full regeneration only)

This removes the user intervention stage of amending suggestions and creating orders (via Requisitioning) for the DCs.

The automated run is particularly useful where supply suggestions are unlikely to require many amendments. You can assess the whole network with a single overnight run. You can review the resulting DC and centre schedules, using schedule enquiries or reports.

Note: *You can make any amendments to the generated supply orders by maintaining the purchase order (via Purchase Management) or distribution order (via the Distribution Order Amend task).*

This task generates the following reports:

- The New Requisitions report
- The Requisitions Deleted report

Network Run Window

To display this window, select the Network Run task.

You use this window to select the network you wish to evaluate.

Fields

Enter Network Code

Enter a network code, as defined to DRP via Network Maintenance.

Alternatively, use the prompt facility to select from the Select DRP Networks pop-up.

Select a network code or enter a network code and then press Enter to display the Network Run Selection window.

Network Run Selection Window

To display this window, elect a network code or enter a network code and then press Enter on the Network Run window.

You use this window to specify the criteria for, and to submit, a DRP processing run.

Fields

DRP Run Type

Select one of the following to indicate the type of DRP run to process:

Full Regeneration (1)

This re-plans all items.

Net Change (2)

This re-plans a subset of items on the basis of changes in the supply, demand, stock or replenishment parameters, since you last planned them

To select which triggers you want to process, select **Review Specification (F14)**.

Selective (3)

This re-plans items within specified ranges of items, DRP planners, minor item groups, cost or usage elements or preferred suppliers, or all of these

To enter these ranges, select **Review Specification (F14)**.

Current Date

Enter or select the current date. DRP uses this with Overdue Days to calculate the start date for the DRP run as follows:

Start Date = Current Date - Overdue Days

Overdue Days

Enter the number of days prior to the current date within which outstanding supplies are still valid.

Time Fence Days

Enter the number days forward from the date of the DRP run that the plan remains frozen. DRP sets any supply suggestions within this period for action on the first working day after the time fence. If this is blank or zero, DRP calculates the time fences at item level (as defined in the Distribution Item Master file).

Calculate Safety Stock

Use this checkbox as follows:

Unchecked - To consider only the fixed safety stocks as defined in the Distribution Item Master file

Checked - To calculate safety stock cover for DRP items, based on forecast demand

Safety Stock Cover Weeks/Days

Enter the number of weeks and days of safety stock cover required, as a blanket value applicable to all items in this run. DRP calculates this from the sales forecast for each item. You must, therefore, enter sales forecasts for all items requiring safety stock cover.

If the safety weeks and days cover for this run is blank or zero, the number of weeks and days cover defaults to that entered at DRP Distribution Item Master level.

End Date

Enter or select the last date for the planning run to consider. This defaults to the end date of the previous run.

Include Forecasts

Select one of the following to indicate the types of forecasts for the planning run to consider:

Sales (1) - To include sales forecasts only

Stock building (2) - To include stock level forecasts only

Both (3) (default) - To include both sales and stock level forecasts

Neither (0) - To exclude all forecasts and only consider the actual demand

As per item (Blank) - DRP considers each item separately, with forecasts included or excluded based on the Distribution Item Master and DRP Forecast field entry.

Fiscal Type

As per current processing the Fiscal Document Type field is mandatory if displayed.

Use the application task to access the new S21 Task/ Document type table and if a single record is found then the Fiscal Document Type will be returned into the Fiscal Type field and the field will be protected. The user will not be forced to tab through this field to progress.

If more than one record is found and, if one is flagged as the default, then it will be returned and displayed but the field will not be protected. Prompting will display a list from the new S21 ask / Fiscal Document Type table.

If more than one record is found then the field will be left as blank but prompting will be over the new S21 task / Fiscal Document type table.

If no records are found then the field will be displayed as blank but prompting will be over the list of Fiscal Document Types for the Usage type (current processing).

Functions

Review Specification (F14)

Use this to display the Run Net Change Trigger Selection pop-up or the DC Run Selection Criteria pop-up, depending on what you entered in the DRP Run Type field.

Restrict Extractions (F16)

Use this to display the Restrict Order Extractions for Run pop-up. You can use this pop-up to exclude certain purchase orders from the DRP run.

Print Last Run Details (F19)

Use this to print a report of the last run details.

Select **Update (F8)** to validate the entries and submit the regeneration batch job.

Distribution Order Entry [4/DRP, 1/WTD]

Distribution orders are internal orders placed on supply centres in a network to satisfy demand for items at the DCs, that is, a movement of stock between two stockrooms in a single company. They are basically a formal request for a transfer of stock.

You must set up a dummy customer in the Maintain Customers task in Sales Order Processing. You then need to assign each DRP stockroom to a dummy customer, known as the internal customer, using the Customers task in DRP (or, if you are using World Trade, the Maintain Stockroom task). The distribution order can then be processed through Sales Order Processing as a normal sales order would be, except that the customer will be a dummy customer - a DRP stockroom.

Distribution orders are created in different ways. They may be created automatically (for instance, by the network planning run), or you can use the Distribution Order Entry task to enter the orders.

You create the distribution order with a From and a To stockroom, and the software allocates a sales order number. DRP uses the order number and the internal customer associated with the To stockroom to process the order through the allocation, pick and confirm despatch stages. The dummy address can be a particular stockroom to supply DCs, or you can override the delivery address each time you enter a distribution order.

After confirm despatch, the Confirm Receipt task receives the stock into the To stockroom and updates the stock balance. Sales Order Processing identifies the order as a distribution order and so does not generate an invoice.

Therefore, for most of its processing cycle, you manage a distribution order using functions in the Sales Order Processing or Warehousing applications.

If the From and To stockrooms are in different EC countries, confirm despatch creates World Trade movements. DRP uses these movements to produce Intrastat and ESL reports and to post the acquisition VAT due on receipt of the goods.

Note: *DRP takes into account manually-entered distribution orders in the distribution planning runs.*

Catchweight

The Distribution Order Entry tasks calculate secondary values and UoMs. You can enquire upon orders for catchweight items using the Distribution enquiry tasks.

About Transfer Order Control in Production

If you are using the Production applications, distribution orders are known as transfer orders.

Transfer Orders (or Inter-plant Supply Requests) are requests to move stock between production units. You can only have transfer order control if you are using one, two or all three of multi-plant, multi-sourcing or cellular network.

Transfer orders authorise the movement of stock from one planning unit to another, in order to satisfy a demand in the requesting planning unit. The planning unit receiving the transfer order will process the transfer request as a source of demand.

You can create transfer orders in two ways:

Manually

Via MPS, which recommends transfer orders that you then confirm using the Requisitions application

Multi-sourcing must be active for the MPS run to recommend transfer orders.

You can set the maximum number of lines allowed for each transfer order. You do this as part of Company Profile Maintenance.

The transfer lead time is obtained from the item's To Stockroom lead time (defined in weeks). You can override the lead time at transfer order line level.

About Transfer Orders in Order Capture

In Order Capture, manual distribution orders (Transfer Orders) can be generated automatically using the Transfer to Order (JIT) and Manual Transfer (MJT) supply rules.

The generated order is identical to any other Transfer or Distribution order, in that it is recognised as demand against the shipping stockroom and supply into the receiving stockroom, and is processed using the usual order fulfillment tasks.

In Order Capture, you cannot amend a Transfer Order directly; it will only be altered by changes to the demand (Sales) order. Manual changes to a Transfer Order would have to be made in Distribution Order Amend.

India

When operating in India, GL country parameter **070** is **1** and the Tax Engine is operating GL country parameter **061** is **1**, transfer order entry and amendment require entry of a fiscal document type. Fiscal document types are established to Maintain Fiscal Document Usage Codes [3/L1M], transfer orders utilize type **06**.

The fiscal type established to the transfer order is utilized by the tax engine in confirmation of despatch to calculate the appropriate taxes.

Distribution Order Entry Selection Window

To display this window, select the Distribution Order Entry task.

You use this window to select the despatching and receiving distribution stockrooms, and to specify the required despatch date for the distribution order. If you create a number of distribution orders sequentially, the previously created order details are displayed.

Transfers to and from bonded warehouses are not allowed.

Note: *Please use Order Capture to affect a transfer of stock from/to a bonded warehouse.*

Fields

From Stockroom

Enter the stockroom to source the distribution order.

Alternatively, use the prompt facility to select from the Stockroom Selection pop-up.

Note: *The From stockroom must be defined as a depot in Sales Order Processing.*

Caution: Stockroom cannot be a bonded warehouse.

To Stockroom

Enter the stockroom to receive the distribution order.

Alternatively, use the prompt facility to select from the Stockroom Selection pop-up.

This stockroom must have an internal customer code attached to it in Sales Order Processing.

Caution: Stockroom cannot be a bonded warehouse.

Despatch Due Date

Enter or select the date on which the distribution order is due for despatch.

Fiscal Type

As per current processing the Fiscal Document Type field is mandatory if displayed.

Use the application task to access the new S21 Task/ Document type table and if a single record is found then the Fiscal Document Type will be returned into the Fiscal Type field and the field will be protected. The user will not be forced to tab through this field to progress.

If more than one record is found and, if one is flagged as the default, then it will be returned and displayed but the field will not be protected. Prompting will display a list from the new S21 ask / Fiscal Document Type table.

If more than one record is found then the field will be left as blank but prompting will be over the new S21 task / Fiscal Document type table.

If no records are found then the field will be displayed as blank but prompting will be over the list of Fiscal Document Types for the Usage type (current processing).

Press Enter to display the Delivery Address Override window.

Delivery Address Override Window

To display this window, enter the required details and then press Enter on the Distribution Entry Selection window.

You can use this window to override the delivery name and address that appear on the despatch note.

Fields

Delivery Name and Address

Enter the delivery name and address to appear on the pick and despatch notes for the distribution order. This defaults to the delivery address defined to the internal customer for the receiving stockroom.

Press Enter to display the Distribution Order Entry Lines window.

Distribution Order Entry Lines Window

To display this window, press Enter on the Delivery Address Override window.

You use this window to enter distribution order lines. If the despatch date is within the time fence and sufficient stock exists in Inventory, DRP automatically allocates the line. Otherwise, the quantity shows in reverse image as unallocated.

Fields

Use these fields to enter a new line.

Item

Enter an item. The item must be defined to both the From and To stockrooms for the order.

Alternatively, use the prompt facility to select from the Item Master Scan pop-up.

Quantity (Qty)

Enter the quantity required.

Despatch Date (Dsp)

Enter or select the despatch date. This defaults to the due date from the previous window.

Receipt Date (Rcpt)

Enter or select the receipt date. If you leave this field blank, DRP calculates the receipt date by the item lead time.

Note: *You do not need to enter both despatch and receipt dates. If you enter one, DRP calculates the other based on the lead time at the To stockroom.*

Options

Amend

Use this to amend the order line details.

Text

Use this to enter text for the order line.

Delete

Use this to delete the line from the order.

This reverses any existing allocations.

Avail

Use this to enquire on the current stock availability for the item at the From stockroom and the current supply and demand situation.

Force Alloc

Use this to allocate fully a partially or wholly unallocated order line.

Allocation takes place regardless of the available stock quantity, allocation priority or allocation time fence.

Dealloc

Use this to de-allocate a fully or partially allocated order line.

Functions

Delete (F11)

Use this to delete the whole order.

Restart (F15)

Use this to abandon all changes made since the last update and return to the Distribution Order Entry Selection window.

Press Enter to validate the order line details.

Select **Update (F8)** to update the distribution order details and display distribution order numbers.

Distribution Order Amend [5/DRP, 2/WTD]

You use this to amend an existing distribution order. You can amend the order header or order line details. If you do not know the order number, you can enquire on all distribution orders by internal customer.

DRP order maintenance recognises a reservation. Quantity amendment is prohibited below any reserved quantity. Quantity increase is permitted.

***Note**: Transfers created by Order Capture cannot be maintained through DRP order maintenance.*

When operating in India, GL country parameter **070** is **1** and the Tax Engine is operating GL country parameter **061** is **1**, transfer order entry and amendment require entry of a fiscal document type. Fiscal document types are established to Maintain Fiscal Document Usage Codes [3/L1M], transfer orders utilize type **06**.

The fiscal type established to the transfer order is utilized by the tax engine in confirmation of despatch to calculate the appropriate taxes.

Ref: DR03U99

Field

Fiscal Type

As per current processing the Fiscal Document Type field is mandatory if displayed.

Use the application task to access the new S21 Task/ Document type table and if a single record is found then the Fiscal Document Type will be protected. The user will not be forced to tab through this field to progress.

If more than one record is found and, then if a prompt is selected it will display a list from the new S21 ask / Fiscal Document Type table.

If no records are found then prompting will be over the list of Fiscal Document Types for the Usage type (current processing).

Distribution Order Amendment Selection Window

To display this window, select the Distribution Order Amend task.

You use this window to select the distribution order you want to amend.

Fields

Order Number

Enter an existing distribution order number.

Amend Header or Lines

Select one of the following:

Header (1) - To amend header level details

This displays the Delivery Address Override window. For more details on this window, please refer to the Distribution Order Entry section.

Lines (2) - To amend line level details

This displays the Distribution Order Entry Lines window. For more details on how to use this window, please refer to the Distribution Order Entry section.

Internal Customer

If you do not know the correct order number, you can enter an internal customer to list all the distribution orders for that customer.

Press Enter to continue.

Record Transfer Out [6/DRP]

Use this task to record the first part of a two-part transfer transaction. This task records the details related to the transfer of stock out of one stockroom before it is recorded as received in the other stockroom using the Confirm Shipment Receipt task.

The physical stock at the source stockroom will be reduced, and the in-transit stock at the destination stockroom will be increased. Once stock is transferred using this task, it will be valued as part of the stock of the destination stockroom. Cost updates at the destination stockroom will be performed once receipt is confirmed.

Record Transfer Out Selection Window

To display this window, select the Record Transfer Out task.

Use this window to select the stockroom that this transaction affects, and the date, reference information and reason code for the transaction.

User stockroom authorisation validation: You cannot perform the transaction if you are not authorised to the ‘From’ stockroom.

Caution: 'To' stockroom validation is not performed

Fields

From Stockroom

Enter the transferring stockroom for the item. This stockroom must exist on the company profile.

Alternatively, use the prompt facility to select from the Stockroom Selection pop-up.

To Stockroom

Enter the receiving stockroom for the item. This stockroom must exist on the company profile.

Alternatively, use the prompt facility to select from the Stockroom Selection pop-up.

Internal Customer

Enter the name and code of an existing customer in these fields. These fields depend on whether you use DRP. The customer defaults from the stockroom record held within DRP.

You can use the prompt facility to select from the Customer Scan pop-up.

Reference

Enter the reference number of the movement, using up to 14 alphanumeric characters. You can link this with the reference type specified.

Reference Date

Enter or select a date to be used as the reference date. This field defaults to the current system date. The reference date is cross-referenced with the table of period and week end dates, to decide the week and period numbers for ageing the stock movement and history records.

Reference Type

Enter the reference type using up to three alphanumeric characters.

Alternatively, use the prompt facility to select from the TRAN Movement Reference Type pop-up.

You can use this field to enter a mnemonic to describe the reference number.

Note: *This information is written to the Movement History file. To help you recognise and analyse the movements, you can view and report on it.*

Narrative

Enter the narrative or description associated with the movement, using up to 20 alphanumeric characters.

Reason Code

Enter a reason code to indicate why the stock status code has changed.

Alternatively, use the prompt facility to select from the MOVR Movement Reason Code pop-up.

Note: *The next two fields are only displayed when you have confirmed the movement and have re-displayed this window so that you can exit the task.*

No. of Movements in Last Batch

This field displays the number of movements you have processed during this transaction, for information only.

Last Item Processed

This field displays the last item that was processed during the transaction, for information only.

Press Enter once to confirm the details. Press Enter again to display the Record Transfer Out Detail window.

Record Transfer Out Detail Window

To display this window, press Enter twice on the Record Transfer Out Selection window.

Use this window to record the details of the stock transfer between the selected stockrooms.

Note: *The fields at the bottom of the window default from the information you specified on the Record Transfer Out Selection window.*

Fields

From Stockroom

This field displays the code of the transferring stockroom for the item.

To Stockroom

This field displays the code of the receiving stockroom for the item.

Generated Reference

This field displays a unique code number automatically generated by the software to identify this transfer.

Input Fields

Item

Enter an item, using up to 15 alphanumeric characters. It must be defined and linked to both stockrooms through Inventory Maintenance.

Alternatively, use the prompt facility to select from the Item Master Scan pop-up.

Movement Qty

Enter the quantity you want to transfer, using up to 11 digits including three decimal places.

Note: *If you transfer a quantity that results in a negative stock balance, Inventory will display a warning. You can continue with the transaction if you have decided to accept a negative stock balance in this stockroom. This is set on the stockroom record of the Inventory company profile (by checking the Negative Stock Allowed flag). In this case, select Continue (F8) to override the warning message.*

Lot

Enter the existing lot reference number that is affected by this movement.

Alternatively, use the prompt facility to select from the Select Lot Reference pop-up.

Quantity Units

Enter the unit of measure code. This is the unit of measure in which the movement quantity is expressed. Only those units defined for the item are allowed. The unit of measure defaults to that defined as the issue unit for this item and stockroom combination, but you can change it here.

You can use the prompt facility to select from the Purchase/Issue Unit Selection pop-up.

Cost/Unit

This displays the cost/unit for this movement, using up to 15 digits including five decimal places.

Reference

This field displays the reference number that you specified on the Selection window. You can change this for each item if necessary.

Date

This field displays the movement date that you specified on the Selection window. You can change this for each item if necessary.

Reference Type

This field displays the reference type code that you specified on the Selection window. You can change this for each item if necessary.

You can use the prompt facility to select from the TRAN Movement Reference Type pop-up.

This transaction type:

- Subtracts from the physical stock in the From stockroom
- Re-calculates the available stock in the From stockroom
- Adds to in transit stock in the To stockroom
- Updates the usage at the From stockroom
- Updates the date of issue at the From stockroom

Narrative

You can override the existing narrative.

Reason Code

Enter the reason code for this movement.

Alternatively, use the prompt facility to select from the MOVR Movement Reason Codes pop-up.

Note: *If you are using Location Control, press Enter to display the Enter Location Balances window, if these are required for this item/stockroom combination. The window that is displayed depends on whether you need to capture details about location balances, and (if you are using Catchweight) the levels of secondary balance details required.*

Note:*If you are using Catchweight, for items that are Catchweight category 1 or 2, when you first press Enter, the [Secondary Value Details Entry] window is displayed. The title of this window varies, as it is formed from the short description of the item's secondary UoM, plus the literal Details, for example Kilos Details Entry window. For more information, see the Secondary Value Details Entry Window section.*

Options

Amend

Use this against a line you want to amend and then press Enter. The details are then displayed in the input fields for modification.

Functions

Despatch Details (F18)

If you are using Centralised Document Processing, use this to record additional despatch information associated with the movement of goods.

Once all the details for this issue are correct, press Enter. Press Enter again to display the movement details.

Confirm Shipment Receipt [7/DRP]

Use this task to confirm the receipt of shipment. This maintains the in transit balances and updates the stock and costs at the receiving stockroom. The acquisition movement is written at the point of internal receipt.

If the receiving stockroom is defined to Warehousing, you must enter the appropriate details within this task to include items in the put-away processing within Warehousing.

Note: *If you are using Location Control or Location Control and Catchweight, please see the Processing within a Location-controlled Stockroom section for more information.*

In an India Localisation (GL country parameter **070** is 1) the full DRP shipment must be received in a single receipt session.

The full despatch quantity must be entered for all lines on the shipment and **Update (F8)** actioned to receive the shipment into the stockroom. This ensures the DRP shipment and receipt are consistently reported.

Therefore, any discrepancies between the outbound DRP shipment and what is physically received must be manually actioned in System21 after the full shipment is received.

***Note**: Option 1 is prohibited for a shipment line.*

Confirm Shipment Receipt Selection Window

To display this window, select the Confirm Shipment Receipt task.

Use this window to confirm the receipt at a stockroom of stock in transit from another stockroom within the company. Inventory updates the records for the receiving stockroom. If you have defined this stockroom to Warehousing, you can use this task to enter details to include the items in the put-away processing of Warehousing.

User stockroom authorisation validation: You cannot perform the transaction if you are not authorised to the 'To' stockroom.

Caution: 'From' stockroom validation is not performed

Invitation panel

If the Indian function is active an interstate transfer is determined if the Indian State associated with the "from" stockroom is different from the "to" stockroom.

The internal supplier must be in the same Indian State as the "from" stockroom and the internal customer must be in the same Indian State as the "to" stockroom.

Selection panel

If the "to" stockroom is changed when confirming individual receipt lines the same checks on Indian State code validity as applied in the invitation panel are repeated.

Update

Use F8=Update to complete the inter stockroom transfer. This will submit a batch process (DRP_SHPRCT) which will generate an Accounts Payable Invoice (if required immediately rather than as part of a Day-End process) to cover the transfer for tax purposes..

Fields

From Stockroom

Enter the transferring stockroom for the item. This stockroom must exist on the company profile.

Alternatively, use the prompt facility to select from the Stockroom Selection pop-up.

To Stockroom

Enter the receiving stockroom for the item. This stockroom must exist on the company profile.

Alternatively, use the prompt facility to select from the Stockroom Selection pop-up.

Note: *If you enter a specific order or consignment number, you do not need to specify From and To stockroom codes.*

Distribution Order Number/Despatch Note Number

To restrict the information displayed on the receipt screen, you can optionally enter the distribution order number and also optionally enter the despatch note number.

If no despatch note number is entered, the details will be restricted to the distribution order number regardless of the despatch note.

If no order information is entered at all, all details for all orders in the entered stockroom range are displayed.

Consignment Number

Enter an Advanced Shipping consignment number in order to display all the orders associated with this consignment.

Caution: You cannot enter both an Advanced Shipping consignment number and a distribution order number.

Note: *If you use DRP and no items are found in the Inventory In Transit file for the specified selection criteria, an error message is displayed.*

Press Enter to confirm the details and display the Confirm Shipment Receipt Details window.

Confirm Shipments Receipt Details Window

To display this window, press Enter on the Confirm Shipment Receipt Selection window.

Use this window to select the items within the received shipment from the list of displayed items in transit. The items are added to this in transit list when a distribution order is confirmed as despatched from a stockroom in DRP, Sales Order Processing or Warehousing.

You must confirm the whole of the quantity despatched as received before it is removed from the in transit list. You can do this across more than one shipment receipt.

Fields

Note: *The fields at the top of the window display the selection made.*

Note: *The From Stockroom and To Stockroom are always displayed.*

Note: *In addition, the Distribution Order Number is displayed, if one was selected, as well as the Despatch Note Number, if one was selected.*

From Stockroom

This field displays the stockroom code on the previous window or the despatching stockroom if you entered a distribution order.

To Stockroom

This field displays the receiving stockroom as entered on the previous window. This is automatically displayed if you entered a distribution order.

Select All Lines to Update

Use this checkbox as follows:

Unchecked - Not to update all lines

Checked - To update all lines

Select (Sel)

Select one of the following:

Select order line for receipt - To select a line to be received or to amend receipt details

Maintain lot header details - To maintain lot header details if the item is lot-controlled, batch-controlled or serial-controlled

(This displays the Lot Header Maintenance window).

Date

This field displays the date of despatch from the From Stockroom. This will cross-reference the calendar to derive period/week numbers.

Order

This field displays the distribution order number allocated to the transaction.

Lin (Line)

This field displays the distribution order line number.

Item

This field displays the item reference code for the item that is in transit.

Stockroom (SR)

This field displays the receiving stockroom for the item. The receiving stockroom defaults to the To stockroom as entered on the distribution order. You can override this with any valid stockroom for the item.

Note: *WT restricts overrides to stockrooms that are in the same country.*

Quantity

You can specify the actual quantity received. This must not exceed the quantity despatched.

Note: *If the received quantity is less than the quantity despatched, the received quantity will be booked into stock but the balances will remain in transit. The assumption is that the remainder of the item will be confirmed, via this window, once it is received.*

If there are any discrepancies, you must use an Inventory stock adjustment (with an appropriate reason code) after the quantity has been fully received at the receiving stockroom.

UoM

This field displays the unit of measure for the item that is in transit.

If you are using Catchweight, the Secondary Value and UoM fields are also displayed. The way that these fields are displayed can be explained as follows:

- If there are no details held under either column for your item, there is no secondary value for the order line.
- If the columns display both a secondary value and a secondary unit of measure but they are not underlined, the secondary value of the order line is for information only.
- If the columns display both values and they are underlined, these values have been calculated by Catchweight and can be amended.

Note: *You must confirm receipt of the entire despatch quantity before it is removed from the in transit list. You can do this across more than one shipment receipt.*

Note: *If you use Warehousing, you must enter the appropriate location details before you can complete the receipt.*

The physical and available stock balances are updated by the received quantity and the in transit quantity reduced accordingly. This also updates the batch and FIFO cost records if appropriate.

These receipts are also updated in the Stock History and Movement files as transfer in quantities. These should match with the corresponding transfer out details added at confirmation of despatch of the distribution order and the centre.

Lot No.

This field displays the lot reference if the item is lot-controlled, batch-controlled or serial-controlled.

Write Off

This field displays the Advanced Shipping consignment number, if used.

Consignment

Use this checkbox as follows:

Unchecked (Default) – To receive the entered quantity into the To Stockroom.

Checked – To write-off the entered quantity in the To Stockroom (i.e. the in transit quantity in the To Stockroom is reduced by the entered quantity but the physical stock in the To Stockroom is not increased).

Note: This field is not shown if the To Stockroom is a bonded stockroom (i.e. you cannot write off a transfer of bonded stock as this transaction does not account for any duty that may become liable as the result of a write off)

Note: This field is not shown where Onward Shipment applies to an in transit transaction

Note: You can only write off an in transit quantity at the original To Stockroom for an in transit transaction

Select **Update (F8)** to save any details. This submits a batch program to update selected lines. If you are using Location Control the Enter Location Balances window will be displayed. If you are using Warehousing, the Warehousing details are displayed. A Shipments Received report is produced as part of the batch job, to provide printed proof of shipments receipts.

Picking Notes [8/DRP]

You use this task to produce picking notes for Transfer Orders that have been raised as a Transfer to Order (JIT) supply in Order Capture.

Request DRP Picking Notes Window

To display this window, select the Picking Notes task.

You use this window to request picking notes for a range of stockrooms and due dates.

User stockroom authorisation validation: You cannot perform the transaction if you are not authorised to the 'From' stockroom.

Caution: 'To' stockroom validation is not performed

Fields

From Stockroom

You must enter a stockroom.

Alternatively, use the prompt facility to select from the Stockroom Selection pop-up.

To Stockroom

You must enter a stockroom. This cannot be the same as the From Stockroom.

Alternatively, use the prompt facility to select from the Stockroom Selection pop-up.

Due Date/To

Enter or select a range of dates. These fields use the current date as a default.

Select **Submit (F8)** to submit the batch job for processing.

Chapter 5 Enquiries

Enquiries Introduction

There are three categories of DRP enquiry:

- Planning details
- Static information
- Status information

The enquiries in each group are:

- DC and Centre Schedule Enquiries - Planning
- Distribution Item Master Enquiry - Static information
- Shipments in transit Enquiry - Status

View Schedule for DC [1/DRE]

You can use this enquiry to view the time-phased plan, by item, created when you last evaluated the DC demand within a supply network.

The enquiry also provides details of actions suggested by DRP for the item.

DRP DC Schedule Enquiry Selection Window

To display this window, select the View Schedule for DC task.

You use this window to select the DC for which you want to display the schedule.

Fields

Enter DC

Enter a DC that has periods and stockrooms defined, and is assigned to least one network.

Alternatively, use the prompt facility to select from the Select DRP DC pop-up.

Press Enter to display the DRP DC Schedule Enquiry Detail Selection window.

DRP DC Schedule Enquiry Detail Selection Window

To display this window, enter a DC or centre code and then press Enter on the DRP DC Schedule Enquiry Selection window.

You use this window to define the enquiry, by item, planner or a range of plan dates. You can only select one criterion for a particular enquiry.

Fields

You can optionally enter one of the following fields.

Item

Enter any item code. This does not need to be a valid item, because the enquiry starts from the first item found after the value entered.

Alternatively, use the prompt facility to select from the Select DRP Items for Centre/DC pop-up.

Planner

Specify any DRP planner code. This does not need to be a valid planner, because the enquiry starts from the first item found after the value entered.

Alternatively, use the prompt facility to select from the Select Planner pop-up.

Date Last Planned From/To

Enter or select a range of calendar dates. The enquiry begins at the first item with a last planned date on or after the From date.

Note: *Leave all the selection fields blank to begin the enquiry at the first valid item.*

Press Enter to display the Schedule Enquiry Summary window.

Schedule Enquiry Summary Window

To display this window, press Enter on the DRP DC Schedule Enquiry Detail Selection window.

This window displays the supply, demand and requirement quantities for each selected item or time period. This gives an overall picture of the supply and demand pattern and indicates where shortfalls of supply will occur.

The dates displayed are the start dates for each period. All figures are in terms of quantity rather than value. The overdue column includes orders with outstanding demand or supply. This does not include forecasts.

The system calculates the actual available stock as:

Previous available + Supply - Demand

The net requirement is the difference between supply and demand:

Demand + stock level forecast + safety stock - previous planned available -supply

If the result is positive, there is a shortfall. If there is sufficient or excess stock, the output is blank.

The system calculates the planned available stock as:

Previous planned available + plan orders - demand

Note: *Use **Page Up** and **Page Down** to view all the period summaries.*

Functions

Detail (F17)

Use this to display the Item Supply and Demand Details window.

Next Item (F19)

Use this to display the next item.

Next Planner (F20)

Use this to display the first item for the next planner.

Note: *This is only available if you sequence the enquiry by planner.*

Select **Exit (F3)** to leave the task.

Item Supply and Demand Details Window

To display this window, select **Detail (F17)** on the Schedule Enquiry Summary window.

This window displays details of supply and demand for a specific item. Details include the required date, order number, quantity and status of both the supply and the demand. It also displays the action DRP suggests you should take on this supply line.

The demand status may be:

SO - Sales order line

SX - Sales order line excluded

DO - Distribution order line

DX - Distribution order line excluded

FC - Sales forecast

FX - Sales forecast excluded

Note: *This excludes order lines if the forecast is greater than the demand and vice-versa. There are no exclusions if you use consumption of forecast.*

The supply status may be:

SP - Suggested purchase order line

CP - Confirmed purchase order line

SD - Suggested distribution order line

DO - Distribution order line

TI - In transit

GI - Received at goods inwards

IS - Received at inspection

UP - Unconfirmed purchase order line

FS - Stock level forecast

The action suggested by DRP may be:

SP - Suggested purchase order line

SD - Suggested distribution order line

RI - Re-schedule in (Expedite)

RO - Re-schedule out (Defer)

CQ - Change quantity

CA - Cancel order line

RICQ - Re-schedule in and change quantity

ROCQ - Re-schedule out and change quantity

Note: *To display the dates or quantities, or both, associated with these actions, select* ***Detail Line (F22)****.*

Note: *Use* ***Page Up*** *and* ***Page Down*** *to move through the supply and demand details.*

Functions

Summary (F17)

Use this to return to the Schedule Enquiry Summary window.

Header Details (F18)

Use this to display the Header Details pop-up.

Next Item (F19)

Use this to display the next item on the Schedule Enquiry Summary window.

Next Planner (F20)

Use this to display the first item for the next planner on the Schedule Enquiry Summary window.

Note: *This is only available if you sequence the enquiry by planner.*

Detail Line (F22)

Use this to display the action details for this item.

Select **Exit (F3)** to leave the task.

Header Details Pop-up

To display this pop-up, select **Header Details (F18)** on the Item Supply and Demand Details window.

Use this pop-up to view the basic information about the item. These details include the planner, unit of measure, order policy, supplier, stock levels, lead-time, and order quantities.

Select **Previous (F12)** to return to the Item Supply and Demand Details window.

Schedule Enquiry Detail Line Window

To display this window, select **Detail Line (F22)** on the Item Supply and Demand Details window.

This window displays the actions suggested by DRP. These include the start dates for suggested orders, new due dates for re-scheduled orders, and new quantities.

***Note:** Use **Page Up** and **Page Down** to move through the action details.*

Functions

Summary (F17)

Use this to return to the Schedule Enquiry Summary window.

Header Details (F18)

Use this to display the Header Details pop-up.

Next Item (F19)

Use this to display the next item on the Schedule Enquiry Summary window.

Next Planner (F20)

Use this to display the first item for the next planner on the Schedule Enquiry Summary window.

***Note:** This is only available if you sequence the enquiry by planner.*

Detail Line (F22)

Use this to display the action details for this item.

Press Enter to return to the Item Supply and Demand Details window.

View Schedule for Centre [2/DRE]

You use this enquiry to view the time-phased plan, per item, created when you last evaluated the centre within DRP.

This enquiry also provides details of actions suggested by DRP for the item.

DRP Centre Schedule Enquiry Selection Window

To display this window, select the View Schedule for Centre task.

You use this window to specify the centre for which you want to view the schedule.

Fields

Enter Centre

Enter a centre code that has periods and stockrooms defined and is defined as a centre within at least one network.

Alternatively, use the prompt facility to select from the Select DRP Centre pop-up.

Press Enter to display the DRP Centre Schedule Enquiry Item Planner Selection window. For further information, see the DRP DC Schedule Enquiry Detail Selection Window section, as this window works in exactly the same way.

Distribution Item Master [3/DRE]

You use this enquiry to view the fixed DRP details for a selected item, held in the Distribution Item Master file, for a centre or DC.

These are the parameters that control how you plan the item and where to source from as a default.

Distribution Item Master Enquiry Selection Window

To display this window, select the Distribution Item Master task.

You use this window to enter the centre or DC and item for enquiry.

Fields

Centre/DC

Enter a centre or DC with periods and stockrooms defined.

Alternatively, use the prompt facility to select from the Select DRP Centre/DC pop-up.

Item

Enter an item defined to the Inventory Management and DRP modules.

Alternatively, use the prompt facility to select from the Select DRP Items for Centre/DC pop-up.

Functions

Inventory Item Search (F16)

Use this to search on Inventory items.

Press Enter to display the Distribution Item Master Enquiry Item Details window.

Distribution Item Master Enquiry Item Details Window

To display this window, enter a centre or DC and an item code and then press Enter on the Distribution Item Master Enquiry Selection window.

This window shows details from the Distribution Item Master file, such as supply source, planner, forecast details, order policy codes, order quantity details, stock levels, and stockrooms. You cannot change any of the information here, as it is for enquiry only.

Select **Exit (F3)** to leave the task.

Stock in Transit [11/DRE]

You use this enquiry to view distribution order lines in transit between two selected stockrooms.

Items in transit have been confirmed as despatched from the From stockroom, this could be in Sales Order Processing, Warehousing, or DRP, but have not yet been received at the To stockroom in Distribution Requirements Planning.

Shipments in Transit Enquiry Selection Window

To display this window, select the Stock in Transit task.

Use this window to select the distribution order lines on which you want to enquire. You can select all distribution lines in transit between two stockrooms, or display one specific distribution order.

Fields

From Stockroom

Enter an Inventory stockroom defined as a Sales Order Processing depot and defined to a DC or centre within DRP.

Alternatively, use the prompt facility to select from the Stockroom Selection pop-up.

To Stockroom

Enter an Inventory stockroom defined as a Sales Order Processing depot and defined to a DC or centre within DRP.

Alternatively, use the prompt facility to select from the Stockroom Selection pop-up.

Distribution Order Number

You can optionally enter a distribution order number, confirmed as despatched at the From stockroom and not confirmed as received at the To stockroom. Leave this field blank to display all stock in transit between the two stockrooms you have specified.

Note: *You can enter an order number without specifying From and To stockrooms.*

Press Enter to display the Shipments in Transit Enquiry Order Line Details window.

Shipments in Transit Enquiry Order Line Details Window

To display this window, enter the required details and then press Enter on the Shipments in Transit Enquiry window.

This window displays the distribution order line details. These details include:

Originating and destination stockroom and DC or centres

Due date

Distribution order number and line number

Inventory item code

Local stockroom at the DC

Despatched quantity and unit of measure

Lot number, if the item is batch-controlled, lot-controlled or serial-controlled

Note: *Where appropriate, you can amend the stockroom, pack type, lot number and rotation date when you confirm receipt.*

Note: *Use **Page Up** and **Page Down** to view more order lines.*

Select **Exit (F3)** to leave the task.

Chapter 6 Reports

Introduction

You can enter selection and sequencing parameters before running any of the reports.

Standard reports print on standard listing paper, with 132 print positions and 6 lines to the inch. The reports print the task or program number in the top left-hand corner and the page number in the top right-hand corner of the report.

Note: *The Schedule and Valuation reports both have 198 print positions.*

As with the enquiries, you can group the reports into Planning, Static Information and Status.

Print Run Details [1/DRR]

This report outputs the control details of the last processing run for a selected centre or network.

The output consists of run parameters and period details.

Frequency

For each network, and for each centre, this report is included automatically in a processing run. You can also request re-prints.

Totals

None

DRP Run Details Report Selection Window

To display this window, select the Print Run Details task.

You use this window to select the centre or network for the DRP Run Details report.

Fields

You can enter either a centre or a network:

Centre

Enter a centre code to print details of the last DRP run for this centre.

Alternatively, use the prompt facility to select from the Select DRP Centre pop-up.

Network

Enter a network code to print details of the last DRP run for the network specified.

Alternatively, use the prompt facility to select from the Select DRP Networks pop-up.

Select **Print Run Details Report (F8)** to submit the job to print the report.

Schedule Report [2/DRR]

This report produces a time-phased plan, or schedule, for controlling item stock levels within the selected centre or DC. You can select a range of dates and the level of detail required in your report.

It is a printed version of the details that you can view, per item, using the Schedule Enquiries.

Refer to the DC Schedule Enquiry section for a detailed content description.

Frequency

You can run this report as required.

New Page

A new page is used for each item, and/or planner.

Totals

Totals are produced by item.

Request Schedule Report Selection Window

To display this window, select the Schedule Report task.

You use this window to select the centre or DC for which to produce the Schedule report.

Fields

Centre/DC

Enter a DRP centre or DC.

Alternatively, use the prompt facility to select from the Select DRP Centre/DC pop-up.

Press Enter to display the Request Schedule Report Details window.

Request Schedule Report Details Window

To display this window, enter a centre or DC and then press Enter on the Request Schedule Report Selection window.

You use this window to select a range of plan dates and the level of detail you require for the report.

Fields

Date Last Planned From/To

Enter or select a range of plan dates to include in the report. Only items last planned within this range of dates appear on the report. These fields default to the date of the last planning run for the centre or DC.

Print Supply/Demand Detail

Use this checkbox as follows:

Unchecked - To display totals only

Checked - To include details of the supply and demand orders

Print Items with No Details

Use this checkbox as follows:

Unchecked - To exclude the codes and description of items with no supply or demand details

Checked - To include codes with no supply or demand details

Functions

Additional Selection (F14)

Use this to maintain additional selection and sequencing criteria for the report, on the Enter Selection Criteria pop-up.

Select **Submit Report (F8)** to submit the job to print the report.

Enter Selection Criteria Pop-up

To display this pop-up, select **Additional Selection (F14)** on either the Request Schedule Report Details window or the Request Planner Action Report Details window.

You use this pop-up to specify additional select and sequencing information for the report.

Fields

Rules for Range Selection

Leave the From and To fields blank to select all items.

If you enter the From field and leave the To field blank, the To field defaults to the From field.

If you enter a To field, you must enter a From field.

The To field must not be less than the From field.

Item/To

You can optionally enter a range of items to select for the report.

Planner/To

You can optionally enter a range of DRP planners. Only items defined to DRP planners within this range are included in the report.

Item Group/To

You can optionally enter a range of Inventory minor item groups. This restricts the report to those items defined to Inventory minor items groups within this range.

Value/Usage Class/To

You can optionally enter a range of Inventory value or usage classes. This restricts the report to those items with value or usage classes within this range.

Preferred Supplier/To

You can optionally enter a range of preferred suppliers. This restricts the report to those items with preferred suppliers within this range.

***Note:** You define preferred suppliers in the item/stockroom profile via the Stockroom Details maintenance task in Inventory Management.*

Sequence

Use this to select the order in which the selection criteria are to appear on the report. You can select up to three sequencing criteria.

If you do not enter a sequence, the report sequences by item.

Press Enter to confirm your selections and return to the Request Schedule Report Details window.

Planner Action Report [3/DRR]

You use this report to print the suggested actions for the planner, resulting from processing runs for the selected centre or DC.

These actions include:

- Re-order suggestions
- Order amendments - quantities or due dates, or both
- Order cancellations

Note: *Orders are purchase orders for items supplied externally to the company and distribution orders for items supplied by centres within the company.*

Frequency

You can run this report as required.

New Page

A new page is used for each new item or planner.

Totals

No totals are produced.

Request Planner Action Report Selection Window

To display this window, select the Planner Action Report task.

You use this window to specify the centre or DC you want the Planner Action report to cover.

Fields

Centre/DC

Enter a DRP centre or DC.

Alternatively, use the prompt facility to select from the Select DRP Centre/DC pop-up.

Press Enter to display the Request Planner Action Report Detail window.

Request Planner Action Report Detail Window

To display this window, enter a centre or DC and then press Enter on the Request Planner Action Report Selection window.

You use this window to select a range of dates for planner actions and to specify whether to include or exclude overdue orders.

Fields

Planner Action Start From/To

Enter or select a range of plan dates to include in the report. Only items last planned within this range of dates will show on the report. These fields default to the date of the last planning run for the selected centre or DC.

Include Overdue Orders

Use this checkbox as follows:

Unchecked - To exclude all overdue orders

Checked - To include all overdue orders

Functions

Additional Selection (F14)

Use this to maintain additional selection and sequencing criteria for the report. The Enter Selection Criteria pop-up is displayed. More information on this can be found in the Schedule Report section.

Select **Submit Report (F8)** to submit the job to print the report.

Valuation Report [4/DRR]

You use this report to produce a time-phased costing for the plan produced for a selected centre or DC.

Frequency

You can run this report as required.

New Page

A new page is used for each new supply source, new item or new planner.

Totals

Totals are produced for item and for centre or DC.

Request Valuation Report Selection Window

To display this window, select the Valuation Report task.

You use this window to specify the selection criteria for the Valuation report.

Fields

Enter Centre/DC

Enter a DRP centre or DC.

Alternatively, use the prompt facility to select from the Select DRP Centre/DC pop-up.

Supply Source

Select one of the following:

Locally purchased items only (1) - To include only those items not supplied by a DRP supply centre (locally purchased items)

Centrally supplied items only (2) - To include only those items supplied from a DRP supply centre to the selected centre or DC (centrally supplied items)

All items (3) - To include both centrally supplied and locally purchased items

Level of Detail Required

Select one of the following:

Summary Only (1) - To display a summary costing only

The totals for each included item are summed for the centre or DC.

Full Detail (2) - To display individual costing details for each included item

Costing Method

Select one of the following:

Standard Cost (1) - To use the standard cost at the Inventory stockroom assigned to the item at the selected centre or DC

Latest Cost (2) - To use the latest (current) cost of the item at the Inventory stockroom assigned to the item at the selected centre or DC

Factor

Select one of the following:

One Thousands (1) - To display costings in units of one thousand

Ten Thousands (2) - To display costings in units of ten thousand

Hundred Thousands (3) - To display costings in units of one hundred thousand

Millions (4) - To display costings in units of one million

Select **Submit Report (F8)** to submit the job to print the report.

Distribution Item Master [5/DRR]

You use this report to print DRP Distribution Item Master file information, for a range of items within the centre or DC.

Frequency

You can run this report as required.

New Page

A new page is used for each new item.

Totals

No totals are produced.

Distribution Item Master Report Selection Window

To display this window, select the Distribution Item Master task.

You use this window to enter the selection details for the Distribution Item Master report.

Fields

Centre/DC

Enter a centre or DC.

Alternatively, use the prompt facility to select from the Select DRP Centre/DC pop-up.

Select From/To

Enter a range of item codes defined to this centre or DC.

Enter values in both the From and To fields to only include items within this range.

If you only enter a value in the From field, the report is produced for the item specified only.

If you leave both fields blank, the report includes all items defined to this DC or centre.

Select **Submit Report (F8)** to submit the job to print the report.

Supplier Schedule Reports [6/DRR]

You use this report to produce a supplier schedule, either weekly or for each period or both. You can specify the following:

A range of Purchase Management suppliers

A range of minor item group to submit the job to print the report.

A range of DRP supply and distribution centres

The start date for the report

If the report produces weekly schedules, periodic schedules or both

Whether you sequence the report by item, within minor item group, within supplier, or item within supplier, irrespective of minor item group

Note: *The period report is a summary of the supplier schedule, showing only total quantities per item per period.*

Note: *The weekly report provides not only all the information that the period report does, but also specific details of the purchase orders, requisitions and suggestions behind these total quantities (for the fixed part of the schedule).*

Supplier Schedule Report Selection Window

To display this window, select the Supplier Schedule Reports task.

You use this window to enter the selection details for the Supplier Schedule report.

Fields

Rules for Range Selection

Leave the From and To fields blank to select all items.

If you enter the From field and leave the To field blank, the To field defaults to the From field.

If you enter a To field, you must enter a From field.

The To field must not be less than the From field.

Supplier/To

Enter a range of suppliers. These do not need to be valid codes, as the system selects the next or previous valid code.

Alternatively, use the prompt facility to select from the Supplier Search pop-up.

Note: *Supplier details only print on the report if you have entered supplier schedule details for that supplier in the DRP Supplier Schedule Profile task.*

Minor Item Group/To

Enter a range of minor item groups. These do not need to be valid codes, as the software selects the next or previous valid code.

Alternatively, use the prompt facility to select from the PGMN Item Group - Minor pop-up.

Centre/DC/To

Enter a range of DRP centres or DCs. These do not need to be valid codes, as the software selects the next or previous valid code.

Alternatively, use the prompt facility to select from the Select DRP Centre/DC pop-up.

Start Date

Enter or select the date from which to start detailing supplier schedule details on the report. This defaults to the Monday prior to the current system date. On the weekly report, any supply due before the start date appears in the Past Due Date column. The period report does not show supply due prior to the report start date.

You must ensure that you define the default DRP calendar for the company for all the time periods that are to appear on the report.

Note: *Please note that the period report can range over three calendar years.*

Weekly/Period Report

Select one of the following:

Weekly (1) - To produce a weekly report

Period (2) - To produce a period report

Both (3) - To produce both weekly and period reports

Report Sequencing

Select one of the following:

Minor Item Group (1) - To sequence the report by item, within minor item group, within supplier

There is a page break when there is an overflow, change of minor item group, or change of supplier. The report uses the formats defined at minor item group level. When items do not have a defined minor item group or supplier/minor item group combinations, the report uses supplier level formats.

Item (2) - To sequence the report by item within supplier

There is a page break when there is an overflow or change of supplier. The system ignores the minor item group and the report uses the format specified in the supplier definition within DRP Supplier Schedule maintenance.

Select **Submit (F8)** to submit the job to print the report.

Chapter 7 Utilities

DRP Company Profile [1/DRU]

You use this task to define new companies to DRP and to maintain existing companies. The company code must correspond to the code defined to Inventory Management for this company.

***Note:** You maintain period details in this company profile. You must review these before you create a new calendar year using the Calendars maintenance task.*

Maintain Profile Records Window

To display this window, select the DRP Company Profile task.

Use this window to select the company for which you want to maintain details, or to enter a new company code to create a new DRP company.

Fields

Company

Enter a unique code for a new company.

***Note:** This code must not already exist in DRP. However, it should exist in Inventory Management.*

Options

Select

Use this to select the company to maintain.

Select a company or enter a new company code and then press Enter to display the Maintain DRP Company Profile window.

Maintain DRP Company Profile Window

To display this window, select a company or enter a new company code and then press Enter on the Maintain Profile Records window.

You use this window to specify the company defaults, including how you consume forecasts by actual demand, and the maximum number of lines on a distribution order.

Fields

Consume Forecast

Select one of the following:

No (0) - If forecast consumption is not used

Demand for a particular period is the greater of the forecast or actual sales for that period.

Run Level (1) - To use consumption of forecast with no period control

The software bases demand for a particular period on cumulative consumption of forecast and actual demand, without reference to period ends, between the start and end dates specified for a DRP run.

Week Level (2) - To use consumption of forecast by week

The system bases demand on cumulative consumption of forecast and actual demand within each week defined in the calendar for the DC or centre. At weekends, the system re-sets accumulations to zero.

Period Level (3) - To use consumption of forecast by period

The system bases the forecast on cumulative consumption of forecast and actual demand within each period defined in the calendar for DC or centre. At period ends the system re-sets accumulations to zero.

Lines per Distribution Order

Enter the maximum number of lines you want to appear on any distribution order. You can enter any number in the range 0 to 999.

Calc. Safety Stock

Use this checkbox as follows:

Unchecked - Not to calculate safety stock during DRP processing

The software uses the fixed safety stocks maintained at item or DC level.

Checked - To calculate variable safety stock

The software calculates the safety stock on the basis of sales forecasts and the minimum safety stock cover (weeks and days) specified.

Forecast Error Tolerance % Absolute

Specify the default percentage by which sales forecast quantities and actual sales quantities can differ without the system writing a net change trigger for the item. The software uses this percentage if you do not enter a tolerance percentage at item level.

Safety Stock Weeks and Days

If you want to calculate safety stock, enter the minimum cover required, in weeks and days. You can override this at item or DC level or at DRP run time.

The software calculates the sales forecast for the specified time and uses this as the safety stock quantity. However, it excludes the forecast in the current column, as the calculation of demand includes this.

The system does not calculate safety stocks at daily level.

Include Quotations Percentage

Specify a percentage of the quantities of sales quotations, entered via Advanced Order Entry, to be included as demand in the DRP processing runs.

For example:

100% = Include full quantities of all quotations.

20% = Assume demand to be 20% of quantities of all quotations.

0% = Exclude all quotations from DRP demand.

Period Forecasts

Use this checkbox as follows:

Unchecked - Not to calculate period forecasts

Checked - To calculate period forecasts

You can then maintain seasonal profiles at period level and Item Group or Item level period forecasts, or both.

Calendar Parameters

Calendar Code

Enter the default calendar code for the company. Any DC or centre without a calendar code assigned to it via the Periods maintenance task uses this calendar (defined via the Calendars maintenance task).

Number of Periods per Year

Enter the number of periods per year, in the range 1 to 13 inclusive.

Period Name

Enter a description for each period, up to the number of periods specified.

Days

Enter the number of days for each period.

Standard Week Template

Enter **N** against non-working days in your normal working week. Leave the field blank for working days.

For example:

2005 Period 12:

Set the number of days to 32. This ensures that the year ends on a Sunday (01/01/06) rather than a Saturday (31/12/05). The total number of days in the year is then 364.

This is necessary because you maintain forecasts on a weekly basis, with the week always beginning on a Monday.

Note: *The total number of days must equal 364 or 371. In addition, you must make sure that the next year starts on a Monday.*

Press Enter to update the company profile record and return to the Maintain Profile Records window.

Copy Company [2/DRU]

You use this task to copy the data relating to one company across libraries and companies. You can therefore create backup libraries and create or update company data from a master company.

Copy Company Select Libraries Window

To display this window, select the Copy Company task.

You use this window to enter details of the libraries to be used for the copy.

Fields

Library to Copy From

Enter the name of the iSeries library which holds the source DRP data.

Alternatively, use the prompt facility to select from the Select Library pop-up.

This defaults to the standard DRP files library.

Library to Copy To

Enter the name of the iSeries library to which to copy the source DRP data.

Regenerate File List

Use this checkbox as follows:

Unchecked - Not to regenerate the file list

Checked - To regenerate the file list

Company Number Field Default Start Position on Files

Enter the default starting position for the company code field within the DRP data files.

Press Enter to display the Copy/Replace Company Details window.

Copy/Replace Company Details Window

To display this window, complete the fields and then press Enter on the Copy Company Select Libraries window.

Use this window to select the company details you want to copy or replace.

Fields

Output Library

This field displays the name of the library to which you want to copy the details, as entered on the previous window. You can amend it if necessary.

Copy from Company

Enter the company code from which you want to copy the company master data. You must have defined the company code within Application Manager.

Copy to Company

Enter the company code to which you want to copy the company master data. You must have defined the company code within Application Manager.

Options

Replace

Use this to replace a file in the target library.

Add

Use this to add a file to the target library.

Delete Company

Use this to delete records belonging to the From company

Change Company Number Start Position

Use this to change the start position of the company code field.

Select **Update (F8)** to update the database.

Appendix A Glossary

Calendar

To generate a calendar you specify the start date, holidays, and non-working days.

Centre

A central distribution point, supplying one or more DCs within the company

Central Stockroom

The inventory stockroom, defined at the Centre, which normally supplies the Item

Customer

The customer code allocated to a stockroom within Distribution Requirements Planning

Distribution Centre or DC

A regional distribution or retail outlet for the company

Demand

The outstanding sales and distribution orders and sales forecasts against an item

Distribution Item

A valid inventory item which has been defined to DRP

Distribution Order

An internal sales order placed on a centre to meet the demand of one of the DCs it supplies - this is a formal request to transfer stock

Forecasts

A sales forecast is the anticipated value, or quantity, to be sold within a given period. A stock forecast is the required level of stock to be planned as being available within a given period - that is, as part of a stock build action (typically, to meet a seasonal demand with a potential lack of supplier capacity).

Forecast/Seasonal Profiles

Time-phased spread patterns which can be applied to item group and item sales forecasts or stock building requirements, so as to break them down by period, week and day

Item Master

Details for each item, which are specific to its control within DRP

Local Stockroom

The primary inventory stockroom for the item at the centre or DC - that is, where it is normally stocked

Net Change

A method of planning by which items may be selected for re-planning on the basis of unplanned changes in supply, demand, stock levels or replenishment parameters that have occurred since last planning

Network

The relationship between a centre and all the DCs it can supply

Overdue Days

The number of calendar days, prior to the current date, that DRP considers to be overdue orders in the planning runs

Order Policy

This defines how an item is to be replenished when a supply requirement has been identified.

Pack Type Code

This is the code for the pack in which the item is being despatched, from centre to DC. It applies to System21 Warehousing interface.

Planner

The person responsible for controlling the supply of a number of items within DRP

Planner Actions

Actions suggested by DRP to be taken against supply orders (in attempting to match supply to demand)

Reason Codes (Net Change)

A code, defined in DRP and referring to a type of transaction within the System21 applications, which potentially affects the supply, demand, stock levels or replenishment parameters of DRP items. Net change triggers are set under particular reason codes.

Safety Stock

The fixed level of stock you plan to be permanently available

Safety Stock Weeks and Days Cover

This is the level of safety stock cover calculated during DRP, expressed in terms of weeks and days demand. It is calculated from the sales forecast, at item level.

Schedule

The time-phased plan generated by DRP for each item - showing supply, demand and suggested actions

Selective Actioning

A method of planning by which a range of DRP items, DRP planners, inventory minor item groups, inventory cost/usage elements and/or preferred suppliers are used to select certain DRP items for re-planning

Shipments

Items in-transit between supply centres and DCs - that is, confirmed as despatched from the centre but not confirmed as fully received at the DC

Supply

The stock of an item to be replenished - that is, purchase order lines, distribution order lines, and stock in-transit to a DC

Time Fence Days

The number of calendar days, from the current date, for which DRP freezes the schedule - that is, it does not suggest any new supply orders

Triggers

In net change DRP, triggers are used to highlight changes which potentially affect the planning of DRP items.

Triggers are set by transactions and maintenance options throughout distribution management applications, under the control of a set of defined reason codes.

Valuation

An assessment of the cost involved in following the supply suggestions shown on the schedule

Week Templates

A representation of the working and non-working days in a week - that is, Monday to Sunday (these are associated with a range of dates)