



EVANTAGE SOLUTIONS SDN BHD

# **Computerized Maintenance Management System (CMMS)**

***USER MANUAL***  
***(Search Return Supplier)***

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# DOCUMENT CONTROL

**Document No** : CMMS/RS/SUPPLIER/RS01

**Document Name** : Search Return Supplier

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## DOCUMENT REVISION HISTORY

Revision No	Revision Date	By	Description of Changes
1.0	20/06/2024	Najmi	First Version of User Manual – Search Return Supplier

## Scenario

The storekeeper wants to return back the item received that were broken or damaged to the supplier. In this syllabus, we will guide on how to search return supplier in CMMS Web Core.

### 1. Search Return Supplier

#### What it's for

To search the supplier that the item has been received.

#### Searching for supplier to be return

- 1.1 On the left of the system, click on **Spare Parts > Return to Supplier**.



Figure 1.1

- 1.2 Click on **Search** button to search for the item that has been received.

No.	PO No	PO Line No	Stock No	Description	Stock Location	Remain Quantity

Figure 1.2

### 1.3 The result will show all the stock that has been received.

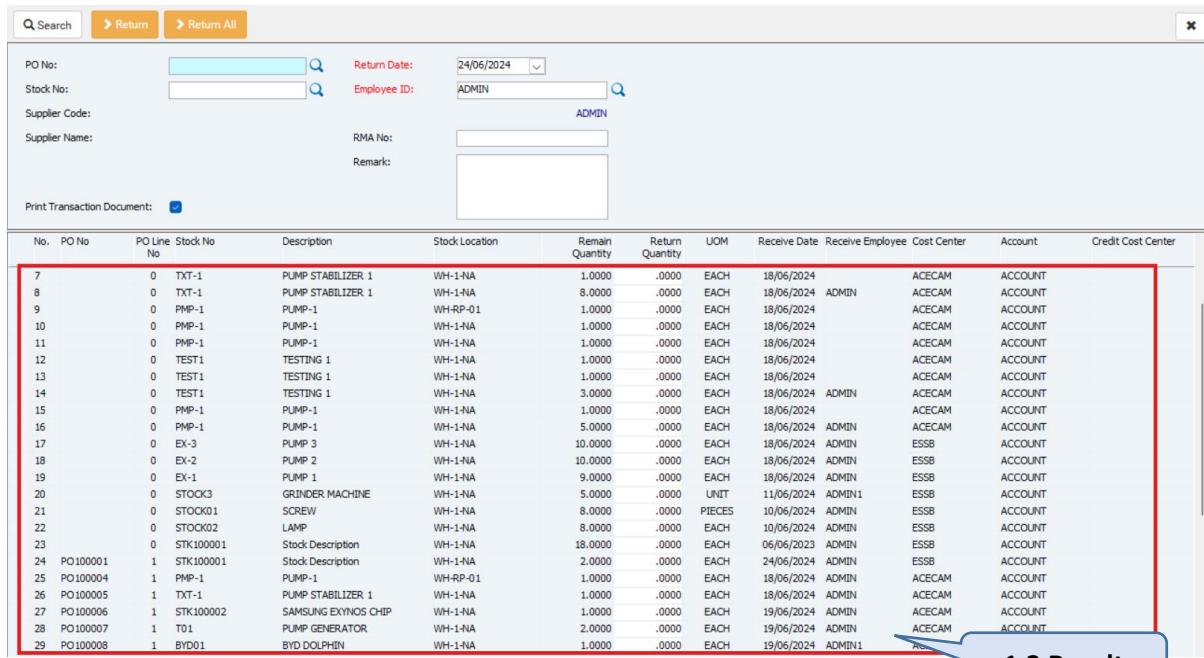


Figure 1.3 shows a software interface for managing received stock. The interface includes search fields for PO No., Stock No., Return Date (24/06/2024), Employee ID (ADMIN), and Supplier Name. The main area displays a table of received items with columns: No., PO No, PO Line No, Stock No, Description, Stock Location, Remain Quantity, Return Quantity, UOM, Receive Date, Receive Employee, Cost Center, Account, and Credit Cost Center. The table contains 29 rows of data, with rows 7 through 29 highlighted by a red border. A callout bubble on the right points to the bottom right of the highlighted area with the text '1.3 Result'.

No.	PO No	PO Line No	Stock No	Description	Stock Location	Remain Quantity	Return Quantity	UOM	Receive Date	Receive Employee	Cost Center	Account	Credit Cost Center
7	0	TXT-1	PUMP STABILIZER 1	WH-1-NA	1.0000	.0000	EACH	18/06/2024		ACECAM	ACCOUNT		
8	0	TXT-1	PUMP STABILIZER 1	WH-1-NA	8.0000	.0000	EACH	18/06/2024	ADMIN	ACECAM	ACCOUNT		
9	0	PMP-1	PUMP-1	WH-RP-01	1.0000	.0000	EACH	18/06/2024		ACECAM	ACCOUNT		
10	0	PMP-1	PUMP-1	WH-1-NA	1.0000	.0000	EACH	18/06/2024		ACECAM	ACCOUNT		
11	0	PMP-1	PUMP-1	WH-1-NA	1.0000	.0000	EACH	18/06/2024		ACECAM	ACCOUNT		
12	0	TEST1	TESTING 1	WH-1-NA	1.0000	.0000	EACH	18/06/2024		ACECAM	ACCOUNT		
13	0	TEST1	TESTING 1	WH-1-NA	1.0000	.0000	EACH	18/06/2024		ACECAM	ACCOUNT		
14	0	TEST1	TESTING 1	WH-1-NA	3.0000	.0000	EACH	18/06/2024	ADMIN	ACECAM	ACCOUNT		
15	0	PMP-1	PUMP-1	WH-1-NA	1.0000	.0000	EACH	18/06/2024		ACECAM	ACCOUNT		
16	0	PMP-1	PUMP-1	WH-1-NA	5.0000	.0000	EACH	18/06/2024	ADMIN	ACECAM	ACCOUNT		
17	0	EX-3	PUMP 3	WH-1-NA	10.0000	.0000	EACH	18/06/2024	ADMIN	ESSB	ACCOUNT		
18	0	EX-2	PUMP 2	WH-1-NA	10.0000	.0000	EACH	18/06/2024	ADMIN	ESSB	ACCOUNT		
19	0	EX-1	PUMP 1	WH-1-NA	9.0000	.0000	EACH	18/06/2024	ADMIN	ESSB	ACCOUNT		
20	0	STOCK3	GRINDER MACHINE	WH-1-NA	5.0000	.0000	UNIT	11/06/2024	ADMIN1	ESSB	ACCOUNT		
21	0	STOCK01	SCREW	WH-1-NA	8.0000	.0000	PIECES	10/06/2024	ADMIN	ESSB	ACCOUNT		
22	0	STOCK02	LAMP	WH-1-NA	8.0000	.0000	EACH	10/06/2024	ADMIN	ESSB	ACCOUNT		
23	0	STK100001	Stock Description	WH-1-NA	18.0000	.0000	EACH	06/06/2023	ADMIN	ESSB	ACCOUNT		
24	PO100001	0	STK100001	Stock Description	WH-1-NA	2.0000	.0000	EACH	24/06/2024	ADMIN	ESSB	ACCOUNT	
25	PO100004	1	PMP-1	WH-RP-01	1.0000	.0000	EACH	18/06/2024	ADMIN	ACECAM	ACCOUNT		
26	PO100005	1	TXT-1	PUMP STABILIZER 1	WH-1-NA	1.0000	.0000	EACH	18/06/2024	ADMIN	ACECAM	ACCOUNT	
27	PO100006	1	STK100002	SAMSUNG EXYNOS CHIP	WH-1-NA	1.0000	.0000	EACH	19/06/2024	ADMIN	ACECAM	ACCOUNT	
28	PO100007	1	T01	PUMP GENERATOR	WH-1-NA	2.0000	.0000	EACH	19/06/2024	ADMIN	ACECAM	ACCOUNT	
29	PO100008	1	BYD001	BYD DOLPHIN	WH-1-NA	1.0000	.0000	EACH	19/06/2024	ADMIN1			

Figure 1.3

1.3 Result

### 1.4 To proceed with the return step:

#### 1.4.1 Please proceed to SOP document for:

- To return one line of transaction: RS02 – Return Supplier
- To return all line of transaction: RS03 – Return All Supplier