STF List

Report Module Guide: STF List (Section Transfer Form List)

Module Location

Production > Reports > STF List

Module Objective

The **STF List Report** module is used to generate a detailed report of all **Section Transfer Form (STF)** documents that have been created. This report summarizes the details of items transferred between production sections, including reference numbers, barcodes, and quantities. It is an audit and traceability report for WIP (Work-in-Process) movement.

1. Report Parameters (Conceptual)

Although a filter image is not available, common parameters for this report typically include:

- **Period**: Date range of the STF transactions.
- **STF Number**: To search for a specific document.
- **From/To Section**: To filter transfers from or to a specific section.
- **Item Code**: To track the movement of a specific WIP item.

2. Steps to Generate the Report (Conceptual)

1. **Set Report Parameters**: Define the filters you need, especially the date period.
2. **Generate Report**: Click the button to display or export the report.

3. Reading the Report (Report Content)

The generated report is a detailed list of every item transferred via an STF.

This report displays important details such as:

- **STF Number**: The transfer document number.
- **Date and Shift**: When the transfer occurred.
- **Item/Service Code** and **Item/Service Name**: The WIP item that was transferred.
- **Barcode**: The barcode associated with the item/batch.
- **Qty**: The quantity that was transferred.

Tips & Important Notes

- This report is a recapitulation of the detailed data recorded in the **Section Transfer** module.
- Use this report for audit purposes to verify all WIP movements between production sections.

- This is an important operational report for the **PPIC and Cost Accounting** teams to track production flow and WIP costs.

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