



# Material Movement Plan

## Overview

The Warehouse Management module Material Movement Pick Plan process provides the ability to create, initiate, cancel, and edit existing Pick requests, as well as assign personnel. Pick Plan requests identify what assets are moved and where they are moved.

The Material Movement procedure is divided into two processes:

- **Plan**
  - Used to identify specific items to pick
- **Pick**
  - Records what was physically moved based on the Pick Plan

### Note



Pick Selections can be performed on Automatic Identification Technology (AIT) devices (PDCDs). Any picks which have been previously downloaded to an AIT device cannot be edited via the online Pick process because they have been assigned to be performed from the scanner. Once they have been completed on the scanner, the information is then uploaded back to the Warehouse Management Module and the Plan closed.


Allocated assets already reserved by the picking process of another pick plan can not be selected into a current pick plan.

## Navigation

MATERIEL MGMT > Materiel Movement > Plan > Materiel Movement Plan page

## Procedure

### Search for a Pick Plan

*One or more of the Search Criteria fields can be entered to isolate the results. By default, all results are displayed. Selecting  at any point of this procedure returns all fields to the default "All" setting.*

1. In the Search Criteria box, narrow the results by entering one of the following optional fields.





## Help Reference Guide

**Instructions** ▼

**Search Criteria** ▲

<b>Pick Nbr</b>	<input type="text" value="All"/>	<b>Pick Desc</b>	<input type="text" value="All"/>
<b>Pick Type</b>	<input type="text" value="All"/> ▼	<b>Display Closed Statuses</b>	<input type="checkbox"/>
<b>Pick Status</b>	<input type="text" value="All Open Statuses"/> ▼	<b>Assigned To</b>	<input type="text" value="All"/> ▼
<b>Cost Center</b>	<input type="text" value="All"/> ▼	<input type="button" value="Search"/> <input type="button" value="Reset"/>	

2. Select **Search** . The results display in the Materiel Movement Plan grid.

Materiel Movement Plan <span style="float: right;">+ Add <input type="checkbox"/> Grid Options ▼</span>												
	Pick Nbr	Pick Desc	Stock Nbr Picks	Inventory Picks	Container Picks	Pick Type	Pick Status	Cost Center	Assigned To	Priority	Rad Pick By Dt/Tm	
	NCRP202427500001	BPG Test 1	0	1	0	IM - Internal Movement	PK - Full Pick	TEST - TEST	PHYSICAL, INVENTORY	2	10/07/2024 1:30:00 PM	
	NCRP2024271000001	BPG Test 2	0	1	0	IM - Internal Movement	PI - Pick Plan Created	TEST - TEST	PHYSICAL, INVENTORY	3	10/01/2024 12:00:00 PM	
	NCRP2024268000002	BPG Test 2	0	1	0	IM - Internal Movement	CN - Cancelled	96 - WAREHOUSE - OPS		3		
	NCRP2024271000003	BPG Test Mark As Planned	1	0	0	IM - Internal Movement	PL - Pick Planned	TEST - TEST	PHYSICAL, INVENTORY	4	10/08/2024 1:00:00 PM	
	NCRP2024271000002	BPG Test 1	0	3	1	IM - Internal Movement	CP - Complete, Full Pick	TEST - TEST	PHYSICAL, INVENTORY	4	10/07/2024 12:30:00 PM	
	NCRP2024275000003	BPG Test Stock Nbr	0	1	0	IM - Internal Movement	PI - Pick Plan Created	TEST - TEST	PHYSICAL, INVENTORY	7	10/14/2024 11:30:00 AM	

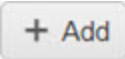
50 Items per page 1 - 10 of 10 Items






## Add a Materiel Movement Plan

### Navigation

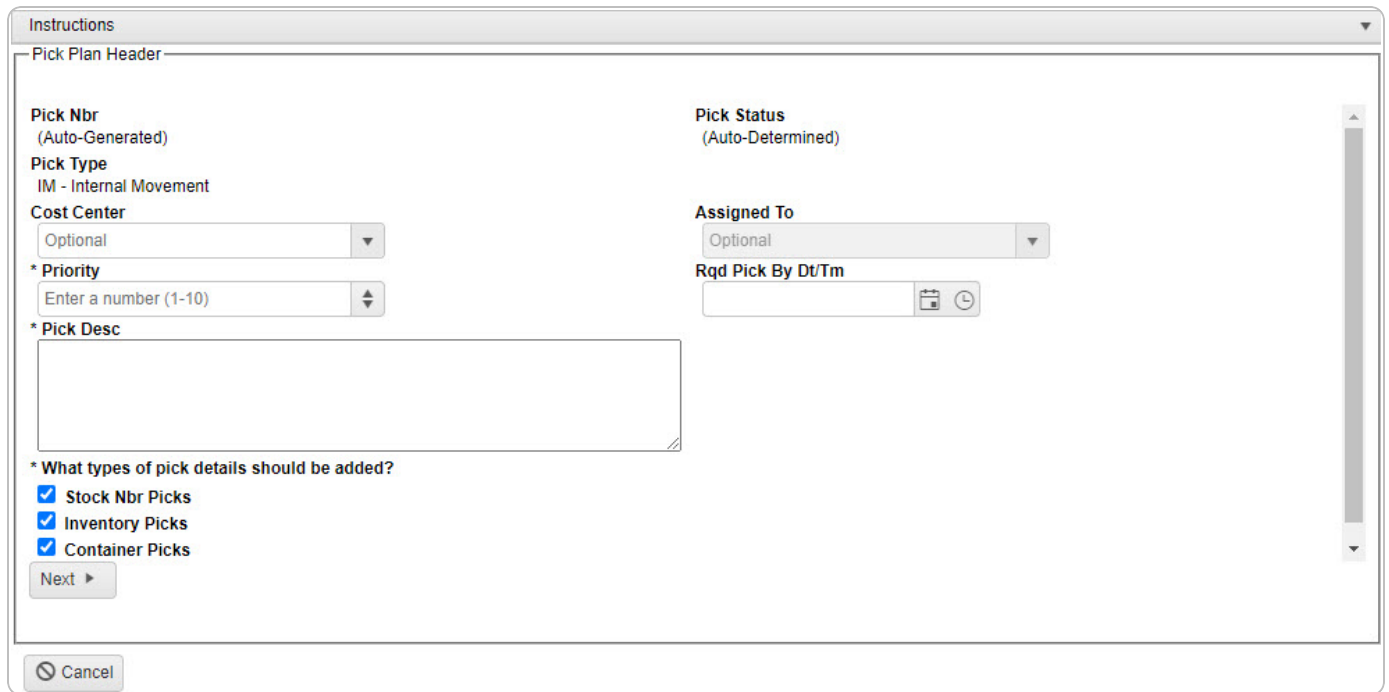
MATERIEL MGMT > Materiel Movement > Plan >  > Pick Plan Header page

### Procedure

#### Add a Pick Plan Record


Selecting  at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. Select . The Pick Plan Header appears.



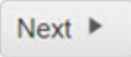
The screenshot shows a web form titled "Pick Plan Header" with the following fields and options:

- Pick Nbr** (Auto-Generated)
- Pick Type** (IM - Internal Movement)
- Cost Center** (Optional dropdown menu)
- Priority** (Required field, dropdown menu with "Enter a number (1-10)" text)
- Pick Desc** (Required text area)
- Pick Status** (Auto-Determined)
- Assigned To** (Optional dropdown menu)
- Rqd Pick By Dt/Tm** (Date and time selection field)
- What types of pick details should be added?** (Checkboxes for Stock Nbr Picks, Inventory Picks, and Container Picks, all of which are checked)
- Next** (Next button)
- Cancel** (Cancel button)

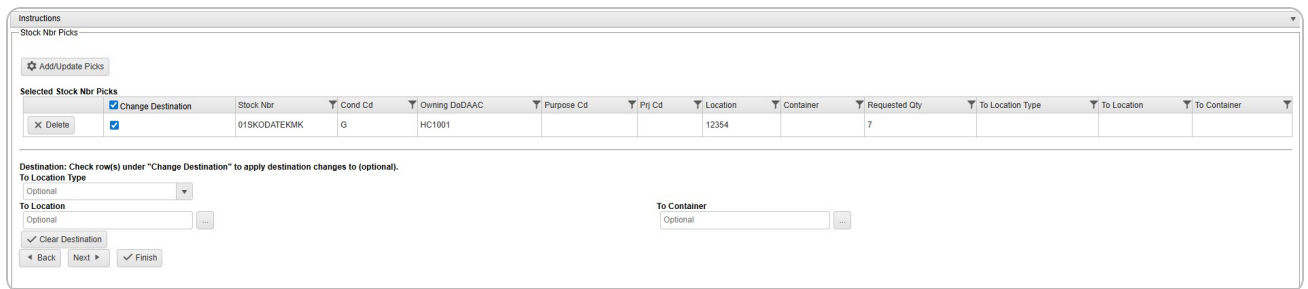
1. Use  to choose the Priority number.
2. Enter the Pick DESC in the field provided. *This is a 1,204 alphanumeric character field.*


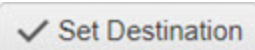
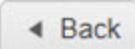






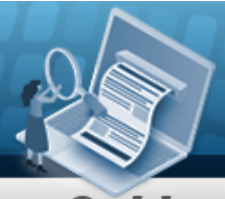
3. Verify the types of pick details contains the appropriate  or .  is included,  is excluded.
- **STOCK NBR Picks**
  - **Inventory Picks**
  - **Container Picks**
4. Select . The first Pick Details type selected appears.

### STOCK NBR Picks

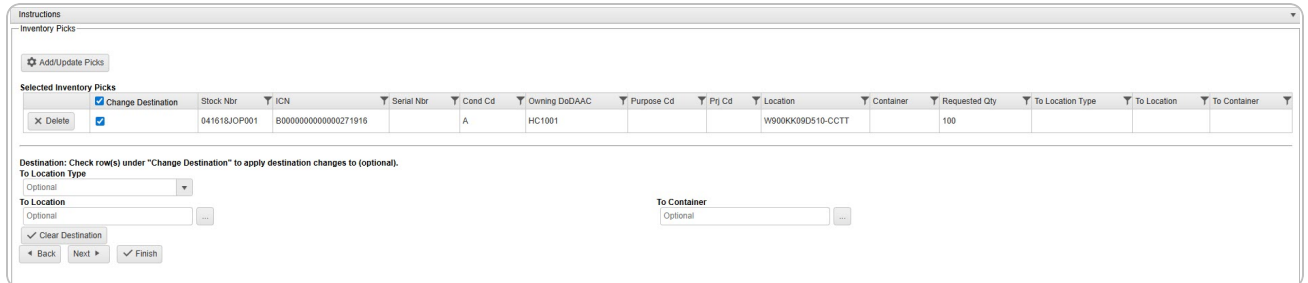



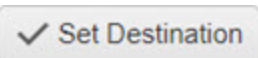
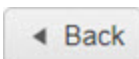


- A. Select  to enter items into the Selected STOCK NBR Picks. The **Inventory Selection** pop-up window appears.
- B. Select  to apply the destination changes in the Selected STOCK NBR Picks grid.
- C. Choose one of the following options:
- Select . Returns to the previous step.
  - Select . Continues to the next step.
  - Select . Completes the process and saves all the items.



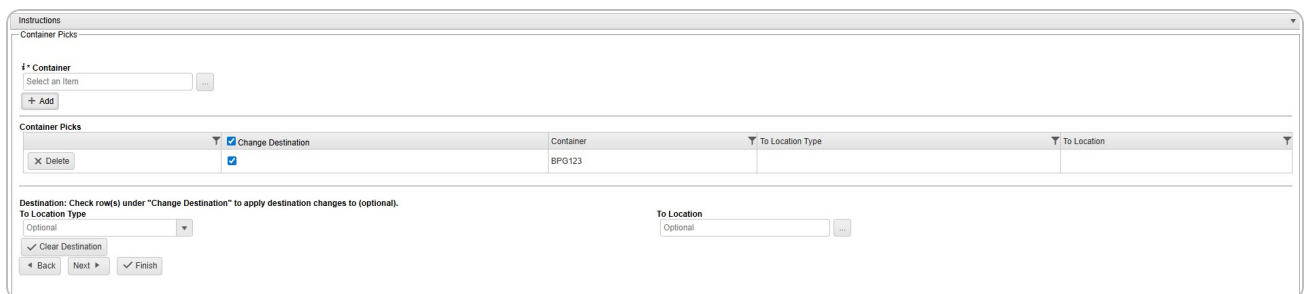





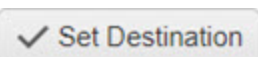
## Inventory Picks



- A. Select  to enter items into the Selected Inventory Picks. *The **Inventory Selection Browse** pop-up window appears.*
- B. Select  to apply the destination changes.
- C. Choose one of the following options:
  - Select . *Returns to the previous step.*
  - Select . *Continues to the next step.*
  - Select . *Completes the process and saves all the items.*

## Container Picks

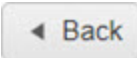
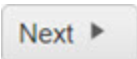



- A. Use  or  to assist with the CONTAINER ID entry. *This is a 25 alphanumeric character field.*
- B. Select . *The Container is added to the Container Picks.*
- C. Select  to apply the destination changes.





D. Choose one of the following options:

- Select  . Returns to the previous step.
- Select  . Continues to the next step.
- Select  . Completes the process and saves all the items.

## Review and Finish

A. Review the Pick Plan and associated details:

a. Pick Plan Header tab

Instructions  
Review and Finalize

Review the Pick Plan and associated details and click "Finish" to create and plan the Pick.

Pick Plan Header | Stock Nbr Picks | Inventory Picks | Container Picks

<b>Pick Nbr</b> (Auto-Generated)	<b>Pick Status</b> (Auto-Determined)
<b>Pick Type</b> IM - Internal Movement	<b>Assigned To</b> PHYSICAL INVENTORY
<b>Cost Center</b> TEST - TEST	<b>Rqd Pick By DtTm</b> 09/30/2024
* <b>Priority</b> 3	
* <b>Pick Desc</b> BPG Test 2	

◀ Back   ✓ Finish

b. STOCK NBR Picks tab

Instructions  
Review and Finalize

Review the Pick Plan and associated details and click "Finish" to create and plan the Pick.

Pick Plan Header | Stock Nbr Picks | Inventory Picks | Container Picks

Stock Nbr	Cond Cd	Owning DsDAAC	Purpose Cd	Pty Cd	Location	Container	Requested Qty	To Location Type	To Location	To Container
041618JOP001	A	HC1001			090519-CCT1 TO 26		69			

◀ Back   ✓ Finish

c. Inventory Picks tab

Instructions  
Review and Finalize

Review the Pick Plan and associated details and click "Finish" to create and plan the Pick.

Pick Plan Header | Stock Nbr Picks | Inventory Picks | Container Picks

ICKN	Cond Cd	Owning DsDAAC	Purpose Cd	Pty Cd	Location	Container	Requested Qty	To Location Type	To Location	To Container
B000000000000273793	A	HC1001			1999		5			

◀ Back   ✓ Finish

d. Container Picks tab





Instructions

Review and Finalize

Review the Pick Plan and associated details and click "Finish" to create and plan the Pick.

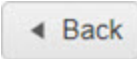

Pick Plan Header   Stock Nbr Picks   Inventory Picks   Container Picks

Container	To Location Type	To Location
BULKBOX5	3 - Stock	A03D

◀ Back   ✓ Finish

⊗ Cancel

B. Choose one of the following options:

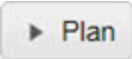
- Select  . Returns to the previous step.
- Select  . Returns to the **Material Movement Plan** screen, with the new Pick Plan record at the top of the Material Movement Plan grid.






## Details Regarding a Materiel Movement Plan

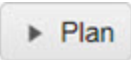
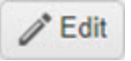
### Navigation

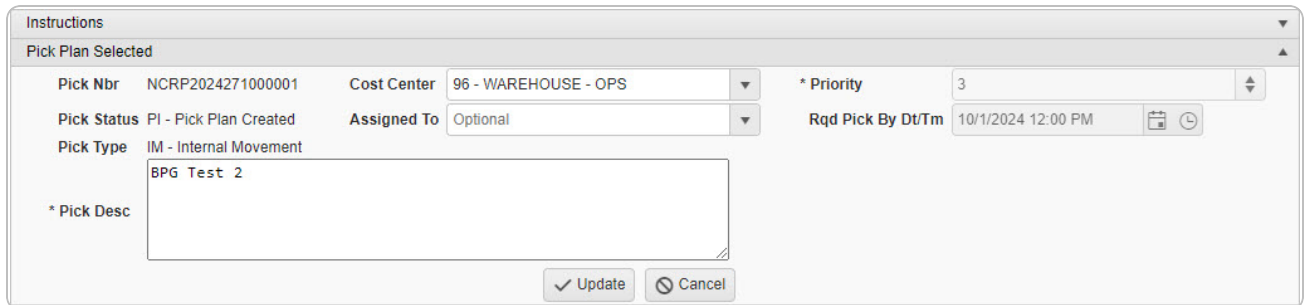
MATERIEL MGMT > Materiel Movement > Plan >  > Materiel Movement Plan Details page

### Procedures

#### Update a Selected Pick Plan



Selecting  at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. Select  next to the desired record. The **Materiel Movement Plan Details** page appears.
2. Select . Some of the **Pick Plan Selected** grid fields become editable.



The screenshot shows a form titled "Pick Plan Selected" with the following fields:

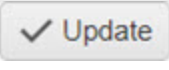
Pick Nbr	NCRP2024271000001	Cost Center	96 - WAREHOUSE - OPS	* Priority	3
Pick Status	PI - Pick Plan Created	Assigned To	Optional	Rqd Pick By Dt/Tm	10/1/2024 12:00 PM
Pick Type	IM - Internal Movement				
* Pick Desc	BPG Test 2				


Buttons:  

- A. Update the PICK DESC, entering the revised explanation in the field provided. *This is a 256 alphanumeric character field.*
- B. Verify the Priority.







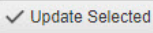






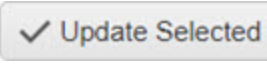
3. Select  . The fields close and the grid returns to the previous state.

Instructions			
Pick Plan Selected			
Pick Nbr	<u>NCRP2024271000001</u>	Cost Center	96 - WAREHOUSE - OPS
Pick Status	PI - Pick Plan Created	Assigned To	N/A
Pick Type	IM - Internal Movement	* Priority	3
* Pick Desc	BPG Test 2	Rqd Pick By Dt/Tm	10/1/2024 12:00:00 PM
			

### Mass Update a Pick Plan

1. For Bulk Entries, the bottom panel is **Mass Edit a Location or Container:**

Mass Edit Location or Container	
<b>i To Location</b> <input type="text" value="Select an Item"/>  	<b>i To Container</b> <input type="text" value="Select an Item"/>  
	

- A. Use  or  to assist with the To Location entry. This is a 20 alphanumeric character field.
- B. Use  or  to assist with the To Container entry. This is a 20 alphanumeric character field.
2. Select  . The To Location and/or To Container entries are revised in the above grid.

### Initiate a Pick Plan

1. Select  . The **Continue to Next Status** pop-up window appears.

**Continue to Next Status?** ✕

Are you sure you wish to change status to Pick Planned?





### Attention

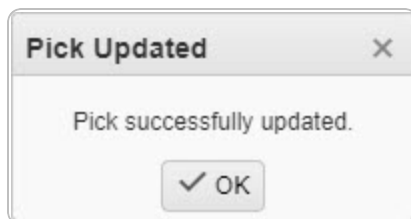


When selecting  , no further edits to the picks are allowed. In order to proceed, the Pick Plan must satisfy the following rules:

- All stock number picks for serialized stock numbers must have a "From" location or container specified (but not both). These stock number picks optionally may be converted into inventory picks, instead.
- All stock number picks for bulk stock numbers must be converted to inventory picks.

2. Select:

- A.  . The Pick Plan is ready to be updated, and the **Pick Updated** pop-up window appears:

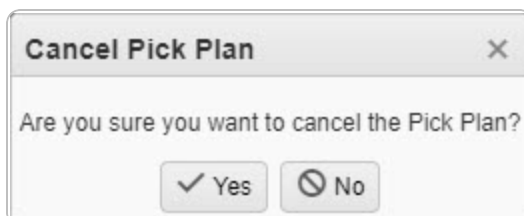


- B.  . The pop-up window closes, and the **Material Movement Plan Details** page returns.

3. Select  . The pop-up window closes, the main page returns to the **Material Movement Plan** page, and the status of the Pick Plan becomes "PL - Pick Planned".

### Cancel a Pick Plan

1. Select  . The **Cancel Pick Plan** pop-up window appears.

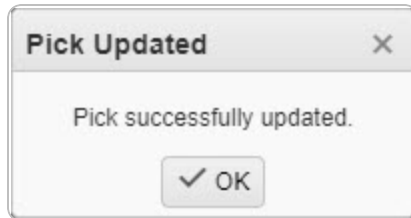


2. Select:





- A.  Yes . The Pick Plan is ready to cancel, and the **Pick Updated** pop-up window appears:



- B.  No . The pop-up window closes, and the **Materiel Movement Plan Details** page returns.

3. Select  OK . The pop-up window closes, and the Pick Plan is removed from the Materiel Movement Plan grid.






# Update a Stock Number Materiel Movement Pick Plan

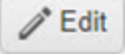
## Navigation

MATERIEL MGMT > Materiel Movement > Plan >  Search >  Pick (desired record)  
>  Edit (desired Stock Number record) > Update STOCK NBR Picks pop-up window

## Procedure

### Update a STOCK NBR Pick Plan Record

Selecting  Cancel at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. Select  Edit next to the desired entry. The **Update STOCK NBR Picks** pop-up window appears.





**Update Stock Nbr Picks** ✕

**Instructions** ▼

<p><b>Stock Nbr</b> 4240015262168</p> <p><b>Location</b> STAGEIN</p> <p><b>Owning DoDAAC</b> M67750</p> <p><b>* Requested Qty</b> 2</p> <p><b>Status</b> NP - Not Picked</p> <p><b>i To Location</b>  <input style="width: 100%;" type="text" value="PACK ISSUE"/> <span style="float: right;">...</span> </p> <p><b>To Location Type</b> 2 - Issue</p>	<p><b>Cond Cd</b> A - Svcbl(w/o Qual)</p> <p><b>Container</b></p> <p><b>Prj Cd</b></p> <p><b>* Planned Qty</b> 2</p> <p><b>Include Pick</b> <input checked="" type="checkbox"/></p> <p><b>i To Container</b>  <input style="width: 100%;" type="text" value="Optional"/> <span style="float: right;">...</span> </p>
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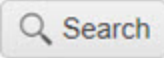
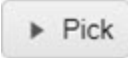
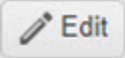
- A. *Verify the Requested QTY.*
- B. Use **i** or  to assist with the To Location entry. *This is a 20 alphanumeric character field.*
- C. *Verify the Planned QTY.*
- D. Use **i** or  to assist with the To Container entry. *This is a 20 alphanumeric character field.*
- E. Select . *The STOCK NBR Picks pop-up window closes, and the revised pick appears green in the grid.*






# Update a Materiel Movement Inventory Pick Plan

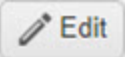
## Navigation

MATERIEL MGMT > Materiel Movement > Plan >  Search >  Pick (desired record)  
>  Edit (desired Inventory record) > Update Inventory Picks pop-up window

## Procedure

### Update an Inventory Pick Plan Record

Selecting  Cancel at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. Select  Edit next to the desired entry. The **Update Inventory Picks** pop-up window appears.





**Update Inventory Picks** ✕

**Instructions** ▼

<p><b>ICN</b> A0000000000007225901</p> <p><b>Stock Nbr</b> 4520014442375</p> <p><b>Location</b> SORT</p> <p><b>Owning DoDAAC</b> M67750</p> <p><b>* Requested Qty</b> 1</p> <p><b>Status</b> NP - Not Picked</p> <p><b>i To Location</b> <input type="text" value="Optional"/> ...</p> <p><b>To Location Type</b></p>	<p><b>Serial Nbr</b> 03003950</p> <p><b>Cond Cd</b> X - Suspended (Repair Decision Delayed)</p> <p><b>Container</b></p> <p><b>Prj Cd</b></p> <p><b>* Planned Qty</b> 1</p> <p><b>i To Container</b> <input type="text" value="B2011BOX3"/> ...</p>
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- A. Verify the Requested QTY.
- B. Use **i** or  to assist with the To Location entry. This is a 20 alphanumeric character field.
- C. Verify the Planned QTY.
- D. Use **i** or  to assist with the To Container entry. This is a 20 alphanumeric character field.
- E. Select . The Inventory Picks pop-up window closes, and the revised pick appears green in the grid.






## Update a Materiel Movement Container Pick Plan


### Navigation

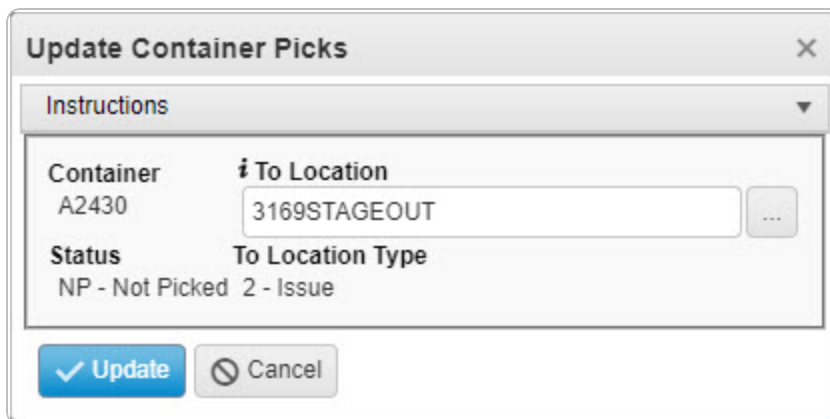
MATERIEL MGMT > Materiel Movement > Plan >  Search >  Pick (desired record)  
>  Edit (desired Container record) > Update Container Picks pop-up window

### Procedure




#### Update a Container Pick Plan Record

Selecting  Cancel at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. Select  Edit next to the desired entry. The **Update Container Picks** pop-up window appears.



The screenshot shows a pop-up window titled "Update Container Picks" with a close button (X) in the top right corner. Below the title is a section labeled "Instructions" with a dropdown arrow. The main area contains two rows of information: "Container" with the value "A2430" and "To Location" with the value "3169STAGEOUT" and a selection icon (three dots) to its right. Below this, "Status" is "NP - Not Picked" and "To Location Type" is "2 - Issue". At the bottom of the window are two buttons: a blue "Update" button with a checkmark and a grey "Cancel" button with a circle and slash.

- A. Use  or  to assist with the To Location entry. This is a 20 alphanumeric character field.
- B. Select . The Container Picks pop-up window closes, and the revised pick appears green in the grid.

