

Prepared for Molindo Group

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MOL-OS-040-040 Sales Office

Author

Virani K. Satrioputri Virani.satrioputri@soltius.co.id

PT. Soltius Indonesia Soho Capital @Podomoro City 15th Floor Suite SC - 1503-05 Jl. Letjen S. Parman Kav. 28 Jakarta 11470 – Indonesia

Phone (62 21) 29345 900 Fax (62 21) 29345 909













PREFACE

TO BE NOTICED

Text displayed in blue is included to provide guidance to the author and should be adjust or change unto the right context before publishing the document.

Normal font color is black so any guidance written in blue has to be changed unto normal font color (black).

Author is allowed to add section or subsection in this document necessarily but initial content provided need to be kept as minimum.

DOCUMENT CHANGE CONTROL

Version	Date	Authors	Summary of Change
1.0	11.05.2018	Virani K. Satrioputri	







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1 DEFINITION

Sales Office adalah organizational unit yang mewakili area geografis dari sales organization, yaitu tempat order diproses atau pihak yang bertanggung jawab terhadap penjualan.

Sales Office akan menginduk ke setiap Sales Area yang sudah didefinisikan.

Sedangkan Sales Area merupakan kombinasi dari Sales Organization, Distribution Channel, dan Division. Setiap transaksi penjualan harus ditentukan Sales Area nya.

Key Benefit:

- Menghasilkan sales reporting untuk setiap sales office.
- Integrasi dengan COPA (Cost Of Profitability Analysis) sebagai Report Profit Analysis setiap Sales Office.

2 DESCRIPTION OF REQUIREMENT

Dengan pembagian sales offiice di SAP, diharapkan dapat memenuhi kebutuhan-kebutuhan berikut:

- Sales reporting menurut kebutuhan management.
- Dapat mengelompokkan proses bisnis sesuai dengan lokasi order dibuat.

3 DESCRIPTION OF TO BE DESIGN

1

1.1

1.2

Sales Office yang ada di SAP pada Molindo Group lokasi kantor cabang penjualan, yaitu:

- 1100 MMI EAST (LWG)
- 2100 MRI EAST (LWG)
- 3100 MIG EAST (LWG)
- 3200 MIG WEST (CBT)
- 3300 MIG BALI
- 4100 SKI WEST (CBT)
- 4200 SKI EAST1 (SGSR)
- 4300 SKI EAST2 (SDRJ)
- 4400 SKI CENTRAL (SMG)

Berikut Assignment Sales Office terhadap Sales Area yang ada di Molindo Group:

Company Code	Sales Organization	Distribution Channel	Division	Sales Office
1000 – PT	1000 – MMI	10 – B2B Local	40 – Pupuk	1100 – MMI EAST





MMI			60 – Molasses	(LWG)
		20 – B2B Export	40 – Pupuk	
			60 – Molasses	
			10 – Ethanol	
		10 – B2B Local	40 – Pupuk	
2000 – PT	2000 – MRI		60 – Molasses	2100 – MRI EAST
MRI	2000 – IVIKI		10 – Ethanol	(LWG)
		20 – B2B Export	40 – Pupuk	
			60 – Molasses	
	3000 – MIG	10 – B2B Local	20 – Liquid CO2	3100 – MIG EAST
			30 – Dry Ice	(LWG)
3000 – PT			50 - Trading	3200 – MIG WEST
MIG			Goods	(CBT)
		20 – B2B Export	20 – Liquid CO2	3300 – MIG BALI
		30 – B2C Local	30 – Dry Ice	
			10 – Ethanol	4100 – SKI WEST
			20 – Liquid CO2	(CBT)
		10 – B2B Local	50 - Trading	4200 – SKI EAST1
4000 – PT.	4000 – SKI		Goods	(SGSR)
SKI			70 – Adhesive	4300 – SKI EAST2
		20 – B2B Export	10 – Ethanol	(SDRJ) 4400 – SKI CENTRAL
				(SMG)
			1	(Jiviu)

1.1 Naming & Numbering Convention.

4 digit mengikuti kode Plant

W	W	Х	Х
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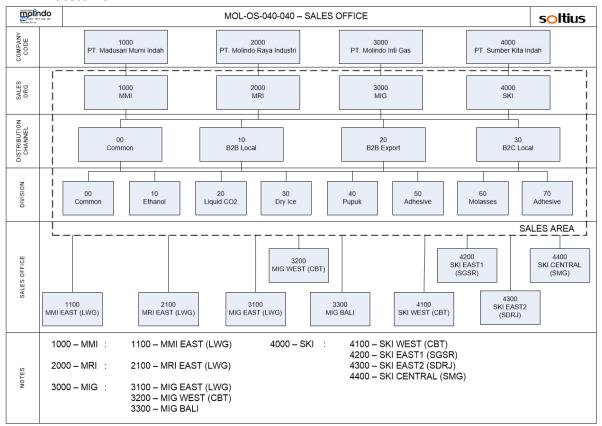
Segmen t	Digit	Tipe	Keterangan
WW	2 digit	Numeric	Mengikuti nomor Plant
XX	2 digit	Numeric	Runnning Number







1.2 Process Flow



1.3 Roles & Authorization

1.4 List of Standard SAP Reports and Forms

1.5 List Manual Forms

4 REPORTING, INTERFACE, CONVERSION, ENHANCEMENT, FORM REQUIREMENT

Ī	No Type Development Name		Development Name	Content	Business Needs
Ī					

Type:

R: Report

I : Interface

C: Conversion

E: Enhancement

F: Form





5 DATA CONVERSION REQUIREMENT

No	Type	Name	Source	Estimated Volume	Entity

Type:

M: Master Data
O: Opening Balance

Source:

Manual or Other system (put system name)

Entity:

HO, RO, DC, BU

6 ORGANIZATION IMPACT (Change Management Related)

N/A