Section Transfer

Module Guide: Section Transfer (Work-in-Process Transfer)

Module Location

Production > Factory Activity > Section Transfer

Module Objective

The **Section Transfer** module is used to record the movement of **Work-in-Process (WIP)** goods from one production section or stage to the next. This document, called a **Section Transfer Form (STF)**, is a crucial internal handover proof for tracking the material flow on the production floor and reporting the output from each workstation.

1. Main View (Section Transfer List)

The main page of this module displays a list of all Section Transfer (STF) documents that have been created.

View Explanation

- **View**: This page is a history of all WIP transfers between sections. You can monitor the **STF Number, Shipment Date,** the source section (**From Section**), the destination section (**To Section**), and its status.

- **Action Buttons**:

- **[New]**: The primary button to create a new Section Transfer document.

2. Steps to Create a Section Transfer

Step 1: Create a New Document

From the Main View, click the **[New]** button to open the **Section Transfer Form**.

Step 2: Fill in Header Information

- Fill in the **Work Order Number (`Nomor SPK`)** that this transfer is referencing.
- Define the source location in **Shipped From** (e.g., a Section) and the destination location in **Shipped To** (e.g., a Warehouse).
- Fill in the **Total Batch** being transferred.

Step 3: Detail the Transferred Goods (Important!)

This form is divided into two main parts:

1. **Output**: In this section, add the resulting item from your section that will be transferred to the next section. This can be a **Finished Good** or a **WIP Item**.
2. **Input**: In this section, record all materials (**Raw Materials, Semi-Finished Goods**) that were consumed to produce the output above.

Step 4: Confirm the Transfer

After all output and input details are filled in, click the **[Save]** and **[Confirm]** buttons to finalize the transaction.

Workflow & Integrated Business Process

- **Stock Impact**: Confirming an STF will trigger two stock movements:
    1. **Input Stock Reduction**: Reduces the stock of consumed materials from the shipping section's location.
    2. **Output Stock Addition**: Increases the stock of the WIP or finished good at the receiving section's location.
- **Cost Tracking**: This transaction is crucial for cost accounting, as it records the movement of value from one WIP stage to the next.

Tips & Important Notes

- This module is a crucial daily work tool for **Production Supervisors and Line Operators** to report progress and material movement.
- Accurate STF recording is the key to product **traceability** and **WIP inventory control**.

Revision #1
Created 18 October 2025 15:38:51 by Sayu
Updated 18 October 2025 15:40:24 by Sayu