

# User Manual

**EBM ver2.0**

**Document No. : RDI\_MAN**

**Version 1.1**

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**2017.02.09**

## Revision

[illegible]

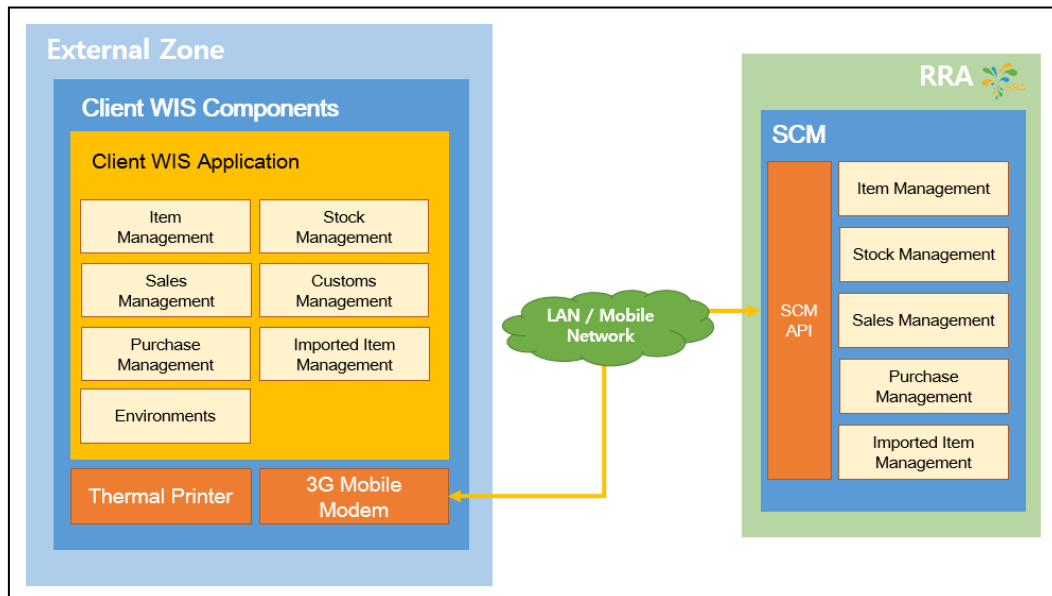
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## 1. OUTLINE

### 1.1. SYSTEM CONFIGURATION

This program is consisted of 3 components as shown in the figure below.



[Figure 1.] EBM ver2.0 Configuration

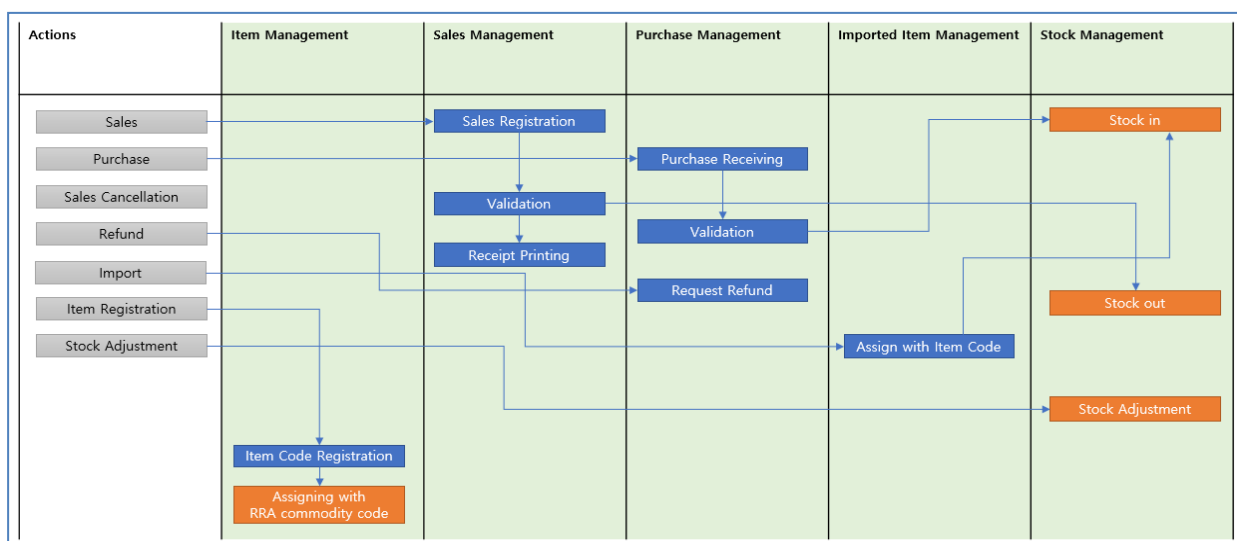
Components	Description
EBM ver2.0 Application	Business application that helps users to manage their stock and transactions through program interface.
Thermal Printer	Thermal Printer used to print receipts based on transaction information registered through EBM ver2.0.
3G Mobile Modem	3G Mobile Modem that allows data sharing with EBM ver2.0 & RRA servers and also to connect headquarters and branch offices

## 1.2. MAIN PROGRAM & FUNCTION

MAIN FUNCTION	DESCRIPTION
Item Management	Enable users to manage their items. Item information such as designation of product code, initial stock, unit price and so forth can be set up.
Stock Management	Users can check the status of import and export through imports and transactions. In addition, inventory control functions can be done through the inventory adjustment function.
Sales Management	Generating sales by providing receipt information and finally print it
Purchase Management	Management of users' purchase information.
Imported Item Management	Users can check their imported products by using designation of product code and reflecting on users' stock.
Customer Management	Registration and management of customer information which are used when there is a sale or a purchase.
Environment setting	Environment setting for EBM ver2.0. It is used for user Management, Password Management, System settings are there.

### 1.3. DATA FLOW

There are 5 main business functions and below is data flow and its explanation.



#### 1) Item Management

- User registers new item in the list that he/she manages.
- Registered Code must be assigned with RRA's Commodity Classification.

#### 2) Sales Management

- Register sales information.
- Validate sales information to generate a legal invoice with signature.
- Release information created when sales information is validated.
- Print receipt when sales information validation is completed.

#### 3) Purchase Management

- It allows user to receive purchase information through communication with EBM ver2.0 or user's Manual registration
- Approve purchase information.
- Stock information will be created automatically when approval of purchase information is completed.

#### 4) Imported Item Management

- Receive users' import information from EBM ver2.0.
- Each imported products should be registered with its corresponding item code from product management in order to be imported in stock.
- Approve imported product information.
- Stock information will be automatically created when the approval of imported product information is completed.

#### 5) Stock Management

- Stock In / Out is done automatically from sales, purchase, and income management.
- Inquiry of inventory history.
- Stock adjustment function allows stock changes due to movement, discard, or reprocessing between stock points.

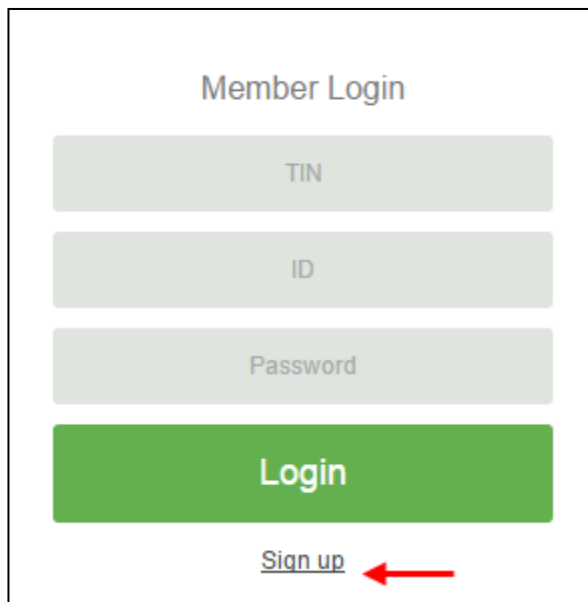
## 2. DEMONSTRATION

### 2.1. USAGE APPLICATION

The program users' should access the web site provided by RRA, and sign up. Process to access the web site is explained below.

- 1) Run browser from internet connected PC. Supported browsers are Internet Explorer, Chrome, and Firefox and so on.
- 2) Enter <http://scm.rra.gov.rw> in the address bar and hit enter.

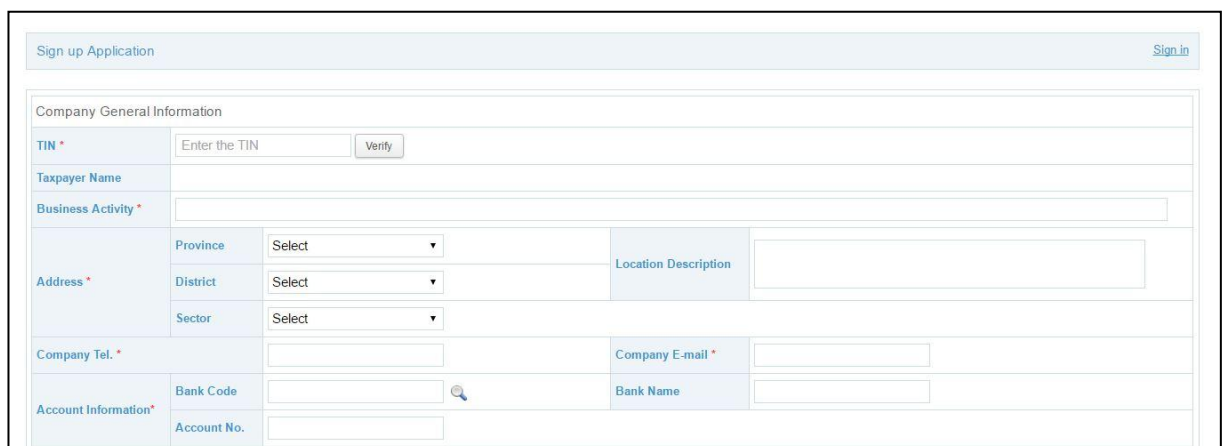
When screen below appear, click "Sign Up" to apply for user account. "Sign Up" is done only once and later on, applicant uses his/her ID and password to log-in.



The image shows a 'Member Login' interface. It features three input fields for 'TIN', 'ID', and 'Password', each with a light gray background. Below these fields is a prominent green 'Login' button. At the bottom of the form, there is a blue 'Sign up' link with a red arrow pointing to it from the right.

#### User Account Application

- 1) Enter the basic information of the business .
  - Enter the vendor's TIN and click Verify button to perform TIN verification.
  - Enter the basic information of the applicant company.



The image displays a 'Sign up Application' form. It includes a header with the title and a 'Sign in' link. The form is divided into several sections: 'Company General Information' with fields for TIN (with a 'Verify' button), Taxpayer Name, and Business Activity; 'Address' with dropdowns for Province, District, and Sector, and a text field for Location Description; 'Company Tel.' and 'Company E-mail'; and 'Account Information' with fields for Bank Code, Account No., and Bank Name. All required fields are marked with an asterisk.

- 2) Enter the applicant's account information and administrator account information .
  - Enter name, phone number, and e-mail address of the applicant. Correct information should be entered since result of application will be sent in SMS to the given mobile number.
  - Enter administrator account information. UserName represents administrator's ID. Click Verify button to check duplicates.

Applicant (Company owner's information)	
Person *	<input type="text"/>
Mobile *	<input type="text"/>
E-mail *	<input type="text"/>
Administrator Account	
Name *	<input type="text"/>
Mobile *	<input type="text"/>
Address *	<input type="text"/>
User Name *	<input type="text"/> <input type="button" value="Verify"/>

- 3) Enter the business location information and shareholder information of the relevant company.
- Enter address of business site in “Headquarter Information”. When there are number of business sites, click “Add Branches” button to add business site. Correct information should be entered since EBM ver2.0 Device will be allocated based on number of entered business sites.
  - Enter shareholders information in “Shareholders”. Shareholders’ name, mobile number, National ID, or TIN should be entered.
  - Attach copy of identification, when shareholder is individual, or attach PDF copy of Company Registration provided by RDB in case of business enterprise. Information should be entered/attached correctly since SMS will be sent to shareholder’s contact number to confirm the registration of the account application.


Headquarter Information		<input type="button" value="+ Add Branches"/>
Address *	Province	Select
	District	Select
	Sector	Select
Location Description		<input type="text"/>
Person In Charge *	Name	<input type="text"/>
	E-mail	<input type="text"/>
	Mobile	<input type="text"/>
<input type="button" value="Delete"/>		
Shareholders		<input type="button" value="+ Add Shareholders"/>
Name *	<input type="text"/>	
Mobile *	<input type="text"/>	
National ID/TIN *	<input type="text"/>	
Attach to National ID/Company Registration's Copy		<input type="button" value="파일 선택"/> 선택된 파일 없음
<input type="button" value="Delete"/>		

- 4) For the last step of user account application, read the RRA terms and conditions to be followed, check the consent, and click “Submit” button to complete the application. Or, if you want to discard the application, click “Cancel” button to cancel application.

Term & Conditions	By making Warehouse Inventory System request, you agree to have given true information as requested. False information regarding misuse of the device or about the taxpayer may lead to prosecution. You will receive SMS confirmation from RRA upon activation of the device.
<input type="checkbox"/> I Agree the <b>Terms &amp; Conditions.</b>	
<input type="button" value="Cancel"/> <input type="button" value="Submit"/>	

- 5) EBM ver2.0device and S/W will be provided after the account verification by RRA.

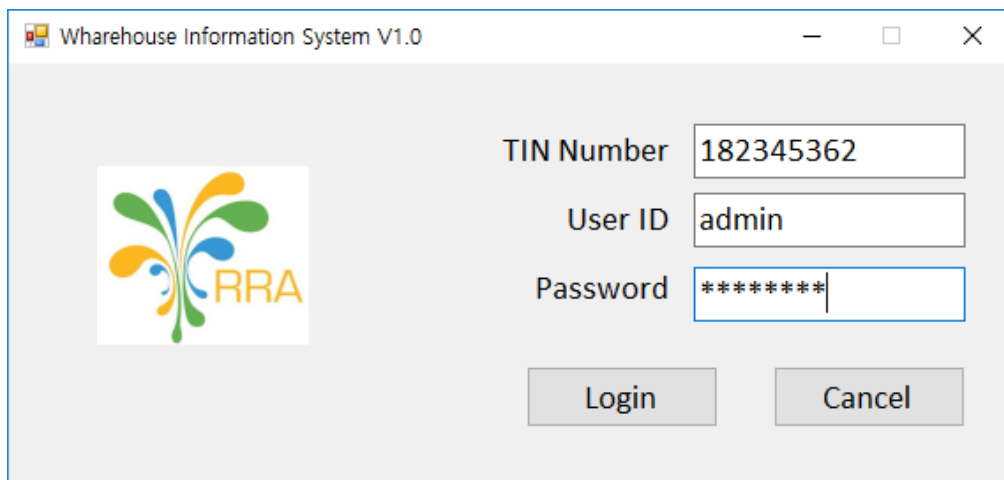
## 2.2. PROGRAM INITIATION

When device (POS) received from RRA is switched on,  icon will be seen in wallpaper of POS. Double Click this icon to initiate the program.



### 2.3. LOG-IN

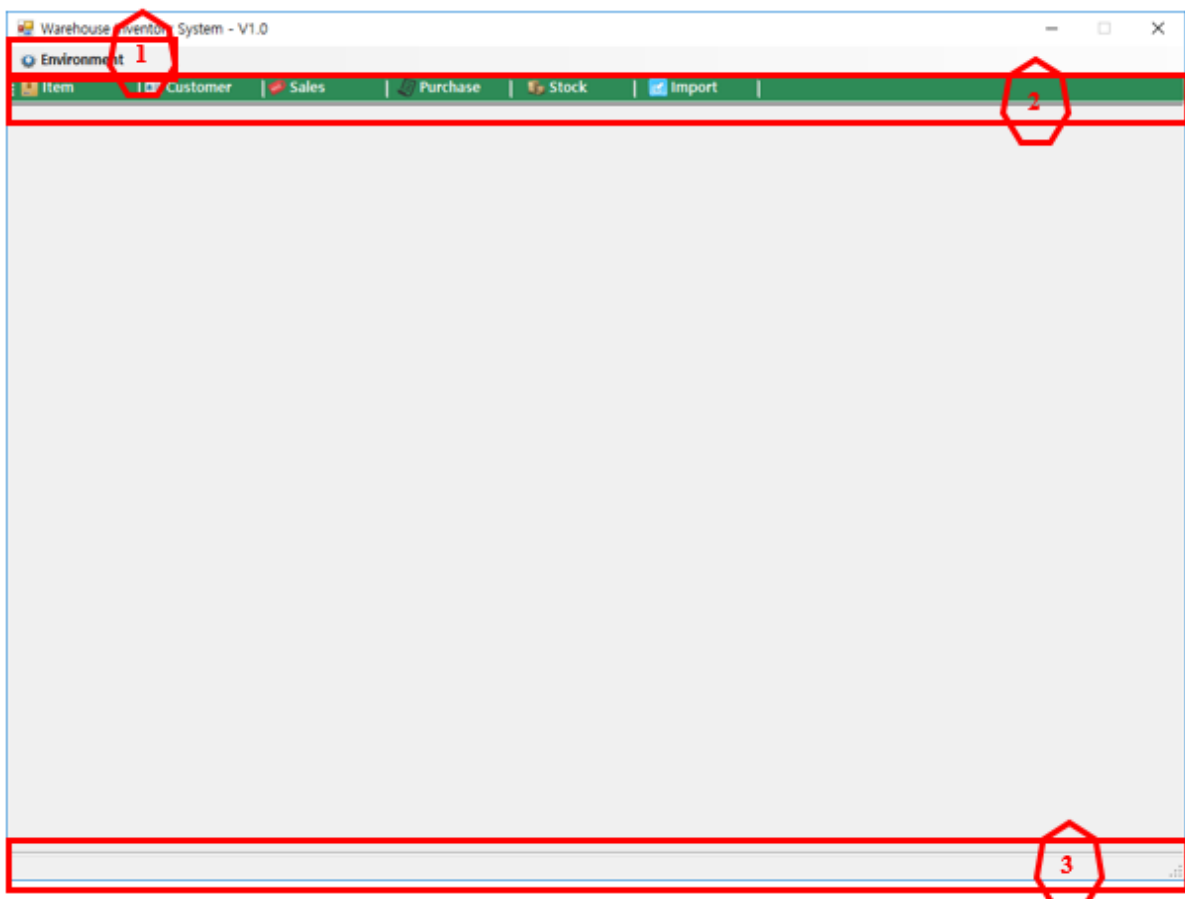
Log-in screen will be shown when program is initiated.



- 1) Enter TIN Number, User ID and Password then click **Login** button.
- 2) Click **Cancel** button or click **×**, if you don't want to use the system.
- 3) System cannot be operated when entered values are not valid.
- 4) If the system is not used for a long time, it will require reactivation process

### 2.4. MENU STRUCTURE

After Log-in, main screen will appear



- 1) Environment setting menu to use the system. (to be continued in 2.5 Environment Settings)

- 2) Main menu items for business process.
- 3) Show logged in user and current system date and time.

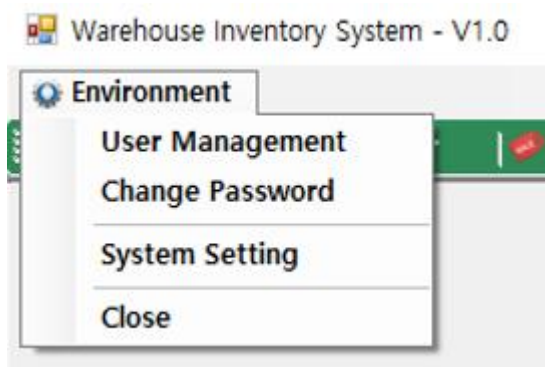
Status	Invoice ID	Supplier	Supply Date	Accept Date	Cancel Date	Purchase Amount	VAT
Approved	002119012017001	Test Customer1	19-01-2017	19-01-2017		81,502.5	12,333.05
Wait for Approval	002119012017002	Net Customer	19-01-2017			123,952.5	18,804.22
Cancel Requested	002119012017003	Test Customer1	19-01-2017			17,250	2,631.36
Wait for Approval	002119012017004	TEST Name	19-01-2017			25,001.25	3,813.75
Approved	002120012017001	TEST Name	20-01-2017	20-01-2017		139,050	

Seq	Item Code	Item Name	Qty	Unit Price	Amount	Purchase Price	Purchase Amount	VAT
1	AM2CLXGLL0...	TESTtest	10	5,000.25	50,002.5	50,002.5	57,630	7,627.5
2	98391826391822	test	10	5.670	56,700	56,019.6	64,564.96	8,545.36
3	BA1CSXPGX0...	Test Test	5	3,450	17,250	17,250	19,881.36	2,631.36

Once you click on a menu, its corresponding interface opened in a tab as shown above. For closing it, you just need to click Close button and the interface disappear

## 2.5. ENVIRONMENT SETTINGS



When you click Environment menu, sub-menu above will appear, which provides following functions.

- 1) User Management: To manage program users. (Detailed information is explained in 2.5.1. User Management.)
- 2) Change Password: Change password for current logged in user. (Detailed information is explained in 2.5.2. Password Management.)

- 3) System Setting: Define settings that are set by default in this program. (Detailed information is explained in 2.5.3. System Settings.)
- 4) Close: Close the program.

### 2.5.1. USER MANAGEMENT

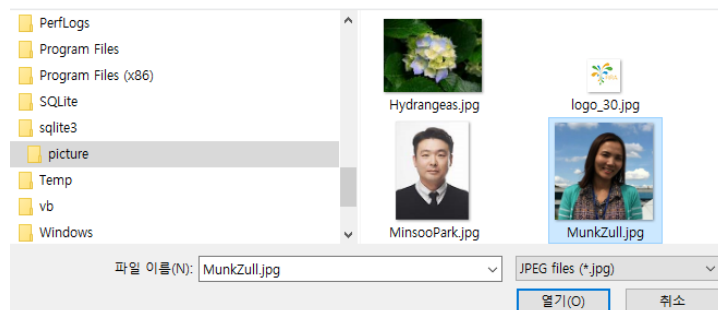
User ID	User Name	Role	Register Date	Phone Number	Address	U:
9999999	Testers		2017-01-11...	TEST		Y
wisadmin	Testers	Admin	2017-01-10...	TEST	test	Y
9999999	test1	Manager	2017-01-08...	3919201312	test	Y
999998	test2	Manager	2017-01-11...	930120930912	test	Y
888888888	test	Teller	2017-01-11...	512131212	testtest	N
777777777	TEST	Teller	2017-01-11...	1412341212	TEST	Y
666666666	TST	Manager	2017-01-11...	4121312	TEST	Y
666666668	test	Admin	2017-01-11...	41213121	test	Y

This screen concerns the management of users who will be using this program.

1 Registered users are listed in the table as shown in the screen above and detailed information is shown in the upper part of the screen.

2 Click “Import Photo” button to bring user’s photo.


Using the button, screen below will be shown to select photo of the user. (It is not necessary to select the main user’s photo.)

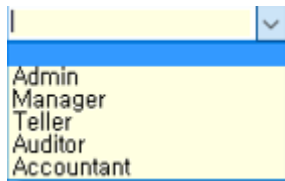


Adding new user or updating existing user.

#### 1) Addition of new User


- Click  button.

- Every fields in the upper part of screen will be empty.
- Fill in those fields with appropriate information.
- Yellow fields are compulsory fields that have to be filled in.
- Click  Save button to save.
- Precautions for input field
  - ✓ User ID : More than 4 digits.
  - ✓ Password : More than 4 digits with combination of alphabets, numbers and characters.
  - ✓ Role : Choose one among Admin, Manager, Teller, Auditor, and Accountant.




- ✓ Admin role is the only one which can change other users informatoin.

## 2) Existing User Modification

- Modification can be managed only by Admin Role users.
- Select user to be modified from lower parts of the screen.
- Edit the fields that you want to change and click  Save button.

## 3) Delete of existing User

- Delete can be processed only by Admin Role users.
- Select user you want to delete from lower part of the screen.
- Click  Delete button to delete.
- Precaution: It is recommended to use “Usable” ☒ Use ☐ No Use fields, rather than deleting the user.

## 2.5.2. PASSWORD MANAGEMENT

Logged in users are recommended to change password periodically (once in a month)

- Enter current password.
- Enter desired password.

- Re-enter desired password again to confirm.
- Changed password will be applied from the next log-in. Please be careful, don't forget your password.

### 2.5.3. SYSTEM SETTINGS

System Setting Menu is used to identify company information, receipt phrase management and values related to system status.

System Setting				
Company Name		Murakoz Company,	Branch Name	Head Quarter
President Name		Danny H,	Manager Name	Pascal K,
Company Address		43 KG 13 Ave, Kigali, Rwanda		
		Branch Address	43 KG 13 Ave, Kigali, Rwanda	
Receipt Message				
Welcome Message on the Sale		Welcome to our Shop		
Bottom Message on the Sale		Thank you, Come back again, Your best shop in town,		
Welcome Message on the Refund		Refund is approved only for original sale receipt,		
Bottom Message on the Refund		Thank you, We appreciate your business,		
More Information				
TIN Number		123456789	Branch Code	00
SDC ID		SDC010023145	MRC No,	AAACC12345
Admin Account		administrator	Admin Password	*****
SCM Url		http://www.scm.rw/api/		
Gen DB Table		1	Gen Basic Code	1
DB Table Changed		1	Data Changed	1

#### 1) Company Information

- Company name, branch office name, Company representative, Branch office representative and address are managed on their level.
- Company name has to be taken care since it will appear in the receipt.

#### 2) Receipt phrase management

- Phrase at the top and bottom of the receipt. Phrases are set for two type of receipts; sales receipt and refund receipt.

#### 3) System Status Identification

- Fields in "More Information" are uncontrollable system values for users. These information are used to verify that the device or the program is working abnormally.

## 2.6. ITEM MANAGEMENT

The screen below shows the management of items.

Warehouse Inventory System - V1.0

Environment

Item | Customer | Sales | Purchase | Stock | Import

Item Management

Item Management

New Save Delete Close

Class Code: 30101515 Item Code: AU - 2CAXCAX00001 Auto Numbering: ☒

Item Name: AUSTRALIA TEST

Use Barcode: ☐ Yes ☒ NO Origin: Australia

Item Type: Finished Prod... Pkg Unit: Can Qty Unit: Can

Purchase Price: 2,350.35 Sale Price: 3,150.6 Tax Type: B-18.00%

Beginning Stock: 50 Current Stock: 50 Safety Stock: 20

Description: TEST Use: ☒ Yes ☐ NO

Item Code: Item Name: Use: Search

Item Code	Item Name	Origin	Item Type	Pack. Unit	Qty Unit	Purchase Price	Sale Price	Beginn Stock
99999999999999	TEST	Rwanda	Raw Material	Ampoule	Barrel	5,000	6,500	
RW1AMXBGX00001	Test Specialized Groutl...	Rwanda	Raw Material	Ampoule	bag	3,500	4,500	
RW1AMXBGX00001	testtest	Rwanda	Raw Material	Ampoule	Pair	4,650.25	3,670	
AM2CLXGLL00001	TESTtesttest	Armenia	Finished Prod...	Coil	Gallon	5,000.25	6,000	
98391828391822	test	Australia	Finished Prod...	Jar	Meire	5,670	7,000	
BA1CSXPGX00001	Test Test	Bosnia and H...	Raw Material	Cassette	plat	3,450	4,510	
AU2CAXCAX00001	AUSTRALIA TEST	Australia	Finished Prod...	Can	Can	2,350.35	3,150.6	
BZ1AMXBGX00001	TEST	Belize	Raw Material	Ampoule	Pair	1,950	2,000	
72412122221212	Railroad Test	Belarus	Finished Prod...	Coil	kilowatt	3,450	4,000	
LT2CAXBLX00001	Double Test	Lithuania	Finished Prod...	Can	block	1,450	2,100	
RW1AMXBGX0000002	testtest	Rwanda	Raw Material	Ampoule	Pair	2,345.5	3,100	
RW1AMXBGX0000003	testetet	Rwanda	Raw Material	Ampoule	Pair			

1

Pre-registered item list.

2

Shows classification of pre-registered item.

3

Shows details of pre-registered items.

- Item Code: It is the most important part which identifies an item. Item code structure is consist of;


XX (2 Digits) – XXXXXXXXXXXXXXXXXX (14 Digits) – XXXXXX (5 Digits)  
Country of Origin                      Code Number                      Serial Number

Digits for country of origin are taken automatically after choosing the country.

In case of Code Number, put barcode number if not, leave the space empty.

Serial number is not necessary when Auto Numbering is checked. Otherwise, it has to be given manually.


- Auto Numbering: It is related to the Item Code. Uncheck Auto Numbering to give serial number manually.
- Use Barcode: It is also related to the Item Code. You can click Yes to use barcode number or No button to get automatic code.

- Origin: Consist of choosing the country of origin, by clicking  button. Then the screen with a list of country appears.

Sys Code X

Name

Code	Name
PA	Panama
PE	Peru
PG	Papua New Guinea
PH	Philippines
PK	Pakistan
PL	Poland
PN	Pitcairn
PR	Puerto Rico
PS	Palestinian Territory, Occupied
PT	Portugal
PW	Palau
PY	Paraguay

User can search for country by writing part of name and press enter or click  button. Double click the country of origin that you want.

- Item Type: You can choose whether the product is raw or finished product.

Raw Material   
 Raw Material  
 Finished Product

Request to RRA if there is no desirable status.

- Pkg Unit : Packing Unit can be chosen by clicking  .
- Qty Unit: Quantity Unit can be chosen by clicking  .
- Purchase Price: Input average of unit purchase price.
- Sale Price: Input average of unit sales price.

A-EX   
 A-EX  
 B-18.00%  
 C  
 D

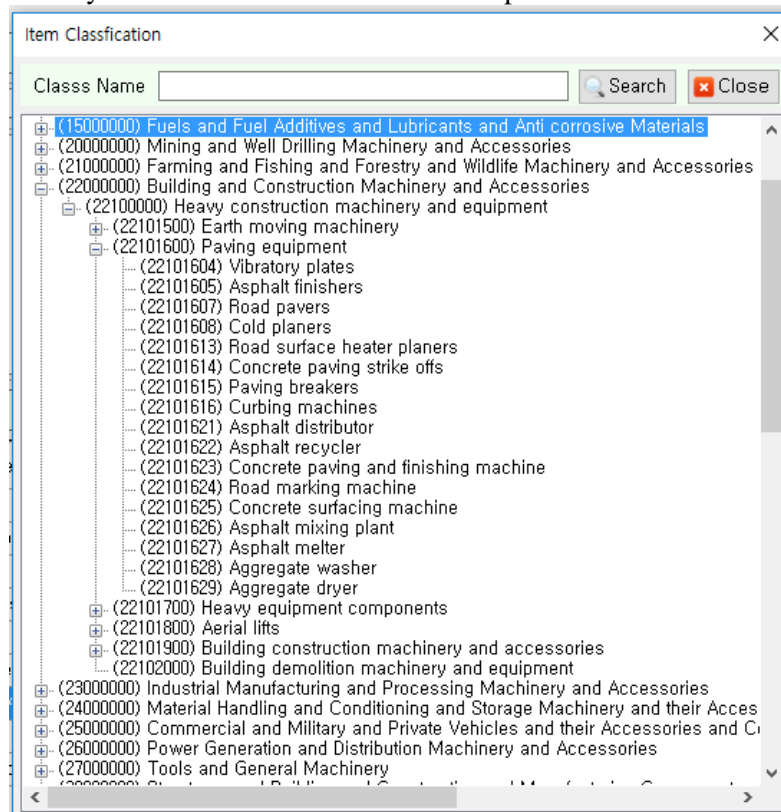
- Tax Type: By clicking  , choose tax type.
- Beginning Stock: Input number of initial stock when registering a product.
- Current Stock: It is number of current stock. You don't need to put value here.
- Safety Stock: It is number of minimum amount of stock that has at least to be managed. There will be alert when stock goes below the safety stock.


Add, Update and delete product.


#### 1) Add a new product

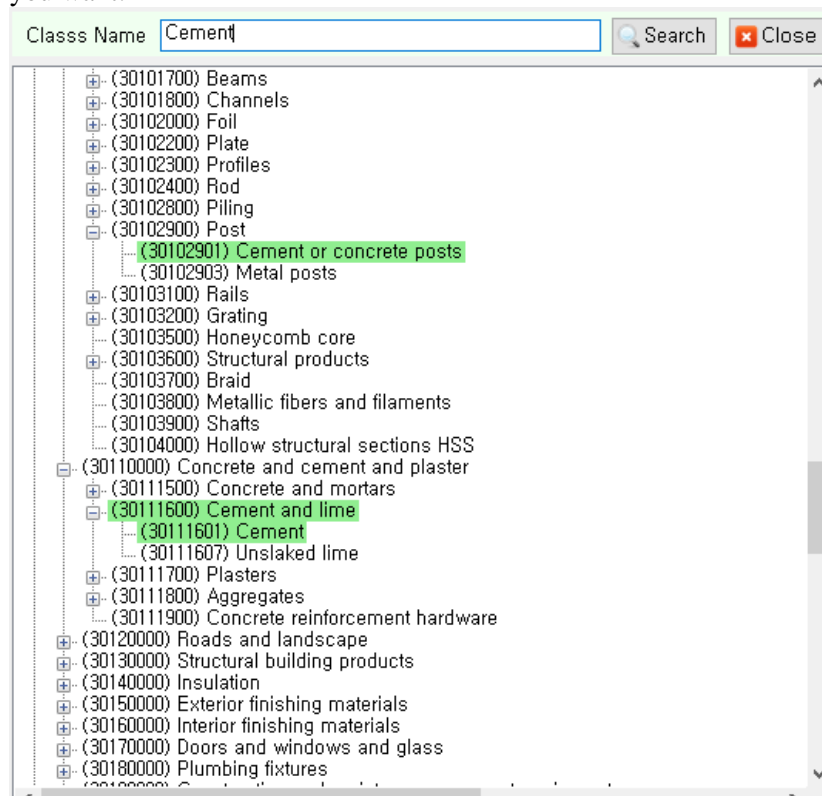
- Click  **New** button.

- From **Class Code** , click  button to identify the item classification of the new products.




By clicking  button, lower layer will appear.

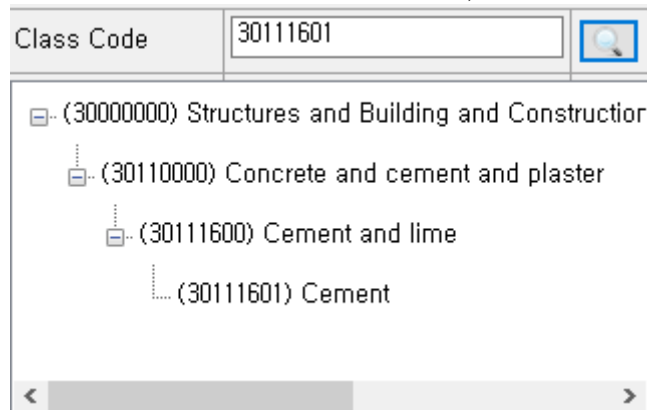
Choose a part of target name in “Class Name” and press enter or click  **Search** button to find corresponding fields, which will be highlighted. Double click the item that you want.






Item classification can be given when lowest layer is selected. (Status where there is no more  icon)

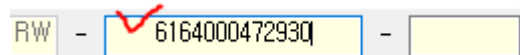
- When an item classification is selected, it will be shown in tree structure as shown below.



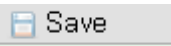
Click  button for any modification.

- Item Code will be automatically issued when user selects not to use barcode and Auto Numbering is checked.

In case a user select Yes in “Use Barcode”, the item code will be entered manually.



Serial Number will be issued automatically if Auto Numbering is checked. Uncheck the Auto Numbering to give Serial Number manually.

- Fill in other fields based on product character and click  button to add new product.

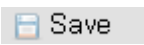
## 2) Update of existing product information

- Select the product you want to modify from lower part of the screen.


Item Code	Item Name	Origin	Item Type	Pack. Unit	Qty Unit	Purchase Price	Sale Price	Beginn Stoc
9999999999999	TEST	Rwanda	Raw Material	Ampoule	Barrel	5,000	6,500	
RW1AMX4BGX00001	Test Specialized Grout...	Rwanda	Raw Material	Ampoule	bag	3,500	4,500	
RW1AMX4BX00001	testtest	Rwanda	Raw Material	Ampoule	Pair	4,650,25	3,670	
AM2CLXGLL00001	TESTtesttest	Armenia	Finished Prod...	Coil	Gallon	5,000,25	6,000	
98391828391822	test	Australia	Finished Prod...	Jar	Metre	5,670	7,000	
BA1CSXPGX00001	Test Test	Bosnia and H...	Raw Material	Cassette	plate	3,450	4,510	
AU2CAXCA00001	AUSTRALIA TEST	Australia	Finished Prod...	Can	Can	2,350,35	3,150,6	
BZ1AMX4BX00001	TEST	Belize	Raw Material	Ampoule	Pair	1,950	2,000	
7241212221212	Railroad Test	Belarus	Finished Prod...	Coil	kilowatt	3,450	4,000	
LT2CAXBLX00001	Double Test	Lithuania	Finished Prod...	Can	block	1,450	2,100	
RW1AMX4BX0000002	testtest	Rwanda	Raw Material	Ampoule	Pair	2,345,5	3,100	
RW1AMX4BX0000003	testtest	Rwanda	Raw Material	Ampoule	Pair			

- Correct the fields that you want.



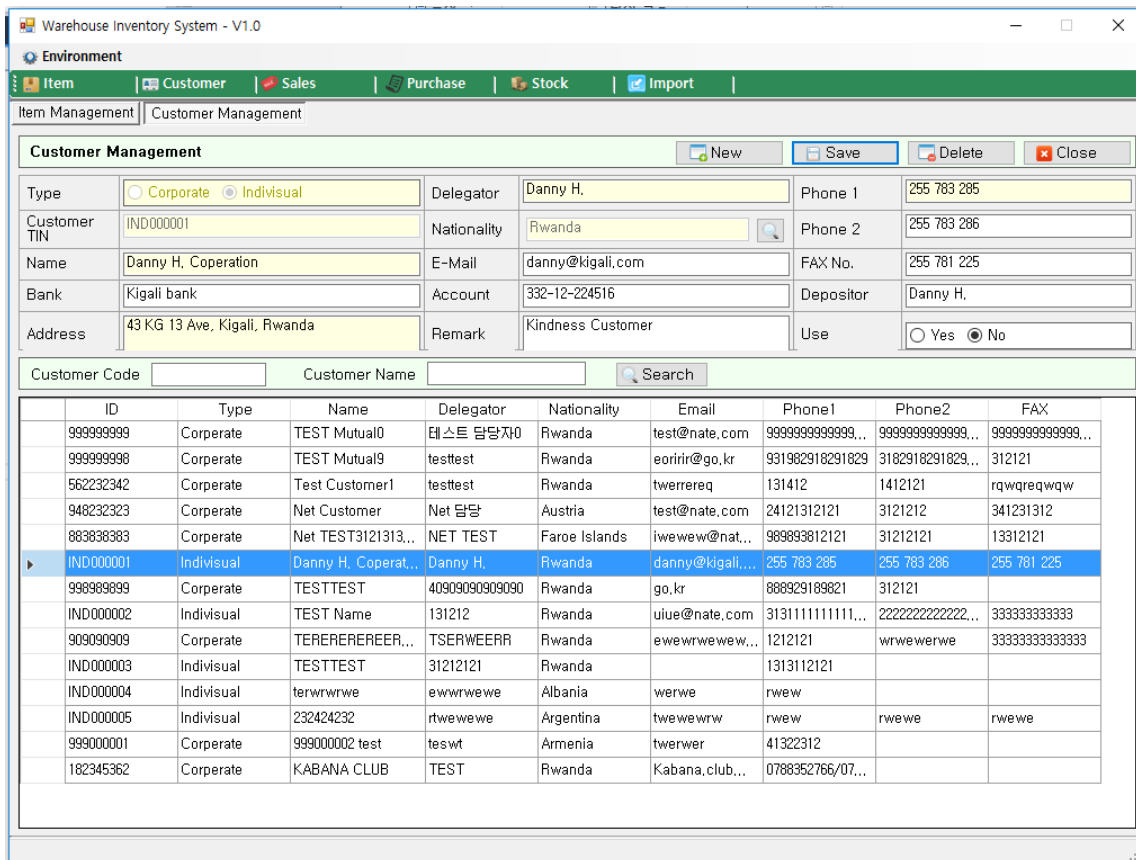
- Fields that can be modified are Item Name, Purchase Price, Sale Price, Tax Type, Beginning Stork, Safety Stock, Description, and Use. The other fields cannot be modified.
- If the product is no longer used, change “Use” fields into No.
- Complete the update by clicking  button.

### 3) Delete registered product

- Select the product that you want to delete from lower part of the screen.
- Click  Delete button.
- If the product has already been used in transaction (both purchase and sales), it cannot be deleted.
- Delete is for miss-typed products.
- If you are not using the product any more, it is recommended to make use of “Use” fields, by clicking No, and save.

## 2.7. CUSTOMER MANAGEMENT

This screen shows customer management.



**Customer Management**

Buttons: New, Save, Delete, Close

Form Fields:


- Type: ☐ Corporate ☒ Individual
- Delegator: Danny H.
- Phone 1: 255 783 285
- Customer TIN: IND000001
- Nationality: Rwanda
- Phone 2: 255 783 286
- Name: Danny H. Coperation
- E-Mail: danny@kigali.com
- FAX No.: 255 781 225
- Bank: Kigali bank
- Account: 332-12-224516
- Depositor: Danny H.
- Address: 43 KG 13 Ave, Kigali, Rwanda
- Remark: Kindness Customer
- Use: ☐ Yes ☒ No

Search: Customer Code [ ] Customer Name [ ] Search

ID	Type	Name	Delegator	Nationality	Email	Phone1	Phone2	FAX
999999999	Corporate	TEST Mutual0	테스트 담당자0	Rwanda	test@nate.com	9999999999999...	9999999999999...	9999999999999...
999999998	Corporate	TEST Mutual9	testtest	Rwanda	eoririr@go.kr	931982918291829	3182918291829...	312121
562232342	Corporate	Test Customer1	testtest	Rwanda	twerrereq	131412	1412121	rwqreqwqw
948232323	Corporate	Net Customer	Net 담당	Austria	test@nate.com	24121312121	3121212	341231312
883838383	Corporate	Net TEST3121313...	NET TEST	Faroe Islands	iwewew@nat...	989893812121	31212121	13312121
IND000001	Individual	Danny H. Coperat...	Danny H.	Rwanda	danny@kigali...	255 783 285	255 783 286	255 781 225
998989899	Corporate	TESTTEST	40909090909090	Rwanda	go.kr	888929189821	312121	
IND000002	Individual	TEST Name	131212	Rwanda	uiue@nate.com	3131111111111...	2222222222222...	33333333333
909090909	Corporate	TEREREREREER...	TSEWEERR	Rwanda	ewewrwewew...	1212121	rwewerwe	33333333333
IND000003	Individual	TESTTEST	31212121	Rwanda		1313112121		
IND000004	Individual	terwrwrwe	ewwrwewe	Albania	werwe	rwew		
IND000005	Individual	232424232	rtwewewe	Argentina	twewewrw	rwew	rwewe	rwewe
999000001	Corporate	999000002 test	teswt	Armenia	twerwer	41322312		
182345362	Corporate	KABANA CLUB	TEST	Rwanda	Kabana.club...	0788352766/07...		

Similar with the item classification management screen, pre-registered customer information are shown in the list at the lower part of the screen and detailed information of selected customer from the list are shown in the upper part of the screen.

Description of each field:

- Type: This is to see whether customer is an individual or a Corporate. If customer is a Corporate or company, you need to put TIN in “Customer TIN” fields, but in case of individual, it’s optional to put TIN number : Put the name of customer’s firm or person
- Delegator: Enter the name of representative. In case of individuals, enter customer name.
- Nationality: Click  button to pop-up the screen below to select nationality.

Sys Code


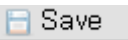
Name:

Code	Name
KP	Korea (North)
KR	Korea (South)

- E-Mail: Input E-Mail account.
- Bank: Input customer's main bank. (Optional)
- Account: Input main bank's account.(Optional)
- Depositor: Input name of account holder.
- Phone1, Phone2, and Fax: Input phone number and fax number.
- Address: Input address.
- Remark: Input remarks.
- Use: Select whether or not to use account. (If it is selected No, customer cannot be chosen from sales management.)

Registration of new customer, modification or delete of customer's information is done as below.

1) Registration of customer

- Click  button.
- Select types of customer from "Type" field. Input Customer TIN in case of firm. It is not necessary to input when customer is an individual but ID will be automatically issued in INDXXXXXXX format.
- Yellow fields are compulsory fields to be filled in.
- Other fields are optional.
- After filling all the fields, click  button to save.


2) Update of existing customer's information

- Select customer to be modified from lower part of the screen.

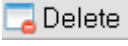
Customer Code	Customer Name	<input type="button" value="Search"/>						
ID	Type	Name	Delegator	Nationality	Email	Phone1	Phone2	FAX
999999999	Corporate	TEST Mutual0	테스트 담당자0	Rwanda	test@nate.com	999999999999...	999999999999...	999999999999...
999999998	Corporate	TEST Mutual9	testtest	Rwanda	eoririr@go.kr	931982918291829	3182918291829...	312121
562232342	Corporate	Test Customer1	testtest	Rwanda	twerrereq	131412	1412121	rqwqreqwqw
948232323	Corporate	Net Customer	Net 담당	Austria	test@nate.com	24121312121	3121212	341231312
883838383	Corporate	Net TEST3121313...	NET TEST	Faroe Islands	iwewew@nat...	989893812121	31212121	13312121
IND000001	Individual	Danny H. Coperat...	Danny H.	Rwanda	danny@kigali...	255 783 285	255 783 286	255 781 225
998989899	Corporate	TESTTEST	40909090909090	Rwanda	go.kr	888929189821	312121	
IND000002	Individual	TEST Name	131212	Rwanda	uiue@nate.com	313111111111...	222222222222...	333333333333
909090909	Corporate	TEREREREREER...	TSEWEERR	Rwanda	ewewrwewew...	1212121	rwewerwe	333333333333
IND000003	Individual	TESTTEST	31212121	Rwanda		1313112121		
IND000004	Individual	terwrwrwe	ewwrwewe	Albania	werwe	rwew		
IND000005	Individual	232424232	rtwewewe	Argentina	twewewrw	rwew	rwewe	rwewe

- From the upper part of the screen, edit the fields that you want.

Customer Management						New	Save	Delete	Close
Type	<input type="radio"/> Corporate <input checked="" type="radio"/> Individual	Delegator	danny.h		Phone 1	255 783 285			
Customer TIN	IND000001	Nationality	Rwanda		Phone 2	255 783 286			
Name	Danny H. Coperation		E-Mail	danny@kigali.com		FAX No.	255 781 225		
Bank	Kigali bank		Account	332-12-224516		Depositor	Danny H.		
Address	43 KG 13 Ave, Kigali, Rwanda		Remark	Kindness Customer		Use	<input type="radio"/> Yes <input checked="" type="radio"/> No		

- When modification is over, click  button to save.

### 3) Delete existing customer

- Select customer that you want to delete from the list at the lower part of the screen.
- Click  button.
- If the customer has history of transaction, both sales and purchase, delete cannot be made.
- Delete is used for miss-typed information.
- If you are no more using the registered customer, change “Use” field into No.

## 2.8. SALES MANAGEMENT

By clicking Sales management menu, the screen below is shown.

Warehouse Inventory System - V1.0

Environment

Item
Customer
Sales
Purchase
Stock
Import

Item Management
Customer Management
Sales Management

Sales Management

New
Delete
Close

Date: 30-12-2016 ~ 30-01-2017
Invoice:
Status:
Search:

	Status	Invoice ID	Customer	Sale Date	Release Date	Cancel Date	Refund Date	Sales Amount	VAT
	Wait for Release	003118012017001	TEREREREREERER	18-01-2017				20,000	3,050.85
	Canceled	003118012017002	TESTTEST	18-01-2017		18-01-2017		90,200	13,759.32
	Wait for Release	003118012017003	TESTTEST	18-01-2017				22,550	3,398.55
	Wait for Release	003119012017001	TESTTEST	19-01-2017				62,000	9,402.72
▶	Wait for Release	003120012017001	TESTTEST	20-01-2017				58,103	
	Wait for Release	003120012017002	TEREREREREERER	20-01-2017				700,000	

1

Detail List

	Seq	Item Code	Item Name	Qty	Unit Price	Amount	Sale Price	Sale Amount	VAT
▶	1	AU2CAXCAX0...	AUSTRALIA TEST	5	3,150.6	15,753	15,753	15,753	
	2	AM2CLXGLL0...	TESTtesttest	4	6,000	24,000	24,000	24,000	
	3	RW1AMX4BX0...	testtest	5	3,670	18,350	18,350	18,350	

2

Sales management is mainly composed of two screens.

Upper parts of screen that shows sales information and lowest part that shows detailed information of selected receipts.

Below is the description of upper part:

Sales Management									
<div> <div> <div>Date</div> <div>30-12-2016</div> <div>~</div> <div>30-01-2017</div> </div> <div> <div>Invoice</div> <div></div> </div> <div> <div>Status</div> <div></div> </div> <div> <div>Search</div> </div> <div>1</div> </div>									
Status	Invoice ID	Customer	Sale Date	Release Date	Cancel Date	Refund Date	Sales Amount	VAT	
Wait for Release	003118012017001	TEREREREREERERER	18-01-2017				20,000	3,050,85	
Canceled	003118012017002	TESTTEST	18-01-2017		18-01-2017		90,200	13,759,32	
Wait for Release	003118012017003	TESTTEST	18-01-2017				22,550	3,398,55	
Wait for Release	003119012017001	TESTTEST	19-01-2017				62,000	9,402,72	
Wait for Release	003120012017001	TESTTEST	20-01-2017				58,103		
Wait for Release	003120012017002	TEREREREREERERER	20-01-2017				700,000		



Condition used for searching in sales history. By default, it takes the current month history.



Status will be described as “Wait” when new sales information is saved.

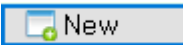
Wait means sales registration is done but product is still at the store. Double click on Wait status transaction for validation. Then status will be become validated.

If customer made cancellation request, after sales registration, status will be Cancel Requested. If cancel is made, status will be Canceled.

As explained above, status is not static but dynamic depending on type of transaction.

Process for registration of new sales information, validate, and cancel for cancellation request.

#### 1) Registration of new sales information

- Click  button.
- Pop-up screen for registering sales will appear.



- Double click the transaction for release.

**Detail Information of Sale** Print Receipt Close

Current Status: ☒ Wait for Release ☐ Released ☐ Cancel Requested ☐ Canceled ☐ Refunded

Release Cancel Refund Cancel Requested Save

Invoice ID	0031310120170	Customer ID	999999999	Customer	TEST Mutual0
Total Amount	600,000	VAT		Cancel Request	31-01-2017
D/C Amount		Sale Date	31-01-2017	Canceled	31-01-2017
Supply Amount	600,000	Release Date	31-01-2017	Refund	31-01-2017

Remark:

Item Code: AM2CLXGLL00001 Item Name: TESTtesttest

Unit Price: 6,000 Tax Type: B-18,00% D/C Rate: 0,0 %

Sales Qty: 100 VAT: D/C Amount:

Sales Price: 600,000 Supply Price: 600,000 Safety Stock: 103

**Detail List** 01

Item Code	Item Name	Unit Price	Sales Qty	Sales Price	VA
AM2CLXGLL0...	TESTtesttest	6000	100	600000	

- Validate is simple. You just need to click Release button. The current date is set on “validate date” fields then click Save button.
- Please check if status is changed to Validated.
- Precaution: It cannot be proceeded if the product quantity in stock is less than validating quantity. Be aware of current stock quantity.

### 3) Cancel/Refund Registration

- Like in the validation, select transaction from Sales Management and double click on it.

**Detail Information of Sale** Print Receipt Close

Current Status: ☐ Wait for Release ☐ Released ☐ Cancel Requested ☒ Canceled ☐ Refunded

Release Cancel Refund Cancel Requested Save

Invoice ID: 0031310120170 Customer ID: 999999999 Customer: TEST Mutual0

Total Amount: 600,000 VAT: Cancel Request:

D/C Amount: Sale Date: 31-01-2017 Canceled: 31-01-2017

Supply Amount: 600,000 Release Date: Refund:

Remark:

Item Code: AM2CLXGLL00001 Item Name: TESTtestest

Unit Price: 6,000 Tax Type: B-18,00% D/C Rate: 0,0 %

Sales Qty: 100 VAT: D/C Amount:

Sales Price: 600,000 Supply Price: 600,000 Safety Stock: 103

**Detail List** 01

Item Code	Item Name	Unit Price	Sales Qty	Sales Price	VAT
AM2CLXGLL0...	TESTtestest	6000	100	600000	

- Click Cancel or Refund button and the system will take current date by default in Cancel Date or Refund Date.
- Click Save button.

When there is any sales registration, validation, cancellation and refund, each date will be updated at the lower part of the screen. Please take a look at the date.

Environment

Item Customer Sales Purchase Stock Import

Item Management Customer Management Sales Management

**Sales Management** New Delete Close

Date: 30-12-2016 ~ 30-01-2017 Invoice: Status: Search

	Status	Invoice ID	Customer	Sale Date	Release Date	Cancel Date	Refund Date	Sales Amount	VAT
	Wait for Release	003118012017001	TERERERERERERER	18-01-2017				20,000	3,050,85
	Canceled	003118012017002	TESTTEST	18-01-2017		18-01-2017		90,200	13,759,32
	Refunded	003118012017003	TESTTEST	18-01-2017	31-01-2017		31-01-2017	22,550	3,398,55
	Wait for Release	003119012017001	TESTTEST	19-01-2017				62,000	9,402,72
	Wait for Release	003120012017001	TESTTEST	20-01-2017				58,103	
	Wait for Release	003120012017002	TERERERERERERER	20-01-2017				700,000	
	Canceled	003131012017001	TEST Mutual0	31-01-2017		31-01-2017		600,000	

For the miss-typed information, it can be deleted by clicking Delete button. This, however, can be preceded only at Wait status. Once sale is validated, it can be refunded but not deleted.



## 2.9. PURCHASE MANAGEMENT

Screen below appear when Purchase Management is selected.

**Purchase Management**

Date: 31-12-2016 ~ 31-01-2017 Invoice: Status: Search

Status	Invoice ID	Supplier	Supply Date	Accept Date	Cancel Date	Purchase Amount	VAT
Approved	002119012017001	Test Customer1	19-01-2017	19-01-2017		81,502.5	12,333.05
Wait for Approval	002119012017002	Net Customer	19-01-2017			123,952.5	18,804.22
Cancel Requested	002119012017003	Test Customer1	19-01-2017			17,250	2,631.36
Wait for Approval	002119012017004	TEST Name	19-01-2017			25,001.25	3,813.75
Approved	002120012017001	TEST Name	20-01-2017	20-01-2017		139,050	

**Detail List**

Seq	Item Code	Item Name	Qty	Unit Price	Amount	Purchase Price	Purchase Amount	VAT
1	AM2CLXGLLO...	TESTtest	10	5,000.25	50,002.5	50,002.5	57,630	7,627.5
2	98391828391822	test	10	5,670	56,700	56,019.6	64,564.96	8,545.36
3	BA1CSXPGX0...	Test Test	5	3,450	17,250	17,250	19,881.36	2,631.36

Like in the sales management, upper part of the screen shows purchase history and purchased item are listed at the lower part of the screen.

Upper part of the screen is described below.

**Purchase Management**

Date: 31-12-2016 ~ 31-01-2017 Invoice: Status: Search

Status	Invoice ID	Supplier	Supply Date	Accept Date	Cancel Date	Purchase Amount	VAT
Approved	002119012017001	Test Customer1	19-01-2017	19-01-2017		81,502.5	12,333.05
Wait for Approval	002119012017002	Net Customer	19-01-2017			123,952.5	18,804.22
Cancel Requested	002119012017003	Test Customer1	19-01-2017			17,250	2,631.36
Wait for Approval	002119012017004	TEST Name	19-01-2017			25,001.25	3,813.75
Approved	002120012017001	TEST Name	20-01-2017	20-01-2017		139,050	

1 Conditions for searching purchase history. By default, it takes the current month history


2 When new purchase information is saved, status will be at Wait. This means product has been purchased but the product is not yet entered in stock. For the warehousing, double click the purchase information. Status will be changed to Approved once it is accepted.

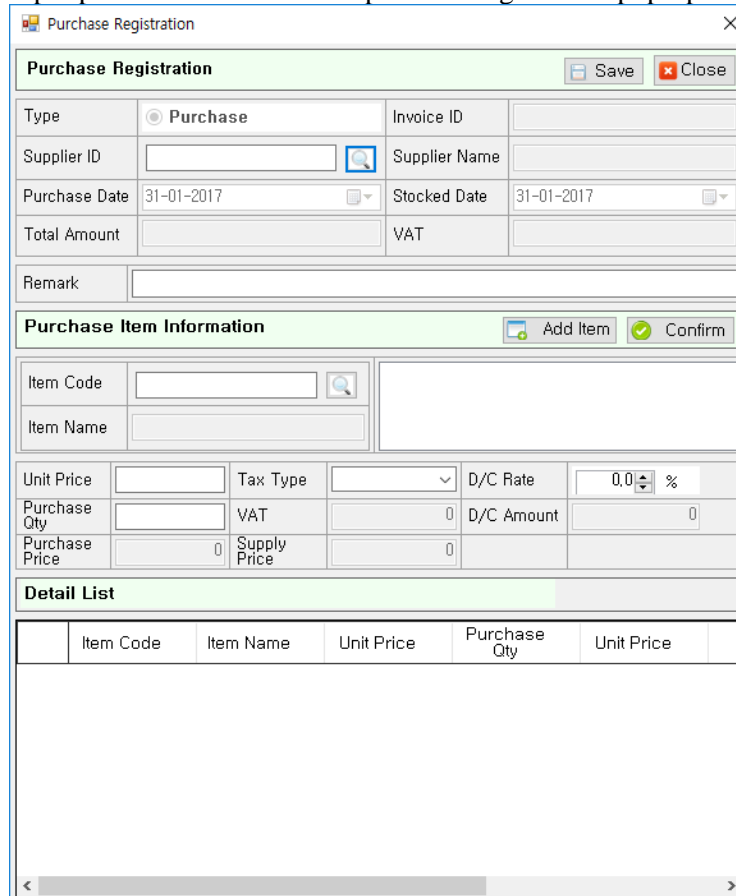
Update of sales information can be done by both buyer and seller. If buyer registered the sales information, the seller's information will also be updated. For seller, the status will be at Wait. Status will be approved when seller approve the transaction. If the information is not correct, seller may cancel the transaction and status will be at Cancel Request. This process is possible in case of online purchase exchange through EBM ver2.0.







As explained above, status is not static but dynamic depending on type of transaction.

Registration of new purchase information, warehousing and request for cancellation are described as below.

### 1) Registration of new purchase information

- Click  **New** button.
- Input purchase information at purchase registration pop-up.



- ✓ Click  button to select the supplier. If supplier is not registered, registration can be made through Customer Management.
  - ✓ Click  **Add Item** button.
  - ✓ Search Item Code by clicking  button.
  - ✓ Input Unit Price, Tax Type, D/C Rate, Purchase Qty and so and click  **Confirm** button.
  - ✓ To add up the registration of the other items for purchase, click  **Add Item** button and repeat the above process.
  - ✓ When registration for purchasing products are done, click  **Save** button at the upper part of the screen.
  - After purchase registration, registered information will be shown at the lowest of the Purchase Management list.
  - Status will be at Wait. Double click for warehousing.
- ### 2) Warehousing Registration
- If the Status is at Wait, it means that product is not yet stored.

- For the warehousing, double click the transaction.

Item Code	Item Name	Unit Price	Sales Qty	Sales Price	VA
AM2CLXGLL0...	TESTtest	5000.25	10	50002.5	
98391828391822	test	5670	10	56700	
BA1CSXPGX0...	Test Test	3450	5	17250	


- Warehousing process is simple. Just need to click Accept button and date will be set automatically to current date. Click Save button to save.
- Once products are entered in stock, the status is changed to Approved.

### 3) Cancellation Request

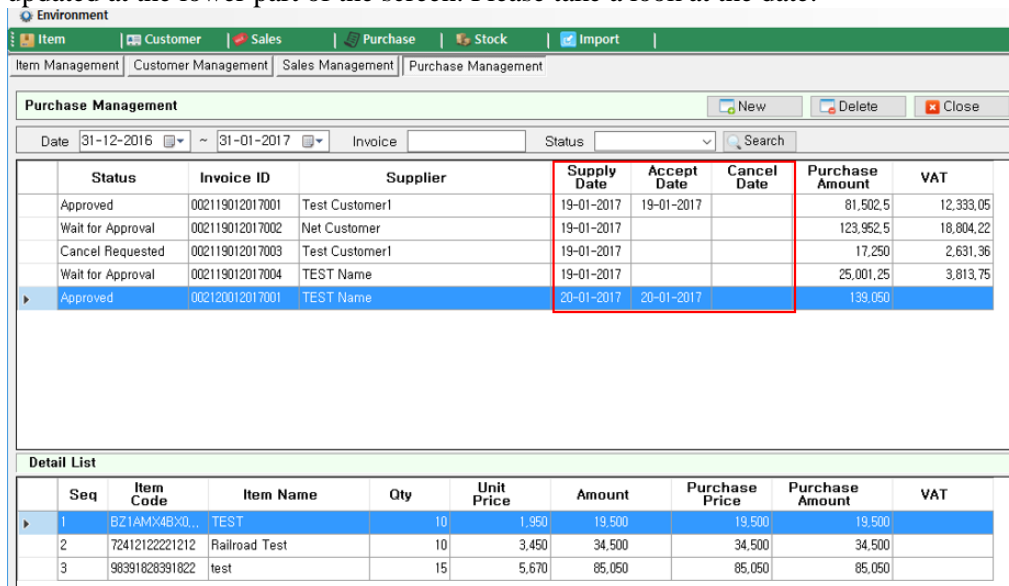
- Like with warehousing registration, double click the transaction from Purchase Management.

Item Code	Item Name	Unit Price	Sales Qty	Sales Price	VA
AM2CLXGLL0...	TESTtest	5000.25	10	50002.5	
98391828391822	test	5670	10	56700	
BA1CSXPGX0...	Test Test	3450	5	17250	

- Click Cancel button and Cancel Type. Cancel Type is important since it is the cause of cancellation request.

- Click  Save button.


When there is purchase registration, warehousing registration, or cancellation request, the date will be updated at the lower part of the screen. Please take a look at the date.



Status	Invoice ID	Supplier	Supply Date	Accept Date	Cancel Date	Purchase Amount	VAT
Approved	002119012017001	Test Customer1	19-01-2017	19-01-2017		81,502.5	12,333.05
Wait for Approval	002119012017002	Net Customer	19-01-2017			123,952.5	18,804.22
Cancel Requested	002119012017003	Test Customer1	19-01-2017			17,250	2,631.36
Wait for Approval	002119012017004	TEST Name	19-01-2017			25,001.25	3,813.75
Approved	002120012017001	TEST Name	20-01-2017	20-01-2017		139,050	

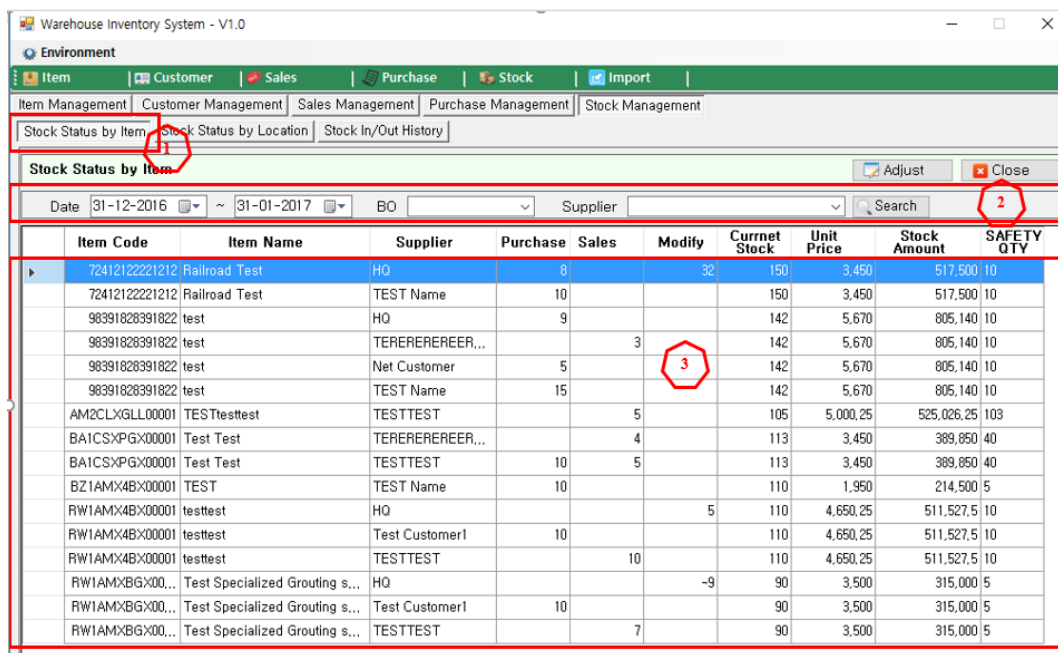
Seq	Item Code	Item Name	Qty	Unit Price	Amount	Purchase Price	Purchase Amount	VAT
1	BZ1AMX4B×0...	TEST	10	1,950	19,500	19,500	19,500	
2	72412122221212	Railroad Test	10	3,450	34,500	34,500	34,500	
3	98391828391822	test	15	5,670	85,050	85,050	85,050	

For the miss-typed information, it can be deleted by clicking  Delete button. This, however, can be proceeded only at Wait status. Once warehousing process is completed, it can be cancelled but not deleted.

## 2.10. STOCK MANAGEMENT

There are three tabs for Stock Management as described below.

### 1) Stock Status by Item



Item Code	Item Name	Supplier	Purchase	Sales	Modify	Current Stock	Unit Price	Stock Amount	SAFETY QTY
72412122221212	Railroad Test	HQ	8		32	150	3,450	517,500	10
72412122221212	Railroad Test	TEST Name	10			150	3,450	517,500	10
98391828391822	test	HQ	9			142	5,670	805,140	10
98391828391822	test	TEREREREER...		3		142	5,670	805,140	10
98391828391822	test	Net Customer	5			142	5,670	805,140	10
98391828391822	test	TEST Name	15			142	5,670	805,140	10
AM2CLXGLL00001	TESTtesttest	TESTTEST		5		105	5,000.25	525,026.25	103
BA1CSXPGX00001	Test Test	TEREREREER...		4		113	3,450	389,850	40
BA1CSXPGX00001	Test Test	TESTTEST	10	5		113	3,450	389,850	40
BZ1AMX4B×00001	TEST	TEST Name	10			110	1,950	214,500	5
RW1AMX4B×00001	testtest	HQ			5	110	4,650.25	511,527.5	10
RW1AMX4B×00001	testtest	Test Customer1	10			110	4,650.25	511,527.5	10
RW1AMX4B×00001	testtest	TESTTEST		10		110	4,650.25	511,527.5	10
RW1AMXBG×00...	Test Specialized Grouting s...	HQ			-9	90	3,500	315,000	5
RW1AMXBG×00...	Test Specialized Grouting s...	Test Customer1	10			90	3,500	315,000	5
RW1AMXBG×00...	Test Specialized Grouting s...	TESTTEST		7		90	3,500	315,000	5

1

Show stock status by item in given period.

2

You can give conditions to search stock status. By default the period is one month. This period can be controlled.

BO is stock based on branch offices. Basically shows all the stock status.

Click Supplier to see the stock status based on supplier. Basically shows stock from all suppliers.

3

Result of stock status for given condition. This shows purchase amount, sales amount, stock adjustment amount and current stock based on item and supplier within given period. Unit price and transaction price registered from Item Code Management will also appear.

## 2) Stock Status by Location

Item Code	Item Name	Total Stock Qty	Unit Price	SAFETY QTY	HQ	B01	B02	B03
RW1AMX4BX0...	testtetet			5				
9999999999999	TEST	100	5,000	10	100			10
AX89898398192...	teswrtetereferetere	100	2,340	20	100			
41213112312188	Well Test	100	2,560	20	100			
LT2CAXBLX00...	Double Test	100	1,450	10	100			
RW2BGXBLX0...	test	100	4,100		100			
9999999999999	TEST	10	5,000	10	100			10
RW1AMX4BX3...	tertwtewtwfwe	100	2,120	35	100			
RW99999999999...	test	100	2,340	30	100			
AM2CLXGLL0...	TESTtesttest	105	5,000.25	103	105			
RW1AMX4BX0...	testtest	50	4,650.25	10	110	50		15
RW1AMX4BX0...	testtest	15	4,650.25	10	110	50		15
BZ1AMX4BX0...	TEST	110	1,950	5	110			
RW1AMX4BX0...	testtest	110	4,650.25	10	110	50		15
BA1CSXPGX0...	Test Test	113	3,450	40	113	50		
BA1CSXPGX0...	Test Test	50	3,450	40	113	50		
98391828391822	test	142	5,670	10	142	50	30	50
98391828391822	test	30	5,670	10	142	50	30	50
98391828391822	test	50	5,670	10	142	50	30	50

1

This tab shows stock status based on branch offices.

2

You can choose search conditions. Search can be done for specific item. By default search is for all the items.

3

Shows stock status based on item and branch offices.

### 3) Stock In/Out History

Warehouse Inventory System - V1.0

Environment

Item | Customer | Sales | Purchase | Stock | Import

Item Management | Customer Management | Sales Management | Purchase Management | Stock Management

Stock Status by Item | Stock Status by Location | Stock In/Out History

Stock In/Out History

Date: 31-12-2016 ~ 31-01-2017 Type: All Customer: Search Adjust Close

Date	Item Code	Item Name	Customer	Type	Qty	Amt	SAFETY QTY
10-01-2017	AM2CLX6LL00001	TESTtest	TESTTEST	Out	5	25,750.68	100
10-01-2017	RW1AMX4BX00001	testtest	TESTTEST	Out	10	44,325	10
10-01-2017	RW1AMXBGX00001	Test Specialized Grouting service Test	TESTTEST	Out	7	27,531.36	5
11-01-2017	98391828391822	test	TERERERERERERER	Out	3	19,604.75	10
11-01-2017	BA1CSXPGX00001	Test Test	TERERERERERERER	Out	4	15,728	40
12-01-2017	72412122221212	Railroad Test		In	8	106	10
18-01-2017	98391828391822	test		In	9	115	10
18-01-2017	98391828391822	test	Net Customer	In	5	25,966.62	10
18-01-2017	RW1AMX4BX00001	testtest		Move	5	23,251.25	10
18-01-2017	RW1AMXBGX00001	Test Specialized Grouting service Test		Move	-9	-40,500	5
19-01-2017	BA1CSXPGX00001	Test Test	TESTTEST	In	5	19,642.78	40
19-01-2017	RW1AMX4BX00001	testtest	Test Customer1	In	10	53,328.12	10
19-01-2017	RW1AMXBGX00001	Test Specialized Grouting service Test	Test Customer1	In	10	39,854.92	5
20-01-2017	72412122221212	Railroad Test		Move	32	109,300	10
20-01-2017	72412122221212	Railroad Test	TEST Name	In	10	34,500	10
20-01-2017	98391828391822	test	TEST Name	In	15	85,050	10
20-01-2017	BZ1AMX4BX00001	TEST	TEST Name	In	10	19,500	5
31-01-2017	BA1CSXPGX00001	Test Test	TESTTEST	Out	5	25,677.95	40

1 This tab shows stock In/Out status.

2 Search conditions can be given by Period (one month by default), Type (such as warehousing, validate, stock adjustment) and partner.

From the Type, 'In' is for stock-in, Out is for stock-out and Move is for stock movement from headquarter to branch office or branch office to branch office.

### 4) Stock Adjustment and Movement

When managing stock, there are cases that stock has to be adjusted. Cases can be damage, error, theft, loss of stock. In other cases, you may need to shift stock from a business site to another. In these cases, select a product that you need to modify or shift and click

 Adjust button.

- First, select adjustment type.
- For stock movement, **2** will be activated. Select target business site (site where Product will be shifted) and enter the quantity at **3**
- For stock movement (release), registered quantity will be decreased from the stock. This means the registered quantity will be transferred to After Location.
- For stock movement (warehousing), registered quantity will be increased from the stock. This means the registered quantity will be transferred from After Location.
- For stock movement (warehousing), there will be increase of stock quantity as much as registered quantity unit.
- For stock movement (release), there will be decrease of stock quantity as much as registered quantity.
- In case of Discard, registered quantity will be decreased from the stock quantity. It means registered quantity has been discarded.
- For processed products, registered quantity will be added to the stock quantity. It means other product has been processed to current product.
- For processing products, registered quantity will be taken away from the stock quantity. It means the product has been processed to another product.
- After filling in all the information, click **Save** button to save.

## 2.11. IMPORTED PRODUCT MANAGEMENT

From Imported Product Management, screen below will appear.

**Environment**

Item | Customer | Sales | Purchase | Stock | Import

Item Management | Customer Management | Sales Management | Purchase Management | Stock Management | Import Management

**Import Management** Close

Op. Code	1273501	ITEM Desc.	ATM CARDS	
Decl Date	28-12-2016	Supplier	ECS LIMITED MASAI ROAD OFF MOMBASA ROAD NAIROBI KENYA	
Seq	1	Agent	CLICK CLEARING AND FORWARDING AGENCY LTD	
HSCODE	8523520000	Remark		
ITEM CODE	<span>3</span>	TAXPAYER NAME	EQUITY BANK RWANDA LIMITED	
Origin	Kenya	Gross WT	1	Approval Status
Export	Kenya	Net WT	1	Approve/Cancel Date
PKG Qty	1	Invoice AMT	9	
Qty	1	Invoice Currency		
Unit		Rate	806	

Approve 2 Cancel

**Detail List**


Date: 01-05-2016 ~ 31-01-2017 Supplier Name: Approval Status: Search

Approval Status	Decl Date	Op. Code	Item Seq	HSCODE	Item Desc.	Origin	Export Country	PKG Qty	QTY	QTY Unit	Gross WT	NET WT	Supplier
<span>1</span> Rejected	26-12-2016	1273501	1	8523520000	ATM CARDS	Kenya	Kenya	1	1		1	1	ECS LIMITED MASAI ROAD OFF MOMBASA ROAD NAIROBI KENYA
Transferred	28-12-2016	1273501	1	8523520000	ATM CARDS	Kenya	Kenya	1	1		1	1	ECS LIMITED MASAI ROAD OFF MOMBASA ROAD NAIROBI KENYA
Transferred	29-12-2016	1273501	1	8523520000	ATM CARDS	Kenya	Kenya	1	1		1	1	ECS LIMITED MASAI ROAD OFF MOMBASA ROAD NAIROBI KENYA
Transferred	28-12-2016	1273530	1	4803000000	RAW MATERIALS FOR ...	China	China	126	21280		21280	21280	SUZHOU GUOXIN G
Transferred	29-12-2016	1273530	1	4803000000	RAW MATERIALS FOR ...	China	China	126	21280		21280	21280	SUZHOU GUOXIN G
Transferred	22-12-2016	1273530	1	4803000000	RAW MATERIALS FOR ...	China	China	126	21280		21280	21280	SUZHOU GUOXIN G
Rejected	25-12-2016	1273530	1	4803000000	RAW MATERIALS FOR ...	China	China	126	21280		21280	21280	SUZHOU GUOXIN G

Information of imported products comes from import declaration in list format as above. Therefore, registration is not required. Imported Product Management is based on period (standard period is a month), supplier, and status.

Basically, when we enquire imported products, Approval Status will be Transferred. For correct information user need to approve it, otherwise user will cancel it. Processing imported product is described below

#### 1) Approval



- For the approval select an item that is in transferred status from 1 and see the details from upper part of the screen.
- From 3 click  button to select corresponding item as shown in the screen below.

**Item List** Search Close


Code	Item Name	Tax Type
999999999999999	TEST	B-18,00%
RW1AMXBGX0...	Test Specialized Grouting service Test	B-18,00%
RW1AMX4BX0...	testtest	B-18,00%
AM2CLXGLLO...	TESTtesttest	B-18,00%
98391828391822	test	B-18,00%
BA1CSXPGX0...	Test Test	B-18,00%
AU2CAXCAX0...	AUSTRALIA TEST	B-18,00%
BZ1AMX4BX0...	TEST	B-18,00%
72412122221212	Railroad Test	B-18,00%
LT2CAXBLX00...	Double Test	B-18,00%
RW1AMX4BX0...	testtest	B-18,00%
RW1AMX4BX0...	testtetet	A-EX
RW99999999999	test	B-18,00%
AX89898398192...	teswrterereterere	B-18,00%
RW1AMX4BX9...	testereretrerte	A-EX
RW2CSXDRX0...	testesrwtwewew	A-EX
RW2BFXBGX1...	tsrwewerrwewe	A-EX



Origin	Rwanda	Type	Raw Material
Pkg Unit	Ampoule	Qty Unit	bag
Purchase Price	3500	Sale Price	4500
Current Stock	90	Safety Stock	5



- From  click  button.
- From imported item list, check whether Approval Status has been changed to Approved status.

## 2) Cancellation Process

- For cancellation, select transferred item from  and check details from the upper parts of the screen.

- From  click  button.
- Check whether status has been changed from Approval Status to Rejected from Imported Product List.