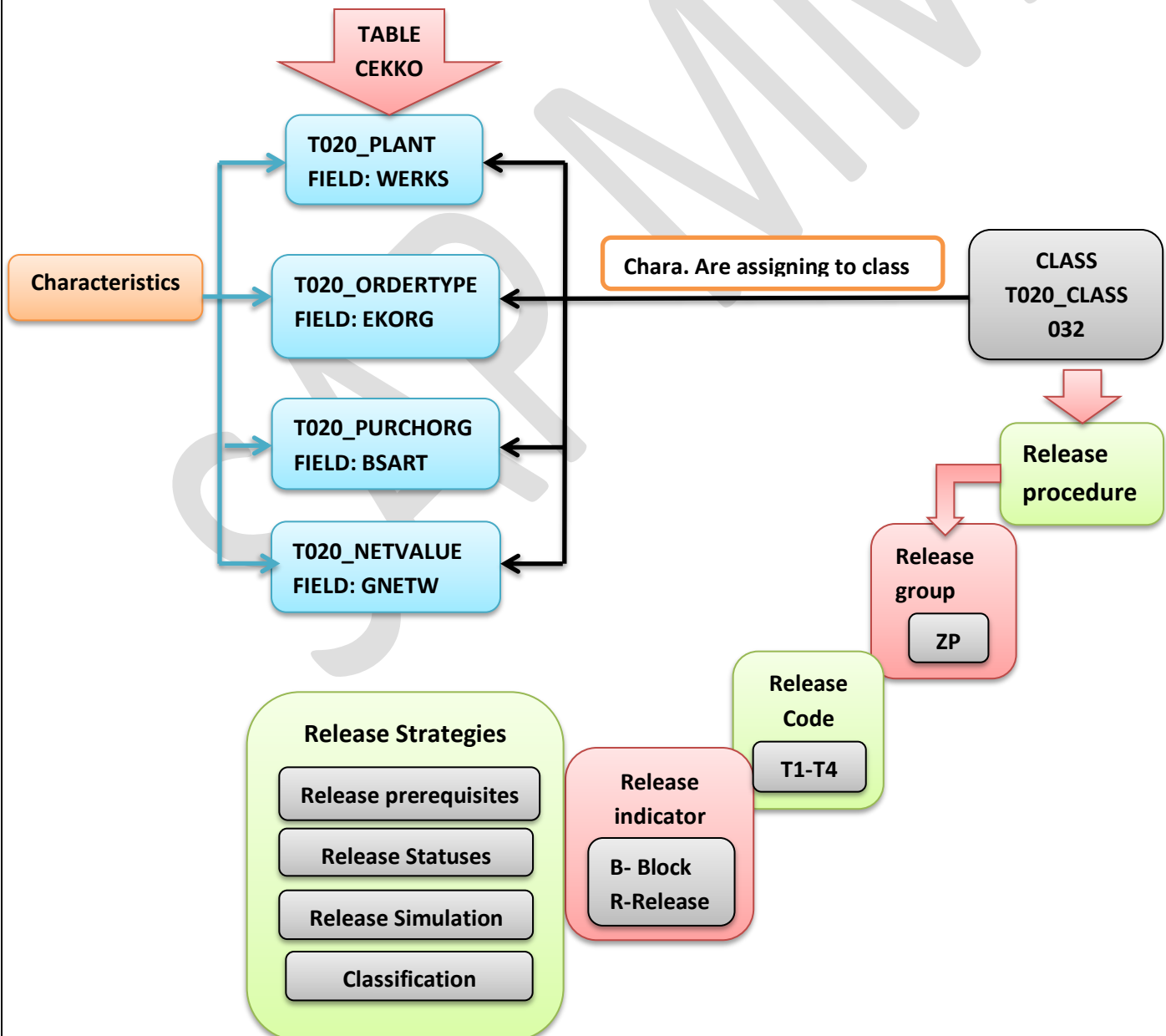


## Release Procedure for Purchase Order

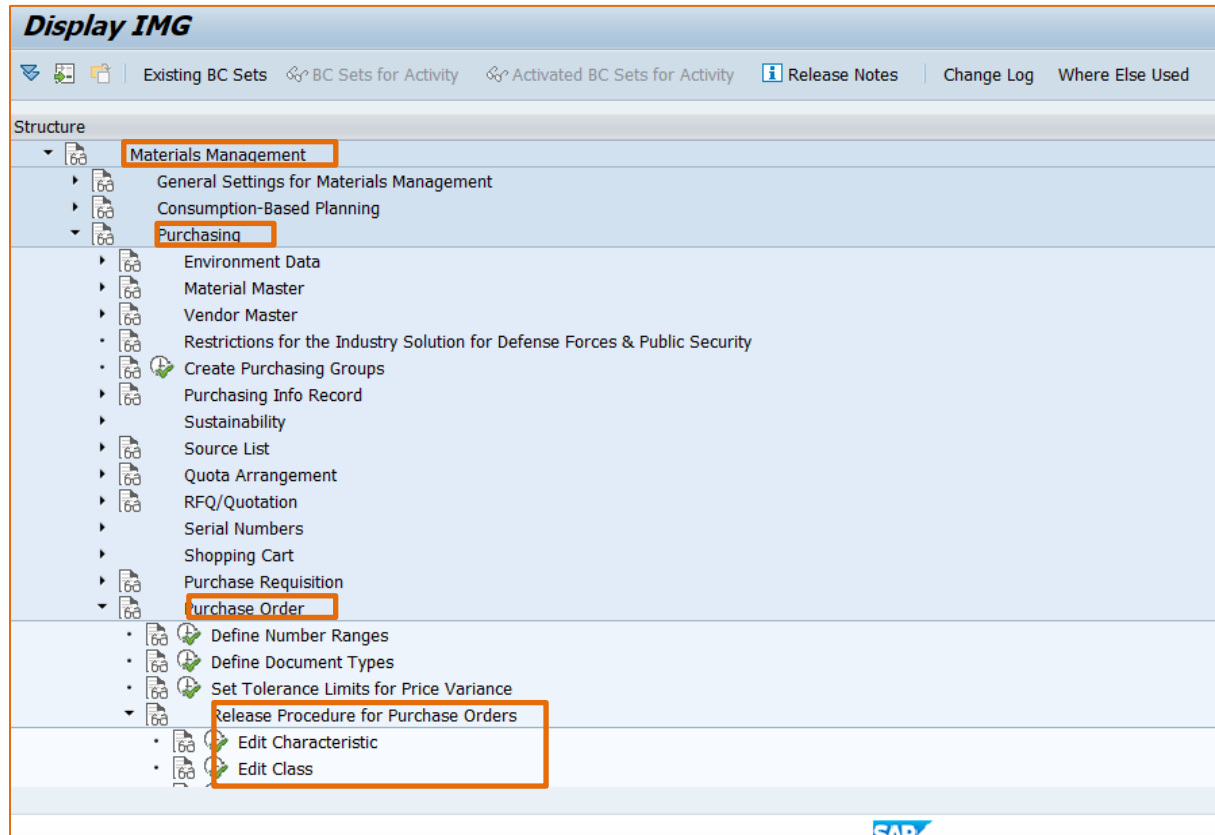
**“Release strategy is an approval process to control the procurement process in a company.”**

We can define a release strategy on the following basis; some of them are given below:

- Purchasing organization
- Purchasing group
- Purchasing Document
- Purchasing Document's Total Value
- Plant
- Company



## Path to perform Release procedure for Purchase order



### STEP 1: CREATE CHARACTERISTIC

CHARECTERISTICS		TABLE	FIELD
Plant	T020	CEKKO	WERKS
Purchase. Org	T010	CEKKO	EKORG
Purchase. Order Type	CNC	CEKKO	BSART
Purchase. Order Value	Multiple	CEKKO	GNETW

**Note: In This document I have explained characteristic for plant and for order value for other characteristic process is same**

## CHARACTERISTICS FOR PLANT

T-CODE: CT04

**Change Characteristic**

Characteristic: T020\_PLANT  
Change Number:   
Valid From: 22.06.2021

Basic data | Descriptions | Values | Addnl data | Restrictions

Basic data  
Description: T020\_PLANT  
Chars Group:   
Status: 1 Released  
Auth.Group:   
Format  
Data Type: CHAR Character Format  
Number of Chars: 4  
Case Sensitive:   
Template:   
Value Assignment  
☐ Single Value  
☒ Multiple Values  
☐ Restrictable  
☐ Entry Required

For plant I selected multiple values here so while creating strategy I will be able to put multiple plants there.

This data should be consider from table from ABAP Dictionary from SE11

:

**Create Characteristic**

Characteristic: T020\_PLANT  
Change Number:   
Valid From: 04.06.2021

Basic data | Descriptions | Values | Addnl data | Restrictions

Reference to Table Field  
Table Name: CEKKO  
Field Name: WERKS

Document  
Document:   
Document Type:   
Document Part:   
Doc. Version:   
From SE11: ABAP Dictionary

**Dictionary: Display Structure**

Structure: CEKKO Active

From SE11: ABAP Dictionary

LIFRE	1 Types	LIFRE	CHAR	10	Ø Different Invoicing Party
WERKS	1 Types	WERK	CHAR	4	Ø Plant
MATKL	1 Types	MATKL	CHAR	9	Ø Material Group

For release strategy we have class type 032

**Create Characteristic**

Characteristic: T020\_PLANT  
Change Number:   
Valid From: 04.06.2021  
Validity:   
Basic data | Descriptions | Values | Addnl data | **Restrictions**

Valid Class Types

Class Type	Description
<b>032</b>	<b>Release strategy</b>

### CHARACTERISTIC for Order Value

**Change Characteristic**

Characteristic: T020\_ORDER\_VALUE  
Change Number:   
Valid From: 22.06.2021  
Validity:   
Basic data | Descriptions | Values | Addnl data | Restrictions

Basic data

Description: Total net order value  
Chars Group:   
Status: 1 Released  
Auth.Group:   
Format

Data Type: CURR Currency Format  
Number of Chars: 15  
Decimal Places: 2  
Currency: EUR  
Template: \_\_\_\_\_, \_\_\_\_\_

Value assignment

☐ Single-value  
☒ Multiple Values  
☒ Interval vals allowed  
☐ Negative Vals Allowed

Format and no. of decimal place should be like this while putting the values

This data should be consider from table from ABAP Dictionary from SE11

**Change Characteristic**

Characteristic: **T020\_ORDER\_VALUE**

Change Number:

Valid From: **22.06.2021** Validity

Basic data | Descriptions | Values | Addnl data | Restrictions

Reference to Table Field

Table Name: **CEKKO** Field Name: **GNETW**

Document

Document:

Document Type:

Document Part:

Doc. Version:

**From SE11: ABAP Dictionary**

**Dictionary: Display Structure**

Structure: **CEKKO**

**From SE11: ABAP Dictionary**

USRN2	1 Types	USRN1	NUMC	10	0 User field numeric for release strategy
GNETW	1 Types	GNETW	CURR	15	2 Total net order value
SUBMI	1 Types	SUBMI	CHAR	10	0 Collective Number

Likewise I have done it for Purchase organization and for purchase order document type other Characteristics value

## STEP 2

**CLASS:** Is a group of characteristics we can store at one place

I have assigned my three characteristics with the class: **T020\_CLASS**

The screenshot shows the 'Change Class' transaction in SAP. The 'Class' field is set to 'T020\_CLASS'. The 'Class type' is '032' and the 'Release strategy' is selected. The 'Valid from' date is '22.06.2021'. The 'Basic data' tab is active, showing the 'Description' as 'T020\_CLASS'. The 'Status' is '1 Released'. The 'Class group' is empty. The 'Organizational area' is empty. The 'Valid From' date is '04.06.2021' and the 'Valid to' date is '31.12.9999'. The 'Same classification' section has 'Do not check' selected. The 'Administrative data' section has 'Assignments' checked. The 'Created by' and 'Changed by' fields are both 'AKASHH'. The 'Created on' date is '04.06.2021' and the 'Changed on' date is '21.06.2021'.

The screenshot shows the 'Change Class' transaction in SAP, with the 'Char.' tab active. The 'Class' field is set to 'T020\_CLASS'. The 'Class type' is '032' and the 'Release strategy' is selected. The 'Valid from' date is '22.06.2021'. The 'Char.' tab shows a list of characteristics assigned to the class. The characteristics are: T020\_PLANT, T020\_ORDERTYPE, T020\_PURCHORG, and T020\_ORDER\_VALUE. The 'Char.' field is highlighted with an orange box.

Char.	Description	Data...	N...	D...	Unit	R..	Org. Areas	Std
T020_PLANT	T020_PLANT	CHAR	4	0		<input type="checkbox"/>		
T020_ORDERTYPE	Purchasing Organization	CHAR	4	0		<input type="checkbox"/>		
T020_PURCHORG	T020_PURCHORG	CHAR	4	0		<input type="checkbox"/>		
T020_ORDER_VALUE	Total net order value	CURR	15	2 EUR		<input type="checkbox"/>		

Here we can see how I assigned all my characteristics at one place

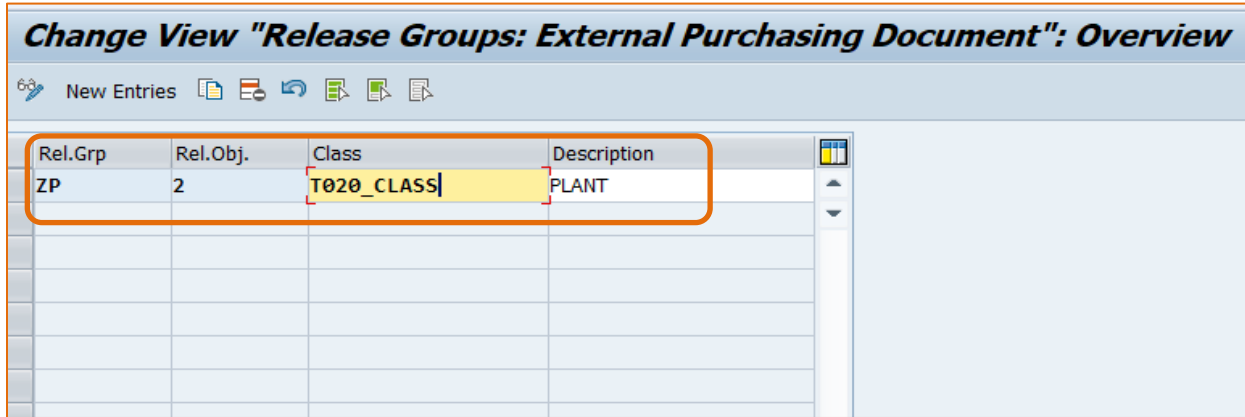
i.e. T020\_CLASS Assigned to (T020\_PLANT, T020\_ORDERTYPE, T020\_PURCHORG, T020\_ORDER VALUE)

## RELEASE PROCEDURE:

**Release Group:** A two-digit code assign to the class and group of release codes that can release a purchase document

I have created it as a **ZP**

**Change View "Release Groups: External Purchasing Document": Overview**



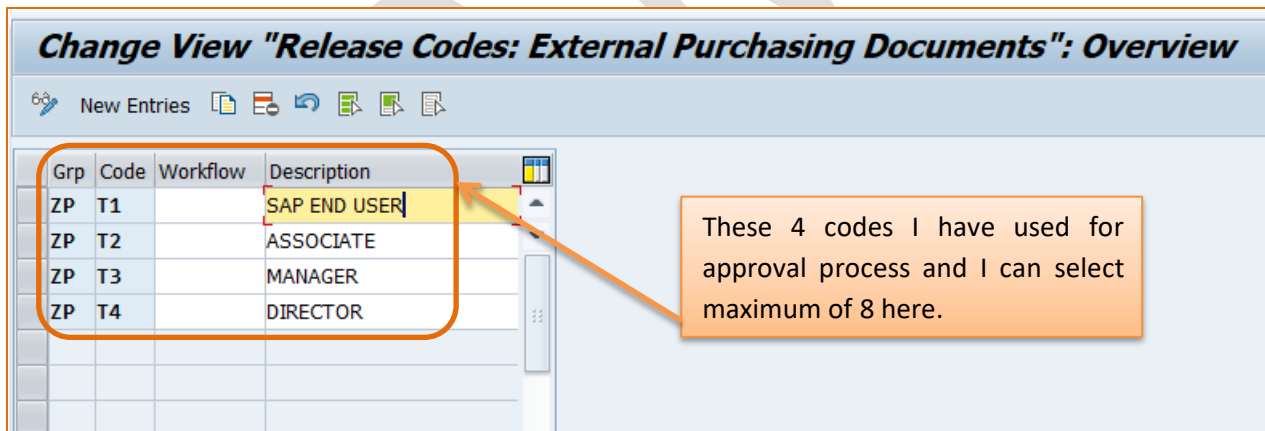
The screenshot shows the SAP 'Change View "Release Groups: External Purchasing Document": Overview' interface. A table with four columns is visible: 'Rel.Grp', 'Rel.Obj.', 'Class', and 'Description'. The first row contains the values 'ZP', '2', 'T020\_CLASS', and 'PLANT'. The entire table is enclosed in an orange rectangular border.

Rel.Grp	Rel.Obj.	Class	Description
ZP	2	T020_CLASS	PLANT

**Release Code:** Specific two-character ID for the designed users to allow him to approve /hold/reject the document

I have created T1, T2, T3, T4 and assigned it with release group ZP

**Change View "Release Codes: External Purchasing Documents": Overview**

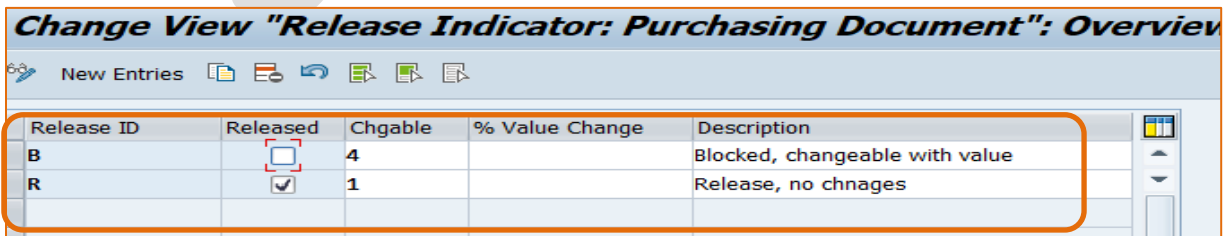


The screenshot shows the SAP 'Change View "Release Codes: External Purchasing Documents": Overview' interface. A table with four columns is visible: 'Grp', 'Code', 'Workflow', and 'Description'. The first four rows contain the values 'ZP', 'T1', 'SAP END USER', 'ZP', 'T2', 'ASSOCIATE', 'ZP', 'T3', 'MANAGER', and 'ZP', 'T4', 'DIRECTOR'. An orange rectangular border highlights the first four rows. An orange callout box with an arrow pointing to the 'SAP END USER' row contains the text: 'These 4 codes I have used for approval process and I can select maximum of 8 here.'

Grp	Code	Workflow	Description
ZP	T1		SAP END USER
ZP	T2		ASSOCIATE
ZP	T3		MANAGER
ZP	T4		DIRECTOR

**Release Indicator:** Specification of purchasing document for blocked or released

**Change View "Release Indicator: Purchasing Document": Overview**



The screenshot shows the SAP 'Change View "Release Indicator: Purchasing Document": Overview' interface. A table with five columns is visible: 'Release ID', 'Released', 'Chgable', '% Value Change', and 'Description'. The first two rows contain the values 'B', 'Released' (with an unchecked checkbox), '4', '% Value Change', and 'Blocked, changeable with value'. The second row contains the values 'R', 'Released' (with a checked checkbox), '1', '% Value Change', and 'Release, no chnages'. The entire table is enclosed in an orange rectangular border.

Release ID	Released	Chgable	% Value Change	Description
B	<input type="checkbox"/>	4		Blocked, changeable with value
R	<input checked="" type="checkbox"/>	1		Release, no chnages

## Release Strategy:

While creating release strategy I have to enter

Approver	Intervals
T1	0-500 EUR
T2	501-1000 EUR
T3	1001-2000 EUR
T4	2001-3000 EUR

**Note: For this I am explaining only the last one others are same just change in the values**

For 4<sup>th</sup> approval

**Change View "Release Strategies: External Purchasing Documents": Detail**

New Entries

Release Group: ZP PLANT

Release Strategy: T4 2001-3000

Release Codes:

- T1 SAP END USER
- T2 ASSOCIATE
- T3 MANAGER
- T4 DIRECTOR

Release Prerequisites | Release Statuses | Classification | Release Simulation



Release Prerequisites

Prerequisites

Code\release prerequisite

	T1	T2	T3	T4
T1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
T2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
T3	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
T4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Continue Cancel

Release Statuses

Release Statuses

T1	T2	T3	T4
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Release indicator

☒ BLOCK

☐ BLOCK

☐ BLOCK

☐ BLOCK

☐ RELEASE

Continue Cancel

Till 3<sup>rd</sup> person there is block  
But once 4<sup>th</sup> person approve then  
there will be release of PO

Classification

We have to mention classification for at each level separately

### FOR 1<sup>st</sup> Approval: T1

Characteristic Description	Value
T020_PLANT	6005
	T020
Purchasing Organization	T010
T020_PURCHORG	CNC
Total net order value	0,00 - 500,00 EUR

### FOR 2<sup>nd</sup> Approval: T2

Values for Class T020\_CLASS - Object ZP T2

General	
Characteristic Description	Value
T020_PLANT	T020
Purchasing Organization	T010
T020_PURCHORG	CNC
Total net order value	501,00 - 1000,00 EUR

### FOR 3<sup>rd</sup> Approval: T3

Values for Class T020\_CLASS - Object ZP T2

General	
Characteristic Description	Value
T020_PLANT	T020
Purchasing Organization	T010
T020_PURCHORG	CNC
Total net order value	501,00 - 1000,00 EUR

## FOR 4<sup>th</sup> Approval: T4

**Change View "Release Strategies: Classification"**

Object

Release group **ZP** Rel. Strategy **T4** 2001-3000  
Class Type **032** Release strategy

Values for Class T020\_CLASS - Object ZP T4

General

Characteristic Description	Value
T020_PLANT	6005
	T020
Purchasing Organization	T010
T020_PURCHORG	CNC
Total net order value	2001,00 - 3000,00 EUR

Release Simulation

ANT

001-3000

Release Strategy

Release group **ZP** PLANT  
Release Strategy **T4** 2001-3000

Release codes

Releases to Date

Final release T1 T2 T3 T4

Release ID **B** BLOCK

Simulate release

**Release Simulation for Group ZP Strategy T4**

Code	Release Options
T1	Release already effected
T2	Release already effected
T3	Release already effected
T4	Release possible

BLOCK

Set/reset release

Set/reset rel

## Cerate PO ME21N:

As I configured till **500-1000 EUR** only two approvals should be there.

**Create Purchase Order**

Document Overview On | Hold | Park | Print Preview | Messages | Personal Setting | Save As Template | Load from Template

CNC CNC STANDARD PO | Vendor: 101046 REGIME AUTOGEAR LTD | Doc. date: 22.06.2021

Delivery/Invoice | Conditions | Texts | Address | Communication | Partners | Additional Data | Org. Data | Status | Release strategy | Payment Processing

Release group: ZP PLANT  
Release Strategy: T2 value 501-1000  
Release indicator: B BLOCK

Code	Description	Status
T1	SAP END USER	⚠
T2	ASSOCIATE	

S...	Item	A	I	Material	Short Text	PO Quantity	QUn	C	Deliv. Date	Net Price	Curr...	Per	OPU	Matl Group	Plnt
	10			748	REAR VIEW MIRROR		5 PC		26.06.2021	196,00	EUR	1	PC	TESLA GROUP	TESLA PLANT-2

Default Values | Addl Planning

N..	CnTy	Name	Amount	Crcy	per	U...	Condition value	Curr.	Status	NumC...	OUn	CConDe	Un
	PB00	Gross Price	200,00	EUR		1PC	1.000,00	EUR		1PC			1PC
	RA01	Discount % on Gross	2.000-%				20.00	EUR		0			0

As I configured till **2000-3000 EUR** only all (Four) approvals are should be there.

**Create Purchase Order**

Document Overview On | Hold | Park | Print Preview | Messages | Personal Setting | Save As Template | Load from Template

CNC CNC STANDARD PO | Vendor: 101046 REGIME AUTOGEAR LTD | Doc. date: 22.06.2021

Delivery/Invoice | Conditions | Texts | Address | Communication | Partners | Additional Data | Org. Data | Status | Release strategy | Payment Processing

Release group: ZP PLANT  
Release Strategy: T4 2001-3000  
Release indicator: B BLOCK

Code	Description	Status
T1	SAP END USER	⚠
T2	ASSOCIATE	
T3	MANAGER	
T4	DIRECTOR	

S...	Item	A	I	Material	Short Text	PO Quantity	QUn	C	Deliv. Date	Net Price	Curr...	Per	OPU	Matl Group	Plnt	Stor. Location	Be
	Status			748	REAR VIEW MIRROR		15 PC		26.06.2021	196,00	EUR	1	PC	TESLA GROUP	TESLA PLANT-2		

Pricing Elements

N..	CnTy	Name	Amount	Crcy	per	U...	Condition value	Curr.	Status	NumC...	OUn	CConDe	Un
	PB00	Gross Price	200,00	EUR		1PC	3.000,00	EUR		1PC			1PC
	RA01	Discount % on Gross	2.000-%				00,00	EUR		0			0

Now I will release the PO with

**T-CODE: ME29N**

**Release CNC STANDARD PO 4500024723**

Document Overview On | Print Preview | Messages | Personal Setting | Save As Template | Load from Template

CNC CNC STANDARD PO 4500024723 Vendor 101046 REGIME AUTOGEAR LTD Doc. date 22.06.2021

Delivery/Invoice | Conditions | Texts | Address | Communication | Partners | Additional Data | Org. Data | Status | Release strategy | Payment Processing

Release group ZP PLANT  
Release Strategy T4 2001-3000  
Release indicator B BLOCK

Code	Description	Status	Relea..
T1	SAP END USER	✓	🔄
T2	ASSOCIATE	✓	🔄
T3	MANAGER	✓	🔄
T4	DIRECTOR	⚠	🔄

**Last Approval (T4)**

S..	Itm	A	I	Material	Short Text	PO Quantity	OU	C	Deliv. Date	Net Price	Curr...	Per	OPU	Matl Group	Plnt
	10			748	REAR VIEW MIRROR	15 PC	D		26.06.2021	196,00	EUR	1	PC	TESLA GROUP	TESLA PLANT-2
											EUR				
											EUR				
											EUR				
											EUR				

After Release we got the PO number: 4500024723

Thanks & Regards,

Akash Hiwale

7507735563

[akashhiwale20@gmail.com](mailto:akashhiwale20@gmail.com)