***General Information***

***- MEMBUAT PERMINTAAN PEMBELIAN***

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| **Related Business Blueprint: P03.01.01.01** | | |
| **Tester** | | |
| **Name** | **Position** | **Tested Date** |
| Fulan | Key User – Dept Produksi | 01.11.2019 |
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| **Expected Results:**   * User dapat membuat purchase requisition didalam sistem sampai dengan PR di setujui. * User dapat mengedit purchase requisition didalam sistem dan submit kembali. * Approver dapat Approve, Reject, Deligate, Change request purchase requisition. | | |

***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 Requisition** | | | | | | | | | | |
| 1.1 | Admin PR | Membuat PR dengann tipe pembelian   * Production * Production New Model * Miscellaneous * Non Production / Supplies * Jasa Sipil & MEP * Project SPM DJT * Claim Market | Procurement and Sourcing 🡪 Purchase requisition 🡪 All purchase requisition | |  |  | | --- | --- | | **Purchase Request** | | | Entity | **YMI** | | Purchase Requisition Name | **Kebutuhan Produksi** | | Tipe Pembelian | **Production** | | Request Date | **Today;** | | Jumlah Lines | **2** | | Item Name |  | |  |  | |  |  | | | Berhasil Submit Purchase Request - Status PR In review |  |  |  |  |
|  |  |  |  |  | |  |  |  |  |  |
| 2.1 | Section Head | Approval PR | Procurement and Sourcing 🡪 Purchase requisition 🡪 Purchase requisitions assigned to me | |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | Approve | In review |  |  |  |  | | Request Change | In review |  |  |  |  | | Reject | Rejected |  |  |  |  | | Delegate | In review |  |  |  |  | | Recall | Draft |  |  |  |  | | | | | | | |
| 2.2 | Dept Head | Approval PR | Procurement and Sourcing 🡪 Purchase requisition 🡪 Purchase requisitions assigned to me | |  |  |  |  |  | | --- | --- | --- | --- | --- | | Approve | In review |  |  |  | | Request Change | In review |  |  |  |  |  | | Reject | Rejected |  |  |  |  |  | | Delegate | In review |  |  |  |  |  | | Recall | Draft |  |  |  |  |  | | | | | | | |
| 2.3 | Division Head | Approval PR | Procurement and Sourcing 🡪 Purchase requisition 🡪 Purchase requisitions assigned to me | |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | Approve | In review |  |  |  |  |  | | Request Change | In review |  |  |  |  |  | | Reject | Rejected |  |  |  |  |  | | Delegate | In review |  |  |  |  |  | | Recall | Draft |  |  |  |  |  | | | | | | | |
| 2.1 | FPA | Approval PR | Procurement and Sourcing 🡪 Purchase requisition 🡪 Purchase requisitions assigned to me | |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | Approve | In review |  |  |  |  |  | | Request Change | In review |  |  |  |  |  | | Reject | Rejected |  |  |  |  |  | | Delegate | In review |  |  |  |  |  | | Recall | Draft |  |  |  |  |  | | | | | | | |
| 2.1 | Purchasing | Approval PR | Procurement and Sourcing 🡪 Purchase requisition 🡪 Purchase requisitions assigned to me | |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | Approve | In review |  |  |  |  |  | | Request Change | In review |  |  |  |  |  | | Reject | Rejected |  |  |  |  |  | | Delegate | In review |  |  |  |  |  | | Recall | Draft |  |  |  |  |  | | | | | | | |
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| 3.1 | Admin PR | View History | Procurement and Sourcing 🡪 Purchase requisition 🡪 All purchase requisition | |  |  | | --- | --- | | **Purchase Request** | | | 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 | Bisa melakukan Submit PR | Procurement and Sourcing 🡪 Purchase requisition 🡪 All purchase requisition | |  |  | | --- | --- | | **Purchase Request** | | | Entity | **YMI** | | Purchase Requisition Name |  | | Tipe Pembelian |  | | Request Date |  | | Jumlah Lines |  | | Item Name |  | | Action | **View History** | |  |  | | | Berhasil Submit PR dan Status PR menjadi In Review |  |  |  |  |
| 4.2 | Over Budget | Budget Checking | Procurement and Sourcing 🡪 Purchase requisition 🡪 All purchase requisition | |  |  | | --- | --- | | **Purchase Request** | | | Entity | **YMI** | | Purchase Requisition Name |  | | Tipe Pembelian |  | | Request Date |  | | Jumlah Lines |  | | Item Name |  | | Action | **View History** | |  |  | | | Dapat melihat budget over. |  |  |  |  |
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***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 :**