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

Scope

EMEA

ERP

WP1

References

Attachments

Objective and Scope

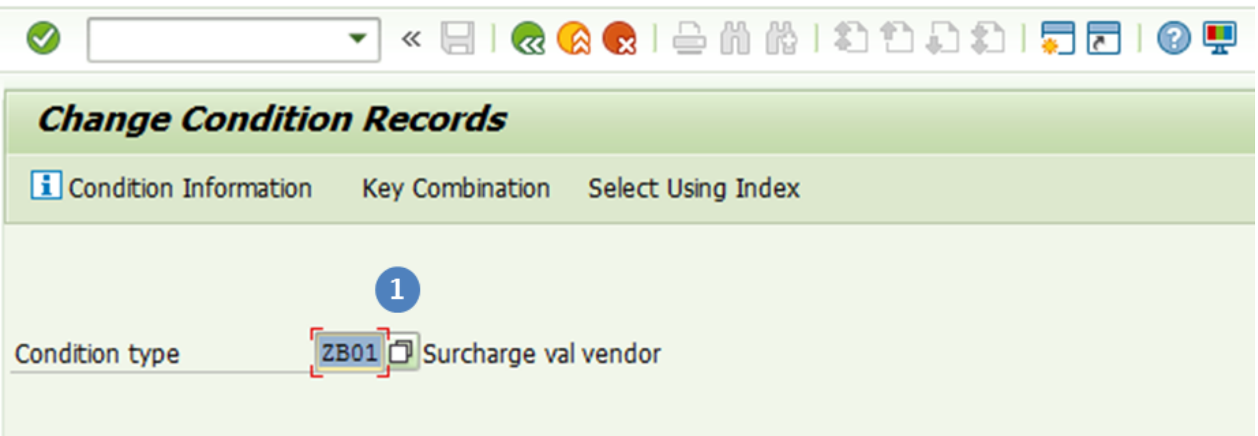
This OP explains the steps necessary to update Vendors Freight Inbound Costs (surplus) in WP1_400.

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

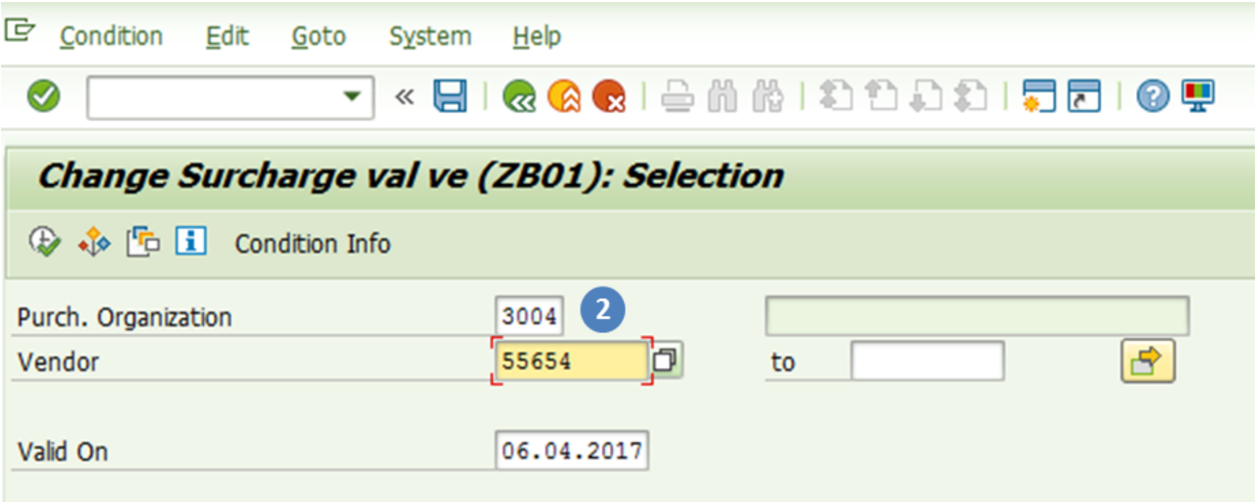
Region: EMEA.

1. Maintain freight cost table

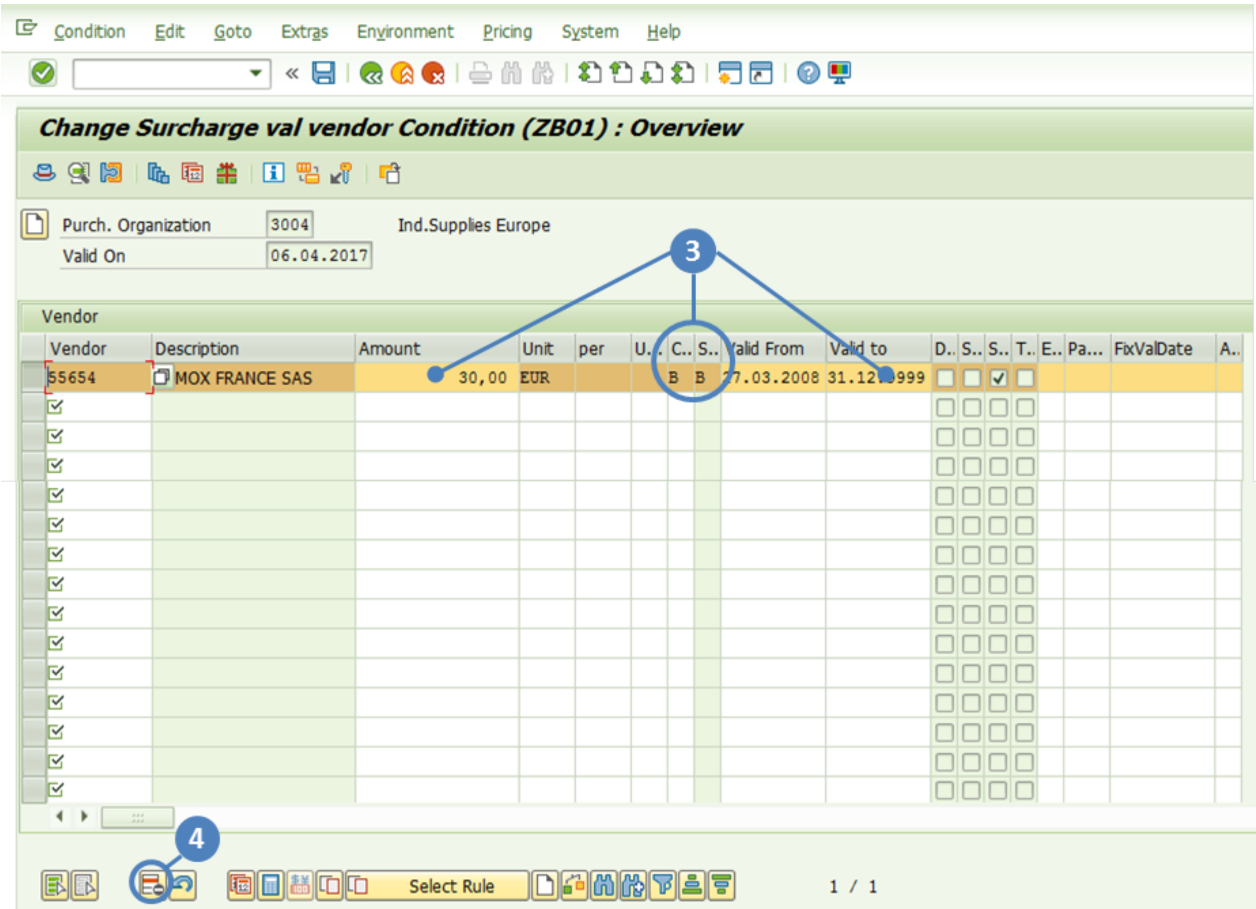
Action performed enables to create/adjust/delete the transport (freight) applied to all purchase orders raised to a specific supplier inside a specific purchasing organization.



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

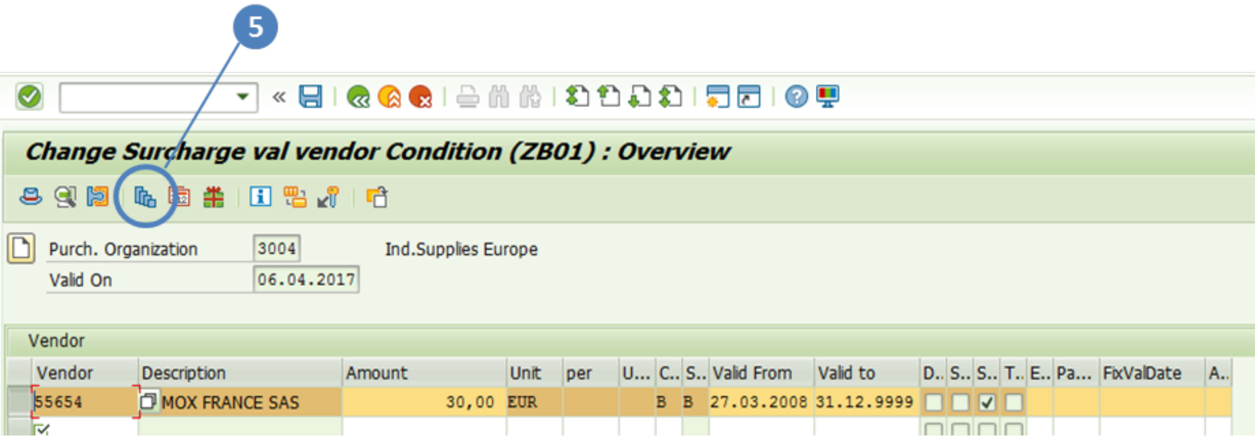


#	Description	Tips
2	MEK1/MEK2 (Modif.) – Insert Pur. Organ. + Vendor Execute	*Information mandatory to receive from Buyer / LPR /RO*

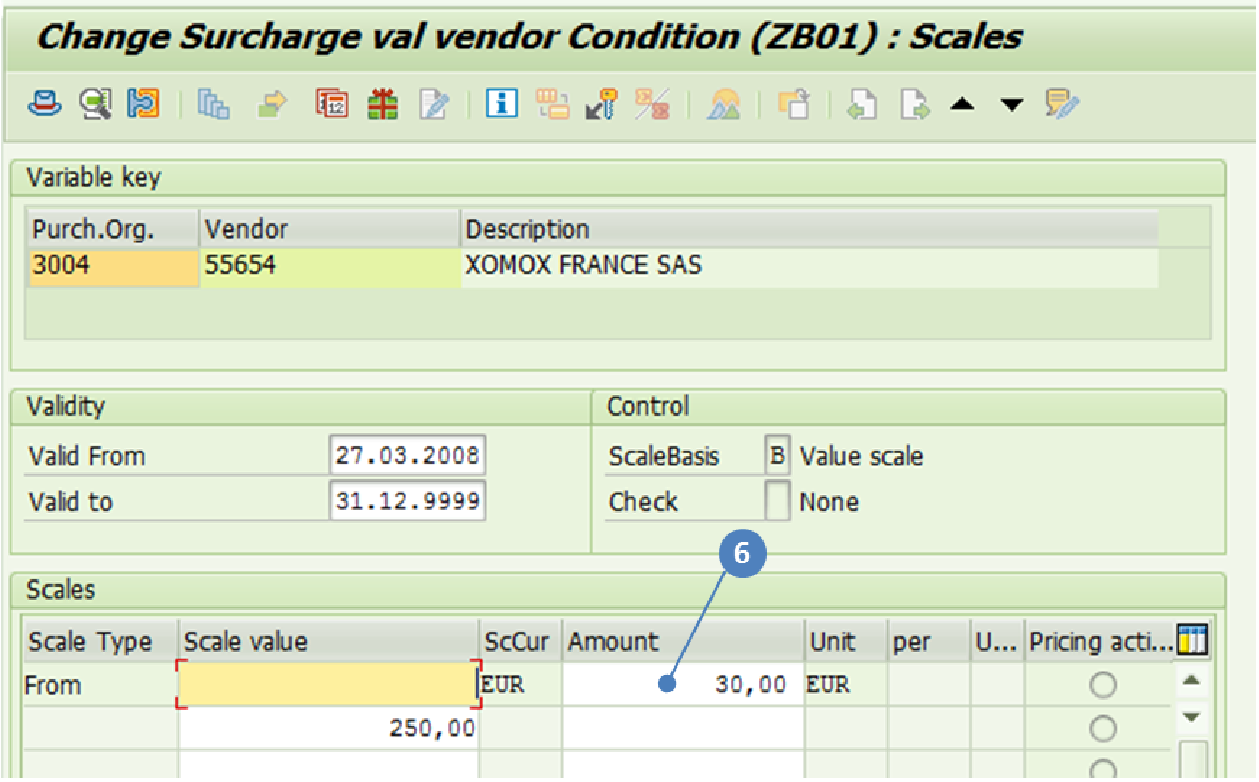


#	Description	Tips

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. Save	*Maintain xx.xxx9999*



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

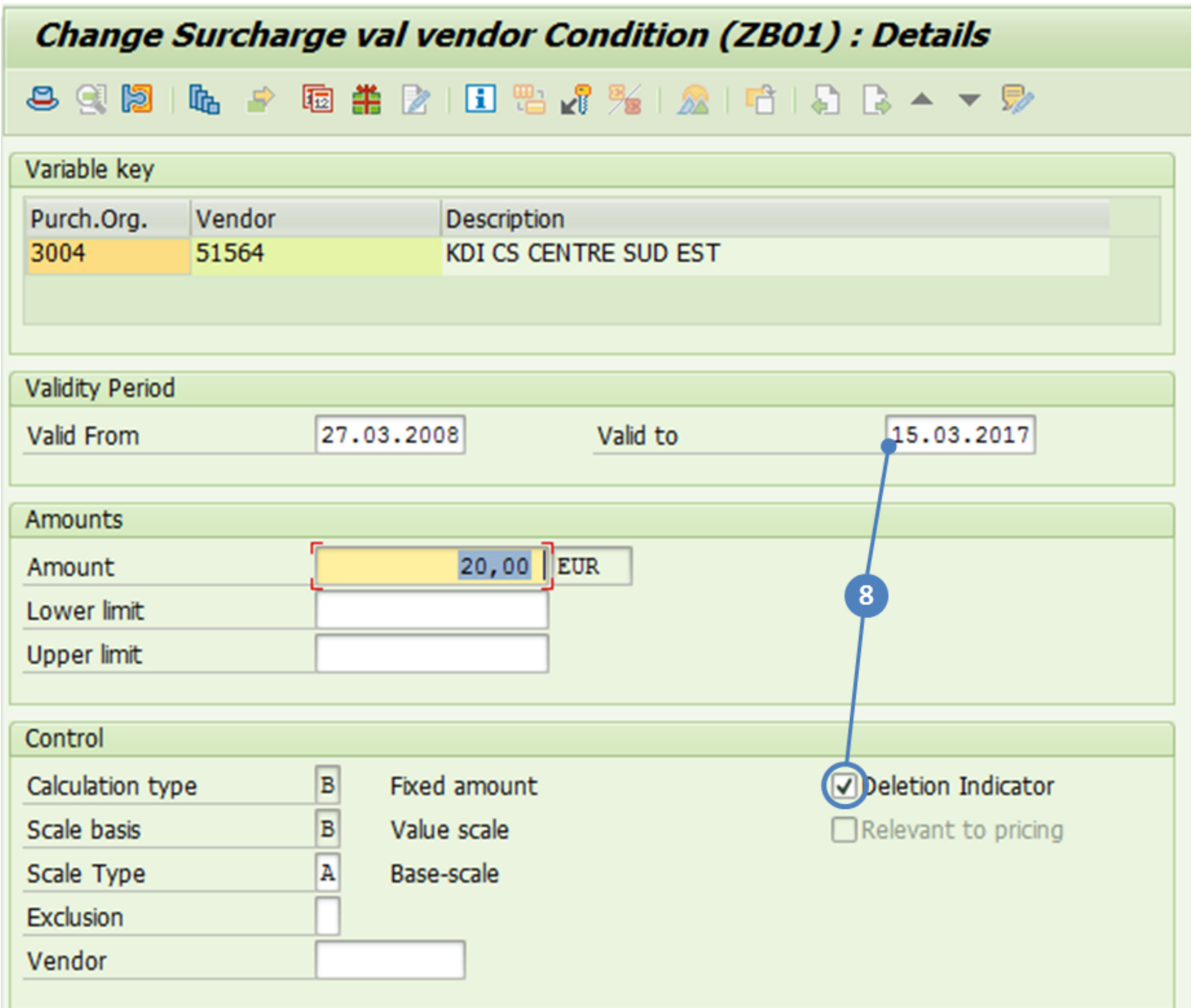


#	Description	Tips

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

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

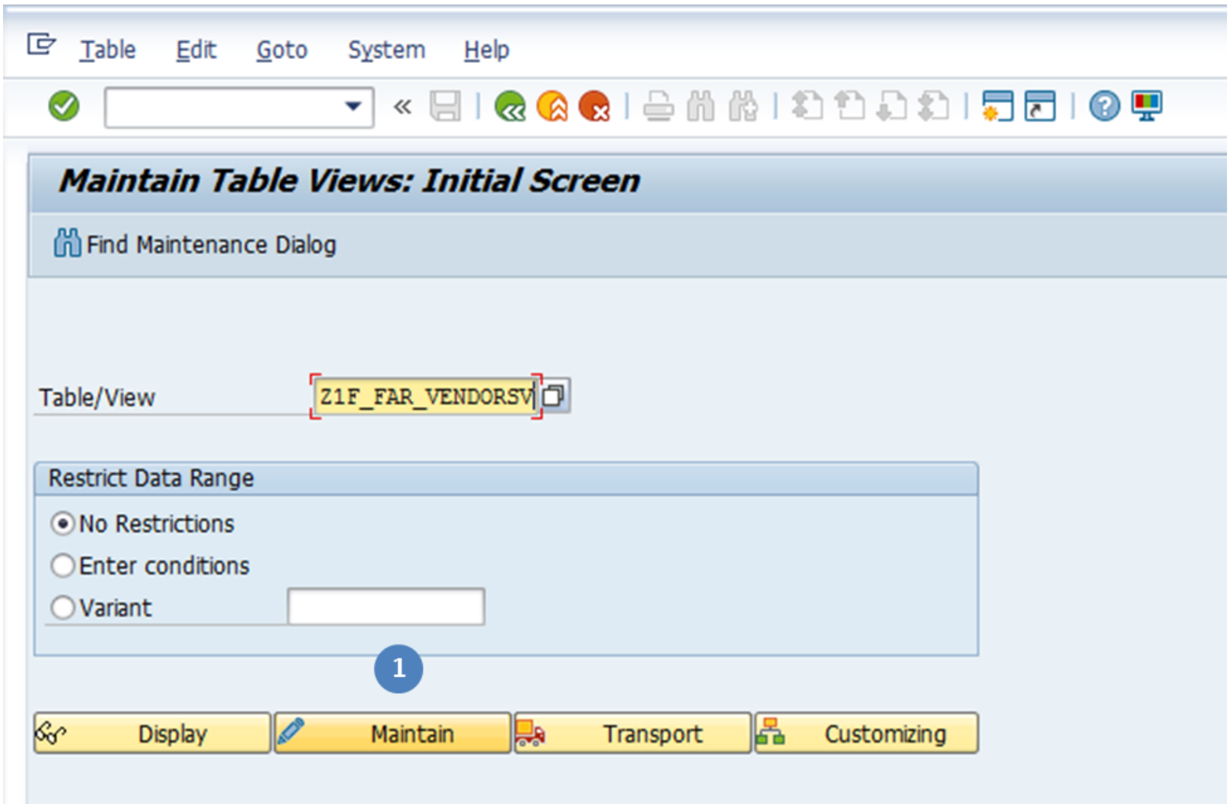


#	Description	Tips
8	Remove the deletion indicator Adapt the validity end date and SAVE	

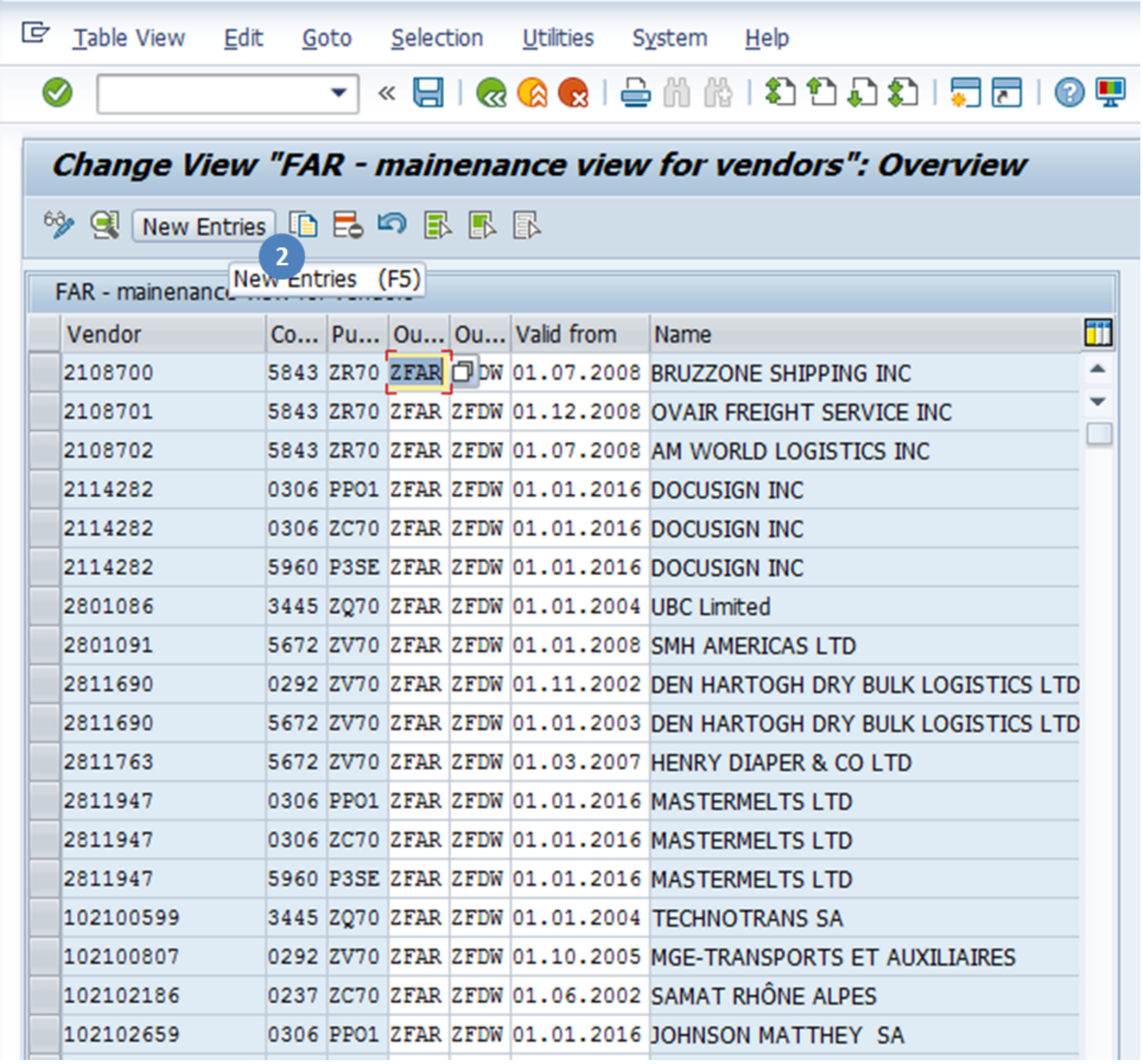
2. Table Z1F_FAR_VENDORSV - "FAR - maintenance view for vendors"

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

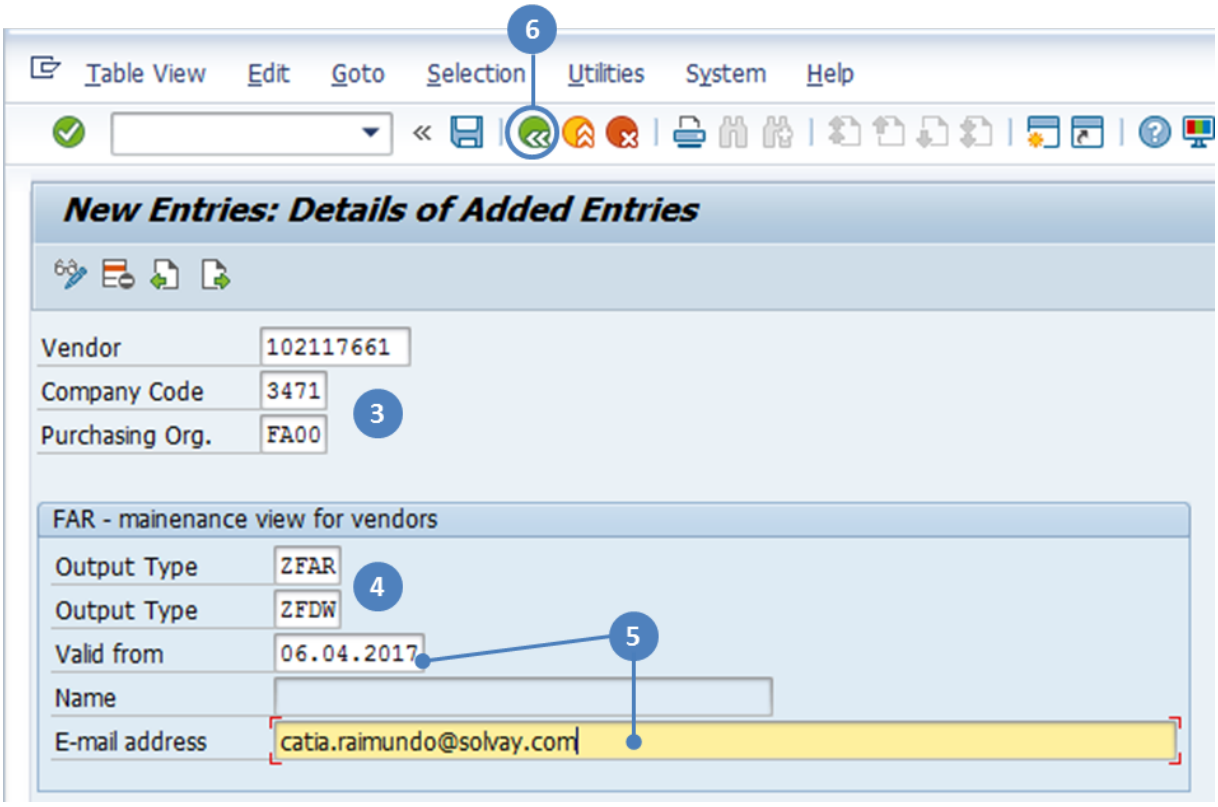
The purpose is to deliver supplier the necessary details (Good-receipts/ SES) to issue and invoice to Solvay without any discrepancies.



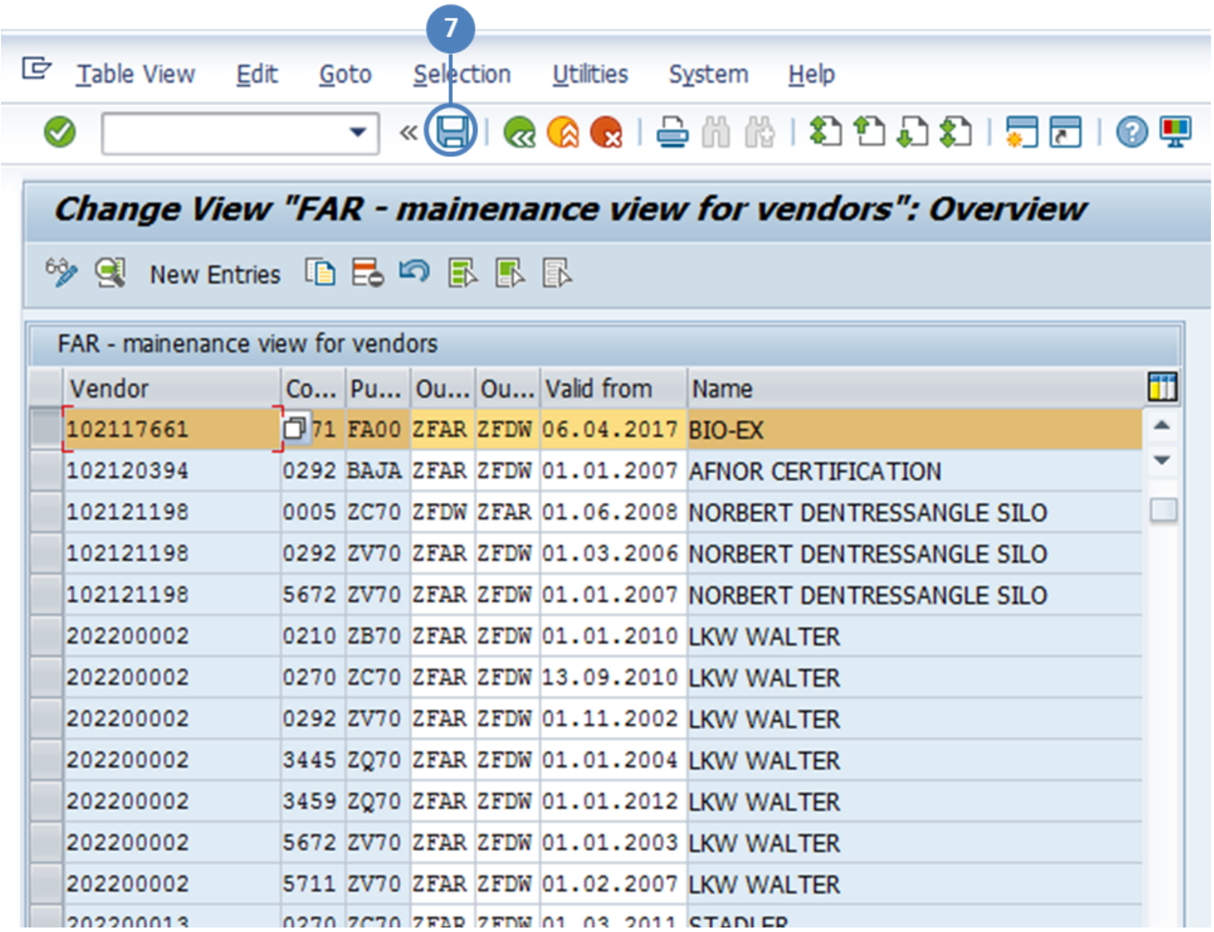
#	Description	Tips
1	Select "Maintain"	



#	Description	Tips
2	Select "New Entries"	



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



#	Description	Tips
7	Save	