Lean Specification

O2\_GENAI\_CNV421\_Customer Conversion

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# Summary

## Objective

This functional specification document is intended to provide all the key information, assumptions, rules, and logic that are required to develop the Customer Master Conversion extract, cleansing the data and convert the relevant data from the legacy Customer Master system to the Oracle Cloud system using FBDI (File Based Data Import) template.

## Assumptions

1. Data extraction, transformation and validation from source system is performed by business. Extraction rules can be added in Extraction Criteria Section per Business Requirement.
2. All the mandatory/Conditionally dependent fields required for creation of Customer record are available in transformed file.
3. Customer information will be interfaced in the following order: Customer, Customer Addresses, Sites, Site Assignments, Contacts.
4. Customer Bank will not be loaded as part of Conversion and will be loaded manually, post conversion.
5. All Customer and child components will be loaded in CREATE mode only.
6. All Customers should have unique name at header level.
7. Accounts Receivable (AR) configurations should be set up prior to conversion.
8. Customer numbering should be setup prior to Customer conversion.
9. Enterprise structure should be setup prior to Customer conversion.
10. Payment Terms and Payment Methods should be setup prior to Customer conversion.
11. Customer Address style should be created/modified for different geographies.
12. Customer with a unique Tax Registration ID would need to be created as a separate Customer with its own remit to address and site. If there are two Customers having same tax registration ID then one of them would need to be created as Parent and other as Child.

## Proposed Process

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## Dependencies and Prerequisites

# Functional Design

## Data Mapping Layout

## Cross Reference/Data Transformation

## Business Rules

## Data Criteria Specifications

### Data Selection and Filtering Criteria

### Pre-extract Clean-up Criteria

### Post-extract Clean-up Criteria

1. All the extracted data shall be cleaned up to match the format with Oracle FBDI columns
2. All data transformation done to the file should be documented during the conversion cycles so that it is executed in future cycles.
3. All dates should follow the format set in the FBDI template (yyyy/mm/dd)
4. All leading zeros should be kept in the template for non-numeric fields
5. All trailing and leading blank spaces should be removed

### Pre-Conversion Cleanup Criteria

1. Confirm all mandatory columns have been populated as per the data mapping sheet.
2. Confirm date format is as per FBDI template.
3. Perform validation of fields against provided list of values for all applicable columns in the template. Seeded validations performed by Import Program will be leveraged to validate and process the data.

### Post-Conversion Acceptance Criteria

* All records on the FBDI template are available to ERP Cloud
* All records in error are identified and corrected either in the source system or documented as a post extraction translation/transformation
* Count of records on FBDI template matches records loaded in ERP Cloud plus error records

### Non-converted Data

## Acceptance Criteria

## 2.6 Test Scenarios

| Sr. No | Conditions to be tested | Expected Result |
| --- | --- | --- |
|  |  |  |
|  |  |  |

# Technical Specification

## 3.1 Process Description

## 3.2 Design Approach

## 3.3 Data Selection Criteria

| Table Name | Select | Insert | Update | Delete |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

## 3.4 File Layout / Report Output

## 3.5 Data Processing / Derivation / Validation / Transformation Rules

## 3.6 Validation & Reconciliation

### 3.6.1 Data Validation

### 3.6.2 Data Reconciliation

1. PDF Report generated from Import Program will be used to review the records loaded in Oracle Cloud.
   * All records on the FBDI template should be available to ERP Cloud.
   * All records in error are identified and corrected either in the source system or documented as a post extraction translation/transformation.
2. Non-converted data issues shall be considered. Resolve in case it is related to data validations etc. Re-convert the fallouts or enter the data manually into the system
3. Post conversion a reconciliation report (attached in Technical Details section) will be prepared which will contain stats for the conversion i.e. total records, failed and successful records. In Addition, details of errored records (if any) as well.

### 3.6.3 Post-conversion Steps

## 3.7 Component List

| Component Name | Component Type | Purpose |
| --- | --- | --- |
|  |  |  |

# Application Setup and Technical Requirements

## 4.1 Programs/Report and Parameters

## 4.2 ESS Program, Scheduling and Executables

## 4.3 Security and Controls Requirements

## 4.4 Archiving & Purging

# Open and Closed Issues

## 5.1 Open Issues

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr. No.** | **Description** | **Due Date** | **Responsible Party** |
|  |  | <dd-mmm-yy) |  |
|  |  |  |  |

## 5.2 Closed Issues

|  |  |  |
| --- | --- | --- |
| **Sr. No.** | **Description** | **Resolution** |
|  |  |  |
|  |  |  |

# Appendix