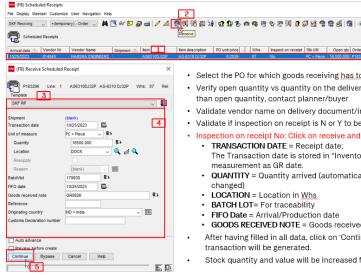
How to create / reverse goods receipt in XA

In order to create / return goods receipt in XA, follow the below instructions based on SKF XA training materials LINK TO TRAINING MATERIAL



Components goods receiving no inspection needed Receive purchased item to stock = RP – SKF Goods receiving – Schedule Receipt



- · Select the PO for which goods receiving has to be performed
- · Verify open quantity vs quantity on the delivery document/invoice. If the quantity arrived is higher than open quantity, contact planner/buyer
- Validate vendor name on delivery document/invoice vs vendor on PO
- · Validate if inspection on receipt is N or Y to be able to select the correct template
- Inspection on receipt No: Click on receive and select template SKF RP
 - TRANSACTION DATE = Receipt date;

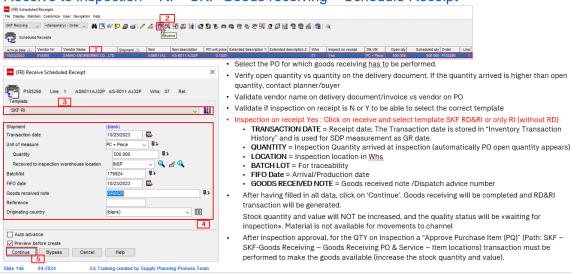
The Transaction date is stored in "Inventory Transaction History" and is used for SDP measurement as GR date.

- QUANTITY = Quantity arrived (automatically PO open quantity appears but it can be changed)
- LOCATION = Location in Whs
- BATCH LOT= For traceability
- FIFO Date = Arrival/Production date
- GOODS RECEIVED NOTE = Goods received note /Dispatch advice number
- After having filled in all data, click on 'Continue'. Goods receiving will be completed and RP transaction will be generated.
- Stock quantity and value will be increased for inventory items but not for miscellaneous

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Components goods receiving inspection needed Receive to dock = RD and Receive to inspection = RI - SKF Goods receiving - Schedule Receipt

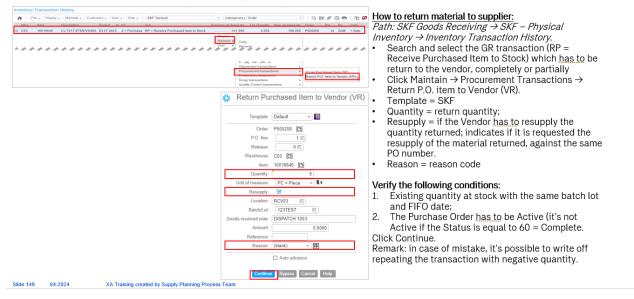
XA Training created by Supply Planning Process Team





Return Material to Supplier (VR)

VR = Return Purchased Item: used by purchasing/quality to report stock returned to the vendor



Related articles

I have received a query "QR20 GRN not created, Please advise GRN number for this invoice"

I have received a query "QR22 The quantity on the invoice is different than the quantity on PO" / "GRN is not sufficient to match this invoice"

Training resources

XA PROCUREMENT PLANNING TRAINING MATERIAL