

Purchase Requisition for ZFRT Material

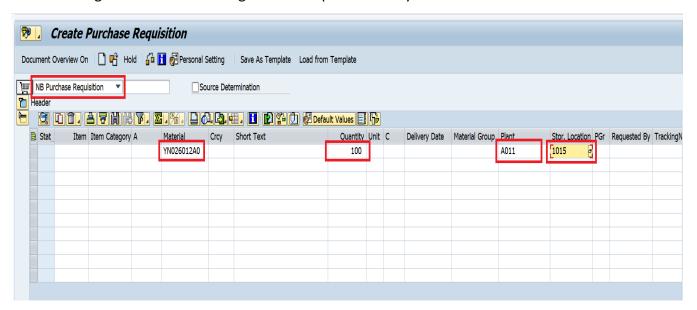
ZFRT - Finished/Blk.Trad/RM

A. Detailed Steps:

1. Purchase Requisition

Execute Transaction code Me51n.

Select Document type 'NB – Purchase Requisition'. Fill material number, Quantity, Plant, Delivery Date & Storage location. After filling these data press enter system will show all details.



(Note. User also can select different storage location & Requisitioner from the search field in SAP)

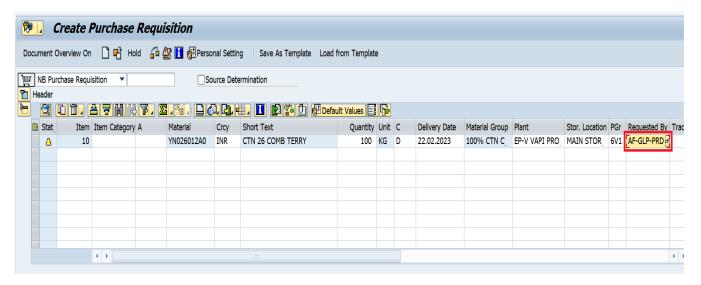


2. Requisitioner in PR

This **requisitioner** is a new term added in the system. This field we must maintain in 'requested by' column as per the dropdown values in the field.

There is a mapping for PLANT + STORAGE LOCATION + REQUISITIONER WITH THE USER ID.

If the mapping is not correct system will show error message as YOU ARE NOT AUTHORIZED FOR USING PLANT (XXXX) SLOC (XXXX) AND REQUISITIONER.



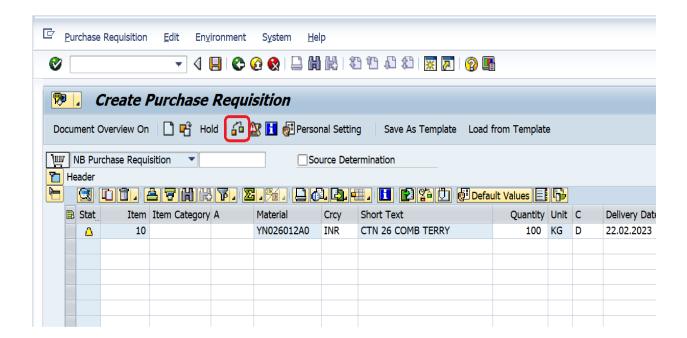
Examples of Requisitioner,

Requisitioner	Description
AF-GLP-AMC	AF-GLP-AMC
AF-GLP-CIV	AF-GLP-CIVIL
AF-GLP-ELE	AF-GLP-ELECTRICAL
AF-GLP-FAB	AF-GLP-FABRIC
AF-GLP-GEN	AF-GLP-GENERAL-MATERIAL
AF-GLP-INS	AF-GLP-INSTRUMENTATION
AF-GLP-MEC	AF-GLP-MECHANICAL
AF-GLP-PRD	AF-GLP-PRODUCTION
	AF-GLP-REPAIRS-&-
AF-GLP-R&M	MAINTAINANCE
AF-GLP-S&S	AF-GLP-STORES-&-SPARES



3. Check Purchase Requisition

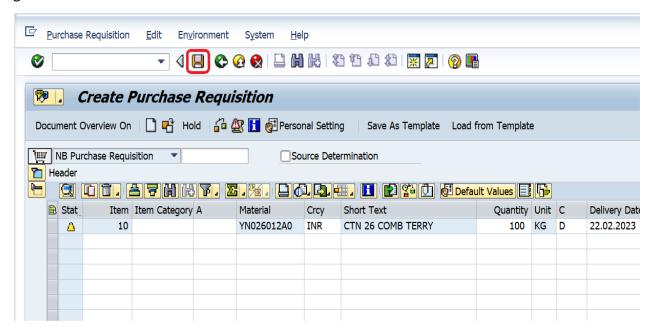
Once user fill these all-data points, user should check the PR before saving. Once user clicks on 'CHECK' icon, system check for required data and if all fields are correct then system shows msg like 'No messages issued during check.'





4. Save Purchase Requisition

Once system shows message like 'No messages issued during check' then SAVE the PR. System will generate PR Number.



Video recording links to see each scenario.

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