***General Information***

***- MEMBUAT ORDER PEMBELIAN***

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| **Related Business Blueprint: P03.03.01.01** | | |
| **Tester** | | |
| **Name** | **Position** | **Tested Date** |
| Fulan | Key User – Purchasing | 01.11.2019 |
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| **Expected Results:**   * User dapat membuat purchase order didalam sistem | | |

***Setup Data***

| **AX Field** | **Value/Code** | **Description** | **Comments and Notes** |
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*Testing Steps/Transactional Steps*

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| **No** | **Bus. Process Doc** | **Sub Process** | **Menu Path** | **Field** | **Test Data** | | **Expected Result** | | **Actual Result** | | **Tester/Team** | | **OK / Error** | **Remarks** | |
| 1. **P03.01.01.01– Create Purchase Order** | | | | | | | | | | | | | | | |
| 1.1 | Staff Purchasing | Membuat PO dengan tipe pembelian   * Production * Production New Model * Miscellaneous * Non Production / Supplies * Jasa Sipil & MEP * Project SPM DJT * Claim Market | Procurement and Sourcing 🡪 Purchase Order 🡪 All purchase order | |  |  | | --- | --- | | **Purchase Order** | | | Entity | **YMI** | | Purchase Requisition Name |  | | Tipe Pembelian |  | | Request Date | **Today;** | | Jumlah Lines | **Sesuai PR** | | Item Name |  | |  |  | |  |  | | | | Berhasil Submit Purchase order - Status PO In review | |  | |  | |  |  | |
|  |  |  |  |  | | |  | |  | |  | |  |  | |
| 2.1 | Section Head Purchasing | Approval PO | Procurement and Sourcing 🡪 Purchase Order 🡪 All purchase order | |  |  |  |  |  | | --- | --- | --- | --- | --- | | Approve | In review |  |  |  | | Request Change | In review |  |  |  | | Reject | Rejected |  |  |  | | Delegate | In review |  |  |  | | Recall | Draft |  |  |  | | | | | | | | | | | | |
| 2.2 | Dept Head Purchasing | Approval PO | Procurement and Sourcing 🡪 Purchase Order 🡪 All purchase order | |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | Approve | In review |  |  |  |  | | Request Change | In review |  |  |  |  | | Reject | Rejected |  |  |  |  | | Delegate | In review |  |  |  |  | | Recall | Draft |  |  |  |  | | | | | | | | | | | | |
| 2.3 | Division Head Purchasing | Approval PO | Procurement and Sourcing 🡪 User define 🡪 Summary PO | |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | Approve | Jika amoun PO < 10jt, button confirm enable, Jika amount PO >= 10 Jt, menunggu BOD Approve. |  |  |  |  |  | | Reject | Button Confirm Disable – PO Status Approve |  |  |  |  |  | | | | | | | | | | | | |
| 2.1 | BOD | Approval PO ( button Appove akan enable apabila amount PO >=10 jt) | Procurement and Sourcing 🡪 Summary PO | |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | Approve | Button Confirm Enable – PO Status Approve |  |  |  |  |  | | Reject | Button Confirm Disable – PO Status Approve |  |  |  |  |  | | | | | | | | | | | | |
| 2.1 | Staff Purchasing | Posting Confirmation | Procurement and Sourcing 🡪 Purchase Order 🡪 All purchase order | |  |  | | --- | --- | | **Purchase Order** | | | Entity | **YMI** | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | | | Status PO menjadi Confirmation | |  | |  | |  | | |  |
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| 3.1 | Staff Purchasing | View History | Procurement and Sourcing 🡪 Purchase Order 🡪 All purchase order | |  |  | | --- | --- | | **Purchase Order** | | | Entity | **YMI** | | Purchase Requisition Name |  | | Tipe Pembelian |  | | Request Date |  | | Jumlah Lines |  | | Item Name |  | | Action | **View History** | |  |  | | | | Dapat melihat approval pending pada user siapa. | |  | |  | |  |  | |
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| 4.1 | Budget Available | Submit PO | Procurement and Sourcing 🡪 Purchase Order 🡪 All purchase order | |  |  | | --- | --- | | **Purchase Order** | | | Entity | **YMI** | | Purchase Requisition Name |  | | Tipe Pembelian |  | | Request Date |  | | Jumlah Lines |  | | Item Name |  | | Button | **Perform Budget Checking** | |  |  | | | | Berhasil Submit PO dan status PO menjadi In Review. | |  | |  | |  |  | |
| 4.2 | Over Budget | Perform Budget Checking | Procurement and Sourcing 🡪 Purchase Order 🡪 All purchase order | |  |  | | --- | --- | | **Purchase Order** | | | Entity | **YMI** | | Purchase Requisition Name |  | | Tipe Pembelian |  | | Request Date |  | | Jumlah Qty | **100** | | Unit Price | **1 Milyard** | | Action | **Perform Budget Checking** | |  |  | | | | Dapat melihat nilai Over Budget | |  | |  | |  |  | |
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|  | Staff Purchasing | Split Line Termin | Procurement and Sourcing 🡪 Purchase Order 🡪 All purchase order | |  |  | | --- | --- | | **Purchase Order** | | | Entity | **YMI** | | Purchase Requisition Name |  | | Tipe Pembelian |  | | Request Date |  | | Jumlah Lines |  | | Item Name |  | | Termin Master | **Pilih Master** | |  |  | | | | Sistem Secara otomatis split berdasarkan persentase termin master | |  | |  | |  |  | |
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|  | Staff Purchasing | Posting Receipt List | Procurement and Sourcing 🡪 Purchase Order 🡪 All purchase order | |  |  | | --- | --- | | **Purchase Order** | | | Entity | **YMI** | | Purchase Requisition Name |  | | Tipe Pembelian |  | | Request Date |  | | Jumlah Lines |  | | Item Name |  | | Termin Master |  | |  |  | | | | Berhasil memasukan Mischarge dan Allocate ke setiap lines. | |  | |  | |  |  | |
|  | Staff Purchasing | Submit PO | Procurement and Sourcing 🡪 Purchase Order 🡪 All purchase order | |  |  | | --- | --- | | **Purchase Order** | | | Entity | **YMI** | | Purchase Requisition Name |  | | Tipe Pembelian |  | | Request Date |  | | Jumlah Lines |  | | Item Name |  | | Termin Master | **Pilih** | |  |  | | | | PO secara otomatis menjadi approve tanpa approval Section dan dept Head. | |  | |  | |  |  | |

***Confirmation / Approval of Testing Results***

**Overall Testing Status:**

Pass and accepted

Passed with note :

Failed

**Comments:**

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**Approved by :** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Print Name :**

**Position :**

**Date :**