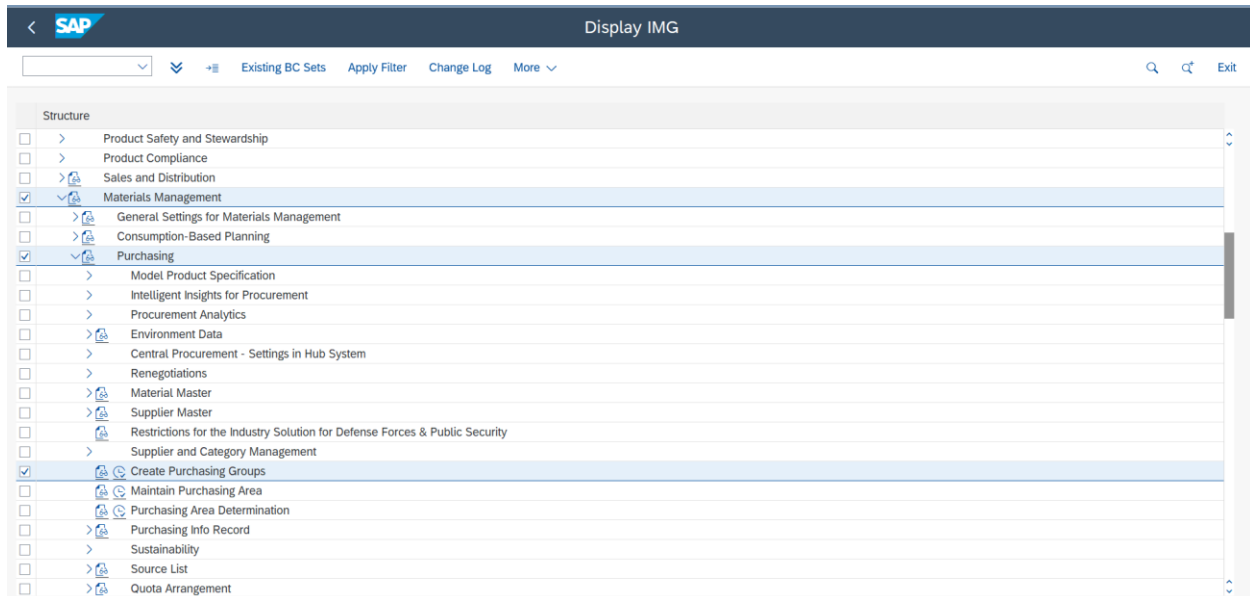# Purchase Groups

Create 3 Purchasing Groups:

3 employees Responsible for purchasing the **cars** according to the **vendor country**. **One** is responsible for purchasing **spare parts**. **One** responsible for purchasing any needed **services** (ex: security which is measured by people/hr, Electricity which is measured by day and other maintenance).

Step 1: Accessing purchase group configuration >>

Navigation:

Spro → SAP Reference IMG" → Navigate to "Materials Management" → "Purchasing" → "Create Purchasing Groups".

Step 2: Create new 3 purchase groups >>

Once you are in the Purchasing Groups configuration screen, you'll see a list of existing groups.

Click on the "New Entries" button to create a new purchasing group.

For each new purchasing group, you need to:

- Enter a **unique alphanumeric identifier** for the purchasing group.
- Provide a **descriptive name** that clearly identifies the **group's purpose.**

Define Purchasing Groups:

- **First Purchasing Group:**
    - Code: (e.g., "T51")
    - Description: "**Cars** Purchasing - Vendor Country"
- **Second Purchasing Group:**
    - Code: (e.g., "T52")
    - Description: "**Spare Parts** Purchasing"
- **Third Purchasing Group:**
    - Code: (e.g., "T53")
    - Description: "**Services** Purchasing".

To check if the creation has been done successfully or not. >> Check Purchasing Group in ME21N (PO)