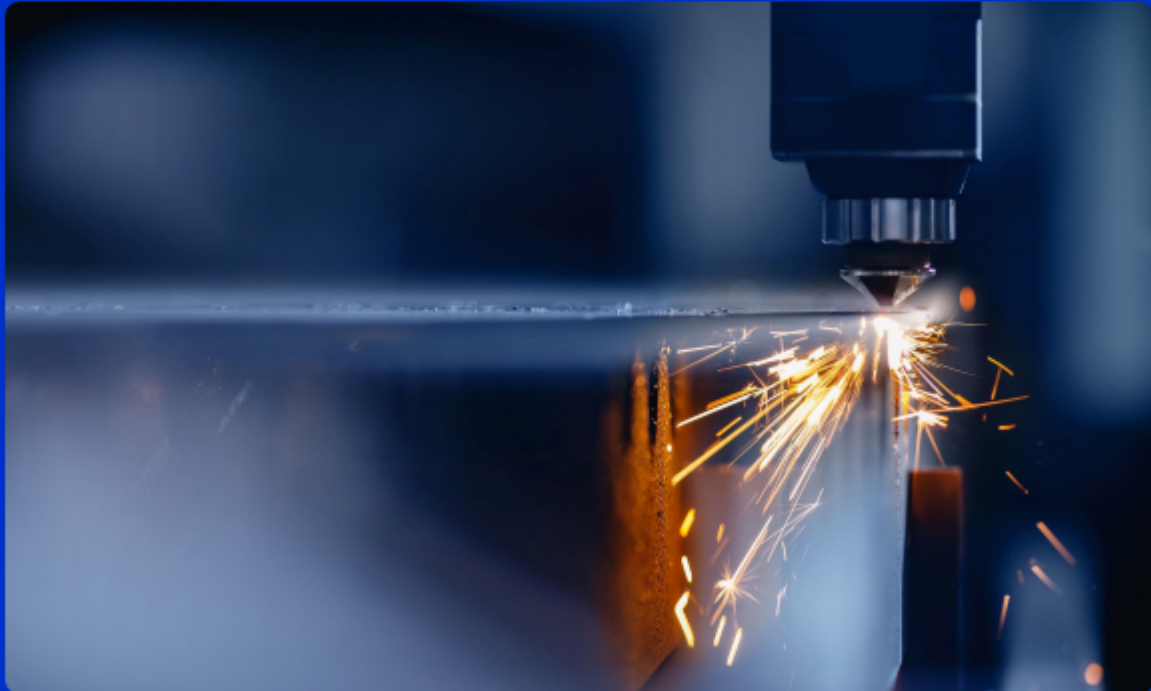


Multi-Fulfilment Facilities

Syspro 8

Reference Guide

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syspro

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Topic: Multi Fulfillment Facilities

Exploring

Where it fits in?

The **Multi Fulfillment Facilities** feature lets you maintain more than one fulfillment facility, or **Ship From** address, against a supplier and link each one to the warehouses that receive from it. When a purchase order or requisition is raised, Syspro defaults the facility that best matches the supplier and receiving warehouse, so goods ship from the nearest location rather than a single supplier address.

Organizations often order items from suppliers that maintain several warehouses across a region or country. When ordering from a national supplier, for example, efficiency improves if goods ship from the warehouse closest to the receiving location.

Benefits

- Reduce shipping costs, by sourcing goods from the facility nearest the receiving warehouse.
- Improve delivery time, by shorten transit distances through local fulfillment.
- Improve purchasing accuracy. Apply consistent, pre-defined **Ship From** addresses instead of manual entry.

Functionality

- Maintain more than one fulfillment facility (**Ship From** address) against a supplier, each with full details.
- Link each facility to the warehouses that receive from it, with an active flag and a lead time. A warehouse can serve multiple suppliers and facilities.
- Default the correct facility onto the purchase order or requisition based on the supplier and receiving warehouse.
- Accept the default or override it at header or line level, including where a line has a different receiving warehouse.
- Where more than one active cross-reference exists for a supplier and warehouse select the facility with the lowest lead time.
- Include the selected **Ship From** address when printing or exporting purchase order documents.

Navigation

The programs related to this feature are accessed from the **Program List** of the Syspro menu:

Program List > Purchase Orders

Terminology

Fulfillment facility (Ship From address)

A physical location from which a supplier dispatches goods, held as a **Ship From** address against the supplier. When applied to an order, it is used in place of the supplier's default address for dispatching.

Cross-reference

The link between a warehouse, a supplier, and a fulfillment facility (**Ship From** address). It determines which facility is used to ship goods for that warehouse and supplier combination.

Multiple links can be created for the same warehouse/supplier combination.

Lead time

The expected delivery time for a facility. When more than one active cross-reference exists, the facility with the lowest lead time is selected as the default.



The lead time has no defined unit. Choose a unit (for example, days) and apply it consistently across all fulfillment facilities, as the lowest lead time is used to select the default facility.

Default fulfillment facility

The facility applied automatically when a purchase order or requisition is raised, before any manual selection is made. A default is always provided.

Active Flag

Indicates whether the cross-reference created in **Warehouse Supplier Fulfillment Facility Maintenance**¹ is available for use. It can be Y(es) or N(o) and defaults to N(o).

Only active cross-references are considered when defaulting a facility onto an order.

¹Program: PORPWF

Starting

Prerequisites

To use this feature, the following must be in place:

- Supplier master data must be maintained in [Suppliers](#) (*Program List > Purchase Orders > Setup*)
- Warehouse master data must be maintained for the receiving warehouses.
- Fulfillment facilities must first be defined in the [Fulfillment Facility Maintenance¹](#) program (*Program List > Purchase Orders > Multi Fulfilment Facility > Setup*)
- Facilities must be cross-referenced to suppliers and warehouses, and set to active, in the [Warehouse Supplier Fulfillment Facility Maintenance²](#) program (*Program List > Purchase Orders > Multi Fulfilment Facility > Setup*)

Electronic Signatures

To use this feature, the following eSignatures must be defined accordingly in the [Electronic Signature Configuration Setup](#) program (as this allows for the various functions in the related programs:

- PO Fulfilment Facility Added
- PO Fulfilment Facility Changed
- PO Fulfilment Facility Deleted
- PO Warehouse supplier fulfilment facility added
- PO Warehouse supplier fulfilment facility changed
- PO Warehouse supplier fulfilment facility deleted
- PO Fulfilment facility added e.net
- PO Fulfilment facility changed e.net
- PO Fulfilment facility deleted e.net
- PO Wh supplier fulfilment facility added e.net
- PO Wh supplier fulfilment facility changed e.net
- PO Wh supplier fulfilment facility deleted e.net

Security

You can secure this feature by implementing a range of controls against the affected programs. Although not all these controls are applicable to each feature, they include the following:

¹Program: PORPFF

²Program: PORPWF

- You restrict operator access to *activities* within a program using the [Operator Maintenance](#) program.
- You can restrict operator access to the *fields* within a program (configured using the [Operator Maintenance](#) program).
- You can restrict operator access to *functions* within a program using passwords (configured using the [Password Definition](#) program). When defined, the password must be entered before you can access the function.
- You can restrict access to the eSignature *transactions* within a program at operator, group, role or company level (configured using the [Electronic Signature Configuration Setup](#) program). Electronic Signatures provide security access, transaction logging and event triggering that gives you greater control over your system changes.
- You can restrict operator access to *programs* by assigning them to groups and applying access control against the group (configured using the [Operator Groups](#) program).
- You can restrict operator access to *programs* by assigning them to roles and applying access control against the role (configured using the [Role Management](#) program).

Restrictions and Limits

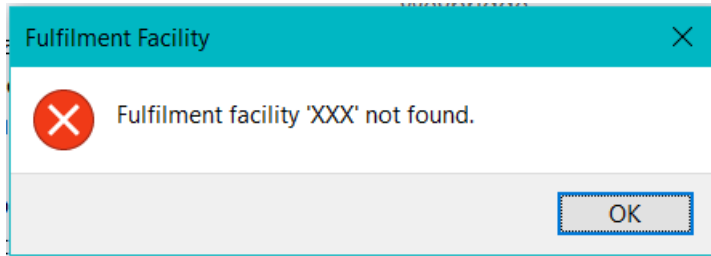
- Existing purchase orders remain valid and continue to function as before. They remain valid with no **Ship From** address.
- If no default exists for a supplier and warehouse pair, the **Ship From** address is left blank and must be selected by the user.
- The **Ship From** address must be a valid supplier address maintained in the system.

Solving

System messages

Error messages

Fulfillment facility not found



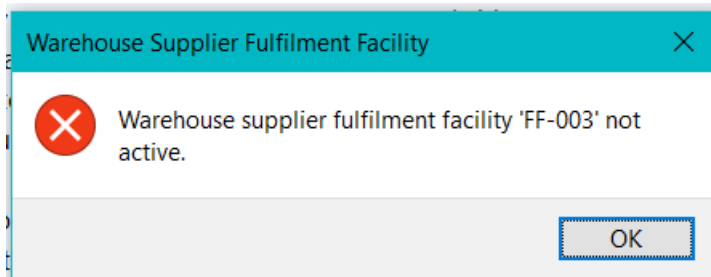
Cause

The fulfillment facility entered could not be validated against the [PorFulfilment](#) table, or no cross-reference exists against the [PorSupFulWh](#) table.

Solution

Enter a fulfillment facility defined in the **Fulfillment Facility Maintenance¹** program, and confirm the warehouse and supplier cross-reference exists in the **Warehouse Supplier Fulfilment Facility Maintenance²** program.

Fulfillment facility not active



Cause

The fulfillment facility referenced is not active.

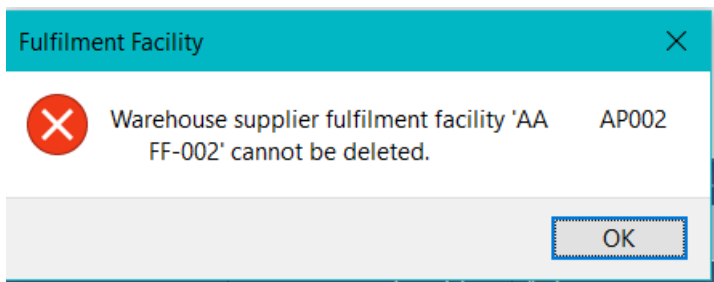
Solution

Activate the facility against the warehouse/supplier cross-reference, or select an active facility.

¹Program: PORPFF

²Program: PORPWF

Active purchase orders exist for this facility



Cause

A deletion was requested for an active fulfillment facility that has active purchase orders associated with the warehouse/supplier and facility.

Solution

When deleting a single item, an error is returned and the cross-reference is retained. When deleting multiple items, that individual cross-reference is ignored and processing continues. The re-populated listview shows which items were ignored.

FAQs

What happens if no default Ship From address is configured?

The **Ship From** field is left blank and the user selects a valid facility. If the supplier has no facility defined, the supplier's address is used for dispatching, as before.

Can I use a different Ship From address on a single line?

Yes. The line defaults from the header, but you can override it. Where a line has a different receiving warehouse, the facility defaults from that warehouse.

Which facility is used when several apply to the same supplier and warehouse?

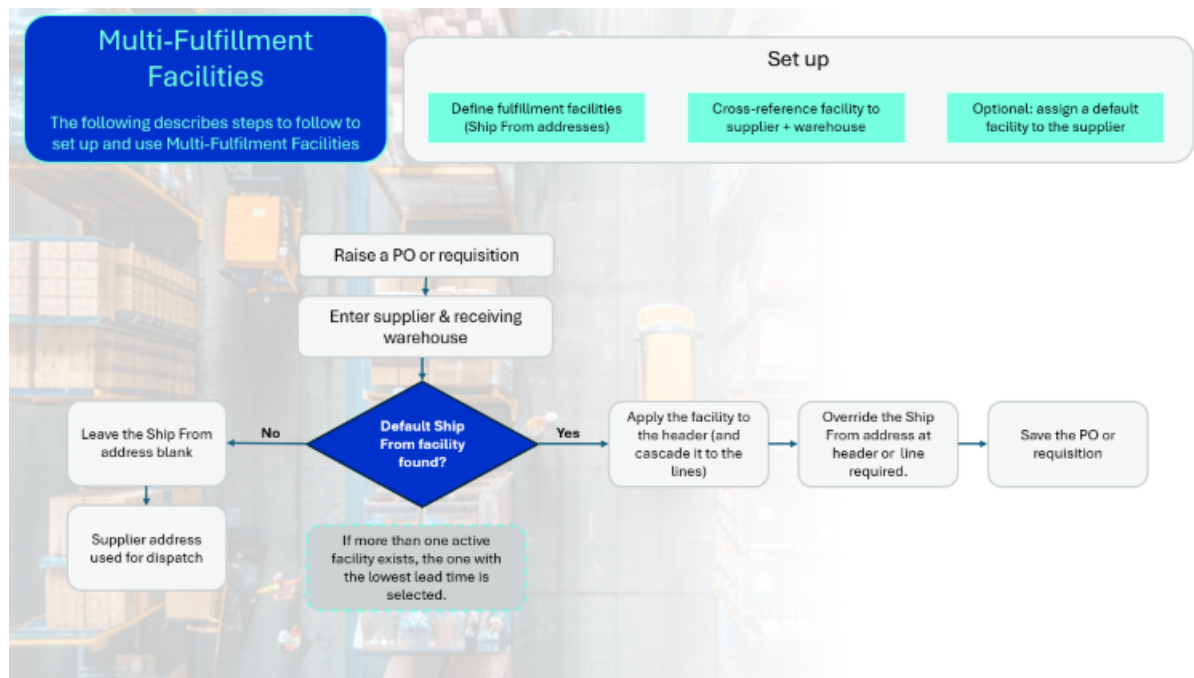
The active cross-reference with the lowest lead time is selected as the default.

Will my existing purchase orders still be valid?

Yes. Existing purchase orders remain valid with no **Ship From** address.

Using

Process



Set up

- Define each fulfillment facility in the **Fulfillment Facility Maintenance¹** program (*Program List > Purchase Orders > Multi Fulfilment Facility > Setup*)

The Fulfillment Facility Maintenance process is as follows:

- To create a new Fulfillment facility:
 - At the **Fulfillment facility** field in the toolbar, enter a code to identify the facility.
 - At the **Name** field, enter a name (or the same code) for the facility.
 - In the **Fulfillment facility address pane**, enter the Building, Street, City, Locality, State, Country and Zip. Optionally, captured Geolocation.
 - In the **Fulfillment facility details pane**, enter the Geographic area, Contact name, Telephone number, Supplier email address, Shipping instructions.
 - Select **Save**.



You must create all fulfillment facilities before you can create a warehouse and supplier cross-reference in **Warehouse Supplier Fulfillment Facility Maintenance²** (*Program List > Purchase Orders > Multi Fulfilment Facility > Setup*)

¹Program: PORPFF

²Program: PORPWF

- Cross-reference each facility to a supplier and warehouse in the **Warehouse Supplier Fulfillment Facility Maintenance¹** program (*Program List > Purchase Orders > Multi Fulfillment Facility > Setup*)



Multiple cross-references can be created per supplier/warehouse combination.

The Warehouse Supplier Fulfillment Facility Maintenance process is as follows:

- At the Warehouse and Supplier fields in the toolbar, enter a valid warehouse and supplier.

The Warehouse Details and Supplier Details panes are populated, and the listview displays all fulfillment facilities defined for the warehouse and supplier combination.

- To add a cross-reference:
 - At the **Fulfillment Facility** field, enter or browse for a facility. The facility is validated against the **PorFulfillment** table.



Facilities must first be defined in **Fulfillment Facility Maintenance²** (*Program List > Purchase Orders > Multi Fulfillment Facility > Setup*) to be available for selection.

- At the **Lead Time** field, enter the lead time for the facility.



The lead time has no defined unit. Choose a unit (for example, days) and apply it consistently across all fulfillment facilities, as the lowest lead time is used to select the default facility.

- The **Active** check box is deselected by default. Select it to activate the cross-reference.
- Select Save.
- The new cross-reference is displayed in the listview.
- Optionally, assign a default fulfillment facility to the supplier in the **Suppliers** program (*Program List > Purchase Orders > Setup*)

Purchase order and requisition process

- Raise a purchase order (**Purchase Order Entry**) or requisition (**Requisition Entry**) and enter the supplier.
- Enter the receiving warehouse.

¹Program: PORPWF

²Program: PORPFF

- The system determines the default Ship From facility for the supplier and warehouse. It uses the supplier default where one is defined, otherwise it uses an active supplier and warehouse cross-reference, configured in **Warehouse Supplier Fulfillment Facility Maintenance**¹ (*Program List > Purchase Orders > Multi Fulfilment Facility > Setup*).
- Where more than one active cross-reference exists, it selects the one with the lowest lead time.
- If no facility is found, the **Ship From** address is left blank and the supplier address is used for dispatch, as before.
- The default is applied to the header and cascades to the lines. Where a line has a different receiving warehouse, the facility defaults from that warehouse.
- The facility is validated against the **PorFulfilment** and **PorSupFulWh** tables and checked for active status.



If the facility is invalid or inactive an error is displayed and you must re-enter a valid facility.

- Accept the default, or override the **Ship From** address as header or line level.
- Save the order.
- Print or export the purchase order, including the selected **Ship From** address.



In the **Purchase Order Review**, **Requisition Review**, **Quotation Purchasing Review**, and **Requisition Create Purchase Orders (Create P/orders from Requisitions)** programs, the system applies an active facility by supplier and warehouse, using the lead time unit, before creating live requisitions or purchase orders.

¹Program: PORPWF

Affected programs

The following indicates areas in the product that may be affected by implementing this feature:

Setup programs

Fulfillment Facility Maintenance

Program List > Purchase Orders > Multi Fulfilment Facility > Setup

This program lets you add, change and delete the details pertaining to a fulfillment facility. A fulfillment facility lets you select the appropriate facility from a supplier, based on the destination warehouse for delivery, when a purchase order or requisition is raised. This helps reduce shipping costs, improve delivery times and lower greenhouse gas emissions.

Warehouse Supplier Fulfillment Facility Maintenance

Program List > Purchase Orders > Multi Fulfilment Facility > Setup

This program lets you capture fulfillment facilities in a cross-reference with both a supplier and a warehouse.

The cross-reference lets Syspro default the correct fulfillment facility when a purchase order or requisition is raised for a supplier and destination warehouse, applying lead time logic when more than one facility is active.

Suppliers

Program List > Purchase Orders > Setup

You use this program to capture and maintain details of suppliers required within the system.

The following indicates areas in the product that may be affected by implementing this feature:

- A **Fulfillment facility** field is added to the **Contract Details** pane and is validated for the supplier.

Contract Maintenance

Program List > Purchase Orders > Blanket Purchase Orders > Setup > Contract Maintenance

You use this program to add new Blanket purchase Order contracts and to change the details for existing contracts.

The following indicates areas in the product that may be affected by implementing this feature:

- The **Fulfillment facility** is added to the contract header and saved to the [BpoMaster](#) and [BpoDetail](#) tables.

Transaction Processing programs

Purchase Order Entry

Program List > Purchase Orders > Purchase Order Processing

This program lets you raise and maintain purchase orders against your suppliers.

The following indicates areas in the product that may be affected by implementing this feature:

- The Fulfillment facility is added to the header and to the stocked and non-stocked line panes, defaulted from the supplier and warehouse, and saved to the [PorMasterHdr](#) and [PorMasterDetail](#) tables.

Requisition Create Purchase Orders

Program List > Purchase Orders > Requisition System > Transaction Processing

This program lets you create purchase orders from requisition lines.

The following indicates areas in the product that may be affected by implementing this feature:

- Applies an active fulfillment facility to create purchase orders where none exists on the requisition, using lead time logic.

Purchase Order Review

You use this program to review and update live purchase orders and suggested purchase order requisitions that require corrective action to meet what has been planned within the snapshot files.

The following indicates areas in the product that may be affected by implementing this feature:

- Applies an active fulfillment facility based on the supplier and warehouse before creating live requisitions or purchase orders, using lead time logic.

Requisition Review

Program List > Requirements Planning > Requirements Planning > Requisition Review

You use this program to review and update live and suggested purchase order requisitions that require corrective action to meet what has been planned within the snapshot files.

The following indicates areas in the product that may be affected by implementing this feature:

- Applies an active fulfillment facility based on the supplier and warehouse before creating live requisitions or purchase orders, using lead time logic.

Purchase Order Header Information

This program lets you maintain purchase order information unrelated to the line details of the items being purchased.

The following indicates areas in the product that may be affected by implementing this feature:

- The **Fulfillment facility** is added to the header pane and saved to the [PorMasterHdr](#) table.

PO Creation

This program lets you create a purchase order for both bought-out and non-stocked items for a specific sales order, or from the [Multi-level Trial Kitting](#) program.

The following indicates areas in the product that may be affected by implementing this feature:

- The **Fulfillment facility** is added to the header and detail line panes and defaulted from the supplier and warehouse.

Requisition Entry

Program List > Purchase Orders > Requisition System > Transaction Processing

This program lets you view details of purchase order requisitions created by and/or originating from a specific requisition user.

The following indicates areas in the product that may be affected by implementing this feature:

- The Fulfillment facility is added to the **Detailed Information** pane and saved to the [ReqDetail](#) table.

Quotation Purchasing Review

Program List > Quotations Processing > Quotation Conformation > Quotation Purchasing Review

You use this program to create purchase orders or requisitions to buy non-stocked items needed for a quotation.

The following indicates areas in the product that may be affected by implementing this feature:

- Applies an active fulfillment facility when creating requisitions or purchase orders from a confirmed quotation.

Query programs

Supplier Query

Program List > Accounts Payable

This program lets you view data relating to your suppliers in the in the Accounts Payable module.

The following indicates areas in the product that may be affected by implementing this feature:

- The **Fulfillment facility** is available from the field selector.

Purchase Order Query

Program List > Purchase Orders

This program lets you view details of purchase orders (including canceled and completed orders) that have not yet been purged.

The following indicates areas in the product that may be affected by implementing this feature:

- The **Fulfillment facility** is available on the **Detail Lines** listview and on the **Order Header** pane via the Field Chooser.

Requisition Query

Program List > Purchase Orders > Requisition System > Requisition Query

You use this program to view detailed purchase order requisition information.

The following indicates areas in the product that may be affected by implementing this feature:

- The **Fulfillment facility** is available on the **Detail Lines** listview via the Field Chooser.

Affected business objects

The following indicates the business objects that are affected by this feature:

Setup objects

AP Supplier Maintenance

The **AP SUPPLIER MAINTENANCE**¹ business object lets you add, update or delete suppliers.

Fulfilment Facility Setup

The **FULFILMENT FACILITY SETUP**² business object enables the use of fulfilment facilities from the supplier based on the destination warehouse.

Warehouse Supplier Fulfilment Facility

The **WAREHOUSE SUPPLIER FULFILMENT FACILITY**³ business object enables the use of fulfilment facilities from the supplier based on the destination warehouse.

Transaction objects

PO Purchase Order Import

The **PO PURCHASE ORDER IMPORT**⁴ business object is used to add a new purchase order and change or cancel an existing purchase order. Multiple orders can be passed to this object with any combination of the add, cancel and change requests. The input for each order is made up of header information and individual detail lines.

PO Requisition Entry

The **PO REQUISITION ENTRY**⁵ business object enables a new requisition to be captured or an existing requisition line to be changed.

Create P/orders from Requisitions

The **CREATE P/ORDERS FROM REQUISITIONS**⁶ business object will allow users to create purchase orders (or multiples thereof) from approved requisitions.

Query objects

AP Supplier Query

The **AP SUPPLIER QUERY**⁷ business object lets you view supplier information.

Purchase Order Query

¹Business object: APSSSP

²Business object: PORSFF

³Business object: PORSWF

⁴Business object: PORTOI

⁵Business object: PORTRQ

⁶Business object: PORTTP

⁷Business object: APSQRY

The **PURCHASE ORDER QUERY**¹ business object lets you query purchase orders and returns purchase order header and detail line information.

PO Requisition Query

The **PO REQUISITION QUERY**² business object returns a list of requisitions.

¹Business object: PORQRY

²Business object: PORQRQ

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