

EMEA - Vendor Freight Inbound Costs

Tasks to be completed when creating an operating procedure (from creation to publication)

- 1. Enter the **Title of the procedure**.
- 2. Add the following **Labels Labels**:
 - Region: [apac](#), [emea](#), [lam](#), [nam](#)
Domain & Process using the [List of labels to be used in the PtP space](#)
- 3. Fill all fields as described
- 4. Once the procedure is completed, publish it using the [PtP Procure to Pay approval workflow](#)

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Scope



ERP



References

Attachments

Objective and Scope

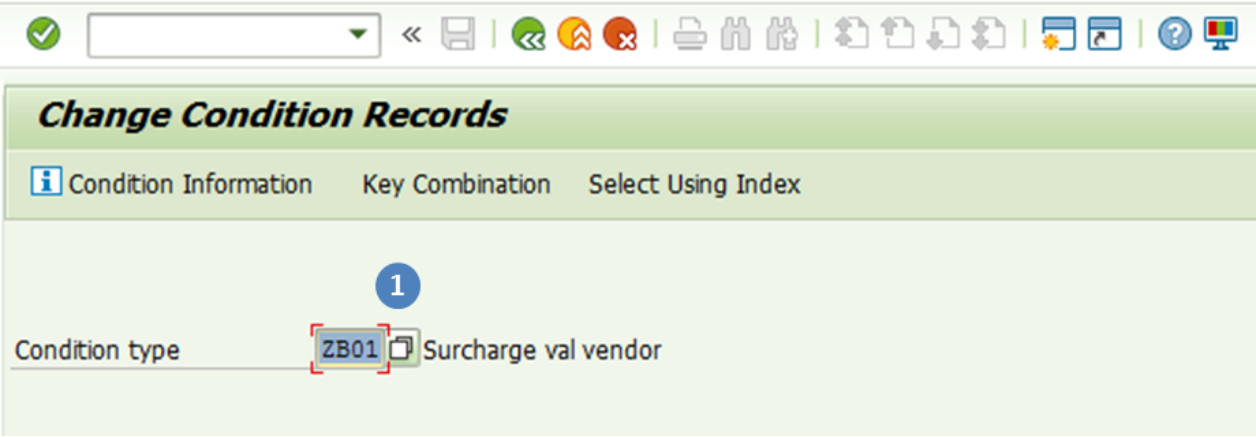
This OP explains the steps necessary to update Vendors Freight Inbound Costs (surplus) in WP1_400.

Transport costs (extra) for any given vendor to all its PIR or Contracts in WP1_400.

Region: EMEA.

1. Maintain freight cost table

Action performed enables to create/adjust/delete the transport (freight) applied to all purchase orders raised to a specific supplier inside a specific purchasing organization.



#	Description	Tips
1	MEK1 (Creation) or MEK2 (Modif.) – Condition ZB01	Information mandatory to receive from Buyer / LPR /RO

3	You can change the amount and restrict the validity end date to a specific one (if requested). Calculation type & scale basis - proposed by system.	Information mandatory to receive from Buyer / LPR /RO
4	Deleting an entry – in this case do not adapt the validity, to a date in the past.	Maintain xx.xxx9999

Save 

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Change Surcharge val vendor Condition (ZB01) : Overview

Purch. Organization: 3004 Ind.Supplies Europe
Valid On: 06.04.2017

Vendor	Description	Amount	Unit	per	U...	C..	S..	Valid From	Valid to	D..	S..	T..	E..	Pa...	FixValDate	A..
55654	MOX FRANCE SAS	30,00	EUR			B	B	27.03.2008	31.12.9999							

#	Description	Tips
5	Possibility to create scales	Information mandatory to receive from Buyer / LPR /RO

Change Surcharge val vendor Condition (ZB01) : Scales

Variable key

Purch.Org.	Vendor	Description
3004	55654	XOMOX FRANCE SAS

Validity

Valid From: 27.03.2008
Valid to: 31.12.9999

Control

ScaleBasis: B Value scale
Check: None

Scales

Scale Type	Scale value	ScCur	Amount	Unit	per	U...	Pricing acti...
From	250,00	EUR	30,00	EUR			

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#	Description	Tips
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- 6 In example above you will find the following situation:
- 30,00 Eur will be applied to all Purchase Orders until 249,00 Eur
- 250,00 Eur order - no freight cost is applied
- Information mandatory to receive from Buyer / LPR /RO*

Remove flag from Deletion Indicator / re-active freight condition

Change Surcharge val vendor Condition (ZB01) : Overview

Purch. Organization: 3004 Ind. Supplies Europe
Valid On: 28.02.2017

Vendor

Vendor	Description	Amount	Unit	per	U...	C...	S...	Valid From	Valid to	D...	S...	S...	T...	E...	Pa...	FixValDate	A...
51564	☐ I CS CENTRE SUD EST	20,00	EUR			B		27.03.2008	15.03.2017	☒	☐	☐	☐				

#	Description	Tips
7	Select the line to be undeleted Go to details	

Change Surcharge val vendor Condition (ZB01) : Details

Variable key

Purch.Org.	Vendor	Description
3004	51564	KDI CS CENTRE SUD EST

Validity Period

Valid From: 27.03.2008 Valid to: 15.03.2017

Amounts

Amount: 20,00 EUR

Lower limit:

Upper limit:

Control

Calculation type: B Fixed amount

Scale basis: B Value scale

Scale Type: A Base-scale

Exclusion: ☐

Vendor:

☒ Deletion Indicator

☐ Relevant to pricing

#	Description	Tips
8	Remove the deletion indicator Adapt the validity end date and SAVE	

2. Table Z1F_FAR_VENDORSV - "FAR - maintenance view for vendors"

The vendor`s maintenance on table FAR will allow PtP Accounts payable, to extract a list of services delivered by a specific vendor.

The purpose is to deliver supplier the necessary details (Good-receipts/ SES) to issue and invoice to Solvay without any discrepancies.

Maintain Table Views: Initial Screen

Find Maintenance Dialog

Table/View: Z1F_FAR_VENDORSV

Restrict Data Range

☒ No Restrictions
☐ Enter conditions
☐ Variant

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Display Maintain Transport Customizing

#	Description	Tips
1	Select "Maintain"	

Table View Edit Goto Selection Utilities System Help

Change View "FAR - maintenance view for vendors": Overview

New Entries

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FAR - maintenance New Entries (F5)

Vendor	Co...	Pu...	Ou...	Ou...	Valid from	Name
2108700	5843	ZR70	ZFAR	ZFDW	01.07.2008	BRUZZONE SHIPPING INC
2108701	5843	ZR70	ZFAR	ZFDW	01.12.2008	OVAIR FREIGHT SERVICE INC
2108702	5843	ZR70	ZFAR	ZFDW	01.07.2008	AM WORLD LOGISTICS INC
2114282	0306	PP01	ZFAR	ZFDW	01.01.2016	DOCUSIGN INC
2114282	0306	ZC70	ZFAR	ZFDW	01.01.2016	DOCUSIGN INC
2114282	5960	P3SE	ZFAR	ZFDW	01.01.2016	DOCUSIGN INC
2801086	3445	ZQ70	ZFAR	ZFDW	01.01.2004	UBC Limited
2801091	5672	ZV70	ZFAR	ZFDW	01.01.2008	SMH AMERICAS LTD
2811690	0292	ZV70	ZFAR	ZFDW	01.11.2002	DEN HARTOGH DRY BULK LOGISTICS LTD
2811690	5672	ZV70	ZFAR	ZFDW	01.01.2003	DEN HARTOGH DRY BULK LOGISTICS LTD
2811763	5672	ZV70	ZFAR	ZFDW	01.03.2007	HENRY DIAPER & CO LTD
2811947	0306	PP01	ZFAR	ZFDW	01.01.2016	MASTERMELTS LTD
2811947	0306	ZC70	ZFAR	ZFDW	01.01.2016	MASTERMELTS LTD
2811947	5960	P3SE	ZFAR	ZFDW	01.01.2016	MASTERMELTS LTD
102100599	3445	ZQ70	ZFAR	ZFDW	01.01.2004	TECHNOTRANS SA
102100807	0292	ZV70	ZFAR	ZFDW	01.10.2005	MGE-TRANSPORTS ET AUXILIAIRES
102102186	0237	ZC70	ZFAR	ZFDW	01.06.2002	SAMAT RHÔNE ALPES
102102659	0306	PP01	ZFAR	ZFDW	01.01.2016	JOHNSON MATTHEY SA

#	Description	Tips
2	Select "New Entries"	

The screenshot shows the SAP 'New Entries: Details of Added Entries' form. At the top, a menu bar includes 'Table View', 'Edit', 'Goto', 'Selection', 'Utilities', 'System', and 'Help'. A toolbar below the menu contains various icons, with a blue circle containing the number '6' highlighting the 'Selection' icon. The form title is 'New Entries: Details of Added Entries'. Below the title, there are icons for a magnifying glass, a flag, and two document icons. The form fields are as follows:

- Vendor:** 102117661
- Company Code:** 3471 (Callout 3 points to this field)
- Purchasing Org.:** FA00
- FAR - mainenance view for vendors:**
 - Output Type:** ZFAR (Callout 4 points to this field)
 - Output Type:** ZFDW
 - Valid from:** 06.04.2017 (Callout 5 points to this field)
 - Name:** (Empty field)
 - E-mail address:** catia.raimundo@solvay.com (Callout 5 points to this field)

Callout 6 points to the 'Selection' icon in the toolbar.

#	Description	Tips
3	Insert Vendor number / Company code / Purch. Org.	Information mandatory to receive from Buyer / LPR
4	Output: Always ZFAR - ZFDW	
5	Valid from / E-mail address	Information mandatory to receive from Buyer / LPR
6	Go back	

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Table View Edit Goto Selection Utilities System Help

Change View "FAR - mainenance view for vendors": Overview

New Entries

FAR - mainenance view for vendors

Vendor	Co...	Pu...	Ou...	Ou...	Valid from	Name
102117661	71	FA00	ZFAR	ZFDW	06.04.2017	BIO-EX
102120394	0292	BAJA	ZFAR	ZFDW	01.01.2007	AFNOR CERTIFICATION
102121198	0005	ZC70	ZFDW	ZFAR	01.06.2008	NORBERT DENTRESSANGLE SILO
102121198	0292	ZV70	ZFAR	ZFDW	01.03.2006	NORBERT DENTRESSANGLE SILO
102121198	5672	ZV70	ZFAR	ZFDW	01.01.2007	NORBERT DENTRESSANGLE SILO
202200002	0210	ZB70	ZFAR	ZFDW	01.01.2010	LKW WALTER
202200002	0270	ZC70	ZFAR	ZFDW	13.09.2010	LKW WALTER
202200002	0292	ZV70	ZFAR	ZFDW	01.11.2002	LKW WALTER
202200002	3445	ZQ70	ZFAR	ZFDW	01.01.2004	LKW WALTER
202200002	3459	ZQ70	ZFAR	ZFDW	01.01.2012	LKW WALTER
202200002	5672	ZV70	ZFAR	ZFDW	01.01.2003	LKW WALTER
202200002	5711	ZV70	ZFAR	ZFDW	01.02.2007	LKW WALTER
202200013	0270	ZC70	ZFAR	ZFDW	01.03.2011	STADLER

#	Description	Tips
7	Save	