

## Aleksei Kogtev

**From:** Chris Parker  
**Sent:** Tuesday, 28 October 2014 11:56 AM  
**To:** Aleksei Kogtev; Andrew Beard  
**Subject:** RE: PO Maintenance Screen Shots

**Importance:** High

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Bag Packs

Andrew / Aleksei,

Have spent a bit of time this morning going through the Daily Supply Plan and some of the admin functions for supplier setups.

A few comments (some of these we discussed last week)

### Admin Panel- Order Pack

- ✓ 1) Description needs to be updated to 'Order Multiple'.
- ✓ 2) Need the ability to sort and filter by site, supplier and RM Item
- ✓ 3) Need the ability to delete an entry

Admin Panel- Grower by Site *what for?? just 13 records.*

- ✓ 1) Ability to sort and filter by site and supplier
- ✓ 2) Supplier Codes- is there a reason why there are 3 supplier codes eg vcovif, qcovif and covif? Can we just use the v and Q codes? *yes; ~~Andrew~~*

### Daily Supply Plan

- ✓ 1) The starting day for demand needs to be the Monday (not Sunday) and this needs to go out until the following Tuesday (this will then take into account public holidays and lead times with interstate supply)
- ✓ 2) No decimal points- whole numbers only *How round? Not*
- ✓ 3) Need to have the starting Stock on Hand as of end of production on the Sunday- this has to be an manual entry keyed by the buyers. *what about db?*
- ✓ 4) Need some kind of list of what RM items there is demand for so that orders can be planned (currently buyers just work their way down through the excel spreadsheet which has all RM items listed).
- 5) Following on from point 4 we will then need a checklist to ascertain if all RM items have had orders planned against them
- ✓ 6) In the supplier availability section- we need the lines to pull through for all contracted suppliers automatically irrespective of whether or not they have entered availability data.
- ✓ 7) In the supply entry section- we need to have lines for when we are sending RM intrans and when requesting RM from other sites.
- 8) In the supply entry section- we will need the ability to add extra line where the supplier code can be manually entered- this is for when market/off-contract buys are required

*Safe? we have special page for that!*

Raise Produce Order

*5-5 499 a 9*  
*5-2 5*

- OK 1) For 100% of produce suppliers we only have one purchase order per day per supplier when orders are initially prepared.
- 2) When loading PO's to QAD need to check that there is no PO currently in place for that supplier on that day (it is highly unlikely)
- 3) When ordering RM from market agents the price needs to be manually entered against each PO(as they do not have a fixed/contract price)- who can this be accomplished?

Additional Info from your queries to Rachel below

- WPS... 1) See highlighted text below- mmm!
- OK 2) Query 1- for BDL our delivery times are most complex of all sites as we can have anything from 1-3 trucks a day from some suppliers, the RM items on each truck differ each day as does the timing. We do not want to split times on PO's. As per current diffot process we have selected the average midpoint of their 1<sup>st</sup> truck and last truck across a week.
- OK 3) Query 2- as per Rachels response there are a number of suppliers that supply veges and babyleaf and these are mapped out and entered into QAD on separate days, so currently we do add lines to an existing order before the "total" order is sent out to a supplier. Under the proposed system we could deal with this by mapping out the veges orders as per normal for all supplier but when we upload them to QAD we select those suppliers that have Veges only, then on the following day/days once we have babyleaf orders mapped out we then upload both the vege and babyleaf data for those remaining suppliers.

Regards  
Chris

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**From:** Aleksei Kogtev  
**Sent:** Thursday, 23 October 2014 12:14 PM  
**To:** Chris Parker; Andrew Beard  
**Subject:** FW: PO Maintenance Screen Shots

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**From:** Rachel Commens  
**Sent:** Monday, 22 September 2014 3:56 PM  
**To:** Aleksei Kogtev  
**Subject:** RE: PO Maintenance Screen Shots

Hi Aleksei

Usually we would only have 2 times per day that a supplier would deliver. Occasionally we will get 3.

When we are mapping for the next week, we run an MRP which will give us an outlook of demand for the next week. Suppliers email us their availability (for babyleaf). On Wednesday's we map all of the veges and then raise POs and on Thursdays we map all of the babyleaf and then raise POs.

If a supplier is babyleaf and vege then yes, we would raise them on a Wednesday and then have to go in and add to it on the Thursday. Also, throughout the week if we need to add something to their order, we add new lines to the PO.