## 12.03. Supplying a Supplier Hub site

An order from a supplier hub customer will appear in your mSupply instance as a customer requisition. The responsible officer for the store will get a reminder to process the requisition when they login:

N	tew (	Delete			Show Incomplete C Reminders Assig	ned to me
one	Due date	Repeats	Assigned to	Created by	Message	Completed date
	12/03/20		user 1 (user1)	userer1)	Please process requisition1 which hasated by remote hub site Customer_Store	
_						

Douible-clicking on the reminder will show the detail:

• • •	Edit Reminder	
Message	Please process requisition1 which has been automatically created from purchase order 2, created by remote hub site Customer_Store	Creation 12/03/20 Created by user 1 (pass
Assigned to	user 1 (pass= u 📀	
Due date	12/03/20	Completed
		Cancel OK

See the 26.02. Reminders page for more detail about reminders.

The customer requisition can be processed as usual; see the 8.07. Stock control methods for your customers (requisitions) page for information about this but please note this:

- The customer site will only receive notification of the stock being sent to them once you **finalise** the customer invoice created from the customer requisition.
- Once the customer receives the goods, the customer invoice you created from the customer requisition in the step above will be updated with details of the goods they received, including when they were received.

• The actual arrival date of the goods in the customer's store (the date they confirmed the supplier invoice) can be seen on the *Transport Details* tab of the customer invoice:

			Cus	tomer im	voice (Read	( only)					
Name	External Customer	-	Confi	rm date :	9/01/20				Colour		Black
Their ref		Vanu							Invoice :	9	
Comment	A test	1		Category	None		<u>n</u>	Em	try date :	9/01/20	
								Goods rece	ived ID :	0	
									Status :	fn	
								Ent	ered by :	user 1 (pass	user1)
										General	
						_	_		store :	General	
			nmary by Ite	m Sum			letails Log				
Order w	ritten date 00/00/00	Order received date	00/00/00		Ship d	late 00/00/00		Ship method	None	0	
Expected a	arrival date 00/00/00	Actual arrival date	09/01/20				Res	ponsible officer	None	0	
ne Location		ne	Quan	Pack Size	Batch NUL 6781	Weight	Exp date	Sell Price		Baxes	
1	DMPA SC (Sayana Press) Inj		1	1	NUL6781	1	31/05/24				
2	Ethinylestradiol and Levoncg	Strip/28 (Microgynon)	1	1	ABC123	1	30/09/26				
3	Female Condoms		1	1	HU789	1	30/04/20				
4	Implanon NXT implants		1	1	CHY5674	1	31/01/21				
5	Implant Consumable Pre-packe	ed kit	1	1	GFT472	1	28/02/21	1.32			
									Total Ite	em Weight 5	
	abels										

• The details of the items and batches received can be seen by clicking on the **View Goods Received Confirmation** button (which is only displayed on supplier hub related customer invoices):

		Vanuatu			Customer invoid Confirm date : 9/0		uniy)					
2	Name	Vanuatu		4	Contrin date : 9/0	1/20				Colour		Black
Th	eir ref			Vanu						Invoice :	9	
Cor	nment	Atest		1	Category No	one		ି 💼		Entry date :	9/01/20	
				-					Goods	received ID :	0	
								_		Status :	fn	
									$\checkmark$			
								View	poods received	Entered by :		= user1)
								60	infirmation	Store :	General	
				General Sumr	nary by Item Summar	y by Batch	Transp	ort details	Log			
Notes	Line	Location	item code	Ite	m Name		Quan	Pack Size	Batch	Exp date	Sell Price	Price exten
	1		DMPA	DMPA SC (Sayana Press) Inj			1	1	NUW56781	31/05/24		1.11
	2		Micro1	Ethinylestradiol and Levonor	g50mcg) Strip/28 (Micr	ogynon)	1	1	ABC123			0.03
	3		Condoms_fem	Female Condoms			1	1	HIJ789			0.27
	4		Implanon	Implanon NXT implants			1	1	GHYS674			3.21
	5		implant_kit	Implant Consumable Pre-pac	ked kit		1	1	GFT472	28/02/21	1.32	1.32
						_						
						_						
_	-											
		K 📻 🛛		Other charges	Rem:					An	iount:	0.0
										Sul	total:	5.9
										0	% tax:	0.0
											Total:	5.9
Hold								04	& Next	Dalata	-	_
	ise .		Export batch: 0					OK	D FROM	Delete	0	

This window will open to show you the details:

	Customer: External Customer						
	Entry date: 9/01/20						
Code	Item Name	Sent Qty	Received Qty	Batch Sent	Batch Received	Expiry Sent	Expiry Received
Microl	Ethinylestradiol and Levonorgestrel (30/150mcg) Strip/28 (Microgynon)	1		1 ABC123	ABC123	30/09/26	29/09/26
Condoms_fem	Female Condoms	1		1 H8789	HJ789	30/04/20	29/04/20
Implanon	implanon NXT implants	1		1 CHY5674	GHY5674	31/01/21	30/01/21
implant_kit	Implant Consumable Pre-packed kit	1		1 GFT472	GFT472	28/02/21	27/02/21
DMPA	DMPA SC (Sayana Press) Inj	1		1 NUW56781	NUW56781	31/05/24	30/05/24

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