

## I have received a query "GR utilized for another invoice"

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*****
Changed By: Pallavi Deshbhandari (WC6660)
Changed On: 2022-03-17 07:53:38
*****
Hi,

Not able to post PO 4300119856 already utilized , Please create new GRN.

Thanks
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Possible situations:

1. The supplier provided the wrong PO number on the invoice -> ***check the PO number on the invoice and if the PO number is wrong provide the correct PO number in the comment using the “refer” button.***
2. Supplier invoiced by mistake the same PO twice.
3. Coding team coded another wrong invoice to the PO.

How to check point if the issue is caused by point 2 or 3?

- 1) Ask in the comment to provide the invoice number coded to the concerned PO

- 2) Once you have the invoice number find it in SAP using VIM Analytics 7.50 typing the invoice number in the “reference” field:

The screenshot shows the VIM Workplace interface. At the top, there's a search bar with 'vim' entered. Below it, a list of favorites and recent items is shown, with 'VIM Analytics 7.50 (/OPT/VIM\_VA2)' highlighted. The main section is titled 'VIM Analytics powered by SAP HANA'. It contains two data entry sections: 'Invoice Data' and 'Vendor and Purchasing Data'. The 'Reference' field in the 'Vendor and Purchasing Data' section is highlighted with a red box.

Invoice Data	
Document Date	to
Total Amount	to
Document Currency	to
Requisitioner	to
Bar Code	to
Transaction/Event	

Vendor and Purchasing Data	
Reference	to
Purchasing Document	to
Purchasing Group	to
Plant	to

- 3) Check the invoice image in the image section:

The screenshot shows a navigation bar with icons and labels for 'Image', 'Line Items', 'History', 'Comments', and 'Actual Agents'.

- 4) If the previous invoice was issued to the same PO and the supplier issued two invoices for the same PO twice contact the supplier and request the credit note to zero.
- 5) If the previous invoice is for the different PO and was coded by mistake with the wrong PO send the invoice back to the coding team with a comment that the coding of that invoice was wrong and must be corrected. Once the correction is done, the new invoice can be booked with the correct PO.