



东亚糖业 PPP 项目
EAS PPP Project



流程文档
Process Document

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Process Name :	<i>Goods Issue for sale intercompany Process(关联公司领用管理流程)</i>
Process ID	<i>EAS_BP_Plant_08_01</i>

Status: <input type="checkbox"/> In Process <input checked="" type="checkbox"/> Completed	
确认人 Reviewed by:	审批人 Approved by :

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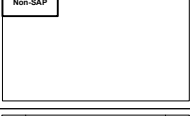
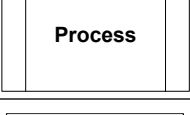
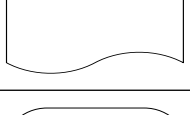
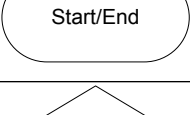
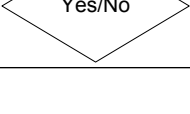
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1. 文档历史 Document History

Version	Status	Date of Change	Change	Author
1.0	创建			谢仙云

2. 图形说明 Legend

The following describes the symbols used in the process map:

	手工操作 Manual Transaction
	在 SAP 中操作的流程步骤 SAP Transaction
	在非 SAP 中操作的流程步骤 Non-SAP Transaction
	SAP 流程 SAP Process
	文档 Document
	开始/结束 Start/End
	业务操作判断 Decision

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	跨页连接 Page Connector
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3. 基本概述 General Overview

3.1 适应范围 Standardization level Definition

行业(Industry)	Sugar	Fertilizer	Bio-energy
适用(Y/N)	Y	Y	Y

3.2 流

程说明
Process

Introduction

东亚糖业集团关联公司领用管理流程适用于所有库存池管理物资的领用管理

EAS “Goods Issue for Sale Intercompany Process” is applicable to the issue management of all materials in stock pooling.

库存池的物资由负责库存池管理的公司进行采购，其他公司需要领用以买卖形式结算。

The company in charge of stock pooling management shall purchase the materials in stock pooling, and the other companies shall settle the payment in the form of trading if requiring the materials from the stock pooling.


库存池服务范围内的领料单位在系统检查是否有领料权限，检查本单位预算余额和需领物资的库存数量，系统填写领料单，同时占用库存量。经权限领导审批后，负责库存池管理的五金材料科根据领料审批单预留物资。机器人送货到领料单位或领料单位派人到需领物资所在的仓库领料；领料单位在系统确认收货。若库存物料数量低于领料单位需求量，则进入请购流程，MRP 管理的物资自动采购，库存池管理的物资由库存池管理的公司做请购。

The user within the service scope of stock pooling shall check whether it has the authority, whether there is balance in the department budget and whether there is enough stock on system, and then fill in the voucher of goods issue on system, which occupies the inventory in the meantime. With the authorized leader’s approval, the hardware materials section in charge of stock pooling management reserves the materials and conduct store-out on system. Use robot to send materials to the user or the user send people to the warehouse for the materials. The user confirms the receipt of goods on system. In case the quantity of the materials in stock cannot meet the user’s demand, the purchase request process would be triggered. The materials managed based MRP will be purchased automatically. The materials managed based on stock pooling shall be purchased by the company with related authority. 预算不足则需调整预算。

Related budget needs to be adjusted if insufficient.

3.3 业务效益 Business Benefit

- 价格高的设备及其配件以库存池形式管理，减少集团相同型号备品的储备数量。
The high-priced equipment and parts shall be managed in the form of stock pooling so as to reduce the stock of the spare parts of the same specification in the group.
- 入库凭证为财会科提供物料凭证，为核算提供依据。

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The store-in voucher can be used as basis for accounting computation.

4. 流程图 Visio Process Workflow



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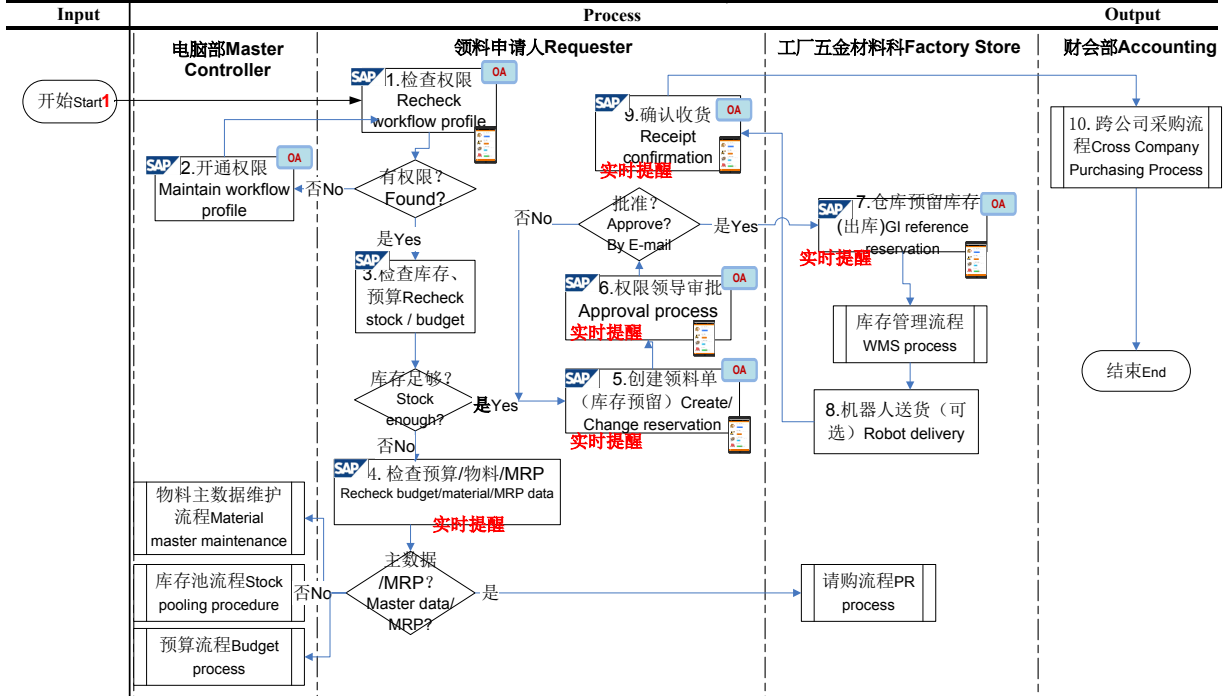


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Process Name:	Goods Issue for sale intercompany Process	Process Level:	Group Level:	Project:	EAS PPP Project
Process No.:	BP_Plant_08_01	Last changed by:		Last Changed Date:	



5. 流程步骤说明 Process Details

步骤 Step:	描述 Description:	检查权限 Check authority limit 申请人检查领用权限。The user shall check related authority limit
1	部门角色 Dept./Role:::	各领料单位 User departments
	输入 Input:	申请人信息 Requester info
	输出 Output:	申请可行性 Practicability
	Tcode:	
	Process ID:	
步骤 Step:	描述 Description:	开通领料权限 Request for access to the materials required
2	部门角色 Dept./Role:::	电脑部 IT department



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	输入 Input:	申请人信息 Requester info
	输出 Output:	开通权限 Access permitted
	Tcode:	
	Process ID:	
步骤 Step:	描述 Description:	检查库存、预算 Check on inventory and budget
3	部门角色 Dept./Role:::	各领料单位 User departments
	输入 Input:	系统查询需领物资库存数量、本单位相应预算余额 Check the quantity of the stock and the balance of the department budget on system
	输出 Output:	库存数量、预算是否充足。The stock and budget are enough or not
	Tcode:	
	Process ID:	
步骤 Step:	描述 Description:	检查物料/预算/MRP Check on materials/budget/MRP 检查需领物料是否有对应的物料编码、MRP 管理、库存池管理，预算是否足够出库需领物资。 Check whether there is corresponding material code, MRP management, stock pooling management, and whether there is insufficient budget
4	部门角色 Dept./Role:::	各领料单位 User departments
	输入 Input:	需领物资信息、本单位相应预算余额 Info of material required and balance of the department budget
	输出 Output:	需领物资管理类别，预算是否充足。 Management type of the material required, whether the budget is enough
	Tcode:	
	Process ID:	
步骤 Step:	描述 Description:	创建领料单 Create voucher of goods issue SAP 创建领料单 Create voucher of goods issue on SAP
5	部门角色 Dept./Role:::	各领料单位 User departments
	输入 Input:	物料、数量等信息 Material required, quantity and etc.
	输出 Output:	领料单 Voucher of goods issue
	Tcode:	
	Process ID:	



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步骤 Step:	描述 Description:	权限领导审批 Approved by authorized leader 领料单位的科长、工段长或者经理助理 SAP 或 OA 审批，审批完成后流转到负责库存池管理的五金材料科权限人员账户。 Approved by section head, station head or manager assistant on SAP or OA, and then flowed to the authorized person of the hardware materials section in charge of stock pooling
6	部门角色 Dept./Role:::	领料单位 User department
	输入 Input:	领料单 Voucher of goods issue
	输出 Output:	审批后的领料单 Voucher of goods issue approved
	Tcode:	
	Process ID:	
步骤 Step:	描述 Description:	仓库预留货物 Materials reserved by the warehouse 负责库存池管理的仓库根据流转过来的领料单预留需领物资，并做系统出库。The warehouse in charge of stock pooling shall reserve the materials required according to the voucher of goods issue and conduct store-out on system
7	部门角色 Dept./Role:::	五金材料科仓管员 Hardware store keeper
	输入 Input:	审批后的领料单 Voucher of goods issue approved
	输出 Output:	需领物资系统出库。Store-out of materials required
	Tcode:	
	Process ID:	
步骤 Step:	描述 Description:	机器人送货（可选） Delivery by robot (optional) 机器人运载范围内的物资由机器人送，超出范围由领料单位安排人员到仓库领取。 Delivered by robot within reach or; picked up by the user department out of reach
8	部门角色 Dept./Role:::	五金材料科/各领料单位 Hardware materials section/user departments
	输入 Input:	需领物资 Materials requested
	输出 Output:	货到工段/科室 User section
	Tcode:	
	Process ID:	
步骤 Step:	描述 Description:	确认收货 Receipt confirmation 领料单位在收到需领物资后在 SAP 或 OA 做收货确认。 The user department shall make receipt confirmation on SAP or OA if received
9	部门角色 Dept./Role:::	各领料单位 User departments
	输入 Input:	收到货物 Goods received
	输出 Output:	确认收到 Receipt confirmation



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	Tcode:	
	Process ID:	
步骤 Step:	描述 Description:	跨公司采购流程 Cross-company purchase 领料公司负责创建跨公司采购订单，库存池管理公司发货出库，领料公司收货入库，双方财会部门根据跨公司采购订单做应收应付账务处理。 Cross-company purchase order created by the user company; stored out by the company in charge of stock pooling; received and stored in by the user company; accounts receivable/payable disposed based on the cross-company purchase order by and between both sides' finance & accounting departments
10	部门角色 Dept./Role:::	
	输入 Input:	关联领用的信息（含数量、型号、单位、单价） Info of goods issue for sale intercompany (incl. quantity, specification, unit, unit price)
	输出 Output:	跨公司采购订单 Cross-company purchase order
	Tcode:	
	Process ID:	

6. 报表/表单 Report/Form List

No.	Name	Description	Report /Form	Priority H/M/L	Comment

7. 接口 Interface

无

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8. 差异分析与转变管理 **Fit Gap and Transformation**

现状 As-Is: 集团内各公司各自储备备品。Each group company stores spare parts for itself.

将来 To-Be: 价格高的设备及其配件以库存池形式管理，减少集团相同型号备品的储备数量。The high-priced equipment and parts shall be managed in the form of stock pooling so as to reduce the stock of the spare parts of the same specification in the group.

9. 参考文档 **Other Reference Document**

No.	Name	Description	Hyperlink

10. 附录 **Appendix**