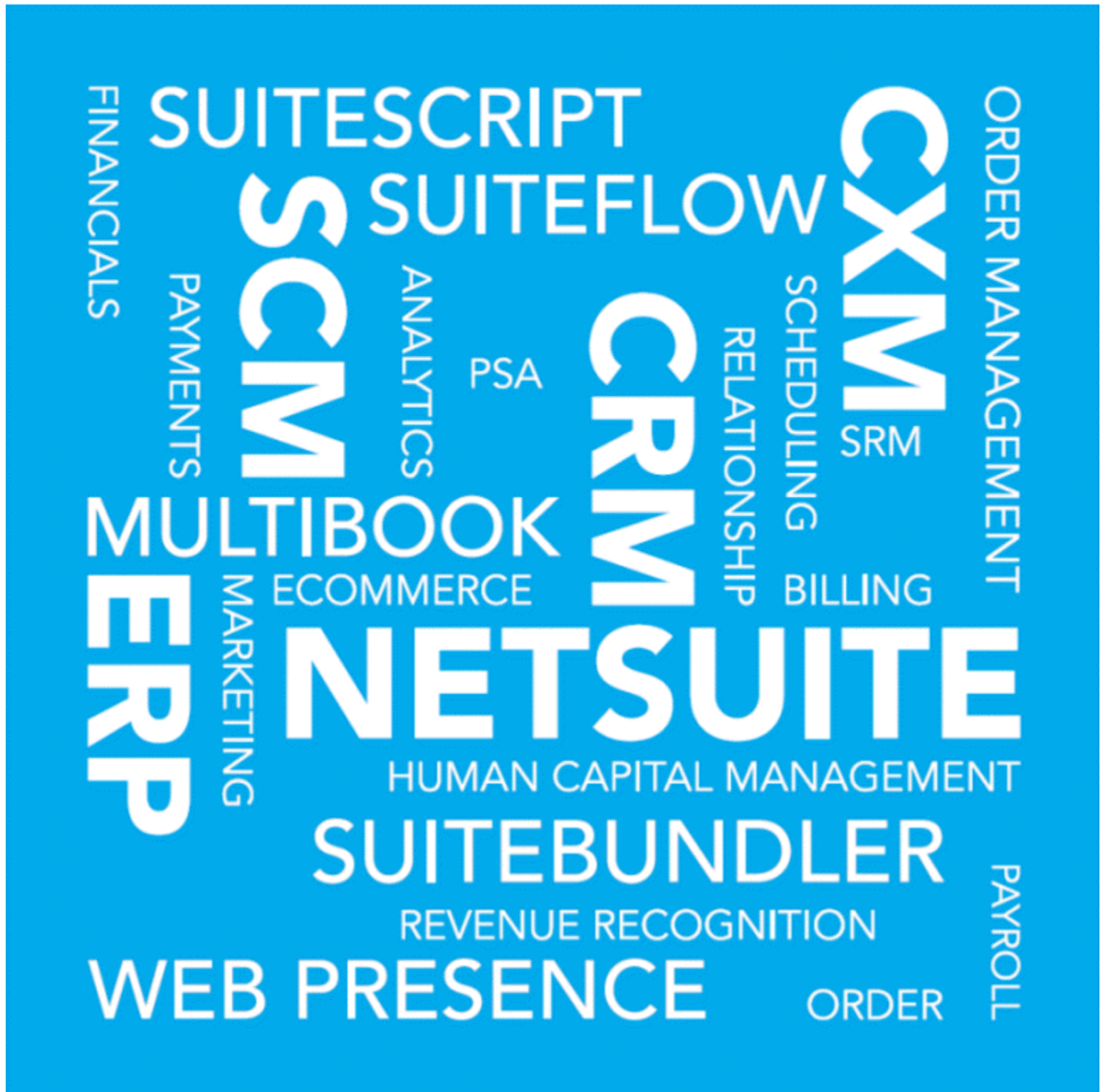


Route Delivery



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Route Delivery

It is a common practice in the Food and Beverage industry that delivery trucks operate on pre-defined routes and contain multiple orders for multiple customers on a single route.

You can perform the following functions using the Route Delivery SuiteApp:

- Create truck records
- Define routes with stops and truck information
- Add route, stop, and delivery time window information to a sales order

Installing Route Delivery

Only users with Administrator role or with SuiteBundler permission can install the SuiteApp. Following are the bundle details:

- Bundle Name: Route Delivery
- Bundle ID: 290640
- Availability: Public

For more information on installing a bundle, see the help topic [Installing a Bundle](#).

Route Delivery is a managed SuiteApp that is automatically updated whenever enhancements or new features are added.

Prerequisites

The Route Delivery SuiteApp has been developed and tested for use primarily with NetSuite OneWorld.

The following features are required to use order guides. To enable the features:

1. Go to Setup > Company > Enable Features.
2. Check the boxes next to all the features listed in the following table.
3. Click **Save**.

Subtab on Enable Features Page	Feature Name
Company	Locations
SuiteCloud	<ul style="list-style-type: none"> ■ Custom Records ■ Client SuiteScript ■ Server SuiteScript

Note: The Route Delivery SuiteApp is independent of the Multiple Shipping Routes feature. For information about Multiple Shipping Routes, see the topic [Multiple Shipping Routes](#).

Browsers Supported for Route Delivery

The Route Delivery SuiteApp has been tested on the following browsers and operating systems. However, it supports all browsers mentioned in [Supported Browsers for NetSuite](#). In case you face issues with other

browsers supported by NetSuite, contact [NetSuite Support](#). The issues will be taken up on case-by-case basis.

Browser	Platform
Internet Explorer 11*	Windows 10
*OpenAir is not supported	
Google Chrome 75	Windows 10
Mozilla Firefox 70	Windows 10
Microsoft Edge 2.17134.1.0	Windows 10

Creating and Customizing Roles to Use Route Delivery

If you are an administrator, you can create new roles or customize roles to add permissions for using route delivery. For more information, see the help topics [Assigning Roles to an Employee](#) and [Customizing or Creating NetSuite Roles](#).

Refer to the following sections for minimum access levels for different record types required to use the Route Delivery SuiteApp.

Location Record (Setting up Order Cutoff Time and Time Zone in Location page)

Operation	Permission	Minimum Access Level
Edit	Lists > Locations	Edit

Route and Truck Record

Operation	Permission	Minimum Access Level	Navigation Access	Comments
View	Lists > Custom Record Entries	View	Route Delivery > Routes	
			Route Delivery > Trucks	
Create	Lists > Custom Record Entries	Create	Route Delivery > Routes > New	
			Route Delivery > Routes > Search	
			Route Delivery > Trucks > New	
			Route Delivery > Trucks > Search	

Operation	Permission	Minimum Access Level	Navigation Access	Comments
	Lists > Customers	View		Required only for Route
Edit	Lists > Custom Record Entries	Edit	Route Delivery > Routes > New	
			Route Delivery > Routes > Search	
			Route Delivery > Trucks > New	
			Route Delivery > Trucks > Search	
	Lists > Customers	View		Required only for Route
Delete	Lists > Custom Record Entries	Full	Route Delivery > Routes > New	
			Route Delivery > Routes > Search	
			Route Delivery > Trucks > New	
			Route Delivery > Trucks > Search	
	Lists > Customers	View		Required only for Route

Route Delivery Subtab in Customer Record

Operation	Permission	Minimum Access Level
View	Lists > Customers	View
	Lists > Custom Record Entries	View
Edit	Lists > Custom Record Entries	Edit
	Lists > Customers	Edit
	Lists > Locations	View

Using Routes in Sales Order

Permission	Minimum Access Level
Transaction > Sales Order	Edit
Lists > Locations	View
Setup > Accounting Preference	Full
Lists > Custom Record Entries	View

Permission	Minimum Access Level
Lists > Locations	View

Adding Center Category and Center Types

For the custom role, you will have to add the Route Delivery center category to the Lists menu and Routes and Trucks links. Use the following information when creating the center category:

- Center category label – Route Delivery
- Add following links:
 - Route – Label it as Routes
 - Truck – Label it as Trucks

For more information, see the help topics [Creating Center Categories](#) and [Creating Center Links](#).

Creating a Truck Record

You can create truck records to assign the trucks to different routes.

To create a truck record:

1. Go to Lists > Route Delivery > Trucks > New.
2. In the **Name** field, enter a name for the truck.
3. Optionally, enter the following details of the truck:
 - Truck license plate number in the **Truck License Plate #** field
 - Truck Driver Name
 - Maximum Payload Weight that the truck can carry
 - Ambient Payload Weight
 - Frozen Payload Weight
4. Click **Save**.

Deleting a Truck Record

You can delete a truck record only if it is not used in any routes.

Setting Up a Route

After you define the truck records, you can define routes on which the trucks would run. A route contains the following information:

- Route name
- Location from where the truck starts
- Order cutoff time for the route
- The default truck that is assigned for the route


- Days on which the route operates
- Stops with stop numbers and customer details such as customer name, delivery address, and delivery time range

Order Cutoff Time

Order cutoff time is the cutoff time for accepting the sales orders for the day to deliver to the specific route. You can set this time when setting up the route. If you do not set this time in the Route record, NetSuite checks for the time set in the **Order Cutoff Time** field in the Location page. If neither of the fields has the cutoff time set, then the cutoff time is considered as 11:59 p.m. for that route.

To setup a route:

1. Go to Lists > Route Delivery > Routes > New.
2. In the **Name** field, enter a name for the truck.
3. In the **Location** field, select the Location that you want to associate for this route.
4. Optionally, in the **Order Cutoff Time** field, set the cutoff time for the order for the route.
5. In the **Delivery Days Option** field, change the days of the week on which the route operates. Press <Ctrl> to select more than one day.

 **Note:** By default, days Monday to Friday are selected.

6. To add stops for the route, update the following in the Delivery Days Options sublist:
 - **Stop No** - Enter the stop number.
 - **Customer** - Select the customer.
 - **Delivery Address** - Select the delivery address.
 - **Delivery Time - From** and **Delivery Time - To** - Enter the expected delivery time range for the stop.
 - Click **Add**.
7. Click **Save**.

Deleting Stops and Routes

You can update or delete a stop in a route. Changes made to a stop in a route will not affect the stop selected in existing sales orders.

You cannot delete a route if it contains stops or if it is used in a sales order transaction. However, you can inactivate the route.

Route Delivery Information on Customer Record

After you set up the routes, you can view the routes for all delivery addresses of the customer in the Route Delivery subtab of the Customer record. The Route Delivery subtab in the Customer record also provides following settings:

- **Delivery Address Label** - This field lists the labels of delivery addresses saved for this customer.
- **Default Location** - This field is available when you select an address from the **Delivery Address Label** list. For each delivery address, you can set a default location using this field. On a sales order, the value in the **Location** field is derived from this field. If this field is empty, then the value is derived

from the **Default Location for Sales Orders** field in the Accounting preferences. If both the fields are empty, then the selection in the **Location** field remains as is.


The sublist in the Route Delivery subtab lists the routes for the selected delivery address.

Using Route Delivery in Transactions

For using Route Delivery in Sales Order transactions, you need to populate the following fields:

- **Customer** – In the Primary Information section
- **Location** – In the Classification section
- **Ship to Select** – In the Shipping subtab


If you have the above fields populated, then the ship date and route are automatically determined as explained in the following section.

 **Note:** For using route delivery in sales order transactions, it is recommended to create sales orders from Transactions > Sales > Enter Sales Order.

Determining Sales Order Shipment Date and Route

The Route Delivery SuiteApp uses the following criteria to determine the ship date and route:

- Ship date is set to next available shipping date for the combination of location and shipping address. If you have multiple routes for the combination on the same ship date, then the route with the earliest cutoff time is selected.
- If cutoff time for next ship date is already past as per the location's time zone, the SuiteApp checks for next available ship date and route.
- When determining ship date, the SuiteApp does not consider the delivery time range and the following settings in the Set Up Shipping page:
 - Number of Days of Shipment
 - Cutoff Time for Shipments
 - Ship on Saturday
 - Ship on Sunday
- The ship date is redetermined if you change any of the following fields in the Sales Order:
 - Location
 - Ship to Select
 - Route
- The SuiteApp considers only active routes for route delivery.
- The SuiteApp considers the time zone of the location for using the cutoff time. If you do not specify the time zone for the location, then the SuiteApp considers the time zone specified in the Set Preferences page.

 **Note:** If the SuiteApp is not able to determine a route for the selected location and shipping address, you will not be able to save the sales order.

You can change the ship date and route manually from the respective fields in the sales order. If you change one of the fields, the other one is redetermined automatically.

Location at Item Level

The Route Delivery SuiteApp determines the route for the entire sales order. Hence, when creating a sales order transaction, the **Location** field is not available for individual line items.