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	Menu Code	01.201.01	
	Process Name	Item Master	
Release Version	1.0	Document No	LISPL/OHD/MM/201/01
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## 01.201.01 - ITEM MASTER

### PROCESS OVERVIEW

This master is used to define the main Item/ Service master, wherein complete details each item with its basic information and association with item structures such as Item Nature, Item Group, Item Category are defined. Certain default values can also be set while preparing the item would be helpful at the transaction level and can also set certain process related parameters required during the operation.

### PROCESS PRE-REQUISITES

Input Fields	Input Details	General Remarks
Item Schedule	Item Schedule Master under which the Item Mater is created.	Based on requirement.
Item Nature	Item Natures are pre-defined in the ERP which are linked to each Item Master.	Based on requirement.
Unit of Measure	Unit of Measure Master	Based on requirement.
Item Category	Item Category Master	Based on requirement.
Item Group	Item Group Master	Based on requirement.
Parent Item	If Parent Item concept is needed, then Parent Items are created thru Item Master only.	Based on requirement.
Department	If Item is restricted to one department.	Based on requirement.
Item Class	Scenario based mapping for grouping purpose.	Based on requirement.
Cost Code	If Item is restricted to single cost center.	Based on requirement.
Supplier	This is obtained from the subsidiary master	Based on requirement.
Make	Product brand name	Based on requirement.
Equipment	Obtained from the item master	Based on requirement.

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Purchaser	Obtained from the employee master	Based on requirement.
Godown/Warehouse	Storage purpose	Based on requirement.

## KEY FEATURES

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- Differentiation of item can be done division wise
- Item Attribute Master to define the dimensions, grades, composition etc.
- Items can be defined category wise as well as nature wise
- Rack and bin facility are available in this master
- Multiple unit of measurement linked to each item.
- Seven configurable attributes for maintaining Stock. i.e. Entity, Division, Cost Center/Project, Department, Godown/Location, Batch/Lot No and Reference No.
- Stock levels, Min/Max, Re-order levels for maintenance and controlling of stock.

## PROCESS DETAILS

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Step 1 Click on the add button.

Step 2 Select the item sch., Give the name, unit, item nature, item category and item group.


Step 3 Fill all the details as per the requirement.

Step 4 Click on save button

## WORK STEP IN DETAILS

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**FM1870V - Item Master**

General Item Code Details | Item Attribute Detail | Other UM & Storage Locations | Other Groups for MIS | Similar Items

**Item Details**

Item Sch\*  New Item Requisition Copy Values ☒ Tick check box to enter mixed character case

Item Code\*  H Name\*  Enter Attributes

Short Name  Unit\*  Default Add. Unit  Parent Item

Net Weight  Cal Size Um  Status  Finish Weight  Closed Date  Old Code

Item Detail (Printable)  R Extra Remark (Non-printable)  R

Gross Weight  0

**Item Classification**

Item Nature\*  Item Department

Category\*  Item Class

Stock Type  Item Group\*

Cost Code

**Other Details**

Qty Tolerance Basis for Order  HSN/SAC Code  D

Qty Tolerance Basis for Freight  Excise Tariff Heading / H.S. Code

Supplier- if Only One  VAT Tariff Heading

Make- if Only One  Export Incentive Code  E C

Eqpt- if Only One  Purchase Lead Days  Supplier Product

Purchaser Employee  Best Before (Days)  Purchase Location

Scrap Item  Batchno  Purchase Rate

Minimum Order Qty  Economic Order Qty  Sale Rate  Scrap Weight

Visibility Limited to Entities  E Inspection Department  D

and Visibility Limited to Divisions  D Lab QC

Service applicable  P Cost Run Seq  Std Life Days

Batch Required Flag  ItemTyp Flag 0 - Not Required  Stock Flag  Auto Insp Flag

☐ Manual Flag Ref Sln  Mfg. Flag 0 - Non Mfg. Item  Catalog Flag


☐ Hazard Flag ☐ Certificate Flag ☐ Warranty Flag ☐ Repair Flag ☐ Item Expire Flag ☐ Indirect Expense Flag

☐ Insurance Item Flag

Ok Cancel Back >>

- Select the item schedule of the item this is created in the item schedule master.
- Item code is generated automatically fill the name of the item one can even fetch from the previous item or even fetch from the requisition
- Short name of the item can also be provided.
- Unit is used to define the measurement value of the item in which its needs to be counted
- The weight of the item can also be provided
- Status of the item can be used to track the working condition of the item
- Finish weight is used to define the finish obtained from the that item
- Parent item define the parent of that particular item
- Item remark other details can be provided in the field
- In the item classification the item nature, category and group needs to be defined so as to distinguish and bifurcate the item.
- Other details consist of the qty tolerance basis for order or freight, supplier can also be selected, even the make that one want for the item can be selected, purchaser can also be defined, minimum order qty, economic order qty,



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**FM1870V - Item Master**

General Item Code Details | Item Attribute Detail | **Other UM & Storage Locations** | Other Groups for MIS | Similar Items

**Item Additional Units**


UM	Additional UM Name	UM Size	Conversion with Main UM	Variance Lower %(-)	Variance Higher %(+)	Fixed Conversion
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input checked="" type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>

**Item Location/Rack/Bin Details**

Default Godown- if Only One

Rack code	Rack Name	Godown Code
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
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<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

- Addition um can be defined over here.
- Even the godown of the equipment can be made fix over here.
- The location can also be defined over here.

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**FM1870V - Item Master**

General Item Code Details | Item Attribute Detail | Other UM & Storage Locations | Other Groups for MIS | Similar Items

**Item Details**

Item Sch\* C21001 Civil New Item Requisition Copy Values ☒ Tick check box to enter mixed character case

Item Code\* C21001014 H Name\* STEEL SQUARE PIPE 125MM X 125MM Enter Attributes

Short Name  Unit\* KGS Default Add. Unit  Parent Item

Net Weight  Cal Size Um  Status  Finish Weight  Closed Date  Old Code

Item Detail (Printable)  R Extra Remark (Non-printable) STEEL SQUARE PIPE 125MM X 125MM R

Gross Weight  0

**Item Classification**

Item Nature\* CI CAPITAL ITEMS Item Department

Category\* N0018 BUILDING Item Class

Stock Type Capital Item Group\* CI001 CAPITAL GOODS

Cost Code

**Other Details**

Qty Tolerance Basis for Order  HSN/SAC Code 7306 OTHER TUBES, PIPES AND HOLLOW PROFIL D

Qty Tolerance Basis for Freight  Excise Tariff Heading / H.S. Code

Supplier- if Only One  VAT Tariff Heading

Make- if Only One  Export Incentive Code  E C

Eqpt- if Only One  Purchase Lead Days  Supplier Product

Purchaser Employee  Best Before (Days)  Purchase Location

Scrap Item  Batchno  Purchase Rate

Minimum Order Qty  Economic Order Qty  Sale Rate  Scrap Weight

Visibility Limited to Entities  E Inspection Department  D

and Visibility Limited to Divisions  D Lab QC

Service applicable  P Cost Run Seq  Std Life Days

Batch Required Flag 0 Batch Wise Stock Not Required  ItemTyp Flag 0 - Not Required  Stock Flag Non Stock  Auto Insp Hag ☐


☐ Manual Flag Ref Sino 0 Not Required  Mfg. Flag 0 - Non Mfg. Item  Catalog Flag ☐

☐ Hazard Flag ☐ Certificate Flag ☐ Warranty Flag ☐ Repair Flag ☐ Item Expire Flag ☐ Indirect Expense Flag ☐ Insurance Item Flag ☐

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## Description of Fields

FIELDS	DESCRIPTION	R/O/C	FIELD VALUE / COMMENTS
Item Sch	Item Schedule Master	R	Select the Item Schedule in which Item will be created.
Item Code	Generated automatically	R	System will auto generates the Item Code.
Item Name	As per the user	R	Item name.
Short Name	As per the user	O	Enter short name of item, depends on user.
Net Weight	Calculated	O	If item weight is fixed.
Status	As observed	O	It shows status.


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Units	Unit of Measure Master	R	While pressing f9 the lov is stand we have to select the unit of measurement according to item.
Finish Weight	As measured	O	Weight of material.
Default Add Unit	Additional Unit of Measure	R	Some item is measured in second unit of measurement
Closed Date	As per the nature of material	C	If Status is 'Closed'. Closed items are not allowed for any transactions from the closed date.
Parent Item	As per the parent	O	Select Parent item by pressing F9.
Old Code	Old code if any	O	Old code for identification purpose.
Item Details	Details of item	O	Additional details of item.
Extra Remarks	Define Manually in character	O	If any extra remark we mentioned here.
Item Nature	Form View_item_nature	R	We have to select the item nature while pressing f9 which is defined in item schedule level3.
Category	Item Category Master	R	We have to select the Item Category. If Item Category is defined in the L3 of Item Schedule.
Stock Type	View_stock_Type	O	Capital, Revenue, Service.
Item Department	Department Master	O	Item is of specific department.
Item Class	Item Class Master	O	Press F8/F9 to select the Item class defines in the l3 of item schedule.
Item Group	Item Group Master	R	Press F8/F9 to select the Item Group, Item Group is defined in the L3 of Item schedule.
Cost Code	Cost Center Master	O	Item is of specific cost code
Qty Tolerance Basis		O	Select the default Qty Tolerance
Supplier	Subsidiary Account Master	O	Select Supplier by pressing F9, lov come from subsidiary account master.




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Make	Make Master	O	Select Make, if present in make master.
Equipment Code	Equipment Master	O	Select Equipment if present.
Purchaser Employee	Employee Master	O	Select Purchaser for the particular item.
Minimum Order Qty	Define Manually	O	The minimum amount that can be ordered from a supplier.
Economic Order Qty	Define Manually	O	Manual field
Visibility limited to Entity	Entity Master	O	Select the Entity by pressing 'E' button.
Visibility limited to Division	Division Master	O	Select the Division by pressing 'E' button.
Batch Required Flag	Form View_item_batsch_flag	O	Select the option from the drop down list. 0 - Batch wise stock not required 1 - Batch wise stock required 2 - Batch as Purchase Order required in GRN 3 - Auto Batch number in Production Entry 4 - Batch as GRN required in GRN 5 - Lot No Required in Batch No in GRN & WB
Ref SI No	From view_item_refslno_flag	O	0 – Not Required 1 – Manual Entry 2 – Validate from LOV 3 – Lot No required in Ref slno in GRN 4 – GRN No in Ref slno 5 – GRN No and SI No in Ref slno
Item Type Flag	From View_item_type	O	Select the item type flag from the drop down list. This is industry specific parameter may not be

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			useful in general.
Export Incentive Code	Export incentive Master	O	Select Export Incentive Code from the master.
Excise Tariff Heading HS Code	HSN/SAC Master	O	Select default Harmonized System Code / Harmonized Tariff Schedule.
Supplier Product	Item Master	O	In case the Item Name is different for the Supplier.
Purchase Location	Area Master	O	Select default location code of purchase.
Purchase Rate	Define Manually In numbers	O	Estimated purchase rate of the item.
Purchase Lead Days	Define Manually in Date	O	Default estimated purchase lead times in days.
Best Before (Days)	Define Manually in Date	O	Best before in days (expiry).
Batch No	Manually in Numbers	O	Define the default batch no.
Sale Price	Define Manually In numbers	O	Estimated selling price of the item.
Inspection Department	Department Master	O	Inspection departments for the item.
Lab QC	From View	O	Select the Lab QC from the drop down list.  0 – QC Not Required  1 – QC Required to take in Stock  2 – QC Not Required to take in Stock (for non mandatory process)  3 – Multiple QC Required to take in Stock  4 – Multiple QC No Required to take in Stock
Cost Run Sequence	From View	O	To define the cost run sequence, required for MRP process.
Standard Life Days	Define manually In Number	O	Default estimated standard life in days.

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## Radio Buttons

BUTTONS	DESCRIPTION
New	For new entry
Edit	To edit the entry before approval.
Delete	To delete the voucher
Print	To print the voucher.
Cancel	Cancel the entry of the voucher.
Exit	To exit the form