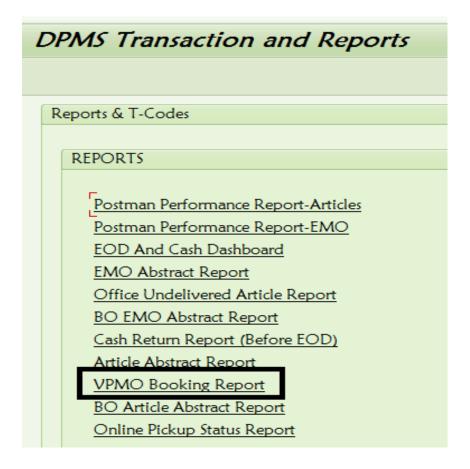
## SOP FOR VPMO BOOKING REPORT

VPMO Booking report is available in SAP DPMS Transaction and Reports screen: -

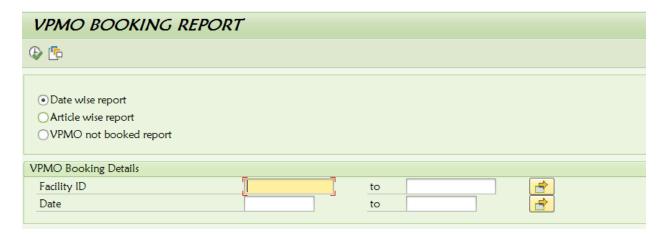


Following menus are available in the modified VPMO booking report: -

- ➤ Date wise report :- Displays date wise VPMO booked report for a particular facility ID. Provision available to generate date wise report for multiple facility IDs also.
- Article wise report :- VPMO booked report based on article number. Provision to enter multiple articles available.
- > VPMO not booked report: Details of VP articles delivered at a particular facility ID through Postman & window delivery for which VPMO not yet booked.

[Data displayed is for last 90 days. All the above reports will not include VP articles invoiced & delivered through RICT BO].

### DETAILED SCREEN SHOTS OF THE REPORTS FURNISHED BELOW FOR REFERENCE:



# I. DATEWISE REPORT

## **INPUT:**

- 1. Facility ID →Office Facility id : Single & Multiple facility id can be entered.
- 2. Date → VPMO Booking date: Single & Multiple dates can be entered.



## **OUTPUT:**



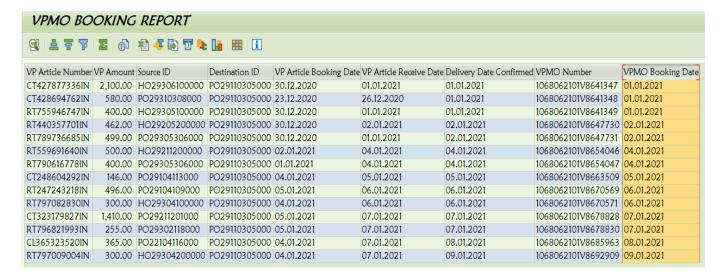
## II. ARTICLE WISE REPORT

## **INPUT:**

1. Article Number: - Single/Multiple article numbers can be entered.



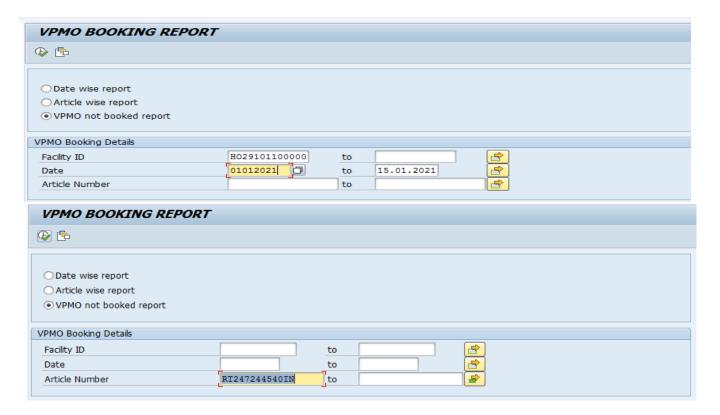
#### **OUTPUT:**



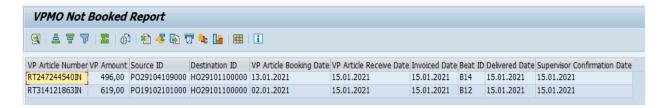
# **III.VPMO NOT BOOKED REPORT**

### **INPUT:**

- 1. Facility ID → Delivery Office Facility id : Single/Multiple FID can be entered.
- 2. Date → VP article delivered date : Single/Multiple dates can be entered.
- 3. Article Number → VP article number : Single/Multiple articles can be entered.



#### **OUTPUT:**



- Delivered Date refers to date on which the VP article was delivered.
- Supervisor confirmation date refers to the date on which beat EOD Supervisor confirmation was given.
- If the supervisor confirmation date is later than the delivered date means, the supervisor has not performed the beat EOD confirmation on the same date the returns was taken.

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