



# SAP SCC Consignment Collaboration

## Supplier Training Guide

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# Agenda

## Consignment Collaboration

- Introduction
- Consignment collaboration workflow
- Parts of consignment collaboration
- Different modes of integration/ automation

## Consignment Collaboration Portal User Interaction

- Overall Considerations
- Portal User Interaction
  - Search and Identify Consignment PO
  - OC in Consignment Collaboration
  - ASN in Consignment Collaboration
  - Consignment Movements
  - Consignment Invoice

## Appendix

- Consignment Report

# Consignment Collaboration

## In this Chapter You Will Learn About ...

... the benefits of using consignment collaboration

... the components of a consignment collaboration

# Introduction

Most manufacturing and distribution companies (with the exception of make-to-order firms) hold inventory at the customer's in the form of finished goods. This enables quick reactions in case of fluctuations in demand.

## Capabilities

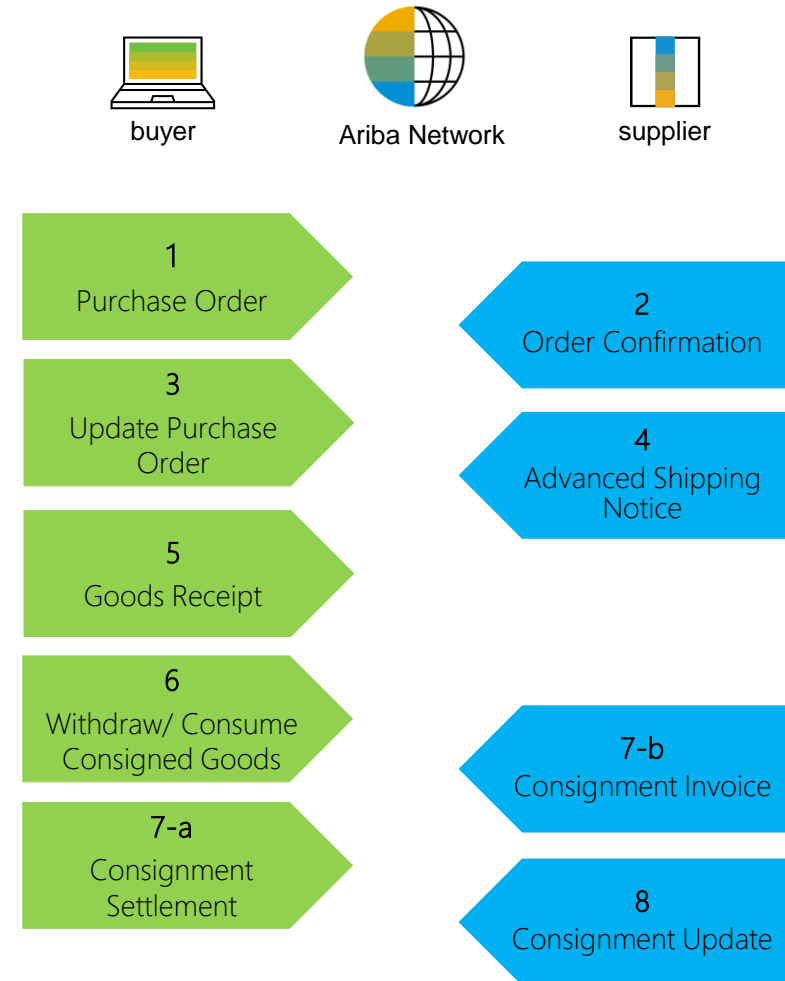
- Provides buyers and suppliers with end-to-end visibility of movements related to consigned inventory

## Benefits

- Provide real-time information of consigned inventory status to Suppliers
- Improves reconciliation time
- Improves Supplier service level resulting in reduced replenishment lead times and stock-outs

# Consignment Collaboration Workflow

Ariba Network for SAP Ariba Supply Chain Collaboration provides ways for suppliers to view lists of materials on consignment, for suppliers to create invoices for consignment movements, and for buyers to create self-billing invoices for consignment movements.



# Parts of Consignment Collaboration

Document	Description
Purchase Order (PO)	<p>Header Item and Delivery dates.</p> <p>A purchase order is a formal request or instruction from a Buyer to a Supplier to supply or provide a certain quantity of goods or services at or by a certain point in time, at a certain location for a certain price.</p> <p>Structure</p> <p>A purchase order (PO) consists of a document header and a number of items.</p> <p>The information shown in the header relates to the entire PO. For example, the terms of payment and the delivery terms are defined in the header.</p>
Order Confirmation (OC)	<p>Item level confirmation.</p> <p>An Purchase Order confirmation is a formal acknowledgement of receipt of a Purchase Order by the Buyer. It also serves to confirm or reject the (lines of the) purchase order.</p>
Advanced Shipping Notification (ASN)	<p>Header Item and packaging details.</p> <p>An Advanced Shipping Notification is a document from a Supplier to a Buyer that provides details of an imminent shipment.</p> <p>Structure</p> <p>An Advanced Shipping Notification consists of a document header and a number of items. It can also contain packing information. The header contains data that is valid for all items and packages.</p>
Goods Receipt (GR)	<p>Header and Item.</p> <p>A Goods Receipt is a posting in the Buyer System of a physical inward movement of goods from an Supplier. It marks the completion of the transfer of goods, which leads to an increase in the warehouse stock.</p> <p>Structure</p> <p>A Goods Receipt is a system posting contains a header and one or more items. The posting typically refers to an Advanced Shipping Notification or a Purchase Order.</p>
Consignment Movements	<p>Withdrawals done by the customer from consigned stocks.</p>
Consignment Settlement Invoice	<p>Liabilities towards the vendor resulted after removing material from consignment stores or transferring material to customer own stock.</p>

# Consignment Collaboration Portal User Interaction

## In this Chapter You Will Learn About ...

- ... how to search and identify consignment order
- ... order confirmation and shipping notice general considerations
- ... where to find consignment movements report
- ... where to find consignment settlement

# Overall Considerations

- Determine if Buyer uses “self-billing” to settle consignment withdrawals
- Determine the reconciliation process between Buyer and Supplier
- Determine if any additional information or attachments are needed to report consignment withdrawals
- Consignments stocks relevance
- Settlement specific requirements such as documents referencing



# Portal User Interaction



# Search and Identify Consignment PO

## From the Workbench

From the Homepage:

1. Click on **Workbench**.
2. You can use **Items to Confirm** and **Items to Ship** tiles to search for Consignment orders.
3. Enter specific search criteria in the Workbench search filters. Set order category as **Consignment**.

**Note:** For more information about Workbench tiles configuration please refer to **SCC General Functionality Guide**.

SAP Business Network Enterprise Account

Home Enablement **Workbench** Planning

22 Items to ship Last 31 days

14 Items to confirm Last 31 days

▼ Edit filter

Customers: Select or type selections

Order numbers: Type selection

Customer locations: Type selection

Need by date: Next 90 days

Ship by date: None

Creation date: Last 31 days

Company codes: Select or type selections

Purchasing organizations: Select or type selections

Purchasing groups: Type selection

Ordering address IDs: Type selection

Part numbers: Select or type selections

Customer part numbers: Select or type selections

Product group: All

Planner codes: Type selection

Order type: All

Category: Consignment

# Search and Identify Consignment PO

## From the Orders Tab

From the Homepage:

1. Click on **Orders/ Orders and Releases**.
2. Select **Items to Confirm**.
3. Use search filters to identify the order. Select **Consignment** in the **Category** field.
4. Choose other required parameters and click **Search**.
5. Search results will appear. You can add **Category** column to your view by clicking on **configure** icon on the right hand side of your screen.
6. Consignment as a category will be reflected as well on the line item level in the PO screen.

OR

7. Follow the same process from **Orders/ Orders and Releases/ Items to Ship** sub-tab.

The screenshot shows the SAP Business Network Enterprise Account interface. The top navigation bar includes 'Home', 'Enablement', 'Workbench', 'Planning', 'Orders', 'Fulfillment', and 'Quality'. The 'Orders' dropdown menu is open, showing 'Orders and Releases' (highlighted with a yellow box and a '1' in a yellow circle) and 'Order Inquiries'. Below this, the 'Orders and Releases' section has tabs for 'Orders and Releases', 'Items to Confirm' (highlighted with a yellow box and a '2' in a yellow circle), 'Items to Ship' (highlighted with a yellow box and a '7' in a yellow circle), and 'Return Items'. The 'Search Filters' section is expanded, showing various filters. The 'Category' filter is set to 'Consignment' (highlighted with a yellow box and a '3' in a yellow circle). The 'Search' button is highlighted with a yellow box and a '4' in a yellow circle.

Items to Confirm (4)

Order Number ↓	Item	Category	Part #	Customer Part #	Description	Customer	Customer Location
4500042368	10	Consignment	Non Catalog Item	CMR-300	CMR Component 300	Stratus Atlantic	3200 Atlanta
4500042165	10	Consignment	Non Catalog Item	CMR-300	CMR Component 300	Stratus Atlantic	3200 Atlanta

The table shows search results for 'Items to Confirm'. The 'Category' column is highlighted with a yellow box. A 'configure' icon (a small grid of squares) is visible on the right side of the table, with a yellow box and a '5' in a yellow circle highlighting it.

Line Items 6

Line #	Part #	Customer Part #	Type	Category
10	Non Catalog Item	CMR-300	Material	Consignment

The table shows 'Line Items'. The 'Category' column is highlighted with a yellow box. Below the table, the description 'CMR Component 300' is visible.

# Order Confirmation in Consignment Collaboration

## General Considerations

- The order confirmation document is sent by suppliers as an acceptance of a purchase order.
- The order confirmation is an agreement to fulfil the order as proposed by the Buyer.
- Suppliers can also suggest modifications of the purchase order (price, quantity, delivery date) through the order confirmation document.
- These changes need to be accepted by the buying organization before fulfillment of the order.

**For details on order confirmation management please refer to Order Collaboration Supplier Standard Guide.**

# Advanced Shipping Notification in Consignment Collaboration


## General Considerations

- An Advanced Shipping Notification is a packet of information containing details about an imminent delivery. The information is prepared by the Supplier and shared with the buyer to smoothen and improve the quality of the actual delivery event.
- Advanced Shipping Notifications improve the efficiency and quality of the goods receipt / delivery process. By sending as much information as possible before the actual event the Supplier and Buyer can better align their mutual processes.
- The buyer can prepare and notify employees of the imminent arrival of goods and data quality will be higher as manual re-entry of data is avoided.
- For long term order agreements that typically are valid for a year and have line items with unlimited overdelivery, use the **Order Number: Exact number** filter on the **Items to Ship** or Multi-tier Items to Ship tabs to create ship notices for the PO until the expiration date is reached.
- An item with **unlimited quantity tolerance** still appears on the **Items to Ship** tab even if the full quantity has already been shipped for as long as order's expiration date has not been reached.

For details on ASN management please refer to Order Collaboration Supplier Standard Guide.

# Good Receipt in Consignment Collaboration

- Finished good receipt is available on the Portal once Finished Good is received by Customer.
- Finished good receipt belongs to the list of PO related documents.
- When finish good receipt reaches the Portal, the correspondent PO status is being automatically updated to **Received**.

Type	Order Number ↓	Customer	Ship To Address	Order Status
 Order	4500046708	NALA CLAQ1BUYER2	Atlanta New York, NY United States	Received

Receipt: 300050000054222019 Done Previous

[Print](#) | [Export cXML](#)

Detail

History

From:

NALA CLAQ1BUYER2  
1230 Lincoln Avenue  
NEW YORK , NY 10019  
United States


To:

LOB NALA Supplier 9  
PO12129  
Pittsburgh , PA 15222  
United States  
Phone:  
Fax:  
Email:

Receipt:

Receipt #: 300050000054222019  
Receipt Date: 18 Jan 2019

Routing Status: Sent

Related Documents:  45000467 8

Item	Order Line Number	Part #	Customer Part #	Batch #	Customer Batch #	Packing Slip ID	Packing Slip Date	Qty (Unit)	Delivery Address	Type	Unit Rate	Amount	Status
Purchase Order: 4500046708 (Closed For Receiving)													
1	10		GBS-WD7-EBM	SBATCH123	0000000695	FINPRODASN123	28 Dec 2018	10.0 EA	Not Specified	Received			
Description:													

# Consignment Movements

From the Homepage:

1. Click on the **Fulfillment/ Extended Collaboration**.
2. Select **Consignment Movements** sub-tab.
3. Search filters enable searches for consignment movements within specified date ranges, by customer or customer part number. Use **Look up** function to search for the Part and Customer part numbers.
4. Choose the required parameters and click **Search**.
5. To reset search parameters click **Reset**.
6. Click on **configure** icon for table heading options, a tick indicates it is selected.
7. You can extract consignment list in Excel.

**Note:** There is a Consignment report available for the suppliers. Check Appendix for more details.

The screenshot displays the SAP Business Network Enterprise Account interface. The top navigation bar includes 'Home', 'Enablement', 'Workbench', 'Planning', 'Orders', 'Fulfillment', and 'Quality'. A dropdown menu under 'Fulfillment' shows 'Extended Collaboration' (1). Below this, the 'Extended Collaboration' section has tabs for 'Multi-Tier Orders', 'Component Inventory', 'Component Shipments', 'Return Shipments', and 'Consignment Movements' (2). The 'Consignment Movements' section features a 'Search Filters' area with fields for 'Customer' (All Customers), 'Part #' (3), 'Customer Part #' (4), 'Movement Date Range' (Other), 'Start Date' (2 Mar 2021), and 'End Date' (30 Apr 2021). There are 'Look Up' buttons for 'Part #' and 'Customer Part #' (5). Checkboxes for 'Show consignment movements that are not settled' and 'Show consignment movements that are not invoiced' are also present. A 'Search' button (6) and a 'Reset' button (7) are at the bottom right. Below the search filters, a table titled 'Consignment Movements (4)' is shown. The table has columns for 'Customer Part No./Description', 'Part No.', 'Settlement', and 'Invoice No.'. The first two rows are highlighted. A 'configure' icon (8) is next to the table title. An arrow points from the table to a 'Export to Excel' dialog box (9) which contains 'Export all Rows' and 'Export Current Page' options.

Customer Part No./Description	Part No.	Settlement	Invoice No.
BP0011 RAW13, PD, Lohnbearbeitung	S_BP0011		
BP0011 RAW13, PD, Lohnbearbeitung	S_BP0011		

# Invoice for Consignment Movement – Supplier

As a supplier, you can create an invoice for one or more movements of consignment materials to a buyer.

From the Homepage:

1. Click on **Fulfillment/ Extended Collaboration**.
2. Select **Consignment Movements** sub-tab.
3. To find only consignment movements awaiting settlement, select in search filters **Show consignment movements that are not settled**.
4. Select one or more desired consignment movements. Then, click **Create Invoice**.
5. Fulfill mandatory fields and click **Next**.
6. Review the information in the **Create Invoice** form. When correct, click **Submit**.

The screenshot shows the SAP Business Network 'Enterprise Account' interface. The navigation bar includes 'Home', 'Enablement', 'Workbench', 'Planning', 'Orders', 'Fulfillment', and 'Quality'. The 'Fulfillment' dropdown menu is open, showing 'Extended Collaboration' as option 1. Below this, the 'Extended Collaboration' section has tabs for 'Multi-Tier Orders', 'Component Inventory', 'Component Shipments', 'Return Shipments', and 'Consignment Movements' (option 2). The 'Consignment Movements' tab is active, displaying search filters and a table of movements.

**Search Filters:**

- Customer: All Customers
- Part #: [Empty] Look Up
- Customer Part #: [Empty] Look Up
- Movement Date Range: Other
- Start Date: 2 Mar 2021
- End Date: 30 Apr 2021
- Customer Location: [Empty] (option 3)
- ☒ Show consignment movements that are not settled
- ☒ Show consignment movements that are not invoiced

**Consignment Movements Table:**

	Customer Part No./Description	Part No.	Movement Qty (Unit)	Amount
<input checked="" type="checkbox"/>	BP0011 RAW13, PD, Lohnbearbeitung	S_BP0011	1 (PC)	1.00 EUR
<input checked="" type="checkbox"/>	BP0011 RAW13, PD, Lohnbearbeitung	S_BP0011	1 (PC)	\$1.09 USD

Option 4 points to the 'Create Invoice' button below the table.

**Create Invoice Form:**

Buttons: Update, Save, Exit, Next (option 5), Submit (option 6).

**Invoice Header:**

\* Indicates required field

**Summary:**

Invoice #:	[Empty]	Subtotal:	1.90 EUR	View/Edit Addresses
Invoice Date:	30 Apr 2021	Total Tax:	0.00 EUR	
Service Description:	[Empty]	Total Gross Amount:	1.90 EUR	
		Total Amount without Tax:	1.90 EUR	
		Total Net Amount:	1.90 EUR	
		Amount Due:	1.90 EUR	



# Consignment Settlement – Buyer

Customer creates an automatic invoice (consignment settlement) based on the consumption made during the agreed period.

There are two options to view the Consignment invoice on the Portal. From the Homepage:

1. Click on **Invoices/ Invoices**.
  2. To ease your search, select **Show invoice submitted from the Customer's System** parameter in search filters.
  3. The Auto-invoices are referencing Consignment movement or Non-PO and are submitted by the customer.
  4. To open invoice click **Invoice #**.
- Or
5. Click on **Fulfillment/ Extended Collaboration**.
  6. Select **Consignment Movements** sub-tab.
  7. Identify the right item and click on the **Settlement #** (when available).

The screenshot displays the SAP Business Network Enterprise Account interface. The top navigation bar includes Home, Enablement, Workbench, Planning, Orders, Fulfillment, Quality, and Invoices. The Invoices dropdown menu is open, showing the Invoices option. The Search Filters section is visible, with the following fields: Customer (All Customers), Invoice Number, Order Number, Date Range (Other), Start Date (30 Apr 2021), End Date (30 Apr 2021), Min. Amount, Max. Amount, External Invoice Number, Status (All), Type (All), and checkboxes for Show Invoices Submitted from the Customer's System (checked) and Show only Invoices with Invoice Addendums (unchecked). The Search Filters section is highlighted with a yellow box and a yellow circle 2. Below the Search Filters, the Invoice Status is set to Sent (4). The table displays the following data:

Type	Invoice #	Customer	Reference	Submit Method	Submitted By	Origin
Standard Invoice	300051000006622019001	NALA CLAQ1BUYER2	Consignment Movement	cXML	Customer	Supplier
Standard Invoice	300051000006662019001	NALA CLAQ1BUYER2	Consignment Movement	cXML	Customer	Supplier

The table is highlighted with a yellow box and a yellow circle 4. The Reference column is highlighted with a yellow box and a yellow circle 3. The Submitted By column is highlighted with a yellow box and a yellow circle 5. The table is titled 'Extended Collaboration' and the sub-tab 'Consignment Movements' is selected. The table displays the following data:


Customer Part No./Description	Part No.	Customer	Movement Date	Amount	Settlement
CMR-300 CMR Component 300		NALA CLAQ1BUYER2	9 May 2019	\$1,000.00 USD	300051000006662019001
CMR-300 CMR Component 300		NALA CLAQ1BUYER2	8 May 2019	\$1,000.00 USD	300051000006622019001

The table is highlighted with a yellow box and a yellow circle 7.

# Appendix

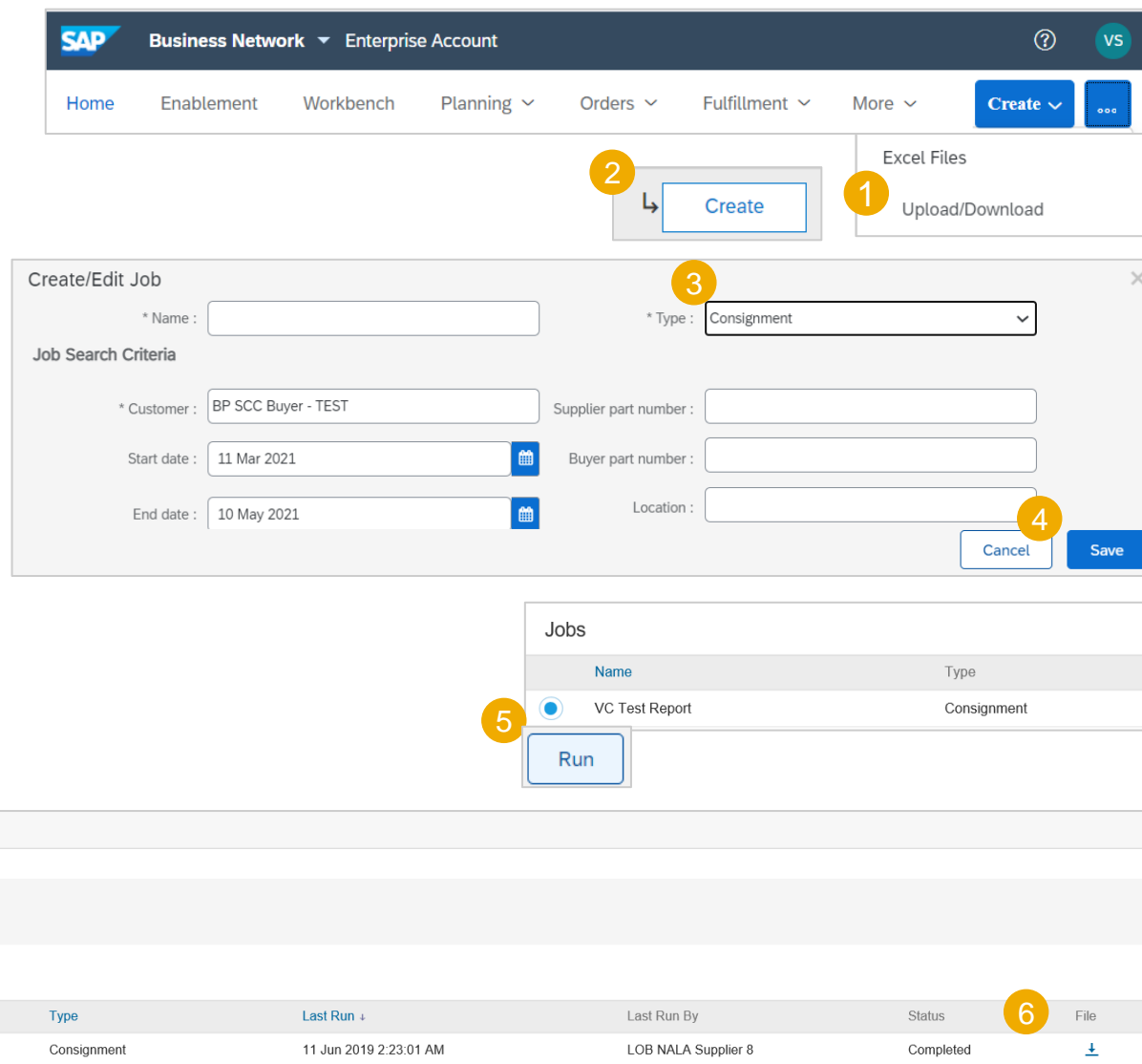
# Consignment Report

Supplier can run a Consignment report in Excel from their SAP Ariba Portal. From the Home page:

1. Click  button and select **Upload/Download** from the drop down.
2. In the Jobs sub-tab click **Create**.
3. In the pop-up select job-type **Consignment**.
4. Fulfill search criteria and all mandatory fields and click **Save**. Data report template will be created.
5. In the Jobs sub-tab select the template and click **Run**.
6. Click download icon in the Downloads sub-tab to download excel file.

## Note:

- You can use Refresh status button in the bottom of the screen to see the report status as **Completed**.
- The report doesn't show the current stock level.



The screenshot illustrates the SAP Ariba portal interface for generating a Consignment Report. The top navigation bar includes the SAP logo, 'Business Network', and 'Enterprise Account'. The main navigation menu has tabs for Home, Enablement, Workbench, Planning, Orders, Fulfillment, and More. A 'Create' button is visible in the top right.

The 'Create' button is highlighted with a yellow circle (1). A dropdown menu is shown with 'Upload/Download' selected, also highlighted with a yellow circle (1). The 'Create' button is highlighted with a yellow circle (2).


The 'Create/Edit Job' modal is open, showing the 'Job Search Criteria' section. The 'Job Type' is set to 'Consignment' (highlighted with a yellow circle (3)). The 'Customer' is 'BP SCC Buyer - TEST', 'Start date' is '11 Mar 2021', and 'End date' is '10 May 2021'. The 'Supplier part number', 'Buyer part number', and 'Location' fields are empty. The 'Save' button is highlighted with a yellow circle (4).

The 'Jobs' table is shown with the following data:

Name	Type
VC Test Report	Consignment

The 'Run' button is highlighted with a yellow circle (5).

The 'Downloads' table is shown with the following data:

Job Name	Type	Last Run	Last Run By	Status	File
VC Test Report	Consignment	11 Jun 2019 2:23:01 AM	LOB NALA Supplier 8	Completed	

The 'Download' icon is highlighted with a yellow circle (6).

# Thank you.

Contact information:

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