

	Group IT Business Requirement Specification (BRS) DEM-01026-Z4S3	Template Identifier	240-83570075	Rev	7
		Authorisation Date	30 July 2021		
		Review Date	December 2024		

SERVICE REQUEST DETAILS

Business Division	Eskom
Business Requestor(s)	Jacob Mosehle
Business Senior Manager	Bathusi Montwedi
Demand Name	Inventory Optimisation – Automatic Identification and Data Capture (AIDC)

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1. DOCUMENT TRACKER

Date	Author Name	Changes (section changed, page number, from what to what)
2021/07/27	Sadi Mothoa	Draft document – copying data from the previous BRS developed to the latest BRS template and update the document
2021/08/12	Sadi Mothoa	Capturing the system functionality requirements (Context diagram, Use cases and reports)
2021/08/17	Nomakhosi Chawe	Documents review feedback <ul style="list-style-type: none"> Corrected Division to Transmission on business stakeholder list Updated store person to senior store person Request to add manager to materials management in the context diagram
2021/08/18	Sadi Mothoa Ineke Swanepoel Jacob Mosehle Andile Dikana Moeketsi Tsibolane	Workshop the BRS changes on functionality of the system
2021/08/18	Simphiwe Mbonambi	Request to include the QR code as another option for the material labels
2021/08/18	Sereko Mangoali	Provided the quality check of the BRS
2021/08/19	Mathys Willemse	Requested to make changes to the context diagram – remove “update cycle count” and replace with “reconcile cycle count”. Also to include cycle count on System integration
2021/12/01	Sadi Mothoa and Ineke Swanepoel	The requirements changed to include Ineke’s design process and also different phases of solution implementation
2021/12/08	Sadi Mothoa	Remove “(MRO) of the R21 Billion of Eskom assets” and replace with “(MRO) in excess of R21 Billion”

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2. STAKEHOLDER DETAILS

2.1 Customer Stakeholder Information

Name	Department & Division	Role / Expertise	Contact Info	Participation
Jacob Mosehle	P&SCM, Commercial	Business Requestor / Subject Matter Expert	083 667 4510	Requested SME to form part of analysis
Bathusi Montwedi	P&SCM, Commercial	Subject Matter Expert	074 077 3184	Only wants to participate after BRS draft ready
Ineke Swanepoel	P&SCM, Commercial	Subject Matter Expert	084 251 4747	To participate in all workshops and review draft BRS
Roger Skinner	P&SCM, Commercial	Subject Matter Expert	082 925 9669	To participate in all workshops and review draft BRS
Johan Van der Merwe	Materials Management	Key Business System User / Subject Matter Expert	082 491 4220	To participate in all workshops and review draft BRS
Marilyn Stanley	Materials Management	Key Business System User / Subject Matter Expert	083 345 1583	To participate in all workshops and review draft BRS
Mokete Malefane	Materials Management	Key Business System User / Subject Matter Expert	079 262 1158	To participate in all workshops and review draft BRS
Andile Dikana	P&SCM, Generation Division	Key Business System User / Subject Matter Expert	082 506 1946	To participate in all workshops and review draft BRS
Moeketsi Tsibolane	P&SCM, Generation Division	Key Business System User / Subject Matter Expert	060 509 3947	To participate in all workshops and review draft BRS
David Meyer	Materials Management	Key Business System User / Subject Matter Expert	082 921 3451	To participate in all workshops and review draft BRS
Boitshoko Mokolobate	ERI – Materials Management	Key Business System User / Subject Matter Expert	082 233 2547	To participate in all workshops and review draft BRS
Khanyisile Nkabinde	Telecoms	Key Business System User / Subject Matter Expert	082 701 0486	To participate in all workshops and review draft BRS
Nomakhosi Chawe	P&SCM, Transmission Division	Key Business System User / Subject Matter Expert	082 798 6478	To participate in all workshops and review draft BRS
Simphiwe Mbonambi	P&SCM, Distribution Division	Senior Manager – Key Business Decision Makers	084 589 0134	To participate in all workshops and review draft BRS

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Name	Department & Division	Role / Expertise	Contact Info	Participation
Pieter Le Roux	P&SCM, Generation Division	Senior Manager – Key Business Decision Makers	076 180 6739	To participate in all workshops and review draft BRS
If BRS is being developed for an approved project the following additional information needs to be defined:				
Bathusi Montwedi	P&SCM	Business Sponsor/s	074 077 3184	Only wants to participate after BRS draft ready
Jan Oberholzer	COO	Executive Sponsor	011 800 3306	To be informed
Jainthree Sankar	P&SCM	Business Owner – Acting CPO	083 501 1071	To be informed

2.2 Group IT Information

Name	Department & Division	Role / Expertise	Contact Info	Participation
Sadi Mothoa	Group IT Business Process Management Business Solutions and Development Services	Business Analyst	076 158 4904	Elicit, document the requirements and ensure the BRS is completed and signed off.
Lynette Africa	Group IT Business Process Management Business Solutions and Development Services	Business Relationship manager	082 807 8363	Provide support and communicate critical information pertaining to the initiative. Part of the process review
Themba Notununu	Group IT Business Process Management Business Solutions and Development Services	Business Relationship manager	083 308 9724	Provide support and communicate critical information pertaining to the initiative. Part of the process review
Tebogo Mathekga	Group IT Business Process Management Business Solutions and Development Services	Business Relationship manager	082 458 2202	Provide support and communicate critical information pertaining to the initiative. Part of the process review
Loretta Tibbatts	Group IT Business Portfolio Management Business Solutions and Development Services	Business Portfolio Manager	082 800 8650	Ensures the strategic interface between business and Group IT
Diane Small	Group IT Business Process Management Business Solutions and Development Services	Business Process Manager	082 871 5642	Ensures quality of the documented BRS and that it meet business need
Charles Malaka	Group IT Architect Business Solutions and Development Services	Group IT Architect	083 564 1596	Ensures that the project aligned to Architectural standards and governance.

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Name	Department & Division	Role / Expertise	Contact Info	Participation
Anthenia Phuku	Group IT Business Solutions and Development Services	Senior Manager – Group IT Business Solution	082 371 8672	Senior manager accountable to ensure delivery of IT solution to the business

3. GLOSSARY OF TERMS / DEFINITIONS

Term	Definition
Bar Code	A machine-readable code in the form of numbers and a pattern of parallel lines of varying widths, printed on a commodity and used especially for stock control.
Business Continuity	Business continuity encompasses planning and preparation to ensure that an organization can continue to operate in case of serious incidents or disasters and is able to recover to an operational state within a reasonably short period.
Business Requirements Specification	Business requirements specification is the eliciting, analysing and documenting of business requirements early in the development cycle to guide the design of the solution.
Business Rule	A business rule is a rule that defines or constrains some aspect of business and always resolves to either true or false. Business rules are intended to assert business structure or to control or influence the behaviour of the business. Business rules describe the operations, definitions and constraints that apply to an organization. Business rules can apply to people, processes, corporate behaviour and computing systems in an organization, and are put in place to help the organization achieve its goals.
Disaster Recovery / Disaster Recovery Plan	A disaster recovery plan (DRP) is a documented process or set of procedures to recover and protect a business IT infrastructure in the event of a disaster. Such a plan, ordinarily documented in written form, specifies procedures an organization is to follow in the event of a disaster. It is "a comprehensive statement of consistent actions to be taken before, during and after a disaster".
Process	Set of activities that describe how an activity is executed.
Quick Response code	QR code is a machine-scannable image that can instantly be read using a Smartphone camera. Every QR code consists of a number of black squares and dots which represent certain pieces of information.
Radio Frequency Identification	RFID is a technology that incorporates the use of electromagnetic or electrostatic coupling in the radio frequency (RF) portion of the electromagnetic spectrum to uniquely identify an object, animal, or person.
System	An organized, purposeful structure that consists of interrelated and interdependent elements (components, entities, factors, members, parts etc.). These elements continually influence one another (directly or indirectly) to maintain their activity and the existence of the system, in order to achieve the goal of the system

4. ABBREVIATIONS

Abbreviation	Description
ARIS	Architecture of Integrated Information Systems
BCP	Business Continuity Plan
BRS	Business Requirements Specification
CR	Change Request

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Abbreviation	Description
DR	Disaster Recovery
ERI	Eskom Rotek industry
GIT	Group Information Technology Division, also referred to as Group IT
IT	Information Technology
KPA	Key Performance Area
KPI	Key Performance Indicator
MRP	Material Requirement Planning
OU	Operating Unit
PCM	Process Control Manual
PFMA	Public Finance Management Act
QR code	Quick Response code
P&SCM	Procurement and Supply Change Management
PAS System	Process automation and scanning solution (PAS system). Barcoding the process is the automation of activities that would be paperless on handheld units
RFID	Radio Frequency Identification
Sloc	Storage location

5. REASON FOR THE REQUIREMENT

5.1 Background

Materials Management deals with inventory stocked by Eskom business units for capital works, and for the maintenance, repair and operation (MRO) in excess of R21 Billion.

Materials Management	
R value of Material stock (excl. Primary Fuel)	21 Billion
Number of Materials/ Stock keeping unit	300 000
Receipts and Issues per month	120 000
Staff complement	636

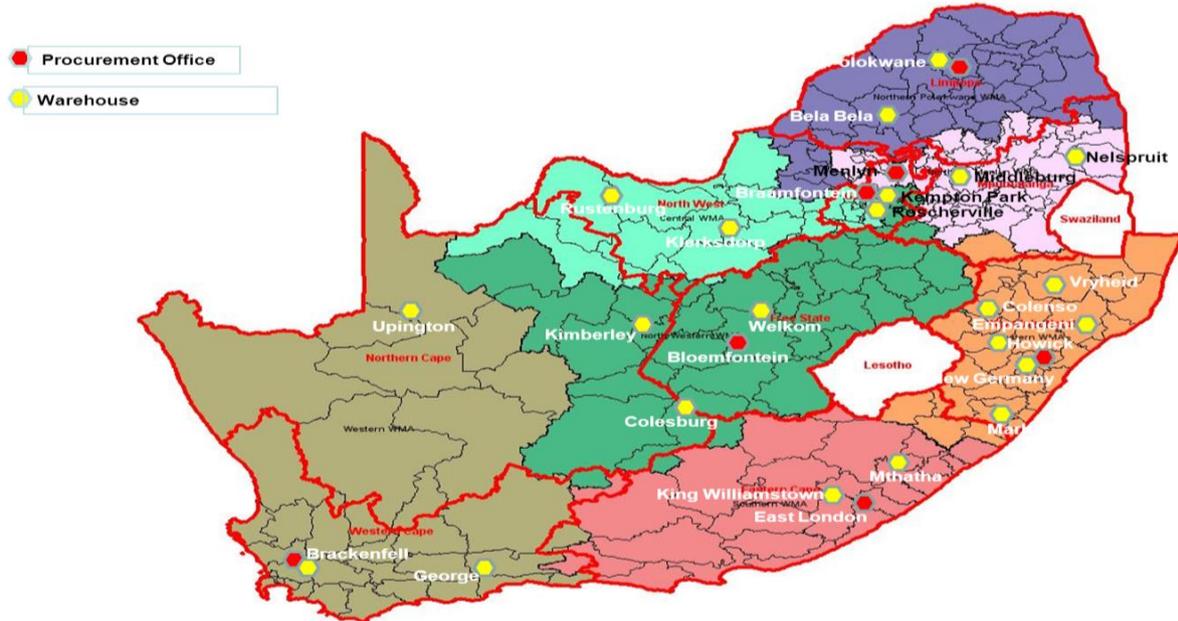
Table 1: Materials Management

Eskom undertook a decision to move towards decentralized Supply Chain Operations, which includes 48 warehouses located around South Africa.

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Procurement and Supply Chain Management (P&SCM) functions are presently decentralised within the Divisions (Distribution, Transmission, Telecoms, ERI (Eskom Rotek Industries) and Generation). At the moment Materials Management warehouses are understaffed with many critical vacancies not filled. This increases the difficulty of effectively managing the inventory placed with the Materials Management environment. Hence the Automatic Identification and Data Capturing (AIDC) was suggested as a brand new project to eliminate this challenge.

Division	Number of Warehouses	Critical positions not filled
Distribution	22	200 positions vacant
ERI	3	
Generation	23	
Telecoms	1	
Transmission	1	
Total Eskom	50	

Table 2 : Vacancy analysis

5.2 Current business challenges / issues that need to be addressed

- The Warehousing process is paper based at the moment. Information is collected manually (various forms are filled) from the warehouse management system and fed into the Inventory

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Management system (SAP), which results in the following inefficiency of warehouse management:

- Manual and paper based counting (late cycle counts)
- Goods receipts and issuing processes
- Errors in accuracy result in low stock accuracy which is currently not measured (estimated 60% current stock accuracy)
- The integrity of the stock accuracy and financial reporting is compromised.
- Increased capital expenditure due to the following:
 - Lack of visibility in to the inventory, which has caused a need to maintain high levels of stock to prevent shortage.
 - Ineffective inventory planning and management
 - Surplus stock that is above best practice benchmarks. The Surplus stock has risen by 101% from R2.5 billion to over R5 bn. Best practice benchmark surplus stock <= 10%
 - Inaccurate demand forecasting from upstream the value chain
- As a consequence, poor integrity of the balance sheet due to lack of stock accuracy assurance.
- Slower movement of information to and from the Inventory Management system (SAP) resulting in reduced visibility throughout the warehousing process.
- The skills level of staff is far behind with regards to best practices in warehouse technology.
- Reduced employee productivity due to the time wasted in completing paper work and locating information on the labels.
- Service providers must provide the different types of hardware (label printers, scanners, etc.) that will be compatible with their software as well as the required specifications. The solution should be accessible from all web-based channels like, laptop, desktop, phones, tablets, etc for manual overwrite, reporting and audit purposes.

5.3 Proposed Power Station sequencing implementation:

- There is approximately 15 Power Station that will implement the solution
- The sequence will be confirmed by business

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5.4 High level gaps between the “As-Is” and “To-Be” state

As Is Statement	To Be Statement	Therefore the high level gap is:
The Warehousing process is paper based at the moment. Information is collected manually (various forms are filled) from the warehouse management system and fed into the Inventory Management system (SAP), which increases the percentage of error.	Implement Automatic Identification and Data Capture (AIDC) solution to enable visibility and real-time processing of stock	<ul style="list-style-type: none"> Reduction in manual paperwork Allow ability to measure productivity of the warehouse in real time Enable warehouse resource planning based on accurate demand thus measure productivity of the warehouse Allow visibility of stock thus enable accurate measurement of stock
Slower movement of information to and from the Inventory Management system (SAP) resulting in reduced visibility throughout the warehousing process.	The warehouse management system to integrate with Inventory Management system (SAP)	<ul style="list-style-type: none"> Accurately identify all stock in warehouse and track all stock movements more efficiently Enable accurate measurement of stock
Increased capital expenditure due to the lack of visibility in to the inventory, which has caused a need to maintain high levels of stock to prevent shortage.	Streamlining real-time data and improvement of physical system process e.g. cycle count, issuing , receiving, binning picking and internal transfer process through real-time notification	<ul style="list-style-type: none"> Data accuracy Cost saving, improve business efficiency and operations management through effective prioritizing of tasks.
Reduced employee productivity due to the time wasted in completing paper work and locating information on the labels.	Implementation of AIDC solution to improve the manual process	Improve operational productivity by means of system directed task allocation
The skills level of staff is far behind with regards to best practices in warehouse technology.	Employees to use the latest AIDC solution in warehouse operations	Skills improvement and alignment of best practices in the warehouse technology
Long internal lead times in terms of preparing for stock replenishment.	Accurately identify all stock in warehouse and track all stock movements more efficiently.	Data accuracy

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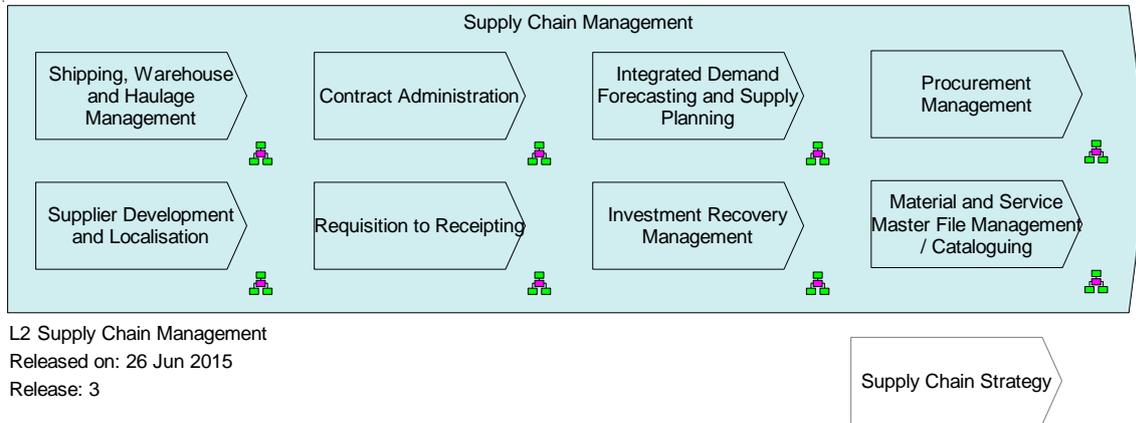
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6. AS IS AND TO BE BUSINESS PROCESS ACTIVITY MAPPING

6.1 As-is business process



6.1.1 The following Supply Chain Management Process control Manuals (PCM) will be impacted by the demand

PCM number	PCM description
240-49739204	Manage Material Picking and Issuing
240-51999384	Manage Receipt Inspection and Storage

6.2 To-be business process

There will be no changes to the PCMs.

7. BUSINESS REQUIREMENTS

7.1 High level Requirements

- An AIDC system that will use the Barcode or Radio Frequency Identification (RFID) or Quick Response code (QR Code) or any technology available for scanning the items or processes.
- The AIDC will scan the process of receiving, binning and issuing of materials not individual items in phase 1.
- Barcode or RFID technology to label the warehouse items across Generation, Wires, Distribution, Transmission and Eskom Rotek industry (ERI)
- The AIDC system to integrate with SAP applications. The solution to integrate with other barcoding applications rolled out through Eskom.
- The AIDC system to align to the transactions in SAP for material management

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- The system configuration to support all the Divisional requirements
- The equipment will be usable in and outside of the warehouses
- Accurately identify all stock in warehouse and track all stock movements more efficiently.
- Workflow process that send the notification when executing tasks

Automation of the current cycle count process not only as described in process documentation but also the preparation and analysis work the Admin Controller does before creating counts and before capturing. Automate certain zero counts for example items flagged for deletion but not archived. Split quantities in a bin based on different plant numbers or Slocs of the same material. Do calculations based on SOH before allocating the count quantity.

Labels must attach securely to non-flat surfaces and surfaces consisting of different materials. Labels should hold up in an outside yard environment. Code on label must be scannable even when label is distorted or somewhat damaged. Must be possible to print multiple labels of the same code.

Process automation and scanning solution (PAS) system must give history on the status of any label scanned at any time.

There should be a desktop front end to the PAS system as well as on handheld devices. This is to easily do reporting and analysis of workflow stages.

It should be possible to manually interfere should a label not be scannable. Such as typing in the code's unique number as printed on the label. Similar to when a retail till cannot scan the price of an item and the person has to manually type a number.

The concept process proposal only mentions standard material movement. We did not go into all the variations of what happens as described in work instruction documents. Such as partial deliveries, partial issues, transfers between plants, Batch management as in split valuation materials, delivery to site, non-stock management, ad hoc and independent counts, and requirements for info requests from auditors. We have also not tested whether the coded label should represent the GI/reservation as a whole or be separate per line item for different material.

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7.2 Strategic Alignment

According to the requestor the high level requirements support the following strategic objective/s:

Eskom Strategic Objectives	How demand support the objectives
Pursue financial and operational sustainability	<ul style="list-style-type: none"> Reduction in stock losses; through process ownership, data accuracy and asset tracking. Increase in staff productivity, by utilizing the task, asset and equipment management facilities.

7.2.1 P&SCM Mandate is:

To be the sought after, professional Supply Chain partner by integrating customer demand and market supply of material; thereby ensuring availability through safe and optimised processes and systems in support of Eskom's vision

7.2.2 Focus areas / mandates

All Eskom Operations are reliant on stock availability, to continue with day to day business operations. Business Support will partner with all Materials Management Business Units/Regions to support them to achieve operational excellence and to unlock significant value by:

- Bringing leading Materials Management practices,
- Efficient and standardised processes,
- Excellent resource capabilities including Materials Management intelligence in a well-integrated manner to all Materials Management related issues for the benefit of Eskom.

7.3 Detailed requirements and Business rules

The AIDC project will be implemented in three phases defined below:

7.3.1 Phase 1: Barcode the process

- The term barcode represents any type of system used to scan a code e.g. QR codes / dot matrix
- Barcoding the process is the automation of activities that would be paperless on handheld units
- Handheld units will be mobile and have real time integration with SAP.
- Different users can login to their individual tasks
- It will not be necessary to put a barcode label on individual material items
- The printable coded labels will represent the process documentation

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- Coded labels will be affixed at each bin location which contains / represents information such as material number, bin number, UMC, material description etc.
- Each person will sign into a handheld device with their standard log in details.
- Each person will have an Individual Task List.
- Tasks can be assigned by the supervisor to different users
- Users also have access to other relevant Task Lists to claim tasks to their individual lists
- Tasks can be re-assigned from one user's Task List to another's
- Issuing tasks can be; create picking ticket, issue picket material
- Storage Tasks can be; binning, picking, cycle count, recounts.
- Receiving tasks can be; material awaiting Quality Inspection.
- All bin locations have fixed labels that can be scanned with data such as bin number, material number, description, UMC etc.
- Labels are printed for Materials received waiting to be binned, waiting for QI and material reservations picked waiting for issuing. Damaged items waiting for refurbishment
- A consideration can be made to allow manual creation of tasks such as discrepancy investigations, housekeeping moving materials around, creating new bins, labelling bins etc.
- Reports on list of materials- / duration of tasks, waiting time in dispatch, waiting time for QI, waiting time for binning, waiting time for supplier to collect returns or damaged for refurbishment.

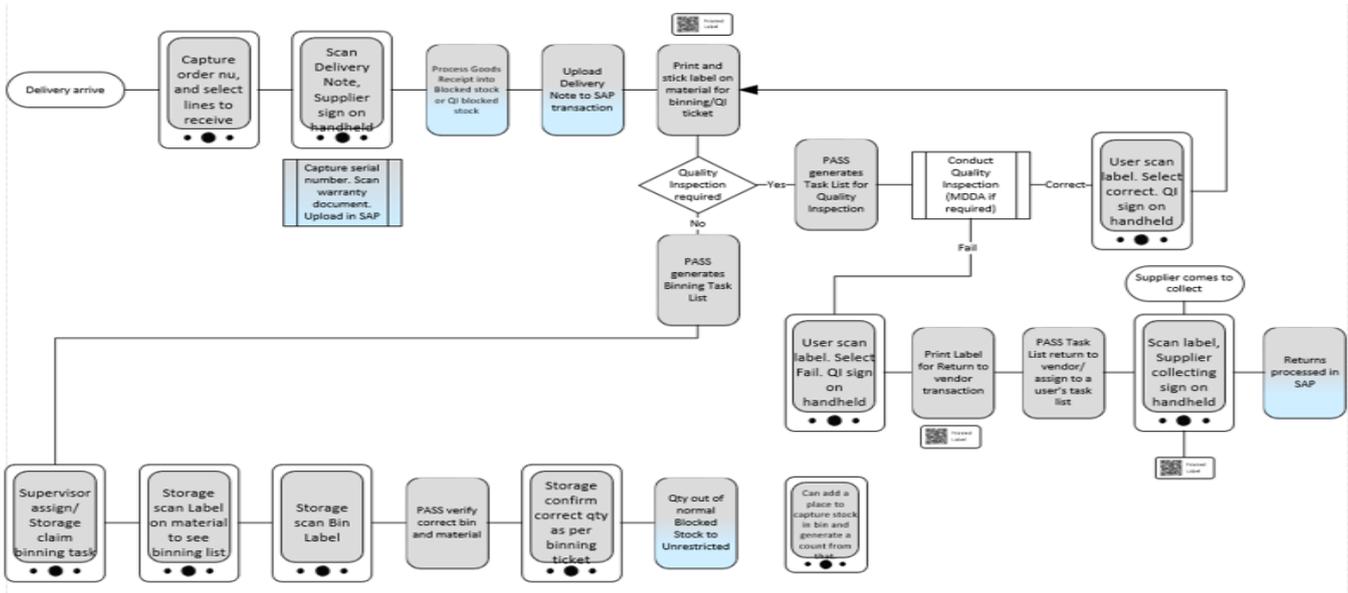
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The diagram below show the process that need to be automated

Receiving and Binning Process



Functionality grouping	BRS Number	Functionality	Business Rule No and Description
Log In and Log Out	LLO1	Login to the device using SAP or Zenzele credentials	Single sign on
	LLO2	Audit trail	Audit trail required
Goods receiving	GR1	Capture / scan order number, SAP retrieve order details and select lines to do goods receives	Integration to SAP
	GR2	Scan delivery note with hand held device and Upload delivery note to SAP transaction	Integration to SAP
	GR3	Supplier sign on hand held device	
	GR4	If Serialize materials delivered then Capture / Scan serial number	Integration to SAP
	GR5	Capture the warranty information and Scan the warranty document and upload to SAP	Integration to SAP
	GR6	Process goods receipt into blocked stock or QI blocked stock or Queue stock	Integration to SAP
	GR7	Print label and stick label for binning	
Binning Material	BR1	System to generate a Binning task in binning list	
	BR2	Supervisor assign a binning task or Storage can claim the task from the binning list	Some materials require quality inspection
	BR3	Storage scan the material to see the binning information	
	BR4	Storage scan the Bin location label	
	BR5	Confirm the quantity as per the binning ticket	
	BR6	Stock quantity out of normal block stock into unrestricted stock	Integration to SAP
Quality inspection	BR2	Generate quality inspection task list	Quality inspection not required on all the materials received

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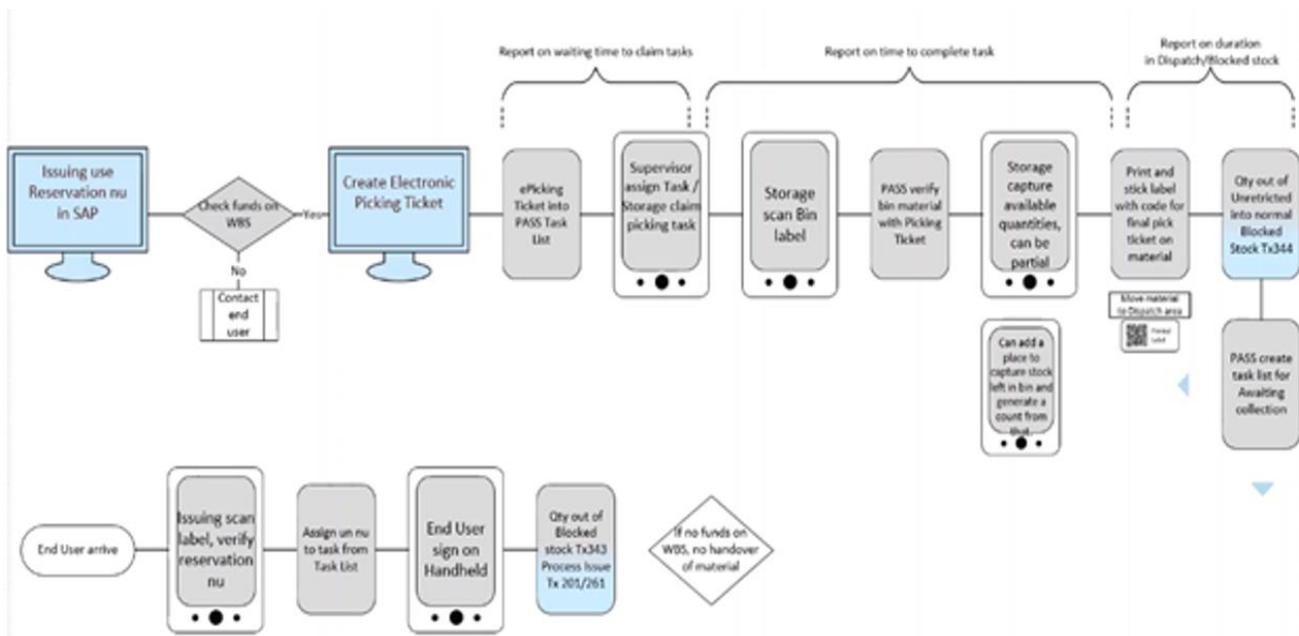
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Functionality grouping	BRS Number	Functionality	Business Rule No and Description
	BR2-1	User Scan the label and select quality inspection failed	
	BR2-2	Print label to return to vendor or change the status to return to vendor	
	BR2-3	Generate return to vendor task list	
	BR2-4	Scan the label and supplier sign the handheld device	
Scanning Function	SF1	Handheld device to be able to scan coded labels and be able to print the label	
	SF2	Take picture of different documents	
	SF3	Ability to read the RFID tags or coding	

Issuing Process



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Functionality grouping	BRS Number	Functionality	Business Rule No and Description
Issuing materials	IM1	Capture the reservation number Create electronic picking ticket, indicate if funds available in WBS	Reservation Issued in SAP Integration to SAP Finance
	IM2	Generate electronic picking ticket into the task list	
	IM3	Supervisor assign task / storage claim task	
	IM4	Storage scan Material Bin label	
	IM5	Verify bin material with picking ticket	Alert the Storage person if they are at the wrong bin
	IM6	Storage captures available quantities	
	IM7	Print and stick label for final pick	
	IM8	Quantity out of unrestricted into normal blocked stock	Integration to SAP
	IM9	Create awaiting task list for collection	
Material Collection	MC1	Issuing scan label and verify reservation number	
	MC2	Assign from the task list	Confirmation required "Do you want to issue the material" then answer yes or no
	MC3	End User sign on the handheld device	
	MC4	Quantity moved out of blocked stock into unrestricted and process goods issue (unless possible to issue directly out of blocked stock in SAP)	Integration to SAP
Cycle Count	The automation of the cycle count process considering multiple storage locations represented in a single bin, To be discussed further during implementation		
	CC1	Generate the cycle count task list	
	CC2	Storage scan material bin label	Storage can be assigned to perform cycle count task or an ad hoc count without assigned task
	CC3	Storage count material and capture the quantity	Integration to SAP
	CC4	Supervisor recount material if there is stock discrepancies	The adjustment authorisation to be available before the changes can be done in SAP.
Reports	Rpt1	Different reports will be required for the process for example: Reports on list of materials or duration of tasks, waiting time in dispatch, waiting time for QI, waiting time for binning, waiting time for supplier to collect returns or damaged for refurbishment	

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7.3.2 Phase 2: RFID on selected items

- This phase will serve as a pilot / feasibility study for the next phases. This phase will require further research on feasible RFID solutions for the Eskom maintenance, repair and operation (MRO) environment
- Requirements need to be identified for process changes and system changes to incorporate RFID codes
- Phase in Passive RFID tags in the Warehouse for Items in the Warehouse not exposed to water, gas or electrical fields (if feasible in future) – specific asset items not susceptible to these influences. Consider metal and magnetic fields
- Do a select identification of a limited number of fast-moving items (perhaps 10+ items)
- These items will be tagged with RFID tags
- A scanner will be able to detect all RFID tags within a specified radius as a result, this will enable automated counts.

7.3.3 Phase 3: Expand RFID (dependent on the success of phase 2)

- This will be a continuation of phase two for more of the materials to be tagged with RFID.

7.3.4 Phase 4: Barcode or RFID items at serialised level (dependent on the success of phases 2 and 3)

- One material number will have RFID tags or barcode to identify each unique item (similar to serialisation).

7.4 Out of Scope

The following solution of P&SCM challenges as per the analysis of the detail problem statement and solution recommendation will not be addressed by the AIDC project:

- Update the P&SCM procedure via Procumbent Instruction Note - 12 Weeks
 - Include all SAP Material Requirement Planning (MRP) Parameters.
 - ABC stock Holding Policy.
 - Include forecast based and automation of MRP activities.
 - Automate MRP Parameters for Fast moving A & B to improve STR (Set 1 year, Value realization 2-3 years)
- Automation of MRP C-items to drive service level (Set 1 year, Value realization 1-2 years)
 - End users issues

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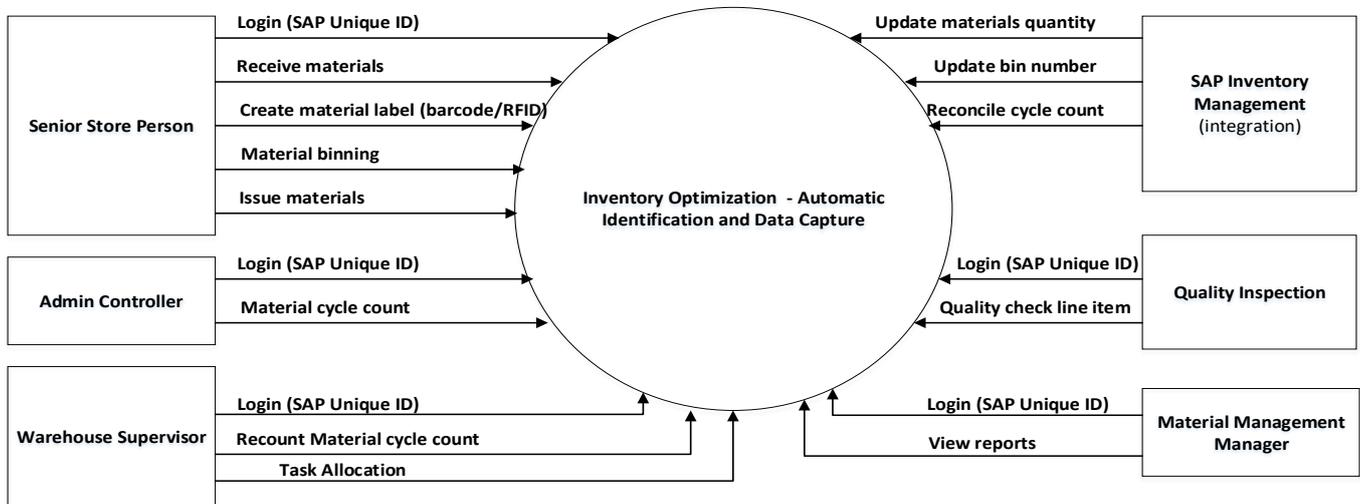
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- Contract Management
- Procurement process taking too long
- Log IT demands to update SAP MM capabilities can only be done through internal SAP IT resources
- Enable Price Verification of stock items to improve accuracy in pricing thus reducing average moving price

7.5 Data flow diagram / Context diagram



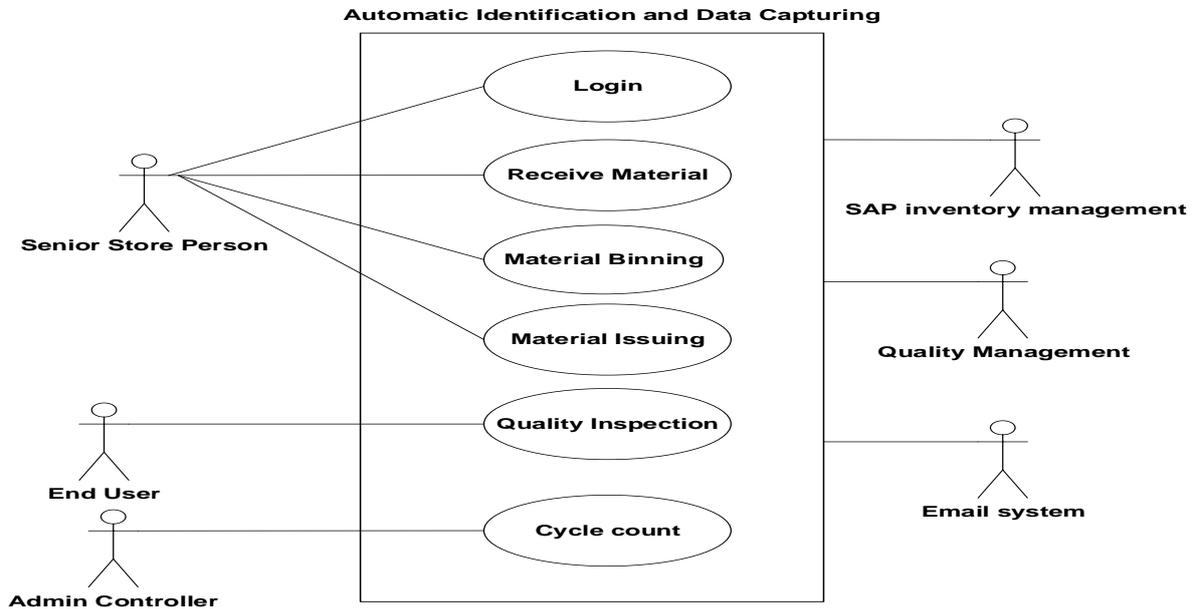
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7.6 Use Case Diagram



7.6.1 Use Case 1: User Login

Number	AIDC-UC1
Name	Login Use Case
Description	AIDC to login to the system using username and password
Actor(s)	Store person, Admin controller, Material management and the Quality inspection
Trigger(s)	User accessing the system
Pre-conditions	User have rights to use the handheld device and access to the AIDC system
Business Rules	SAP unique ID to be used to access the system
Post-conditions	Successful Logon
Basic Flow	<ol style="list-style-type: none"> 1. Type in your username and password 2. AIDC system authenticate the username and password 3. Display the menu icons according to the user access
Alternative Flow 1	<ol style="list-style-type: none"> 1. If in step 2 of the basic flow indicate that authentication fail then the AIDC will allow user to try logging on 3 times before displaying the message to contact the administrator
Integration	SAP – user login details

7.6.2 Use Case 2: Receive Materials

Number	AIDC-UC2
Name	Receive Materials
Description	User receive the ordered materials from the supplier and capture materials received details and quantity
Actor(s)	Store person
Trigger(s)	Materials delivered and offloaded from the supplier
Pre-conditions	Store person logged on to the AIDC system
Post-conditions	Confirm and update order quantity received
Assumption	Purchase order for the material received exist in the SAP system

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Basic Flow	<ol style="list-style-type: none"> 1. Use Case: User login 2. Store person type order number 3. System display the material items description and quantity as per the order 4. Store person confirms the order quantity 5. Perform receiving transaction for 101 or 103 into quality inspection 6. Supplier sign on the handheld unit 7. System update material quantity and block stock for storage 8. Scan the delivery note and attached to goods receipt in SAP 9. Scan warranty documentation attached 10. Capture the serial number for serialised materials 11. System generate the binning task with a barcode label
Integration	SAP inventory management – update material quantity

7.6.3 Use Case 3: Material Binning

Number	AIDC-UC3
Name	Materials binning
Description	The Store person move the received material from the offloading area to the storeroom in a allocated storage bin
Actor(s)	Store person
Trigger(s)	Materials received and captured on the system
Pre-conditions	Store person logged on to the AIDC system
Post-conditions	Confirm material storage
Basic Flow	<ol style="list-style-type: none"> 1. Use Case: User login 2. Store person scan material barcode / RFID code / QR code 3. System display the material items description and quantity as per the received order 4. Store person confirms the order quantity 5. Store person scan the bin number and save the bin information 6. System update the material bin information 7. System complete the receiving transaction
Integration	SAP – update the material bin information

7.6.4 Use Case 4: Material quality inspection

Number	AIDC-UC4
Name	Materials Inspection
Description	The End user inspect the received materials per line item to check against the material specification
Actor(s)	Quality inspection employee (End user)
Trigger(s)	Materials received and captured on the system
Pre-conditions	End user logged on to the AIDC system
Post-conditions	Accept or reject the material
Basic Flow	<ol style="list-style-type: none"> 1. Use Case: User login 2. End user scan material barcode / RFID code / QR code

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	<ol style="list-style-type: none"> 3. System display the material items description and quantity as per the received order 4. End user inspect the receive material per line item and tick yes for accepting the material. 5. End user sign the form using the handheld device 6. End user save the material quality inspection information 7. System update the material quality inspection information
Alternative flow	If in step 4 of the basic flow the material received does not meet the specification then the end user select no for rejecting the material
Integration	<ul style="list-style-type: none"> • SAP – update the material accepted or rejected • Quality Management System

7.6.5 Use Case 5: Material Issuing

Number	AIDC-UC5
Name	Materials Issuing
Description	Store person issue materials to the end users and system updated with material quantity
Actor(s)	Store person
Trigger(s)	Material reservation generated in SAP
Pre-conditions	Store person logged on to the AIDC system
Post-conditions	Material issued to end user
Basic Flow	<ol style="list-style-type: none"> 1. Store person view material reservation to collect the material 2. Store person generate picking ticket on AIDC as a picking task 3. Snr supervisor allocate task to the storage store person 4. Store person scan the bin number 5. System display bin number, material number, description and quantity 6. Store person capture quantity picked from the bin [if the quantity less than reservation required, update the picking ticket] 7. Store the person print the barcode for the material reservation 8. System update stock level – the material moved to dispatch material ready for collection (material in transient first leg of issuing transaction) 9. System activate the material reservation ready to be issued 10. Store person enter the reservation number on AIDC 11. Store person scan the barcode on material 12. System validate the scanned details with the reservation number 13. End user sign on the handheld device to confirm collection of material 14. System complete issuing transaction – material out of transient (second leg of issuing transaction)
Integration	SAP – update material stock level,

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7.6.6 Use Case 6: Material Cycle Count

Number	AIDC-UC6
Name	Materials Cycle count
Description	The admin controller perform stock taking to verify the accuracy of the stock level from the system.
Actor(s)	Admin controller
Trigger(s)	Verification of the material stock level from the system
Pre-conditions	Admin Controller logged on to the AIDC system
Post-conditions	Stock level confirmed
Basic Flow	<ol style="list-style-type: none"> 1. Use Case: User login 2. Admin controller scan material bin number 3. Admin controller scan the material barcode / RFID / QR code 4. System display the material items description and quantity in the bin 5. Admin controller count material and capture the total of the material in the bin 6. System compare the counted stock with the stock level in the system 7. System update the cycle count details
Alternative flow	<p>If in step 4 of the basic flow the material counted is less or more than the stock level in SAP system then</p> <ol style="list-style-type: none"> 1. Supervisor recount the material number 2. If material counted still is less or more than the stock level in SAP system then System generate the discrepancy report
Integration	SAP – Discrepancy report

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7.7 High level reporting requirements

Nr	Report Name	Functionality	Define business objective being supported	Define KPI being measured	Weight (refer to rating table)
AIDCRpt1	Blocked stock	Materials awaiting quality inspection	Pursue financial and operational sustainability	Number of block stock	6
AIDCRpt2	Worklist productivity	Time it take to complete the activity assigned	Pursue financial and operational sustainability	Employee productivity	6
AIDCRpt3	Material awaiting binning	List of materials received and waiting to go for storage bins	Pursue financial and operational sustainability	Number of items received for binning	6
AIDCRpt4	Material reservation	Material waiting for issuing or picking	Pursue financial and operational sustainability	Number of material reservation	6

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8. INFORMATION / DATA REQUIREMENTS

Classification of data / information	Data / Information type	Confidentiality of information (refer to previous page for quick reference)	Confidentiality level of information (refer to previous page for quick reference)	Availability of data	Migration of data
Use & re-use (information flow)/ usage patterns	Material details <ul style="list-style-type: none"> Material code Material description Bin number Barcode / RFID code / QR code Store person Material line items 	Controlled disclosure	High	30 calendar days	No
Use & re-use (information flow)/ usage patterns	Issuing details <ul style="list-style-type: none"> Material reservation Picking ticket 	Controlled disclosure	High	30 calendar days	No
Use & re-use (information flow)/ usage patterns	Receiving details <ul style="list-style-type: none"> Order details Material details Supplier details 	Controlled disclosure	High	30 calendar days	No
Use & re-use (information flow)/ usage patterns	Quality inspection <ul style="list-style-type: none"> Order details Inspection details 	Controlled disclosure	High	30 calendar days	No

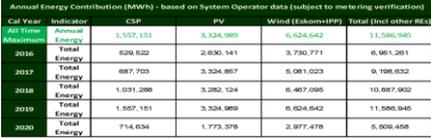
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9. USER INTERFACE REQUIREMENTS

BRS Number	Functionality	Type of user interface
All	Ability to scan the materials barcode / RFID / QR code and retrieve material details and update the material order, quantity, and others.	Text, Tabular 

10. SYSTEM INTEGRATION REQUIREMENTS

BRS Number	Functionality	Impacted Systems (if known)	Sending System Owner (if known)	Receiving System Owner (if known)	What information needs to be integrated
CGR_1	Receive Material	<ul style="list-style-type: none"> ○ AIDC system ○ SAP Inventory management 	AIDC system	SAP Inventory management	Goods receipt data
CRI_1	Issue Material	<ul style="list-style-type: none"> ○ AIDC system ○ SAP Inventory management 	AIDC system	SAP Inventory management	Material Reservation
QIR_1	Quality inspection	<ul style="list-style-type: none"> ○ AIDC system ○ SAP Inventory management ○ Quality Management 	AIDC system	<ul style="list-style-type: none"> ○ SAP Inventory management ○ Quality Management 	Accepted or rejected order per line item
MB_1	Material binning	<ul style="list-style-type: none"> ○ AIDC system ○ SAP Inventory management 	AIDC system	SAP Inventory management	Allocated bin information
MCC1	Perform cycle counts	<ul style="list-style-type: none"> ○ AIDC system ○ SAP Inventory management ○ 	AIDC system	SAP Inventory management SAP Material Management	Actual stock level per item counted

11. ACCESS REQUIREMENTS

BRS Number	Role	Define different types of access and what permissions that role has
All	Read and Write Access	All system users to login to the system using SAP unique ID and access rights will be allocated based on the SAP roles

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12. ARCHIVING REQUIREMENTS

It is important to note that if information is archived on the AIDC solution that it be done in tandem with the SAP transactions. Previously the SAP Objects were archived. This archiving process was discontinued during the R1 project. Requests have been registered for this to be re-instated. The two projects should take each other's requirements into consideration for example the SAP objects are archived in a specific sequence and can only be processed if certain predecessor requirements are met.

13. DISASTER RECOVERY REQUIREMENTS

Data loss	Time to recover	Criticality
30 calendar days	30 calendar days	The system is not critical as the manual methods of AIDC can be opted for until the system has been recovered.

14. BUSINESS CONTINUITY REQUIREMENTS

Business continuity plan exists	No
Name of BCP	
Name of BCP owner	
If BCP does not exist, what plans are in place from a customer view to define a BCP	The business to develop the BCP document which will define the process to follow when the AIDC device is not working.
If BCP needs to change, what plans are in place from a customer view to update the BCP	

15. LEGAL REQUIREMENTS

BRS Number	Functionality	Legal Requirement. Response Y/N If Yes, provide legal document number / clauses
AL_1	Material labels to use the dot matrix barcode as per the cataloguing	Yes Eskom standard for material label is to use dot matrix barcode. Procurement instruction 01 of 2018

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17. PRECONDITIONS / DEPENDENCIES

Unique identifier number	Business Activities	Processes	Projects (IT and Business)	Technology (if known)	Other (define)
QIR_1	Business to log a demand for the quality management system	None	SAP Quality management system configuration	Quality management module available in SAP	Precondition
Depend1	Appointment of the material management specialist to define the details of the RFID / QR code functionality requirements		AIDC functional specification for the RFID or QR code		Dependencies

18. REFERENCES

The following documents have been referenced or used to compile this Business Requirements Specification including Process Control Manuals.

Number	Name	Location
DEM-01026-Z4S3	Automatic Identification and Data Capture demand form	High level definition (HILDA) form
240-1289988974	Barcoding Position Paper	Barcoding position paper 2015 July 01
	Barcoding business case	Barcoding business case 2013
DEM-01026	Barcoding User requirement spec final 201309	User requirements specification
240-49739204	Manage Material Picking and Issuing	https://hyperwave.eskom.co.za/240-49739204
240-51999384	Manage Receipt Inspection and Storage	https://hyperwave.eskom.co.za/240-51999384

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Name	Role	Signature	Date
Sadi Mothoa	Group IT BPM Business Analyst		2021/12/08
Jacob Mosehle	Customer/Business Requestor		09/12/2021
Andile Dikana	Business Subject Matter Expert	<i>ADikana</i>	09/12/2021
Ineke Swanepoel	Business Subject Matter Expert	<i>ISwanepoel</i>	09/12/2021
Charles Malaka	Group IT Architect		09/12/2021

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Name	Role	Signature	Date
Bathusi Montwedi	Senior Business Manager / Business Sponsor		09/12/2021
Loretta Tibatts	Group IT Portfolio Manager	 Loretta Tibatts	09/12/2021

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