Operating Lease Support System Phase-2 Project for

DIPO STAR FINANCE
Solusi Kredit Otomotif Terpercaya

Functional Specification FC.AC.1.1 Purcase Order Creation and Management

Revision 2.0

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Project Code :	TM15404A
Project Name :	Operating Lease Support System Phase-2

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Document Approval

By signing this document I acknowledge I have read the document and give the Project Management Team approval to proceed.

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Functional Specification

1 Introduction

1.1. Purpose

Functional Specification is a document to describe the detail of functions system which includes screen design and logic formula. This document will be used for system development.

1.2. Scope

Functional Specification Document contains screen design, screen functionality, process flow, and data structure of AC.1.1 Purchase Order Creation.

Here are the scope for AC.1.1 Purchase Order Creation:

1. **AC.1.1.3 – List of PO**

   To monitor all PO data by view list of PO data which have been created and its status. Also to print PO report based on the filtered data on the list of PO.

2. **AC.1.1.4 – Create PO for Unit Supplier**

   To create PO for Unit Supplier, by filling create PO form for Unit Supplier and change PO status to draft.

3. **AC.1.1.5 – Edit PO for Unit Supplier**

   To edit PO for Unit Supplier, by edit some data at PO form for Unit Supplier and change PO status to draft.

4. **AC.1.1.6 – Create PO for Carrosserie Supplier**

   To create PO for Carrosserie Supplier, by filling create PO form for Carrosserie Supplier and change PO status to draft.

5. **AC.1.1.7 – Edit PO for Carrosserie Supplier**

   To edit PO for Unit Supplier, by edit some data at PO form for Carrosserie Supplier and change PO status to draft.

6. **AC.1.1.8 – Create PO for Accessories Supplier**

   To create PO for Accessories Supplier, by filling create PO form for Accessories Supplier and change PO status to draft.

7. **AC.1.1.9 – Edit PO for Accessories Supplier**

   To edit PO for Unit Supplier, by edit some data at PO form for Accessories Supplier and change PO status to draft.

8. **AC.1.1.10 – Create PO for Maintenance Vendor**

   To create PO for Maintenance Vendor, by filling create PO form for Maintenance Vendor and change PO status to draft.

9. **AC.1.1.11 – Edit PO for Maintenance Vendor**

   To edit PO for Maintenance Vendor, by edit some data at PO form for Maintenance Vendor and change PO status to draft.

10. **AC.1.1.12 – Submit PO**

    To change PO status to submitted and proceed it to Purchase Order Approval process.

Output from this functions are:

1. RPT.AC.1.1 – PO Monthly Report
2. PF.AC.1.1 – PO Unit
3. PF.AC.1.2 – PO Carrosserie
4. PF.AC.1.3 – PO Accessories
5. PF.AC.1.4 – PO Maintenance

1.3. Definitions, Acronyms, and Abbreviations

1. OPL = Operating Lease
2. DSF = Dipo Star Finance
3. HO = Head Office
4. HOB = Head of Branch
5. HOD = Head of Department
6. RM = Regional Manager
7. MO = Marketing Officer
8. PIC = Person In Charge
9. PO = Purchase Order

1.4. References

This functional specification document refers to **'To Be Design' BSI Procurement Process**, module:

1. AC.1.1 Purchase Order Creation.

2. Configuration

Here will is the description of PO document numbering format which will be generated when PIC OPL HO/Branch click Save as draft button or Submit button. The format of PO number is:

No. PO : 10000/PO/XXX/BRANCH/MONTH/YEAR

Description :

- The first 5 digits show the sequence number of the PO document. This number will increments whenever new PO document is created.
- The code 'PO', is absolute for PO document.
- XXX is a code for the PO document type, the value of XXX are :
    1. UNT represents PO document for unit
    2. ACC represents PO document for accessories
    3. CAR represents PO document for carrosserie
    4. MNT represents PO document for maintenance
    5. UNK represents PO document for unit and carrosserie
    6. UNA represents PO document for unit and accessories
    7. KAC represents PO document for carrosserie and accessories
    8. UKA represents PO document for unit, carrosserie and accessories
    9. UNM represents PO document for unit and maintenance
    10. MNA represents PO document for maintenance and accessories
    11. MNK represents PO document for maintenance and carrosserie
    12. KAM represents PO document for maintenance, carrosserie and accessories
    13. ALL represents PO document for unit, carrosserie and accessories
- The code 'BRANCH' will be substituted by Branch/DSF Office's code, refers to Tb_OPL_Branch.BranchShortName
- The code 'MONTH' will be substituted by 2 digits of month when the PO document is created.
- The code 'YEAR' will be substituted by 4 digits of year when the PO document is created.

3. Detail Specification: FC.AC.1.1 – Purchase Order Creation and Management

3.1 Purpose

Screen of Purchase Order Creation and Management will be used by PIC OPL HO/Branch to create, edit, submit, print, and convert PO document to excel/pdf. This function covered by 'List of Purchase Order' screen, 'Create Purchase Order' screen and 'Edit Purchase Order' screen.

3.2 Screen of Configuration Access

Here are the access right for **'List of Purchase Order'** screen, **'Create Purchase Order'** screen and **'Edit Purchase Order'** screen:

User	***Create***	***Read***	***Update***	**Authorization**
PIC OPL HO/Branch	v	v	v	v
MO OPL HO/Branch	-	v	v	v
DSF Authorized Person	-	v	v	v

Legend:
v = Have the access

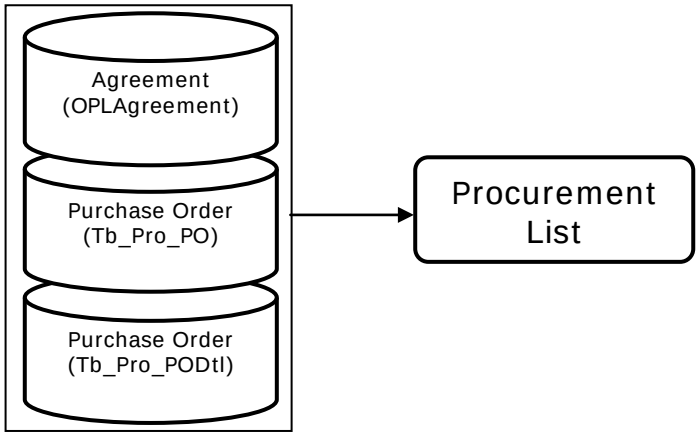
Note:
1. Create: related to creation of PO
2. Read: related to read the created PO
3. Update: related to update PO
4. Authorization: related to access screen

3.3 Screen Functionality

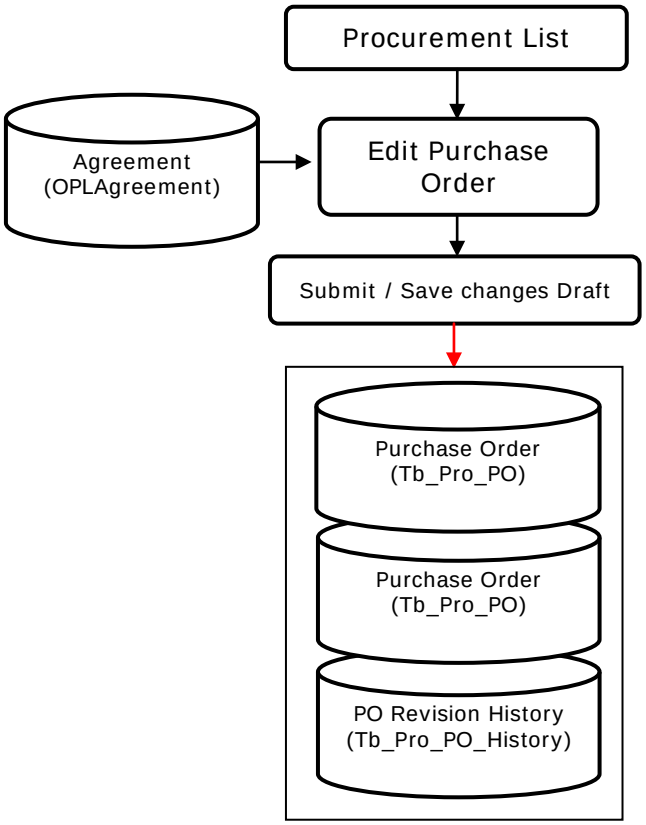
1. Display list of created PO
2. Print PO monthly report
3. Create new PO
4. Edit saved PO
5. Print submitted PO

3.4 Operation Flow

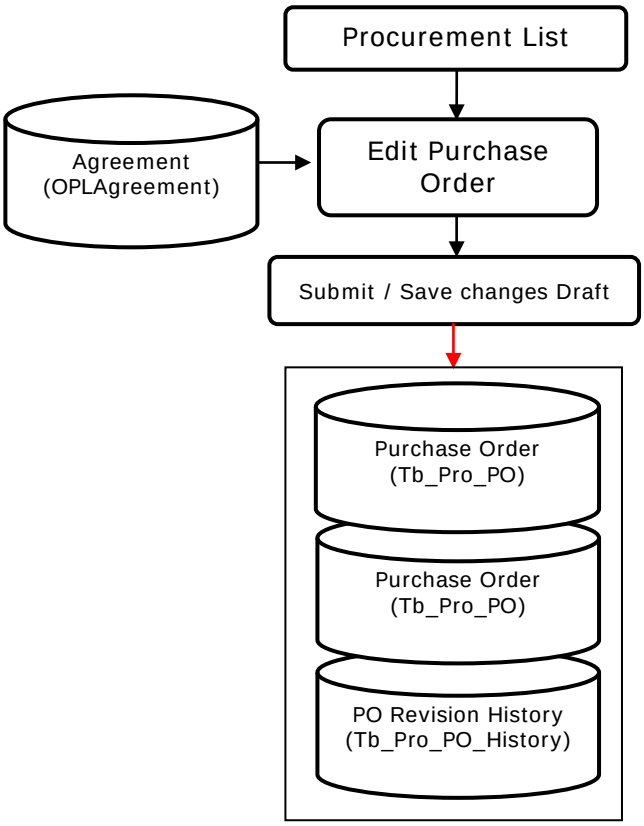
Below is data flow of **'List of Purchase Order'** which is used to monitor Completion of PO creation and approval from DSF Authorized person and Supplier:

Roles	Show List of created PO
Admin	

Below is data flow of '**Create Purchase Order**' which is used to create new PO by PIC OPL HO/Branch:

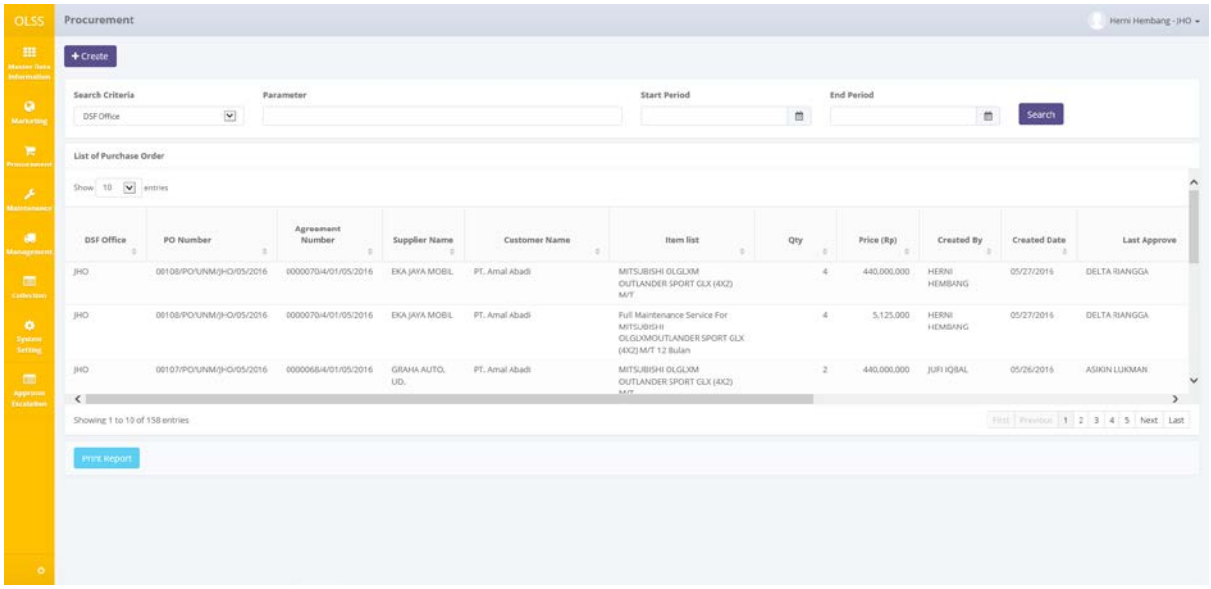
Roles	Create New PO
Admin	

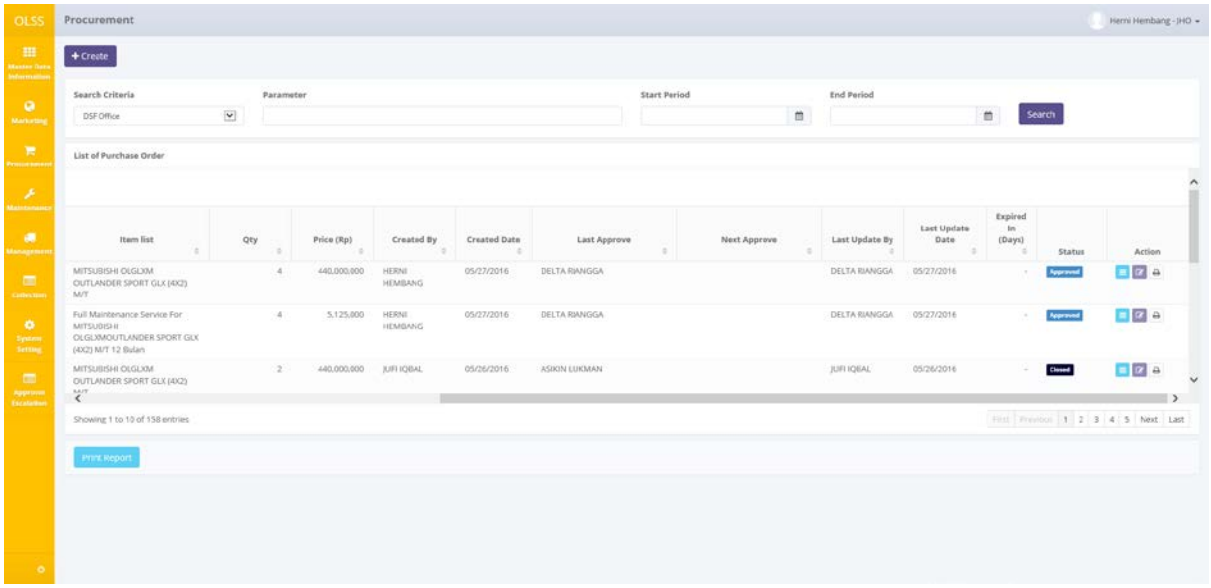
Below is data flow of '**Edit Purchase Order**' which is used to edit existing PO by PIC OPL HO/Branch:

Roles	Edit PO
Admin	

3.5 Screen Design

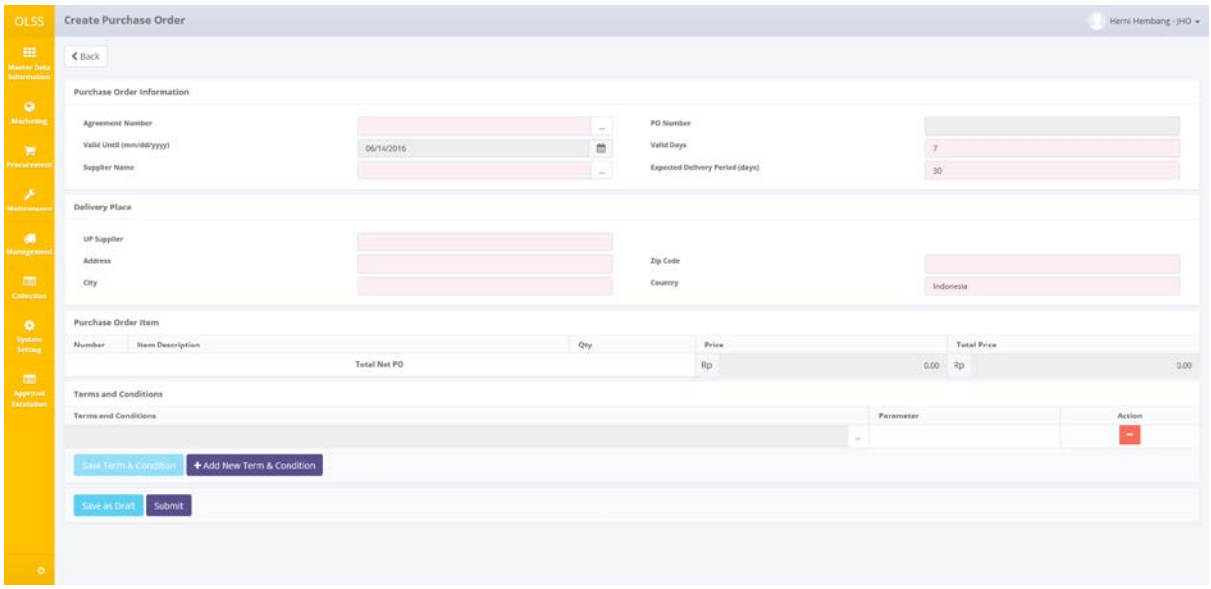
- Screen design of 'List of PO', which will be used as an initial screen for Create/Edit PO and also is used as Monitoring PO screen:





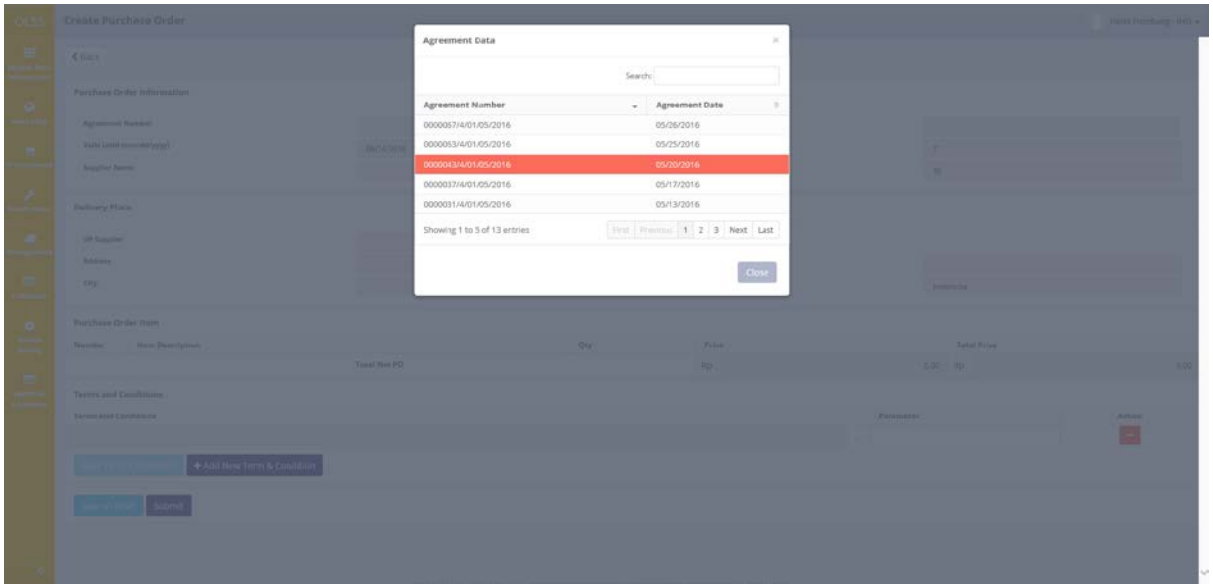
Screen 1. List of PO

- Screen design of 'Create PO', which will display a form to be filled by user to create new PO:



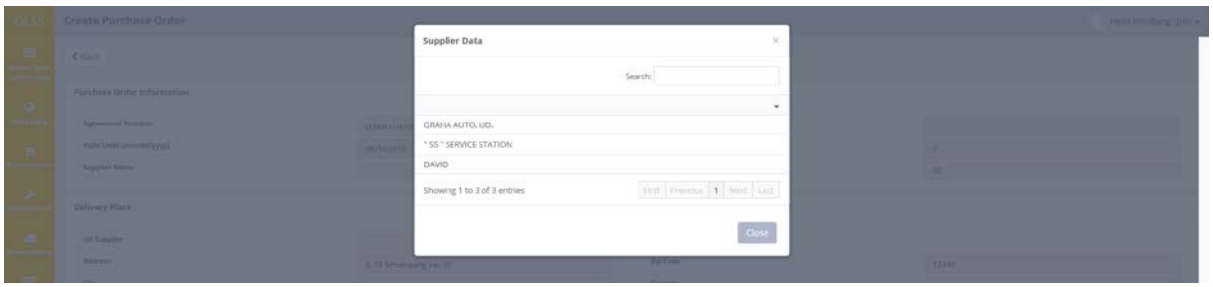
Screen 2. Create PO

- Screen design of Search by Agreement Number Modal Dialog, which will be dispalyed when agreement number search button is being clicked:



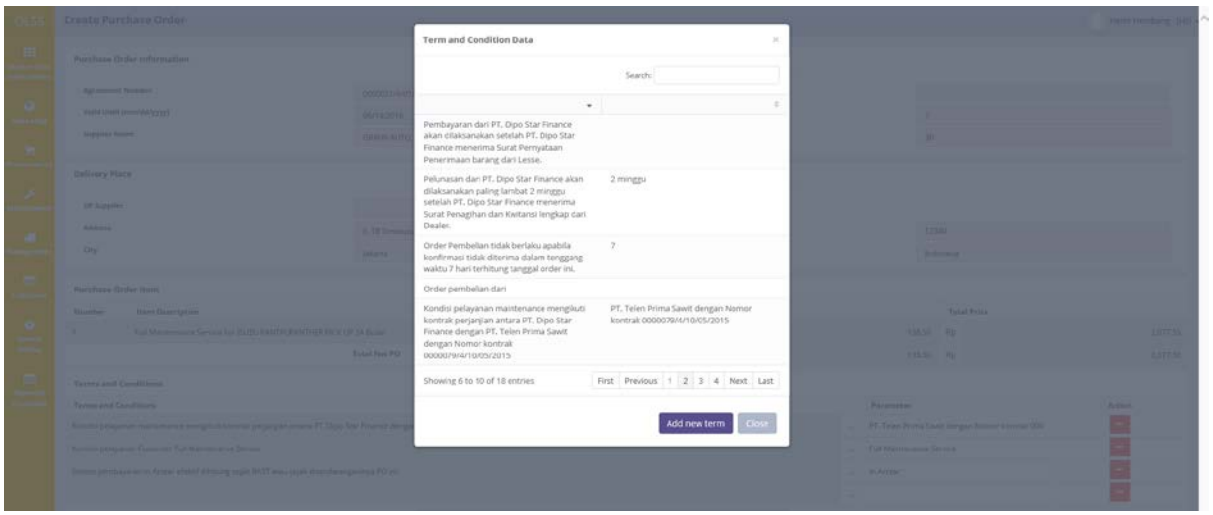
Screen 3. Create PO with Agreement Number Modal Dialog

- Screen design of Supplier Name Modal Dialog, which will be displayed when supplier name search button is being clicked.



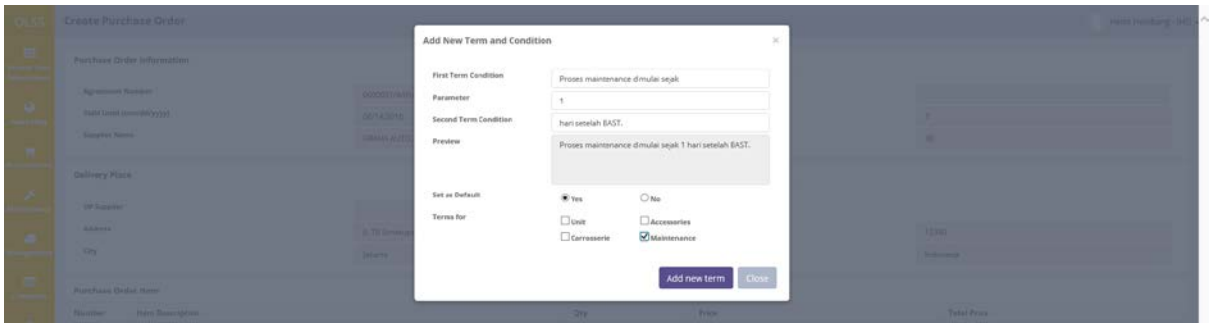
Screen 4. Create PO with Supplier Name Modal Dialog

- Screen design of Terms and Conditions Pop up Dialog, which will be displayed when search button is being clicked.



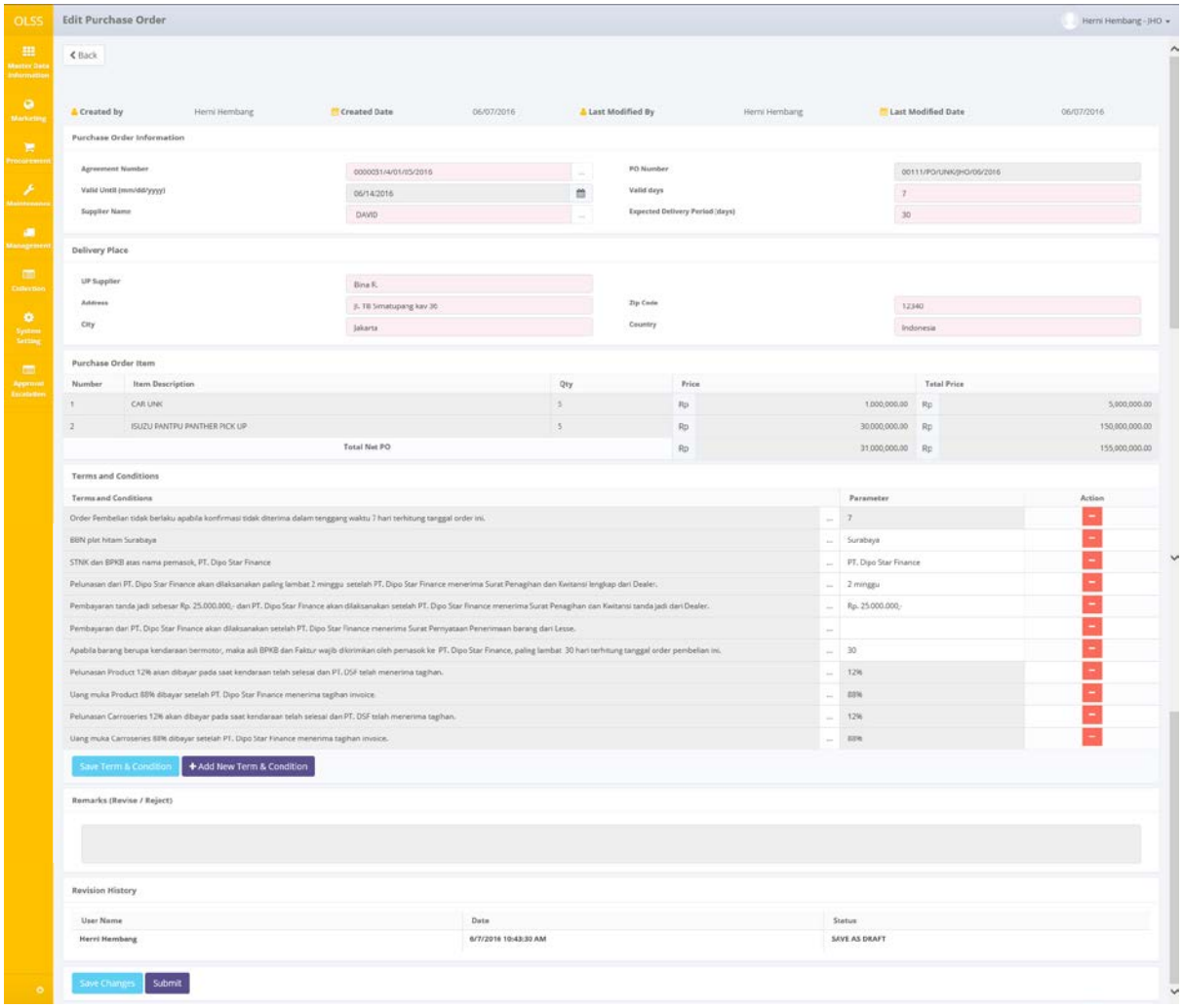
Screen 5. Create PO with Terms and Conditions Modal Dialog

- When Add new term button is being clicked, the Add New Term and Condition Pop up Dialog will be displayed.



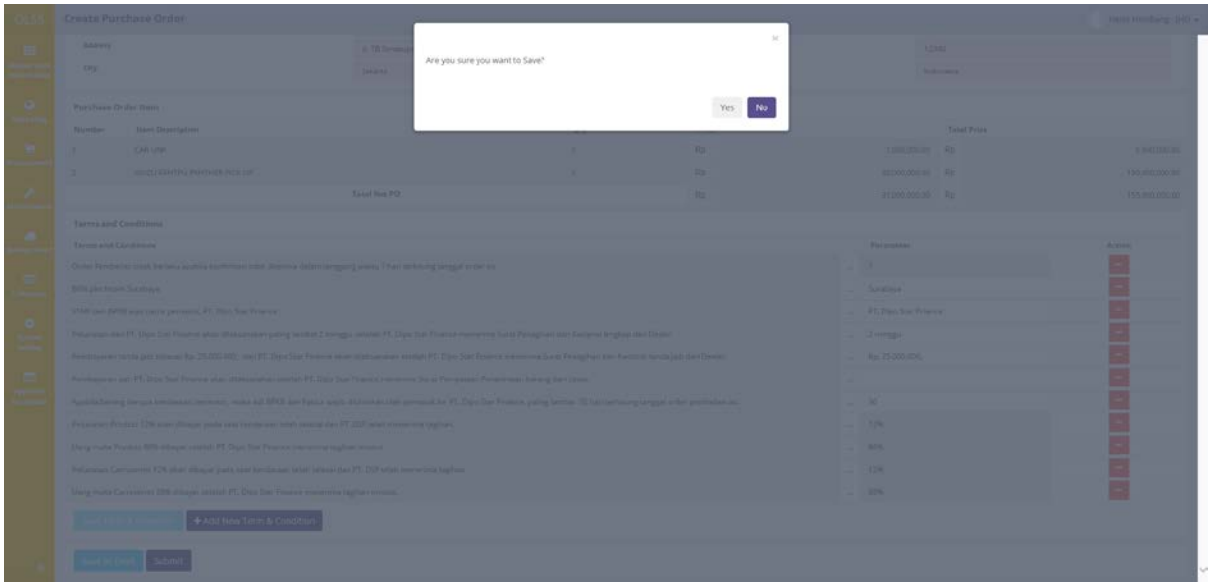
Screen 6. Create PO with Add New Term and Condition Modal Dialog

- Screen design of 'Edit PO', which will be used as an initial screen for Edit PO and also is used as Monitoring PO screen:



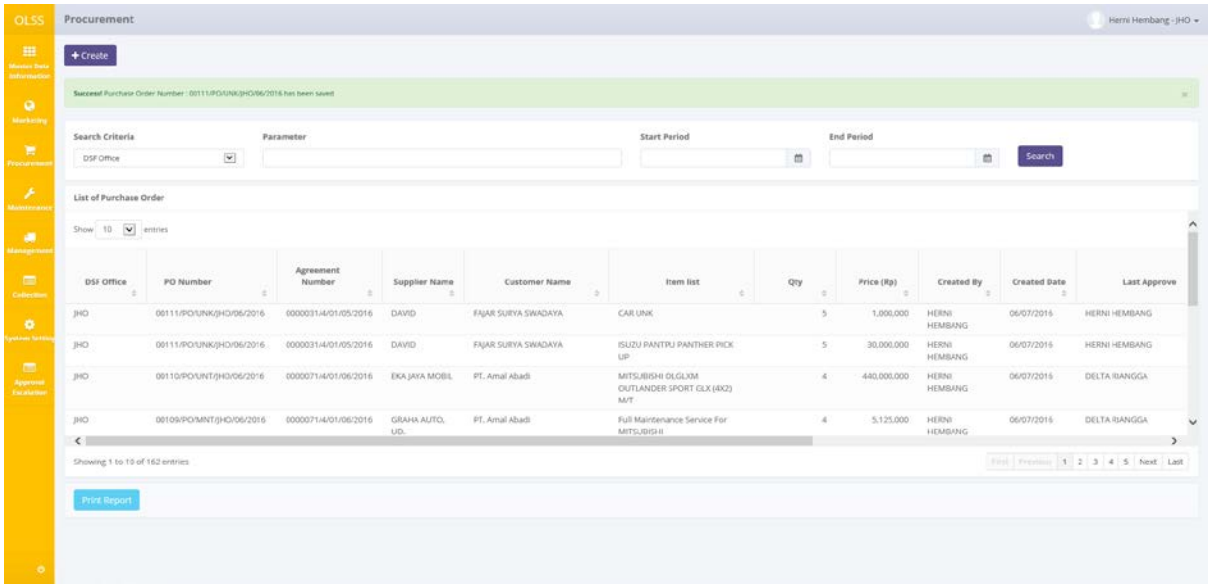
Screen 7. Edit PO

- *Confirmation Pop up when save, submit, and edit button is being clicked.*



Screen 8. Save as Draft Confirmation Pop up Dialog

- *Notification after Save as Draft or Save Changes or Submit PO*



Screen 9. Save as Draft or Submit Notification

3.6 Component Screen Functionality

a. List of Purchase Order

Here are the screen functions from each component in **Screen 1. List of PO screen**:

No	Component	Name	Function
Header			
1	Label	List of Purchase Order	Displaying List of Purchase Order title
Search Criteria			

2	Drop down box	Search Criteria	To select category for searching PO data
3	Field text	Parameter	To input Parametereter for searching PO data
4	Date Picker	Start PO Creation Date	To input Start PO Creation Date based on update date when submit PO data
5	Date Picker	End PO Creation Date	To input End PO Creation Date based on update date when submit PO data
6	Button	Search	To search PO data based on selected criteria
List of Purchase Order			
7	Drop down box	Show Entries	To select number of row data that will be displayed in one screen (paging)
8	Button	Sort	To sort data on table list of PO, ascending and descending
9	Label	DSF Office	To display DSF Office Code of the PO
10	Label	PO Number	To display PO number that already approved by Supplier
11	Label	Agreement Number	To display Agreement Number of the PO
12	Label	Supplier Name	To display Supplier Name of the PO
13	Label	Customer Name	To display Customer Name of the PO
14	Label	Item List	To display Item list of the PO
15	Label	Qty	To display Quantity per item of the PO
16	Label	Price (Rp)	To display OTR Price of the PO
17	Label	Created by	To display name of the PO creator
18	Label	Created Date	To display PO creation date
19	Label	Last Approve	To display Last Approver of PO document
20	Label	Next Approve	To display Next Approver of PO document
21	Label	Last Update By	To display name of the last person who make an action on the PO
22	Label	Last Update Date	To display date of Last action on the PO
23	Label	Expired in (Days)	To display the left days of Valid Days of PO document
24	Label	Status	To display status of PO
25	Label	Action	To display action for PO data
26	Button	View PO	To view PO data when clicked
27	Button	Edit PO	To edit PO data when clicked

28	Button	Print PO	To display print view of PO data when clicked
29	Label	Showing N to M of X entries	Displaying PO data sequence and the total of PO data
30	Link	First Page	To display first entries page of PO data
31	Link	Previous Page	To display the previous entries page of PO data
32	Link	Page Number	Displaying the Page Number of the List
33	Link	Next Page	To display the next entries page of PO data
34	Link	Last Page	To display the last entries page of PO data
Footer			
35	Button	Print Report	To print the PO data
Notification			
36	Label	Success Notification	Displaying success note to user when user did an action (save as draft, submit, save changes, check, revise, reject and approve)

b. Create Purchase Order

Here are the screen functions from each component in **Screen 2. Create of PO screen**:

No	Component	Name	Function
Header			
1	Label	Create Purchase Order	Create Purchase Order title
2	Button	Back	To go to previous screen
Purchase Order Data			
3	Label	Purchase Order Information	To display basic information of PO
4	Label	Agreement Number	Displaying Agreement Number field name
5	Search Box	Agreement Number	To select Agreement Number value
6	Label	PO Number	Displaying PO Number field name
7	Text Box	PO Number	To display automatic value of PO Number
8	Label	Valid Until (mm/dd/yyyy)	Displaying Valid Until date field name
9	Date Picker	Valid Until Value	To input Valid Until value
10	Label	Valid Days	Displaying Valid Days field name
11	Text Box	Valid Days	To input Valid Days value

12	Label	Supplier Name	Displaying Supplier Name field name
13	Text Box	Supplier Name	To select Supplier Name value
14	Label	Delivery Period (mm/dd/yyyy)	Displaying Delivery Period field name
15	Text Box	Expected Delivery Period Value	To input Expected Delivery Period Value
16	Label	Delivery Place	To display Delivery Place information of PO
17	Label	UP Supplier	Displaying UP field name
18	Text Box	UP Supplier	To input UP value
19	Label	Address	Displaying Address field name
20	Text Box	Address	To input Address value
21	Label	City	Displaying City field name
22	Text Box	City	To input City value
23	Label	Zip Code	Displaying Zip Code field name
24	Text Box	Zip Code	To input Zip Code value
25	Label	Country	Displaying Country field name
26	Text Box	Country	To input Country value
27	Label	Purchase Order Item	Displaying Items of PO
28	Label	Number	Displaying Number field name
29	Label	Number	To input Number items of PO
30	Label	Item Description	Displaying Item Description field name
31	Label	Item Description	To input Item Description value
32	Label	Qty	Displaying Qty field name
33	Label	Qty	To input Qty of each item
34	Label	Price	Displaying OTR Price field name
35	Label	Price	To input OTR Price value
36	Label	Total Price	Displaying Total Price field name
37	Label	Total Price	To input Total Price of items
38	Label	Total Net PO	Displaying Total Net PO field name
39	Label	Total Net PO in Price column	To display total price of each items on this PO
40	Label	Total Net PO in Total Price column	To display total price of each items on this PO

41	Label	Terms and Conditions	To display term and condition information of PO
42	Label	Terms and Conditions	Displaying Terms and Conditions field name
43	Search Box	Terms and Conditions	To search existing Terms and Conditions
44	Label	Parameter	Displaying Parameter of the Term and Conditions field name
45	Text Box	Parameter	To input Parameter of the Term and Conditions
46	Label	Action	Displaying delete button for each term
47	Button	-	To delete Term & Condition
48	Button	Save Term & Condition	To save the edited parameter
49	Button	Add New Term & Condition	To add new row of Term & Condition search box
Footer			
50	Button	Save as Draft	To save PO data as a draft
51	Button	Submit	To submit PO
Search by Agreement Number Pop Up Dialog			
52	Label	Agreement Data	Displaying Agreement Data title
53	Label	Search:	Displaying Search
54	Text Box	Search	To input search key of existing Agreement
55	Label	Agreement Number	Displaying list of Agreement Number
56	Button	Short by Agreement Number	To short Agreement Number ascending or descending
57	Label	Agreement Date	Displaying list of Agreement Date
58	Button	Short by Agreement Date	To short Agreement Date ascending or descending
59	Label	Showing N to M of X entries	Displaying PO data sequence and the total of PO data
60	Link	First Page	To display first entries page of PO data
61	Link	Previous Page	To display the previous entries page of PO data
62	Link	Page Number	Displaying the Page Number of the List
63	Link	Next	To display the next entries page of PO data
64	Link	Last	To display the last entries page of Agreement data
65	Button	Close	To close the modal dialog
Search by Supplier Name Pop Up Dialog			

66	Label	Supplier Data	Displaying List of Supplier Data title
67	Label	Search:	Displaying Search
68	Text Box	Search	To input search key of existing Supplier
69	Label	Supplier Name	Displaying list of Supplier Name
70	Button	Short by Supplier Name	To short Supplier Name ascending or descending
71	Label	Showing N to M of X entries	Displaying PO data sequence and the total of Supplier data
72	Link	First Page	To display first entries page of Supplier data
73	Link	Previous Page	To display the previous entries page of PO data
74	Link	Page Number	Displaying the Page Number of the List
75	Link	Next	To display the next entries page of Supplier data
76	Link	Last	To display the last entries page of Supplier data
77	Button	Close	To close the modal dialog
Terms and Conditions Pop Up Dialog			
78	Label	Term and Condition Data	Displaying Term and Condition Data title
79	Label	Search:	Displaying Search
80	Label	Search	To input search key of existing Supplier
81	Label	Term and Condition	To search existing Terms and Conditions
82	Button	Short by Term and Condition	To short Term and Condition ascending or descending
83	Label	Param	To search existing Param
84	Button	Short by Param	To short Param ascending or descending
85	Label	Showing N to M of X entries	Displaying PO data sequence and the total of PO data
86	Link	First Page	To display first entries page of PO data
87	Link	Previous Page	To display the previous entries page of Term and Condition Data
89	Link	Page Number	Displaying the Page Number of the List
90	Link	Next	To display the next entries page of Term and Condition Data
91	Link	Last	To display the last entries page of Term and Condition Data
92	Button	Add new Term	To add new Term and Condition Data
93	Button	Close	To close the modal dialog

Add New Term and Condition Pop Up Dialog			
94	Label	Add New Term and Condition	Displaying Add New Term and Condition title
95	Label	First Term Condition	Displaying the first description of the new defined Terms and Conditions
96	Text Box	First Term Condition	To input the first description of the new defined Terms and Conditions
97	Label	Parameter	Displaying Parametereter of the new initialized Terms and Conditions
98	Text Box	Parameter	To input Parametereter of the new initialized Terms and Conditions
99	Label	Second Term Condition	Displaying the last description of the new defined Terms and Conditions
100	Text Box	Second Term Condition	To input the last description of the new defined Terms and Conditions
101	Label	Preview	Displaying Preview label
102	Dissabled Text Box	Preview	Displaying the combination of inputed value at First description of Term & Condition text field, Para0meter text field and Last description of Term & Condition text field
103	Label	Set as Default	Displaying option to set the new defined Term & Condition to be default (always shown at Create PO screen)
104	Radio button	Yes	To set the new defined Term & Condition as default
105	Radio button	No	To set the new defined Term & Condition as not default
106	Label	Terms for	Displaying option to set the new defined Term & Condition for PO Unit, PO Carrosserie, PO Accessories, or PO Maintenance. Could choose more than one type.
107	Check box	Unit	To set the new defined Term & Condition for PO Unit.
108	Check box	Carrosserie	To set the new defined Term & Condition for PO Carrosserie.
109	Check box	Accessories	To set the new defined Term & Condition for PO Accessories.
110	Check box	Maintenance	To set the new defined Term & Condition for PO Maintenance.
111	Button	Add new term	To enable text field and save the new defined Term & Condition at preview Dissabled Text box into Tb_PRO_POTerm
112	Button	Close	To undisplay Terms & Conditions pop up dialog
Confirmation Pop Up Dialog			
113	Label	Save as draft/ Submit Confirmation	Displaying Save as Draft/ Save Changes/ Submit Confirmation pop up dialog title

114	Label	Are you sure you want to Save/Submit?	Displaying note for user
115	Button	Yes	To confirm user that they want to do the action
116	Button	No	To confirm user that they want to cancel the action

c. Edit Purchase Order

Here are the screen functions from each component in **Screen 3. Edit of PO screen**:

No	Component	Name	Function
Header			
1	Label	Edit Purchase Order	Edit Purchase Order title
2	Button	Back	To go to previous screen
Edit Purchase Order Data			
3	Label	Created by	Displaying PO creator
4	Label	PIC Admin HOD/Branch	To display the name of PO creator
5	Label	Created Date	Displaying PO creation date
6	Label	Created Date Value	To display PO creation date
7	Label	Last Modified By	Displaying last modified
8	Label	PIC Admin HOD/Branch	To display name who modify the PO data
9	Label	Last Modified Date	Displaying last modified date
10	Label	Last Modified Date Value	To display last modified date
11	Label	Purchase Order Information	To display basic information of PO
12	Label	Agreement Number	Displaying Agreement Number field name
13	Search Box	Agreement Number	To input Agreement Number value
14	Label	PO Number	Displaying PO Number field name
15	Text Box	PO Number	To input PO Number value
16	Label	Valid Until (mm/dd/yyyy)	Displaying Valid Until date field name
17	Date Picker	Valid Until Value	To input Valid Until value
18	Label	Valid Days	Displaying Valid Days field name
19	Text Box	Valid Days	To input Valid Days value
20	Label	Supplier Name	Displaying Supplier Name field name

21	Text Box	Supplier Name	To input Supplier Name value
22	Label	Expected Delivery Period (days)	Displaying Delivery Period field name
23	Text Box	Expected Delivery Period Value	To input Expected Delivery Period Value
24	Label	Delivery Place	To display Delivery Place information of PO
25	Label	UP Supplier	Displaying UP field name
26	Text Box	UP Supplier	To input UP value
27	Label	Address	Displaying Address field name
28	Text Box	Address	To input Address value
29	Label	City	Displaying City field name
30	Text Box	City	To input City value
31	Label	Zip Code	Displaying Zip Code field name
32	Text Box	Zip Code	To input Zip Code value
33	Label	Country	Displaying Country field name
34	Text Box	Country	To input Country value
35	Label	Purchase Order Item	Displaying Items of PO
36	Label	Number	Displaying Number field name
37	Label	Number	To input Number items of PO
38	Label	Item Description	Displaying Item Description field name
39	Label	Item Description	To input Item Description value
40	Label	Qty	Displaying Qty field name
41	Label	Qty	To input Qty of each item
42	Label	Price	Displaying OTR Price field name
43	Label	Price	To input OTR Price value
44	Label	Total Price	Displaying Total Price field name
45	Label	Total Price	To input Total Price of items
46	Label	Total Net PO	Displaying Total Net PO field name
47	Label	Total Net PO in Price column	To display total price of each items on this PO
48	Label	Total Net PO in Total Price column	To display total price of each items on this PO
49	Label	Terms and Conditions	To display term and condition information of PO

50	Label	Terms and Conditions	Displaying Terms and Conditions field name
51	Search Box	Terms and Conditions	To search existing Terms and Conditions
52	Label	Parameter	Displaying Parameter of the Term and Conditions field name
53	Text Box	Parameter	To input Parameter of the Term and Conditions
54	Label	Action	Displaying delete button for each term
55	Button	-	To delete Term & Condition
56	Button	Save Term & Condition	To save the edited parameter
57	Button	Add New Term & Condition	To add new row of Term & Condition search box
58	Label	Remarks (Revise / Reject)	Displaying the Remarks title
59	Text Box	Remarks (Revise / Reject)	Displaying the existing Remarks note
60	Label	Revision History	Displaying Revision History field name as a sign that below is a Revision History Table
61	Label	User Name	Displaying User Name column name of Revision History Table
62	Label	Date	Displaying Date column name of Revision History Table
63	Label	Status	Displaying Status column name of Revision History Table
Footer			
64	Button	Save Changes	To save PO data as a draft
65	Button	Submit	To submit PO after revised
Terms and Conditions Pop Up Dialog			
66	Label	Term and Condition Data	Displaying Term and Condition Data title
67	Label	Search:	Displaying Search
68	Label	Search	To input search key of existing Supplier
69	Label	Term and Condition	To search existing Terms and Conditions
70	Button	Short by Term and Condition	To short Term and Condition ascending or descending
71	Label	Param	To search existing Param
72	Button	Short by Param	To short Param ascending or descending
73	Label	Showing N to M of X entries	Displaying PO data sequence and the total of PO data
74	Link	First Page	To display first entries page of PO data
75	Link	Previous Page	To display the previous entries page of Term and Condition Data

76	Link	Page Number	Displaying the Page Number of the List
77	Link	Next	To display the next entries page of Term and Condition Data
78	Link	Last	To display the last entries page of Term and Condition Data
79	Button	Add new Term	To add new Term and Condition Data
80	Button	Close	To close the modal dialog
Add New Term and Condition Pop Up Dialog			
81	Text Box	Parameter	To input Parametereter of the new initialized Terms and Conditions
82	Label	Second Term Condition	Displaying the last description of the new defined Terms and Conditions
83	Text Box	Second Term Condition	To input the last description of the new defined Terms and Conditions
84	Label	Preview	Displaying Preview label
85	Dissabled Text Box	Preview	Displaying the combination of inputed value at First description of Term & Condition text field, Para0meter text field and Last description of Term & Condition text field
86	Label	Set as Default	Displaying option to set the new defined Term & Condition to be default (always shown at Create PO screen)
87	Radio button	Yes	To set the new defined Term & Condition as default
88	Radio button	No	To set the new defined Term & Condition as not default
89	Label	Terms for	Displaying option to set the new defined Term & Condition for PO Unit, PO Carrosserie, PO Accessories, or PO Maintenance. Could choose more than one type.
90	Check box	Unit	To set the new defined Term & Condition for PO Unit.
91	Check box	Carrosserie	To set the new defined Term & Condition for PO Carrosserie.
92	Check box	Accessories	To set the new defined Term & Condition for PO Accessories.
93	Check box	Maintenance	To set the new defined Term & Condition for PO Maintenance.
94	Button	Add new term	To enable text field and save the new defined Term & Condition at preview Dissabled Text box into Tb_PRO_POTerm
95	Button	Close	To undisplay Terms & Conditions pop up dialog
Confirmation Pop Up Dialog			
96	Label	Save changes/ Submit Confirmation	Displaying Save as Draft/ Save Changes/ Submit Confirmation pop up dialog title

97	Label	Are you sure you want to Save/Submit?	Displaying note for user
98	Button	Yes	To confirm user that they want to do the action
99	Button	No	To confirm user that they want to cancel the action
100	Label	Revision History	Displaying Revision Hisroty field
101	Label	User Name	Displaying User Name column name of Revision History Table
102	Label	Date	Displaying Date column name of Revision History Table
103	Label	Status	Displaying Status column name of Revision History Table

3.7 Operation Description

No	Operation Name	Description
1	Initial view of List of PO	The screen for List of PO: 1. Component Status;

Component	Name/Caption	Status	Remark
Drop down box	User Name	Active	
Drop down	Search Criteria	Active	
Field Text	Parameter	Active	
Date Picker	Start PO Creation Date	Active	
Date Picker	End PO Creation Date	Active	
Button	Search	Active	
Drop down box	Show Entries	Active	As initial by default number of show entries list that will be display is 10
Label	List of Purchase Order	Not Active	
Label	DSF Office	Not Active	
Label	PO Number	Not Active	
Label	Agreement Number	Not Active	
Label	Supplier Name	Not Active	
Label	Customer Name	Not Active	
Label	Item List	Not Active	
Label	Qty	Not Active	
Label	Price (Rp)	Not Active	
Label	Created By	Not Active	
Label	Created Date	Not Active	
Label	Last Approve	Not Active	
Label	Next Approve	Not Active	
Label	Last Update By	Not Active	
Label	Last Update Date	Not Active	
Label	Expired in (days)	Not Active	

		Label	Status	Not Active	
		Label	Action	Not Active	
		Label	View PO	Active	
		Button	Edit PO	Not Active	Active when PO status is draft or revised
		Button	Print PO	Active	Active when PO status is submitted
		Label	Showing X to Y of Z entries	Not Active	
		Button	First	Not Active	Active when view is not the First Page
		Button	Previous	Not Active	Active when view is not the First Page
		Button	Page Number	Not Active	
		Button	Next	Active	Active depending on the current entry
		Button	Last	Active	Active depending on the current entry
		Button	Print Report	Active	

2 | Display List of PO

<u>Input:</u>

1. Access menu OLSS
2. Hover to menu Procurement
3. Click on List of Purchase Order sub menu
4. Select number of show list entries : 10, 25, 50, and 100

<u>Process:</u>

1. System will displays data on List of PO
2. Data that will be displayed are PO data based on the oldest PO creation date (TB_PRO_PO.PODate)
3. Based on **Screen 1. List of PO**, informations related to PO that will be displayed automatically are:
   a. DSF Office (source: TB_PRO_PO.DSFOffice)
   b. PO Number (source: TB_PRO_PO.PONumber)
   c. Agreement Number (source: TB_PRO_PO.AgreementNumber)
   d. Supplier Name (source: TB_PRO_PO.IdSupplier)
   e. Customer Name (source: TB_PRO_PO.IdCustomer)
   f. Item List (source: TB_PRO_PODtl depends on the item)
   g. Qty (source: TB_PRO_PODtl.Qty)
   h. Price (source: TB_PRO_PODtl.OTRPrice)
   i. Created By (source: TB_PRO_PO.CreatedBy)
   j. Created Date (source: TB_PRO_PO.CreatedDate)
   k. Last Approve (source: TB_OPL_Employee.EmployeeName from TB_SYS_Approval)
   l. Next Approve (source: TB_OPL_Employee.EmployeeName from TB_SYS_Approval)
   m. Last Update By (source: TB_PRO_PO.LastUpdateBy)
   n. Last Update Date (source: TB_PRO_PO.LastUpdateDate)
   o. Expired in (Days) (source: TB_PRO_PO.ValidDays – (Today – TB_PRO_PO.PODate))

<table>
<tr><td></td><td></td><td>
p. Status (source: TB_PRO_PO.POStatus)
4. For Next Approve and Last Approve column, it will be taken from TB_OPL_Employee.EmployeeName where the value is equal with TB_SYS_Approval.IdTB_OPL_Employee and the value of TB_SYS_Approval.TaskId is equal with TB_PRO_PO.TaskId.
Next Approve should refers from TB_SYS_Approval which isPassed = 0 and the highest OrderNumber.
Last Approve should refers from TB_SYS_Approval which isPassed = 1 and the highest OrderNumber.
5. System will display data row based on selected show number entries

<u>Output:</u>
1. Display list of all PO data

<u>Alternative:</u>
N/A
</td></tr>
<tr><td>3</td><td>Searching PO at List of PO</td><td>
<u>Input:</u>
1. Access menu OLSS
2. Hover to menu Procurement
3. Click on List of Purchase Order sub menu
4. Select Search Criteria Drop down box and click among these:
<table>
<tr><th>Search Criteria</th><th>Constraint Input</th></tr>
<tr><td>DSF Office</td><td>varchar</td></tr>
<tr><td>PO Number</td><td>varchar</td></tr>
<tr><td>Agreement Number</td><td>varchar</td></tr>
<tr><td>Supplier Name</td><td>varchar</td></tr>
<tr><td>Customer Name</td><td>varchar</td></tr>
<tr><td>Item List</td><td>varchar</td></tr>
<tr><td>Created By</td><td>varchar</td></tr>
<tr><td>Last Update By</td><td>Varchar</td></tr>
<tr><td>Last Approve</td><td>Varchar</td></tr>
<tr><td>Next Approve</td><td>Varchar</td></tr>
<tr><td>Status</td><td>varchar</td></tr>
</table>
<u>Constraint</u>:
a. For Search Criteria which its Contraint Input is integer, Parameter field will be receive number only.
b. Validation of parameter based on the contraint value will be executed when user click search button
5. Select Start and End date period to filter based on the PO creation date

<u>Constraint</u>:
a. End PO Creation Date can not be less than Start PO Creation Date (the End PO Creation Date will be locked for the date before Start Date).
b. Start PO Creation Date can not be more than End PO Creation Date (the Start PO Creation Date will be locked for the date after End Date).
c. Validation will be executed when user click search button
6. Click Search button:
</td></tr>
</table>

Search

7. Select number of show list entries : 10, 25, 50, and 100

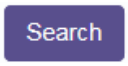
Process:

1. User can only choose one search criteria to be searched.
2. When user click search button, system will displays data on the List of PO based on the selected criteria searching.
   Formula:
   a. If user input Criteria Searching, Criteria Searching Parameter, Start Date, and End Date period, system displays data based on selected criteria searching on selected range PO creation date.
   b. If user input both of Criteria Searching, Criteria Searching Parameter and Start Date, system displays data based on selected criteria searching start from selected PO creation date until the latest PO creation date.
   c. If user input both of Criteria Searching, Criteria Searching Parameter and End Date, system displays data based on selected criteria searching start from the oldest update date until selected update date.
   d. If user input Criteria Searching and its Parameter only, system displays all of the PO data based on the criteria searching only.
3. Data that will be displayed are PO data based on the oldest PO creation date (TB_PRO_PO.CreatedDate)
4. Based on **Screen 1. List of PO**, informations related to PO that will be displayed automatically are:
   a. DSF Office (source: TB_PRO_PO.DSFOffice)
   b. PO Number (source: TB_PRO_PO.PONumber)
   c. Agreement Number (source: TB_PRO_PO.AgreementNumber)
   d. Supplier Name (source: TB_PRO_PO.IdSupplier)
   e. Customer Name (source: TB_PRO_PO.IdCustomer)
   f. Item List (source: TB_PRO_PODtl depends on the item)
   g. Qty (source: TB_PRO_PODtl.Qty)
   h. Price (source: TB_PRO_PODtl.OTRPrice)
   i. Created By (source: TB_PRO_PO.CreatedBy)
   j. Created Date (source: TB_PRO_PO.CreatedDate)
   k. Last Approve (source: TB_OPL_Employee.EmployeeName from TB_SYS_Approval)
   l. Next Approve (source: TB_OPL_Employee.EmployeeName from TB_SYS_Approval)
   m. Last Update By (source: TB_PRO_PO.LastUpdateBy)
   n. Last Update Date (source: TB_PRO_PO.LastUpdateDate)
   o. Expired in (Days) (source: TB_PRO_PO.ValidDays – (Today – TB_PRO_PO.PODate))
   p. Status (source: TB_PRO_PO.POStatus)
5. For Next Approve and Last Approve column, it will be taken from TB_OPL_Employee.EmployeeName where the value is equal with TB_SYS_Approval.IdTB_OPL_Employee and the value of TB_SYS_Approval.TaskId is equal with TB_PRO_PO.TaskId.
   Next Approve should refers from TB_SYS_Approval which isPassed = 0 and the highest OrderNumber.
   Last Approve should refers from TB_SYS_Approval which isPassed = 1 and the highest OrderNumber.
6. For Qty field, the number will be align right.
7. For Price, the number will be align right and use comma separator

<table>
<tr><td></td><td></td><td>
every 3 digits. Price Header column should add its currency information (Rp).
8. System will display data row based on selected show number entries.

<u>Output:</u>
1. Display list of all PO data based on the search result

<u>Alternative:</u>
N/A
</td></tr>
<tr><td>4</td><td>Print Report</td><td>
<u>Input:</u>
1. Access menu OLSS
2. Hover to menu Procurement
3. Click on List of Purchase Order sub menu
4. Select Search Criteria Drop down boxand click among these:
<table>
<tr><th>Search Criteria</th><th>Constraint Input</th></tr>
<tr><td>DSF Office</td><td>varchar</td></tr>
<tr><td>PO Number</td><td>varchar</td></tr>
<tr><td>Agreement Number</td><td>varchar</td></tr>
<tr><td>Supplier Name</td><td>varchar</td></tr>
<tr><td>Customer Name</td><td>varchar</td></tr>
<tr><td>Item List</td><td>varchar</td></tr>
<tr><td>Created By</td><td>varchar</td></tr>
<tr><td>Last Update By</td><td>Varchar</td></tr>
<tr><td>Last Approve</td><td>Varchar</td></tr>
<tr><td>Next Approve</td><td>Varchar</td></tr>
<tr><td>Status</td><td>varchar</td></tr>
</table>
<u>Constraint</u>:
a. For Search Criteria which its Contraint Input is integer, Parameter field will be receive number only.
b. Validation of parameter based on the contraint value will be executed when user click search button.
5. Select Start and End date period to filter based on the PO creation date.

<u>Constraint</u>:
a. End PO Creation Date can not be less than Start PO Creation Date (the End PO Creation Date will be locked for the date before Start Date).
b. Start PO Creation Date can not be more than End PO Creation Date (the Start PO Creation Date will be locked for the date after End Date).
c. Validation will be executed when user click search button.
6. Click Search button:


7. List of data which will be printed will be shown at the list. To print those data as PO report, user should click Print Report button:

</td></tr>
</table>

<table>
<tr><td></td><td></td><td>
<u>Process:</u>
1. User can view list of PO data which will be printed, in the PO search result list.
2. Informations related to PO that will be printed are:
a. DSF Office
b. PO Number
c. Agreement Number
d. Supplier Name
e. Customer Name
f. Item List
g. Qty
h. Price (Rp)
i. Created By
j. Created Date
k. Last Approve
l. Next Approve
m. Last Update By
n. Last Update Date
o. Expired in (Days)
p. Status
3. PO data will be sorted based on the newest PO creation date at list of PO. The oldest creation date will listed on bellow.

<u>Output:</u>
1. Purchase Order Monthly Report will be saved as Purchase Order Report_mmddyyy_hhmm, where mmddyyy and hhmm is the time when button Print Report is clicked.

<u>Alternative:</u>
N/A
</td></tr>
<tr><td>5</td><td>Initial view of Create PO</td><td>
The screen for Create Purchase Order:
1. Component Status;
<table>
<tr><th>Component</th><th>Name/Caption</th><th>Status</th><th>Remark</th></tr>
<tr><td>Label</td><td>Create Purchase Order</td><td>Not Active</td><td></td></tr>
<tr><td>Button</td><td>Back</td><td>Active</td><td></td></tr>
<tr><td>Label</td><td>Purchase Order Information</td><td>Not Active</td><td></td></tr>
<tr><td>Search Box</td><td>Agreement Number</td><td>Active</td><td>Mandatory field marked as red</td></tr>
<tr><td>Search Box</td><td>PO Number</td><td>Active</td><td>Automatic fill when user click save as or submit button</td></tr>
<tr><td>Date Picker</td><td>Valid Until (mm/dd/yyyy)</td><td>Not Active</td><td>Automatic calculate, formula: PODate + valid days</td></tr>
<tr><td>Text Box</td><td>Valid Days</td><td>Active</td><td></td></tr>
<tr><td>Text Box</td><td>Supplier Name</td><td>Active</td><td>Mandatory field marked as red</td></tr>
<tr><td>Text Box</td><td>Expected Delivery Period</td><td>Active</td><td>Mandatory</td></tr>
</table>
</td></tr>
</table>

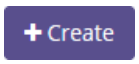
			(days)		field marked as red
		Label	Delivery Place	Not Active	
		Label	UP Supplier	Not Active	
		Text Box	UP Supplier	Active	Mandatory field marked as red
		Label	Address	Not Active	
		Text Box	Address	Active	Mandatory field marked as red The value taken from OPLAgreement.HandoverLocAddress
		Label	Zip Code	Not Active	
		Text Box	Zip Code	Active	Mandatory field marked as red The value taken from OPLAgreement.HandoverLocZipCode
		Label	City	Not Active	
		Text Box	City	Active	Mandatory field marked as red The value taken from OPLAgreement.HandoverLocCity
		Label	Country	Not Active	
		Text Box	Country	Active	Mandatory field marked as red Default value is Indonesia
		Label	Purchase Order Item	Not Active	
		Label	Number	Not Active	
		Label	Item Description	Not Active	
		Label	Qty	Not Active	
		Label	Price (Rp)	Not Active	
		Label	Total Price	Not Active	
		Text Box	Number	Not Active	Automatic generate
		Text Box	Item Description	Not Active	Automatic generate from Agreement table based on IdOPLAgreement
		Text Box	Qty	Not Active	
		Text Box	Price (Rp)	Not Active	
		Label	Total Price	Not Active	
		Text Box	Total Price	Not Active	Automatic

					calculate, formula: Qty * Price
		Label	Total Net PO	Not Active	
		Text Box	Total Net PO in Price column	Not Active	Automatic calculate, formula: Sum Price
		Text Box	Total Net PO in Total Price column	Not Active	Automatic calculate, formula: Sum Total Price
		Label	Terms and Conditions	Not Active	
		Label	Terms and Conditions	Not Active	
		Label	Parameter	Not Active	
		Label	Action	Not Active	
		Seacrh Box	Terms and Conditions	Active	
		Text Box	Parameter	Active	
		Button	-	Active	System will remove Term & Condition of the selected row
		Button	Save Term & Condition	Not Active	System will save the edited parameter value at TB_PRO_PO.POTermParam
		Button	Add New Term & Condition	Active	System will add new row at Purchase Order item list table
		Button	Save as Draft	Active	
		Button	Submit	Active	

6 Create PO

<u>Input:</u>

1. Access menu OLSS
2. Hover to menu Procurement
3. Click on List of Purchase Order sub menu
4. Click Create button



5. Fill all the field at PO form as stated below:

PO Form Field	Constraint Input	Source
Agreement Number	Varchar	OPLAgreement.AgreementNumber which its status is **approved**
PO Number	Varchar	System generated
Valid Days	Integer	Default value = 7
Valid Until	Date	System generated

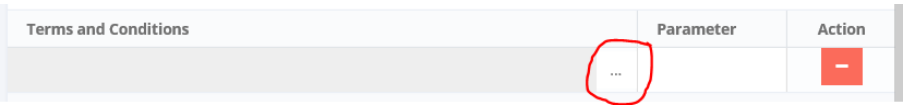
Supplier Name	Varchar	TB_MKT_SKD.IdSupplier which hasn't been used at other PO document with the same Agreement Number
Expected Delivery Period	Integer	Default value = 30
UP Supplier	Varchar	User input
Address	Varchar	The value taken from OPLAgreement.Handover LocAddress
Zip Code	Varchar	The value taken from OPLAgreement.Handover LocZipCode
City	Varchar	The value taken from OPLAgreement.Handover LocCity
Country	Varchar	Default value = Indonesia
Number	Varchar	Automatic generate
Item Description	Varchar	
Qty	Varchar	
Price	Varchar	
Total Price	Varchar	Qtr * Price
Total Net PO in column Price	Varchar	Sum (Price)
Total Net PO in column Total Price	Varchar	Sum (Total Price)
Terms and Condition Parametereter	Varchar	Automatic generate based on Item's type on Item Description. Check the item type with the default value at TB_PRO_POTerm

Constraint:

a. Hint "Input with number" will appear for PO Form field which Constraint input is Integer when user hover to the textfield or the textfield is active.
b. Every field inputted cannot exceed maximum length defined in database system.

6. To add new Term & Condition, click on Add New Term and Condition button, and a new row of Term and Condition will be displayed.

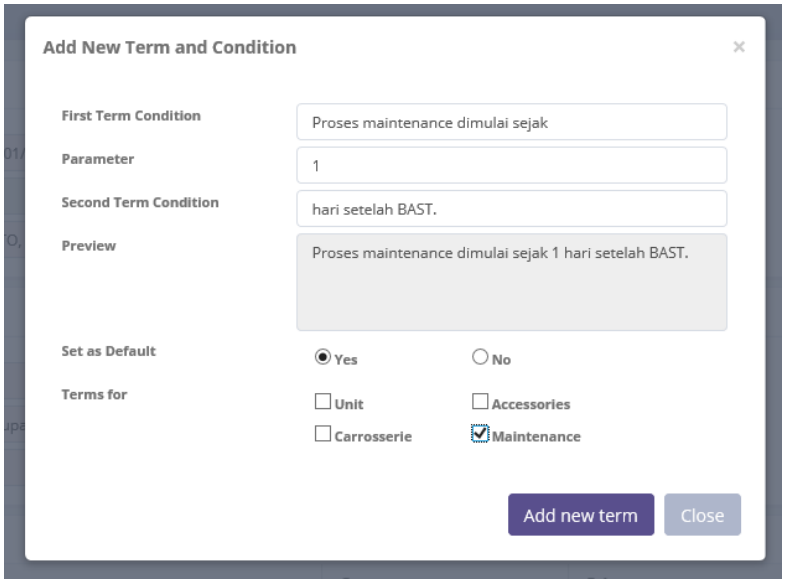
7. Click on the search button to display Terms and Conditions pop up dialog.



At Terms and Conditions pop up dialog, fill the search text box with search key, and click search button to search existing term which contains the search key, Screen 5.

8. To add new term, click on define new term button at Terms and Condition Modal dialog.

When Screen 6. Add New Term & Condition has been displayed, fill it with the desired term and Parametereter. The new defined Term & Condition will be displayed at Preview Text box. Choose one at the radio button group whether new defined Term & Condition will be shown as default Term & Condition at Create PO screen.

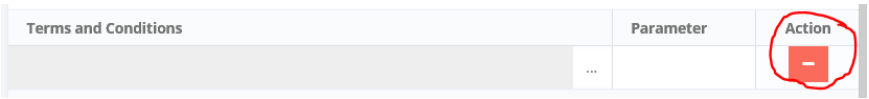


Initiate the new defined Term & Condition is created for which PO type, Unit, Carrosserie, Accessories or Maintenance or its combination.

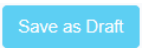
Finally click the Add new term button again to save the new defined term to database.

To display the new created Term & Condition, user need to search it again at Screen 5 Search Terms and Conditions Modal Dialog.

9. If user wants to delete certain Terms & Condition, user needs to click – button at the desired row.



10. Click Save as Draft button to save the new created PO which can be edited later.



11. When user click Save as Draft button, confirmation dialog at screen 8 with 'Are you sure you want to save as draft?' message will be displayed.

    <u>Constraint</u>:

    a. System will check wether the user has existed and active Approval Path as Proposed.

    b. If clicked with any of the field still hasn't meet the validation criteria, every notification message for validation below the field will be displayed after user click Yes button.

12. When user click Submit button, confirmation dialog at screen 8 with 'Are you sure you want to submit?' message will be displayed.

    <u>Constraint</u>:

    a. System will check wether the user has existed and active

Approval Path as Proposed.

b. If clicked with any of the field still hasn't meet the validation criteria, every notification message for validation below the field will be displayed after user click Yes button.

13. When user click Submit button to submit the new created PO. The submitted PO will proceed its process to Purchase Order Approval process.

Process:

1. System will display Create PO screen when click Create button.
2. When user click the search button for Agreement Number filed, system will display screen 3 which listed all approved agreement number which doesn't has any PO created yet or for multiple PO case, all PO hasn't completely created yet.
3. When Agreement Number value has been filled, system will load these informations which is related to that agreement from Tb_MKT_OPLAgreement table:
   a. Agreement Number
   b. Agreement Date
4. When user clicked the search button for Supplier Name filed, system will display screen 4 which listed all Suppliers at SKD which is related to the inputed agreement number. The Supplier name is taken from SKDDetails table, which have same IdOPLAgreement value. Also, when Supplier has been selected for another PO document, it shouldn't be displayed again at the modal dialog.
5. When Agreement Number and Supplier Name field already filled, these field will be filled automatically:

PO Form Field	Source
Number	Automatic sequence Number
Item Description	Formula: Taken from OPLAgreementDetails table. Where AgreementNumber and IdSupplier is same with the inputed value at Agreement Number and Supplier Name field. For Maintenance item. Formula: Taken from Unit Qty value from the related agreement
Qty	
Price (Rp)	For product item. Formula: Taken from OPLBasicCondition.ProductPrice Where AgreementNumber and IdSupplier is same with the inputed value at Agreement Number and Supplier Name field For Carrosserie item. Formula: Taken from OPLBasicCondition.Carrosserie Price Where AgreementNumber and IdSupplier is same with the inputed value at Agreement Number and Supplier Name field For Accessories item. Formula:

	Taken from OPLBasicCondition. AccessoriesPrice Where AgreementNumber and IdSupplier is same with the inputed value at Agreement Number and Supplier Name field For Maintenance item. <u>Formula:</u> Taken from The value is taken from OPLCalculation.SumMaintenanceCost divide with OPLAgreement.NumberOfPayment to get the Maintenance Price.
Total Price	Automatic calculation. <u>Formula:</u> TB_PRO_PODtl.Qty* TB_PRO_PODtl.OTR Price
Total Net PO	Automatic calculation. <u>Formula:</u> Sum(Price) for Price column and Sum(Total Price) for Total Price column

<u>Constraint</u>:

a. For maintenance product, the Item description column will have these information:

Maintenance Info	**Source**
Maintenance Type	OPLAgreement.Maintenancetype where OPLAgreement.AgreementNumber = TB_PRO_PO.OPLAgreementNumber
Maintenance Item	Product.BrandName, Product.ModelCode, Product. ModelName where Product.IdProduct = TB_PRO_PODtl.IdProduct
Maintenance Period	<u>Formula:</u> OPLAgreement.NumberOfPayments where OPLAgreement.AgreementNumber = TB_PRO_PO.OPLAgreementNumber

b. Item Description for PO Maintenance, should be displayed as below:

Purchase Order Item

Number	Item Description	Qty	Price		Total Price	
1	Full Maintenance Service For MITSUBISHI OLGLXMOUTLANDER SPORT GLX (4X2) M/T 12 Bulan	4	Rp	5,125,000.00	Rp	20,500,000.00
Total Net PO			Rp	5,125,000.00	Rp	20,500,000.00

6. User should fill valid days with total days of PO active date value. As initiate, system will set it with its default value, 7.
7. System will generate PO expiration date automatically based on PO creation date and Valid Days value.
8. For Expected Delivery Period field, user should fill it as the total days of expected delivery period. As initiate, system will set it with its default value, 30.
9. For Term and Condition area, some of the term parameter should be disabled to edit. Which are:
   a. When user changes the expected delivery period (days), it will changes the parameter value of the following terms.
   Order Pembelian tidak berlaku apabila konfirmasi tidak

diterima dalam tenggang waktu 7 hari terhitung tanggal order ini.

b. When user fill the DP Before BAST (%) at Calculation, it will displayed at the following terms which value is **100% - DP Before BAST (%) value**.
Pelunasan Carroseries 12% akan dibayar pada saat kendaraan telah selesai dan PT. DSF telah menerima tagihan.

c. When user fill the DP Before BAST (%) at Calculation, it will displayed at the following terms.
Uang muka Carroseries 88% dibayar setelah PT. Dipo Star Finance menerima tagihan invoice.

Terms and Conditions

Terms and Conditions		Parameter	Action
Order Pembelian tidak berlaku apabila konfirmasi tidak diterima dalam tenggang waktu 7 hari terhitung tanggal order ini.	...	7	-
Pelunasan dari PT. Dipo Star Finance akan dilaksanakan paling lambat 2 minggu setelah PT. Dipo Star Finance menerima Surat Penagihan dan Kwitansi lengkap dari Dealer.	...	2 minggu	-
Pembayaran tanda jadi sebesar Rp. 25.000.000, dari PT. Dipo Star Finance akan dilaksanakan setelah PT. Dipo Star Finance menerima Surat Penagihan dan Kwitansi tanda jadi dari Dealer.	...	Rp. 25.000.000,	-
Pembayaran dari PT. Dipo Star Finance akan dilaksanakan setelah PT. Dipo Star Finance menerima Surat Pernyataan Penerimaan barang dari Lesse.	...		-
Pelunasan Carroseries 12% akan dibayar pada saat kendaraan telah selesai dan PT. DSF telah menerima tagihan	...	12%	-
Pelunasan Accesories 12% akan dibayar pada saat kendaraan telah selesai dan PT. DSF telah menerima tagihan.	...	12%	-
Uang muka Carroseries 88% dibayar setelah PT. Dipo Star Finance menerima tagihan invoice.	...	88%	-
Uang muka Accesories 88% dibayar setelah PT. Dipo Star Finance menerima tagihan invoice.	...	88%	-

10. When user click save as draft or submit button, system will fill PO Number field automatically. Set PO Number with this Formula:

    No. PO : 10000/PO/XXX/Branch/MONTH/YEAR

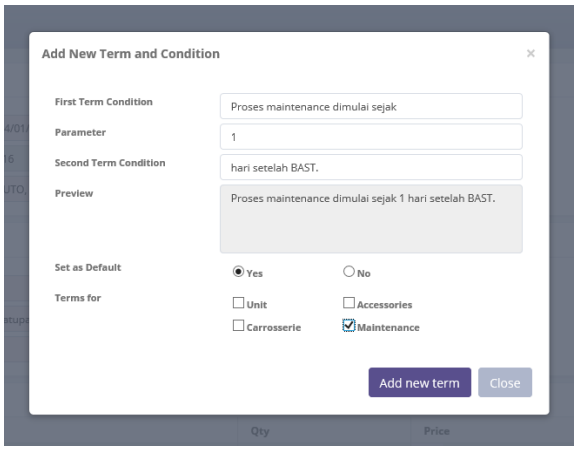
    Description :

    - The first 5 digits show the sequence number of the PO document. This number will increments whenever new PO document is created and it will be reseted every year. <u>Formula:</u> The lastest sequence number could be taken from Tb_SYS_NumberingFormat.Identifier where Tb_SYS_NumberingFormat.DocumentCode = 'PO'.
    - The document code for PO document is 'PO'. The value taken from Tb_SYS_NumberingFormat.DocumentCode.
    - XXX is a code for the PO document type. To determine the code, system must check the TB_PRO_PO.type value for its PO. The list of code refers to chapter 2 Configuration.
    - The code 'Branch' will be substituted by OPL Branch/DSF Office's code. <u>Formula:</u> Tb_OPL_Branch.BranchShortName
    - The code 'MONTH' will be substituted by 2 digits of month (mm) when the PO document is Submitted. <u>Formula:</u> This code should be taken from Tb_SYS_NumberingFormat.Month
    - The code 'YEAR' will be substituted by 4 digits of year (yyyy) when the PO document is created. <u>Formula:</u> This code should be taken from Tb_SYS_NumberingFormat.Year

    The example of PO Number is: 10000/PO/UNT/JKT/12/2015

11. For Terms and Condition, system will display default Parametereterized Terms and Conditions from Tb_PRO_POTerm table which Tb_PRO_POTerm.isDefault = true, and based on the combination of isUnit = true, isAccessories = true, isCarrosserie = true, isMaintenance = true. The value at Parametereter textfield is taken from DefaultValue field.

12. At Terms and Conditions area, when user click add new Term and condition button, system will generate new row of search box.
13. When user click the search box button, a pop up will be displayed and listed all the created Terms and Conditions at Tb_PRO_POTerm table.
14. If user find their desired Term and Condition, user only need to click the Term and Condition row. When user click their desired the Term and Condition row,
15. If user can't find their desired Term and Condition, user will click Add New Term & Condition button. When the button is clicked, system will display Screen 6 Add New Term & Condition, form which need to be filled by user to create a new Term.
16. When user type at First Term Condition, Parameter and Second Term Condition, it would displayed at Preview dissabled textfield on a real time. It will help user to design their desired Term, which could be Parameterized or not.
    The value of Set as Default option should be inserted to Tb_SYS_POTerm.isDefault. The value of terms for checkbox should be inserted to Tb_SYS_POTerm.isUnit, Tb_SYS_POTerm.isAccessories, Tb_SYS_POTerm.isCarrosserie and Tb_SYS_POTerm.isMaintenance.
    If First Term Condition, Parametereter or Second Term Condition has been filled, when user click Add new term button, System will:
    - Save the created Term and Condition into Tb_SYS_POTerm table.
    - Close the modal dialog.



17. When user click – button, system will delete the Term and condition row which – button is clicked.

18. When Submit button is clicked, System will save data at Create PO screen to as the following:

PO Form Field	Saved into
Agreement Number	TB_PRO_PO.AgreementNumber
PO Number	TB_PRO_PO.PONumber
Valid Days	TB_PRO_PO.ValidDays

Supplier Name	TB_PRO_PO.IdSupplier
Delivery Period	TB_PRO_PO.DeliveryPeriod
Address	TB_PRO_PO.DeliveryPlace
City	TB_PRO_PO.DeliveryCity
Zip Code	TB_PRO_PO.DeliveryZipCode
Country	TB_PRO_PO.DeliveryCountry
UP Supplier	TB_PRO_PO.Up
Item Description	TB_PRO_PODtl.IdProduct
Qty	TB_PRO_PODtl.Qty
Price	TB_PRO_PODtl.OTRPrice
LeaseCategory	TB_PRO_PODtl.LeaseCategory from OPLAgreement
Terms and Condition	TB_PRO_POTermParamss.IdTB_PRO_POTerm
Terms and Condition Parameter	TB_PRO_POTermParamss.ParameterValue
TaskId	Automatic generate GUID

19. When Submit button is clicked, System will add a new Log of PO action to Tb_PRO_PO_History. Data which should be inserted are:

Field Name	**Value**
ProcessId	New GUID
OriginalId	Tb_PRO_PO.IdTb_PRO_PO
CreatedDate	Sys.CurrentDate
CreatedBy	Sys.CurrentUser
Action	Tb_OPL_Status.StatusCode = Submitted

20. When Save as Draft button is clicked, System will add a new Log of PO action to Tb_PRO_PO_History. Data which should be inserted are:

Field Name	**Value**
ProcessId	New GUID
OriginalId	Tb_PRO_PO.IdTb_PRO_PO
CreatedDate	Sys.CurrentDate
CreatedBy	Sys.CurrentUser
Action	Tb_OPL_Status.StatusCode = Save as darft

21. When PO data changes its status to Submitted, it will also update the date value of PODate at table Tb_PRO_PO. This PODate will be printed at PO print form.
22. History Data will be stored in the table Tb_PRO_PO_History and Tb_PRO_PO_History_Dtl where Tb_PRO_PO_History_Dtl is Tb_PRO_PO added Tb_PRO_PO_History.Id Tb_PRO_PO_History as a foreign key.

<u>Output:</u>

1. There's a new row of new created PO data at **List of PO** screen which its status is submitted.
2. Display success message on top of List of PO when PO data has been submitted or save as draft successly:
   "Success! PO Number: 10000/PO/UNT/JKT/10/2015 has been successfully updated"

		<u>Alternative:</u> N/A
7	Initial view of Edit PO	The screen for Edit Purchase Order: 1. Component Status;

Component	Name/Caption	Status	Remark
Label	Create Purchase Order	Not Active	
Button	Back	Active	
Label	Created By	Not Active	
Label	Creator Name	Not Active	
Label	Created Date	Not Active	
Label	PO Creation Date	Not Active	
Label	Last Modified Date	Not Active	
Label	Last Modifier Name	Not Active	
Label	Last Modified Date	Not Active	
Label	Last Modified Date	Not Active	
Label	Purchase Order Information	Not Active	
Search Box	Agreement Number	Active	Mandatory field marked as red
Search Box	PO Number	Active	Automatic fill when user click save as or submit button
Date Picker	Valid Until (mm/dd/yyyy)	Not Active	Automatic calculate, formula: PODate + valid days
Text Box	Valid Days	Active	
Text Box	Supplier Name	Active	Mandatory field marked as red
Text Box	Expected Delivery Period (days)	Active	Mandatory field marked as red
Label	Delivery Place	Not Active	
Label	UP Supplier	Not Active	
Text Box	UP Supplier	Active	Mandatory field marked as red
Label	Address	Not Active	
Text Box	Address	Active	Mandatory field marked as red The value taken from OPLAgreement.HandoverLocAddress
Label	Zip Code	Not Active	
Text Box	Zip Code	Active	Mandatory field marked as red

						The value taken from OPLAgreement.HandoverLocZipCode
			Label	City	Not Active	
			Text Box	City	Active	Mandatory field marked as red The value taken from OPLAgreement.HandoverLocCity
			Label	Country	Not Active	
			Text Box	Country	Active	Mandatory field marked as red Default value is Indonesia
			Label	Purchase Order Item	Not Active	
			Label	Number	Not Active	
			Label	Item Description	Not Active	
			Label	Qty	Not Active	
			Label	Price (Rp)	Not Active	
			Label	Total Price	Not Active	
			Text Box	Number	Not Active	Automatic generate
			Text Box	Item Description	Not Active	Automatic generate from Agreement table based on IdOPLAgreement
			Text Box	Qty	Not Active	
			Text Box	Price (Rp)	Not Active	
			Label	Total Price	Not Active	
			Text Box	Total Price	Not Active	Automatic calculate, formula: Qty * Price
			Label	Total Net PO	Not Active	
			Text Box	Total Net PO in Price column	Not Active	Automatic calculate, formula: Sum Price
			Text Box	Total Net PO in Total Price column	Not Active	Automatic calculate, formula: Sum Total Price
			Label	Terms and Conditions	Not Active	
			Label	Terms and Conditions	Not Active	
			Label	Parameter	Not Active	
			Label	Action	Not Active	
			Seacrh Box	Terms and Conditions	Active	
			Text Box	Parameter	Active	
			Button	-	Active	System will

				remove Term & Condition of the selected row
		Button	Save Term & Condition	Not Active	System will save the edited parameter value at TB_PRO_PO.POTermParam
		Button	Add New Term & Condition	Active	System will add new row at Purchase Order item list table
		Button	Save as Draft	Active	
		Button	Submit	Active	

8 Edit PO

Input:

1. Access menu OLSS
2. Hover to menu Procurement
3. Click on List of Purchase Order sub menu
4. Click on edit icon at the row of List of Purchase Order table which PO data's status is **draft** or **revised**

5. When Edit PO screen has been displayed, user only can set these field:

PO Form Field	Constraint Input	Source
Valid Days	Integer	Default value = 7
Valid Until	Date	System generated
Expected Delivery Period	Integer	Default value = 30
UP Supplier	Varchar	User input
Address	Varchar	The value taken from OPLAgreement.HandoverLocAddress
Zip Code	Varchar	The value taken from OPLAgreement.HandoverLocZipCode
City	Varchar	The value taken from OPLAgreement.HandoverLocCity
Country	Varchar	Default value = Indonesia
Terms and Condition Parametereter	Varchar	Automatic generate based on Item's type on Item Description. Check the item type with the default value at TB_PRO_POTerm

Constraint:

a. Hint "Input with number" will appear for PO Form field which Constraint input is Integer.

b. Every field inputted cannot exceed maximum length defined in database system

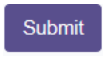
6. When user already edited the data, but want to edit it later, user can click Save Change button.

7. When user click Submit button, confirmation dialog at screen 8 with 'Are you sure you want to save as changes?' message will be displayed.

   Constraint:

   a. If clicked with any of the field still hasn't meet the validation criteria, every notification message for validation below the field will be generated (notification "This field is required" for mandatory field) after user click Yes button.

8. When Edit PO screen has been displayed and user already edited the data, and want to proceed to Purchase Order Approval process, user can click Submitted.
9. When user click Submit button, confirmation dialog at screen 8 with 'Are you sure you want to submit?' message will be displayed.



   Constraint:

   a. If clicked with any of the field still hasn't meet the validation criteria, every notification message for validation below the field will be generated after user click Yes button.

Process:

1. Edit icon only enabled for PO data which its status is **draft** or **revised**.
2. System will display Edit PO screen when user click Edit icon at the row of List of Purchase Order table which PO data's status is **draft** or **revised**.
3. System will convert the PO data to excel or PDF depends on user choice when user click convert to button.
4. System will print PO data as a hardcopy when user click print button at Print form preview.
5. When Submit button is clicked at Edit PO screen, system will display a notification pop up and do the validation process when yes button is clicked. If the data valid and submit process is done, PODate value at TB_PRO_PO table will be changed to the date when the Submit process is done. This PODate will be printed at PO print form.
6. When submit button is clicked, System will add a new Log of PO action to Tb_PRO_PO_History. Data which should be inserted are:

Field Name	**Value**
ProcessId	New GUID
OriginalId	Tb_PRO_PO.IdTb_PRO_PO
CreatedDate	Sys.CurrentDate
CreatedBy	Sys.CurrentUser
Action	Tb_OPL_Status.StatusCode = Submitted

7. When save change button is clicked, System will add a new Log of

<table>
<tr><td></td><td></td><td>PO action to Tb_PRO_PO_History. Data which should be inserted are:
<table>
<tr><th>Field Name</th><th>Value</th></tr>
<tr><td>ProcessId</td><td>New GUID</td></tr>
<tr><td>OriginalId</td><td>Tb_PRO_PO.IdTb_PRO_PO</td></tr>
<tr><td>CreatedDate</td><td>Sys.CurrentDate</td></tr>
<tr><td>CreatedBy</td><td>Sys.CurrentUser</td></tr>
<tr><td>Action</td><td>Tb_OPL_Status.StatusCode = Save changes</td></tr>
</table>
<u>Output:</u>
1. The row of edited PO data at List of PO screen will change its status to submitted when Submit button is clicked and revised when Save Changes button is clicked.
2. Display success message on top of List of PO when PO data has been submitted or save changes successly:
“Success! PO Number: 10000/PO/UNT/SBY/11/2015 has been successfully updated”
<u>Alternative:</u>
N/A</td></tr>
<tr><td>8</td><td>Print PO</td><td><u>Input:</u>
1. Access menu OLSS
2. Hover to menu Procurement
3. Click on List of Purchase Order sub menu
4. Click on Print icon at the row of List of Purchase Order table which PO data’s status is submitted

5. Click Print button to preview PO data document which will be printed.
6. At print form preview, click print button to print PO data as a hardcopy.

<u>Process:</u>
1. System will display a preview of PO document which will be printed.
2. System will convert the PO data to excel or PDF depends on user choice when user click convert to button.
3. System will print PO data as a hardcopy when user click print button at Print form preview, where PO creation date is taken from PODate’s value at TB_PRO_PO table.

<u>Output:</u>
1. A hardcopy, excel or pdf file of PO document print form.

<u>Alternative:</u>
N/A</td></tr>
</table>

9	System error message	Process: 1. Any kind of errors outside of application validation or that which cannot be handled by application such as errors when communication with Database, bugs, overloop, etc will generate error message: "System error. Please contact your administrator" Output: 1. A page with system error message will appear.

3.8 Data Structure

TB_PRO_PO

Field Name	*Data Type*	*Length*	*Source*	*Remarks*	*Nullable*	*Mandatory*
IdTb_PRO_PO	*Int*	*N/A*	Tb_PRO_PO.IdTb_PRO_PO	***Primary Key***	No	No
IdOPLAgreement	*Varchar*	*10*	OPLAgreement.AgreementNumber	***Foreign Key***	No	No
PONumber	*Varchar*	*50*	Tb_PRO_PO.PONumber	*System gereate automatically, it should detect which is true at these column field: isUnit, isCarrosserie, isAccessories, isMaintenance for one agreement*	No	Yes
IdTb_OPL_Branch	*Int*		TB_OPL_Branch.IdTb_OPL_Branch	***Foreign Key***	No	Yes
IdSupplier	*Int*		Supplier.IdSupplier	*Where OPLAgreement.AgreementNumber = TB_PRO_PO.AgreementNumber AND OPLAgreement.IdSKD = TB_MKT_SKD.IdSKD AND TB_PRO_PO.IdSupplier = Supplier.IdSupplier*	No	Yes
IdCustomer	*Int*		Customer.IdCustomer	*Where OPLAgreement.AgreementNumber = TB_PRO_PO.AgreementNumber AND OPLAgreement.IdCustomer = Customer.IdCustomer*	No	Yes
DeliveryPeriod	*Integer*	*10*	TB_PRO_PO.DeliveryPeriod	*Value for Expected Delivery Period field*	No	Yes
DeliveryPlace	*Varchar*	*200*	OPLAgreement.HandoverLocAddress	*Where OPLAgreement.AgreementNumber = TB_PRO_PO.AgreementNumber*	No	Yes
DeliveryCity	*Varchar*	*100*	OPLAgreement.HandoverLocCit	*Where OPLAgreement.Agreement*	No	Yes

			y	*Number = TB_PRO_PO. AgreementNumber*		
DeliveryZipCode	*Int*		OPLAgreement. HandoverLocZipCode	*Where OPLAgreement.Agreement Number = TB_PRO_PO. AgreementNumber*	No	Yes
DeliveryCountry	*Varchar*	*100*	OPLAgreement. HandoverLocCountry	*Where OPLAgreement.Agreement Number = TB_PRO_PO. AgreementNumber*	No	Yes
POStatus	*Int*		IdTb_OPL_Status		No	Yes
UP	*Varchar*	*25*	Manual input		No	Yes
ApprovalDate	*Datetime*	*N/A*	Approve Date of PO document		No	Yes
TaskId	*Integer*	*10*	TB_PRO_PO.TaskId	*This field is used to identifier for workflow, GUID generated*	No	Yes
Remarks	*Varchar*	*100*	TB_PRO_PO.Remarks	*This field is for revision notes from DSF Authorize Person*	Yes	No
PODate	*Datetime*	*N/A*	Submit Date of PO document		No	Yes
ValidDays	*Int*		Manual input		No	Yes
IsDelete	*Boolean*	*N/A*	TB_PRO_PO.isDelete	*This field is used to hide some row data on the list but not deleted it*	Yes	No
RemarksSys	*Varchar*	*500*	TB_PRO_PO.PO RemarksSys	*This field is used to give a reason why isDelete = 1*	Yes	No
RowVersion			System Generated	*Time stamp of the data*	No	Yes
CreatedBy	*Varchar*	*25*	TB_PRO_PO.CreatedBy		No	Yes
CreatedDate	*Datetime*	*N/A*	TB_PRO_PO.CreatedDate	*Sys.CurrentDate Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes
LastModifiedBy	*Varchar*	*25*	TB_PRO_PO.LastModifiedBy		No	Yes
LastModifiedDate	*Datetime*	*N/A*	TB_PRO_PO.LastModifiedDate	*Sys.CurrentDate Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes

TB_PRO_PODtl

Field Name	*Data Type*	*Length*	*Source*	*Remarks*	*Nullable*	*Mandatory*
IdTb_PRO_PODtl	*Int*	*N/A*	Tb_PRO_PODtl.IdTb_PRO_PODtl	***Primary Key***	No	Yes
IdTb_PRO_PO	*Int*	*N/A*	Tb_PRO_PO.IdTb_PRO_PO	***Foreign Key***	No	Yes
Name	*Varchar*	*200*		Where TB_PRO_PODtl.IdTb_PRO_PO = TB_PRO_PO.IdTB_PRO_PO AND	No	Yes

				TB_PRO_PO.AgreementNumber = OPLAgreement.Agreement		
Type	*Varchar*	*20*	To determine the type of item; unit, carrosserie, accessories, maintenance		No	Yes
IdProduct	*Int*	*N/A*	OPLAgreementDetails.IdProduct	Where TB_PRO_PODtl.IdTb_PRO_PO = TB_PRO_PO AND TB_PRO_PO.AgreementNumber = OPLAgreement.AgreementNumber	No	Yes
Qty	*Integer*	*10*	OPLAgreementDtl.Qty	Where TB_PRO_PODtl.IdTb_PRO_PO = TB_PRO_PO.IdTB_PRO_PO AND TB_PRO_PO.AgreementNumber = OPLAgreement.Agreement	No	Yes
MaintenancePeriod	*Varchar*	*100*	OPLAgreement.NumOfPayment	Where TB_PRO_PODtl.IdTb_PRO_PO = TB_PRO_PO.IdTB_PRO_PO AND TB_PRO_PO.AgreementNumber = OPLAgreement.Agreement	No	Yes
OTRPrice	*Integer*	*20*	TB_MKT_SKDDtl.Price	Where OPLAgreement.AgreementNumber = TB_PRO_PO. AgreementNumber AND OPLAgreement.IdSKD = TB_MKT_SKD.IdSKD	No	Yes
LeaseCategory	*Varchar*	*100*	OPLAgreement.LeaseCategory	Where TB_PRO_PODtl.IdTb_PRO_PO = TB_PRO_PO.IdTB_PRO_PO AND TB_PRO_PO.AgreementNumber = OPLAgreement.Agreement	No	Yes
isDelete	*Boolean*	*N/A*	TB_PRO_PODtl. isDelete	*This field is used to hide some row data on the list but not deleted it*	No	Yes

RemarksSys	*Varchar*	*100*	TB_PRO_PODtl.RemarksSys	*This field is used to give a reason why isDelete = 1*	No	Yes
CreatedBy	*Varchar*	*25*	TB_PRO_PODtl.CreatedBy		No	Yes
CreatedDate	*Datetime*	*N/A*	TB_PRO_PODtl.CreatedDate	*Sys.CurrentDate Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes
LastModifiedBy	*Varchar*	*25*	TB_PRO_PODtl.LastModifiedBy		No	Yes
LastModifiedDate	*Datetime*	*N/A*	TB_PRO_PODtl.LastModifiedDate	*Sys.CurrentDate Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes

TB_PRO_POTerm

Field Name	*Data Type*	*Length*	*Source*	*Remarks*	*Nullable*	*Mandatory*
IdTb_PRO_POTerm	*Int*	*N/A*	Tb_PRO_POTerm.IdTb_PRO_POTerm	***Primary Key***	No	Yes
TermDescrFirst	*Varchar*	*150*	TB_PRO_POTerm.TermDescrFirst		No	Yes
TermDescrLast	*Varchar*	*150*	TB_PRO_POTerm.TermDescrLast		No	Yes
isUnit	*Bit*	*N/A*	TB_PRO_POTerm.isUnit		Yes	No
isAccessories	*Bit*	*N/A*	TB_PRO_POTerm.isAccessories		Yes	No
isCarrosserie	*Bit*	*N/A*	TB_PRO_POTerm.isCarrosserie		Yes	No
isMaintenance	*Bit*	*N/A*	TB_PRO_POTerm.isMaintenance		Yes	No
isDefault	*Boolean*	*N/A*	TB_PRO_POTerm.isDefault		No	Yes
DefaultValue	*Varchar*	*100*	TB_PRO_POTerm.DefaultValue		No	Yes
isDelete	*Boolean*	*N/A*	TB_PRO_POTerm.isDelete		No	Yes
RemarksSys	*Varchar*	*100*	TB_PRO_POTerm.RemarksSys		No	Yes
CreatedBy	*Varchar*	*25*	TB_PRO_POTerm.CreatedBy		No	Yes
CreatedDate	*Datetime*	*N/A*	TB_PRO_POTerm.CreatedDate	*Sys.CurrentDate Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes
LastModifiedBy	*Varchar*	*25*	TB_PRO_POTerm.LastModifiedBy		No	Yes
LastModifiedDate	*Datetime*	*N/A*	TB_PRO_POTerm.LastModifiedDate	*Sys.CurrentDate Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes

TB_PRO_POTermParams

Field Name	*Data Type*	*Length*	*Source*	*Remarks*	*Nullable*	*Mandatory*

IdTB_PRO_POTermParamss	*Varchar*	*N/A*	TB_PRO_POTermParams.IdTB_PRO_POTermParams	***Primary Key***	No	Yes
IdTb_PRO_POTerm	*Int*	*N/A*	Tb_PRO_POTerm.IdTb_PRO_POTerm	***Foreign Key***	No	Yes
IdTb_PRO_PO	*Int*	*N/A*	Tb_PRO_PO.IdTb_PRO_PO	***Foreign Key***	No	Yes
ParameterValue	*Varchar*	*50*	TB_PRO_POTermParams.ParameterValue		No	Yes
CreatedBy	*Varchar*	*25*	TB_PRO_POTermParams.CreatedBy		No	Yes
CreatedDate	*Datetime*	*N/A*	TB_PRO_POTermParams.CreatedDate	*Sys.CurrentDate Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes
isDelete	*Boolean*	*N/A*	TB_PRO_POTermParams.isDelete		No	Yes
RemarksSys	*Varchar*	*100*	TB_PRO_POTermParams.RemarksSys		No	Yes

Tb_PRO_PO_History

Field Name	*Data Type*	*Length*	*Source*	*Remarks*	*Nullable*	*Mandatory*
ProcessId	*Varchar*	*N/A*	Tb_PRO_PO_History.ProcessId	***Primary Key*** New guid	No	Yes
OriginalId	*Int*	*N/A*	Tb_PRO_PO_History.OriginalId	Tb_PRO_PO.IdTb_PRO_PO	No	Yes
CreatedDate	*Datetime*	*N/A*	Tb_PRO_PO_History.CreatedDate	*Sys.CurrentDate Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes
CreatedBy	*Varchar*	*25*	Tb_PRO_PO_History.CreatedBy	Sys.CurrentUser	No	Yes
Action	*Varchar*	*100*	Tb_PRO_PO_History.Action		No	Yes

Tb_PRO_PO_HistoryDtl

Field Name	*Data Type*	*Length*	*Source*	*Remarks*	*Nullable*	*Mandatory*
ProcessId	*Int*	*N/A*	Tb_PRO_PO_History_Dtl.ProcessId	***Primary Key*** New guid	No	No
IdTb_PRO_PO	*Int*	*N/A*	Tb_PRO_PO.IdTb_PRO_PO	***Foreign Key***	No	No
IdOPLAgreement	*Varchar*	*10*	OPLAgreement.AgreementNumber	***Foreign Key***	No	No
PONumber	*Varchar*	*50*	Tb_PRO_PO.PONumber	*System gereate automatically, it should detect which is true at these column field: isUnit, isCarrosserie, isAccessories, isMaintenance for one agreement*	No	Yes

IdTb_OPL_Branch	*Int*		TB_OPL_Branch.IdTb_OPL_Branch	***Foreign Key***	No	Yes
IdSupplier	*Int*		Supplier.IdSupplier	*Where OPLAgreement.AgreementNumber = TB_PRO_PO.AgreementNumber AND OPLAgreement.IdSKD = TB_MKT_SKD.IdSKD AND TB_PRO_PO.IdSupplier = Supplier.IdSupplier*	No	Yes
IdCustomer	*Int*		Customer.IdCustomer	*Where OPLAgreement.AgreementNumber = TB_PRO_PO.AgreementNumber AND OPLAgreement.IdCustomer = Customer.IdCustomer*	No	Yes
DeliveryPeriod	*Integer*	*10*	TB_PRO_PO.DeliveryPeriod	*Value for Expected Delivery Period field*	No	Yes
DeliveryPlace	*Varchar*	*200*	OPLAgreement.HandoverLocAddress	*Where OPLAgreement.AgreementNumber = TB_PRO_PO.AgreementNumber*	No	Yes
DeliveryCity	*Varchar*	*100*	OPLAgreement.HandoverLocCity	*Where OPLAgreement.AgreementNumber = TB_PRO_PO.AgreementNumber*	No	Yes
DeliveryZipCode	*Int*		OPLAgreement.HandoverLocZipCode	*Where OPLAgreement.AgreementNumber = TB_PRO_PO.AgreementNumber*	No	Yes
DeliveryCountry	*Varchar*	*100*	OPLAgreement.HandoverLocCountry	*Where OPLAgreement.AgreementNumber = TB_PRO_PO.AgreementNumber*	No	Yes
POStatus	*Int*		IdTb_OPL_Status		No	Yes
UP	*Varchar*	*25*	Manual input		No	Yes
ApprovalDate	*Datetime*	*N/A*	Approve Date of PO document		No	Yes
TaskId	*Integer*	*10*	TB_PRO_PO.TaskId	*This field is used to identifier for workflow, GUID generated*	No	Yes
Remarks	*Varchar*	*100*	TB_PRO_PO.Remarks	*This field is for revision notes from DSF Authorize Person*	Yes	No
PODate	*Datetime*	*N/A*	Submit Date of PO document		No	Yes
ValidDays	*Int*		Manual input		No	Yes
IsDelete	*Boolean*	*N/A*	TB_PRO_PO.isDelete	*This field is used to hide some row data on the list but not deleted it*	Yes	No
RemarksSys	*Varchar*	*500*	TB_PRO_PO.PORemarksSys	*This field is used to give a reason why isDelete = 1*	Yes	No
RowVersion			System Generated	*Time stamp of the data*	No	Yes

CreatedBy	*Varchar*	*25*	TB_PRO_PO.CreatedBy		No	Yes
CreatedDate	*Datetime*	*N/A*	TB_PRO_PO.CreatedDate	*Sys.CurrentDate Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes
LastModifiedBy	*Varchar*	*25*	TB_PRO_PO.LastModifiedBy		No	Yes
LastModifiedDate	*Datetime*	*N/A*	TB_PRO_PO.LastModifiedDate	*Sys.CurrentDate Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes

Tb_PRO_PODtl_History

Field Name	*Data Type*	*Length*	*Source*	*Remarks*	*Nullable*	*Mandatory*
ProcessId	*Varchar*	*N/A*	Tb_PRO_PODtl_History. ProcessId	***Primary Key*** New guid	No	Yes
OriginalId	*Int*	*N/A*	Tb_PRO_PODtl_History.OriginalId	Tb_PRO_PO.IdTb_PRO_PO	No	Yes
CreatedDate	*Datetime*	*N/A*	Tb_PRO_PODtl_History.CreatedDate	*Sys.CurrentDate Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes
CreatedBy	*Varchar*	*25*	Tb_PRO_PODtl_History.CreatedBy	Sys.CurrentUser	No	Yes
Action	*Varchar*	*100*	Tb_PRO_PODtl_History.Action		No	Yes

TB_PRO_PODtl_HistoryDtl

Field Name	*Data Type*	*Length*	*Source*	*Remarks*	*Nullable*	*Mandatory*
ProcessId	*Int*	*N/A*	Tb_PRO_PO_History_Dtl. ProcessId	***Primary Key*** New guid	No	No
IdTb_PRO_PODtl	*Int*	*N/A*	Tb_PRO_PODtl.IdTb_PRO_PODtl	***Primary Key***	No	Yes
IdTb_PRO_PO	*Int*	*N/A*	Tb_PRO_PO.IdTb_PRO_PO	***Foreign Key***	No	Yes
Name	*Varchar*	*200*		Where TB_PRO_PODtl.IdTb_PRO_PO = TB_PRO_PO.IdTB_PRO_PO AND TB_PRO_PO.AgreementNumber = OPLAgreement.Agreement	No	Yes
Type	*Varchar*	*20*	To determine the type of item; unit, carrosserie, accessories, maintenance		No	Yes
IdProduct	*Int*	*N/A*	OPLAgreementDetails.IdProduct	Where TB_PRO_PODtl.IdTb_PRO_PO = TB_PRO_PO AND TB_PRO_PO.Agreeme	No	Yes

				ntNumber = OPLAgreement.AgreementNumber		
Qty	*Integer*	*10*	OPLAgreementDtl.Qty	Where TB_PRO_PODtl.IdTb_PRO_PO = TB_PRO_PO.IdTB_PRO_PO AND TB_PRO_PO.AgreementNumber = OPLAgreement.Agreement	No	Yes
MaintenancePeriod	*Varchar*	*100*	OPLAgreement.NumOfPayment	Where TB_PRO_PODtl.IdTb_PRO_PO = TB_PRO_PO.IdTB_PRO_PO AND TB_PRO_PO.AgreementNumber = OPLAgreement.Agreement	No	Yes
OTRPrice	*Integer*	*20*	TB_MKT_SKDDtl.Price	Where OPLAgreement.AgreementNumber = TB_PRO_PO. AgreementNumber AND OPLAgreement.IdSKD = TB_MKT_SKD.IdSKD	No	Yes
LeaseCategory	*Varchar*	*100*	OPLAgreement.LeaseCategory	Where TB_PRO_PODtl.IdTb_PRO_PO = TB_PRO_PO.IdTB_PRO_PO AND TB_PRO_PO.AgreementNumber = OPLAgreement.Agreement	No	Yes
isDelete	*Boolean*	*N/A*	TB_PRO_PODtl. isDelete	*This field is used to hide some row data on the list but not deleted it*	No	Yes
RemarksSys	*Varchar*	*100*	TB_PRO_PODtl.RemarksSys	*This field is used to give a reason why isDelete = 1*	No	Yes
CreatedBy	*Varchar*	*25*	TB_PRO_PODtl.CreatedBy		No	Yes
CreatedDate	*Datetime*	*N/A*	TB_PRO_PODtl.CreatedDate	*Sys.CurrentDate Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes
LastModifiedBy	*Varchar*	*25*	TB_PRO_PODtl.LastModifiedBy		No	Yes
LastModifiedDate	*Datetime*	*N/A*	TB_PRO_PODtl.LastModifiedDate	*Sys.CurrentDate Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes

Tb_PRO_POTermParams_History

Field Name	*Data Type*	*Length*	*Source*	*Remarks*	*Nullable*	*Mandatory*
ProcessId	*Varchar*	*N/A*	Tb_PRO_PODtl_History. ProcessId	***Primary Key*** New guid	No	Yes
OriginalId	*Int*	*N/A*	Tb_PRO_PODtl_History.OriginalId	Tb_PRO_PO.IdTb_PRO_PO	No	Yes
CreatedDate	*Datetime*	*N/A*	Tb_PRO_PODtl_History.CreatedDate	*Sys.CurrentDate Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes
CreatedBy	*Varchar*	*25*	Tb_PRO_PODtl_History.CreatedBy	Sys.CurrentUser	No	Yes
Action	*Varchar*	*100*	Tb_PRO_PODtl_History.Action		No	Yes

TB_PRO_POTermParams_HistoryDtl

Field Name	*Data Type*	*Length*	*Source*	*Remarks*	*Nullable*	*Mandatory*
ProcessId	*Varchar*	*N/A*	Tb_PRO_PODtl_History. ProcessId	***Primary Key*** New guid	No	Yes
IdTB_PRO_POTermParamss	*Varchar*	*N/A*	TB_PRO_POTermParams.IdTB_PRO_POTermParams	***Primary Key***	No	Yes
IdTb_PRO_POTerm	*Int*	*N/A*	Tb_PRO_POTerm.IdTb_PRO_POTerm	***Foreign Key***	No	Yes
IdTb_PRO_PO	*Int*	*N/A*	Tb_PRO_PO.IdTb_PRO_PO	***Foreign Key***	No	Yes
ParameterValue	*Varchar*	*50*	TB_PRO_POTermParams.ParameterValue		No	Yes
CreatedBy	*Varchar*	*25*	TB_PRO_POTermParams.CreatedBy		No	Yes
CreatedDate	*Datetime*	*N/A*	TB_PRO_POTermParams.CreatedDate	*Sys.CurrentDate Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes
isDelete	*Boolean*	*N/A*	TB_PRO_POTermParams.isDelete		No	Yes
RemarksSys	*Varchar*	*100*	TB_PRO_POTermParams.RemarksSys		No	Yes

3.9 Screen Item List

PF.AC.1.1 PO

No.	*Content*	*Description*	*Source*	*Remarks*
1	Logo	DSF Logo	Embedded	
2	Purchase Order	Judul dokumen PO	Embedded	
3	Nomor PO	PO Number	TB_PRO_PO.PONumber	
4	Nomor	Agreement Number	TB_PRO_PO.IdAgr	

	Kontrak		eement	
5	Tanggal terbit	Date	TB_PRO_PO.PODate	
6	Nama Supplier	Supplier Name	TB_PRO_PO.IdSupplier	
7	Alamat Supplier	Supplier Adress	Supplier.Adress	
8	UP	PIC of the Supplier	TB_PRO_PO.POUp	
9	Isi surat	Isi dokumen PO	Embedded	
10	Nomor	Number	Auto sequence number	
11	Deskripsi Item	Item Description	TB_PRO_PODtl.Id TB_PRO_PO	Based on flag in isUnit, isCarrosserie, isAccessories, isMaintenance
12	Jumlah	Quantity	TB_PRO_PODtl.Qty	
13	Harga	OTR Price	TB_PRO_PODtl.OTRPrice	
14	Total	Total Price of PO per item	Result of Qty * OTR Price	
15	Total in Total Column	Total Price of PO	Result of Sum Total	
16	Total in Harga Column	Total Harga of PO	Result of Sum Harga	
17	Terbilang	Total price in Indonesian	System generate from Total Price	
18	Dikirimkan kepada	Destination of item which is ordered	TB_PRO_PO.IdCustomer	
19		Terbilang of calculation result from Sum (Total)	System generate	
20	Supplier Name	The name of Supplier	TB_PRO_PO.IdSupplier	
21		Delivery address for item which is ordered	TB_PRO_PO.DeliveryAddress, DeliveryCity, DeliveryZipCode, DeliveryCountry	
22	Syarat Pembelian	Terms & Condition	TB_PRO_POTerms.IdTB_PRO_PO	
23	Term Values	Terms & Condition Statement	TB_PRO_POTerms.IdTB_PRO_PO	Param should be taken from TB_PRO_POTermParams
24	Penutup surat	Dengan ini kami	Embedded	
25	CAP & TANDA TANGAN PEJABAT PERUSAHAAN	CAP & TANDA TANGAN PEJABAT PERUSAHAAN	Embedded	
26	PT. Dipo Star Finance	PT. Dipo Star Finance	Embedded	

27	DSF Authorize Person Name	Approver's Name	TB_OPL_Employee.IdEmployee	
28	Company Address	DSF HO Address	REFF_OFFICE.OFFICE_ADDR	

1 DIPO STAR FINANCE
Solusi Kredit Otomotif

Purchase Order 2

4 Nomor PO : 00096/PO/UNT/JHO/05/2016 3

Nomor Kontrak : 0000060/4/01/05/2016

Tanggal Terbit : 23 Mei 2016 5

6 Nama Supplier : 7 "SEMARANG MOTOR",UD

9 Alamat Supplier : 8 JL.DHOHO NO.186

UP : Windy Adam

Dengan mengacu kepada penawaran anda, mohon dapat dikirimkan pesanan barang berikut :

10

Nomor	Deskripsi Item	Jumlah 11	Harga 12	Total 13 14
1	DAIHATSU GM15PU GRAN MAX 1.5 PICK UP 3WAY	4	Rp. 950.000.000	Rp. 3.800.000.000
			Rp. 950.000.000 15	Rp. 3.800.000.000 16

17 Terbilang : Tiga Miliar Delapan Ratus Juta Rupiah 19

Dikirim Kepada : PT TAWU INTI BUMI 20

18 Jl. Tb Simatupang No 29 21

Jakarta Selatan - 123231

Indonesia

22 SYARAT PEMBELIAN : 23

1 Order Pembelian tidak berlaku apabila konfirmasi tidak diterima dalam tenggang waktu 7 hari terhitung tanggal order ini.

2 BBN plat hitam Surabaya

3 STNK dan BPKB atas nama pemasok, PT. Dipo Star Finance

4 Pelunasan dari PT. Dipo Star Finance akan dilaksanakan paling lambat 2 minggu setelah PT. Dipo Star Finance menerima Surat Penagihan dan Kwitansi lengkap dari Dealer.

5 Pembayaran tanda jadi sebesar Rp. 25.000.000,- dari PT. Dipo Star Finance akan dilaksanakan setelah PT. Dipo Star Finance menerima Surat Penagihan dan Kwitansi tanda jadi dari Dealer.

6 Pembayaran dari PT. Dipo Star Finance akan dilaksanakan setelah PT. Dipo Star Finance menerima Surat Pernyataan Penerimaan barang dari Lesse.

7 Apabila barang berupa kendaraan bermotor, maka asli BPKB dan Faktur wajib dikirimkan oleh pemasok ke PT. Dipo Star Finance, paling lambat 30 hari terhitung tanggal order pembelian ini.

8 Pelunasan Product 25% akan dibayar pada saat kendaraan telah selesai dan PT. DSF telah menerima tagihan.

9 Uang muka Product 75% dibayar setelah PT. Dipo Star Finance menerima tagihan invoice.

Dengan ini kami menyatakan telah menerima Order pembelian dan setuju untuk mengirimkan barang sesuai dengan pernyataan/ketentuan diatas 24

PT. Dipo Star Finance 26

CAP & TANDATANGAN PEJABAT PERUSAHAAN 25

ASIKIN LUKMAN 27

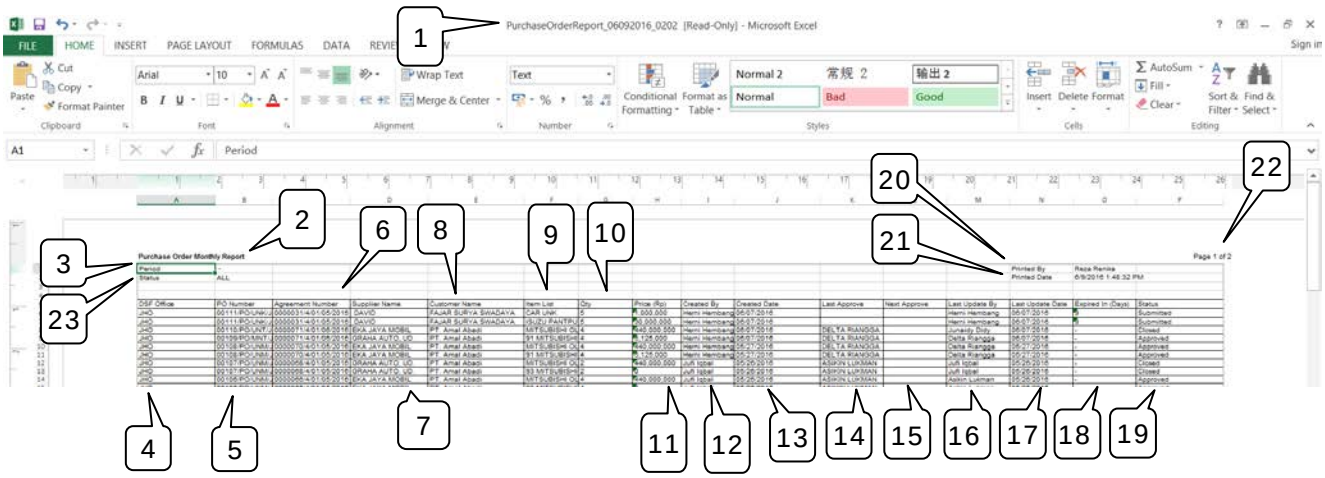
28

SENTRAL SENAYAN 2, 3RD FLOOR. JL. ASIA AFRIKA No. 8, JAKARTA 10270, Indonesia Telp. Telp: (021) 57954100 (Hunting), Fax: (021) 57954075

RPT.AC.1.1 PO Monthly Report

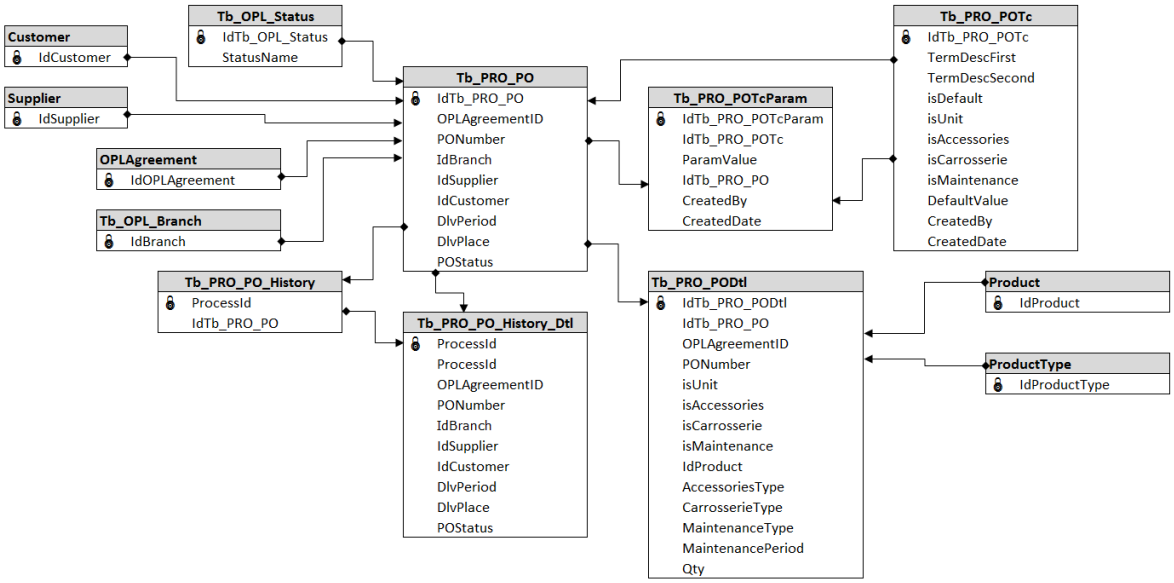
No.	*Content*	*Description*	*Source*	*Remarks*
1	File Name	*Varchar*	System Automatic generate	Purchase Order Report_mmddyyy_hhmm where mmddyyy and hhmm is the time when button Print Report is clicked
2	Report Title	Varchar	System defined	Purchase Order Monthly Report
3	Periode	Varchar	Start and End PO Creation Date at Search Criteria text field	
4	DSF Office	DSF Office of the PO data	TB_PRO_PO.DSFOffice	Tb_OPL_Branch.BranchShortName
5	PO Number	PO Number	TB_PRO_PO.PONumber	
6	Agreement Number	Agreement Number	TB_PRO_PO.IdAgreement	
7	Supplier Name	Supplier Name	TB_PRO_PO.IdSupplier	
8	Customer Name	Customer Name	TB_PRO_PO.IdCustomer	
9	Item List	Item Description	TB_PRO_PODtl.Id TB_PRO_PO	Based on flag in isUnit, isCarrosserie, isAccessories, isMaintenance
10	Qty	Quantity	TB_PRO_PODtl.Qty	
11	Price (Rp)	*Integer*	TB_PRO_PODtl.OTRPrice	
12	Created By	*Varchar*	TB_PRO_PO.CreatedBy	
13	Created Date	*Date*	TB_PRO_PO.CreatedDate	
14	Last Approve	*Varchar*	TB_OPL_Employee.EmployeeName from TB_SYS_Approval	
15	Next Approve	*Varchar*	TB_OPL_Employee.EmployeeName from TB_SYS_Approval	
16	Last Modified By	*Varchar*	TB_PRO_PO.LastModifiedBy	
17	Last Modified Date	*Date*	TB_PRO_PO.LastModifiedDate	
18	Expired in (Days)	*Int*	TB_PRO_PO.ValidDays – (Today – TB_PRO_PO.PODate)	
19	Status	*Varchar*	TB_PRO_PO.POStatus	
20	Printed By	*Varchar*	User.UserName	Formula:

				Username is the one who login at system and click the Print Report button
21	Printed Date	*Date*	System Automatic generate	
22	Page	*Varchar*	System Automatic generate	<u>Formula:</u> N of X where N is the current page and X is the total page of documents
23	Status	*Varchar*	System Automatic generate	<u>Formula:</u> ALL: List all PO document status Approved: List all PO document which status is Approved*. *could be change for other status of PO document.



Note:
Content number 2,3,17,18,19 will be page header format and will be printed in every page.

3.10 Entity Relationship Diagram



APPENDIX

Configuration Access for Purchase Order Creation and Management:

User	DSF Office	Functions					
		Display List	Create	Edit	View	Print Form	Print Report
PIC OPL HO/Branch	One	V	V	V	V	V	V
	Area						
	All						
Marketing Officer	One	V			V	V	V
	Area						
	All						
Head of Branch	One	V			V	V	V
	Area						
	All						
Head of Department	One						
	Area						
	All	V			V	V	V
Regional Manager	One						
	Area	V			V	V	V
	All						
Advisor	One						
	Area						
	All	V			V	V	V
Director	One						
	Area						
	All	V			V	V	V
President Director	One						
	Area						
	All	V			V	V	V
Shareholder's Meeting	One						
	Area						
	All	V			V	V	V

Legend:
V = Have the access