

## **SECTION 18. REFERRAL TRANSACTIONS PROCESS**

18.1 General. The Referral Transactions Process lets you enter referral-related transactions into the system. You should use this process only when necessary and when the original transaction has been lost or not processed.

18.2 Interfaces. This process has internal interfaces only.

18.2.1 External Interface. This process has no external interfaces.

18.2.2 Internal Files Interface. The Referral Transactions Process interfaces with the following files:

- a. Suspense Detail File. This file maintains a temporary record of all open referral transactions.
- b. Referral Response Input File. This file contains input for the batch Referral Response Process.
- c. Transaction-Out File. The system sends re-created referrals to this file for the issuing SARSS1 activity and SARSS2B.
- d. Transaction-In File. The system sends re-created referrals to this file for SARSS2B.

18.3 Process Overview. The Referral Transactions Process allows you to use the keyboard to enter transactions.

- a. The types of transactions you can enter interactively are:
  - (1) Referral order (Document Identifier Code [DIC] A4\_).
  - (2) Referral refusal (DIC AE3 with CB status and r in RP 72).
  - (3) Referral denial (DIC AE3 with CB status and d in RP 72).
  - (4) Referral confirmation (DIC AS3).
  - (5) Referral release (DIC AE3 with BA status).
  - (6) Referral receipt (DIC D6\_).
- b. To create a transaction interactively, the document number must be on the Suspense Header and Detail File and there must be an open quantity.
- c. You can create a refusal, denial, or confirmation for a quantity equal to or less than the open quantity.
- d. The system sends re-created referral orders to the Transaction-Out File for the SARSS1 activity to which the original referral was sent and to the Transaction-In File for SARSS2B.

e. The system sends re-created referral refusals, denials, confirmations, releases, or receipts to the Referral Response Input File for input to the batch Referral Response Process.

18.4 Input. Input to this process consists of the document number and Suffix Code (if assigned).

18.5 Type Processing. The Referral Transactions Process requires operator input.

18.5.1 Process Parameters. This is an interactive process. Once the system determines that the input document number and Suffix Code have a matching transaction on the Suspense Detail and Suspense Header File and a matching Catalog Record, the transaction will process. It then goes to either the Issue Referral or Referral Response Process. There are no instances where the transaction will not process once it passes the edits.

18.5.2 Accessing the Referral Transactions Process. To access the Referral Transactions Process from the Management Support Menu, move the highlighted bar to the Referral Transactions selection and press <Esc>, or press <F8>, type **MREF** on the action line, and press <Esc>. The SARSS Referral Transactions screen (figure 18.5-1) appears.

```
DATE: [MM/DD/YY]                SARSS REFERRAL TRANSACTIONS                TIME: [HH:MM SS]

DOCUMENT NUMBER [                ]
SUFFIX CODE... [                ]

[ ] A4_ REFERRAL
[ ] AE_ REFERRAL REFUSAL
[ ] AE_ REFERRAL DENIAL
[ ] AS_ REFERRAL CONFIRMATION
[ ] AE_ REFERRAL RELEASE
[ ] D6_ REFERRAL RECEIPT

PRESS <ESC> TO CONTINUE

ACTION: [                ] <=== ENTER COMMAND TO CHANGE YOUR PROCESS                PCN AJU-010
<F1> = HELP                MENU = PREV MENU; SMM = SARSS MASTER MENU; LOGOUT; <F8> = ACTION
```

Figure 18.5-1. SARSS Referral Transactions Screen

a. This screen displays fields where you can enter the document number and Suffix Code (if assigned) as well as a field next to each of the six separate selections you can make to enter a specific referral-related transaction back into the system.

b. To make a selection from this screen, enter the document number and Suffix Code (if assigned). Then, type an **X** in the field next to the type of referral-related transaction you want to enter into the system and press <Esc>.

18.5.3 Selecting A4 Referral. To select A4\_ Referral, enter the document number and Suffix Code (if assigned). Then, type an **X** by A4\_ Referral and press <Esc>. The Referral screen (figure 18.5-2) appears.

DATE: [MM/DD/YY]	SARSS REFERRAL TRANSACTIONS		TIME: [HH:MM SS]
	REFERRAL		
DIC.....	[A4A]	STK-NO. ....	[1005203332003 ]
UI.....	[BX]	QTY-REF. ....	[ 25]
DOC-NO.....	[N16TAB] [8005] [F128]	SUFFIX-CD...	[B]
PLEASE <ESC> TO CONTINUE			
ACTION: [ ]	<=== ENTER COMMAND TO CHANGE YOUR PROCESS		PCN AJU-011
<F1> = HELP	MENU = PREV MENU;	SMM = SARSS MASTER MENU; LOGOUT;	<F8> = ACTION
F2		F5/CFM	
CLEAR		A4_ TRN	

Figure 18.5-2. Referral Screen

- a. This screen displays the original referral data from the Suspense Detail File for the document number you entered. It also displays two function key selections at the bottom of the screen:
  - (1) F2 Clear, which clears the screen and returns you to a blank SARSS Referral Transactions screen.
  - (2) F5/Cfm A4\_ Trn, which lets you confirm and resend (re-create) the DIC A4\_ referral transaction.
- b. Press <F5> to confirm and resend the DIC A4\_ transaction.

18.5.4 Selecting AE Referral Refusal. To select AE\_ Referral Refusal, enter the document number and Suffix Code (if assigned). Then, type an **X** by AE\_ Referral Refusal and press <Esc>. The Referral Refusal screen (figure 18.5-3) appears.

DATE: [MM/DD/YY]	SARSS REFERRAL TRANSACTIONS		TIME: [HH:MM SS]
	REFERRAL REFUSAL		
DIC.....	[AE3]	STK-NO. ....	[1005203332003 ]
UI.....	[BX]	QTY-REF. ....	[ ]
DOC-NO.....	[N16TAB] [8113] [F142]	SUFFIX-CD...	[A]
PLEASE <ESC> TO CONTINUE			
ACTION: [ ]	<=== ENTER COMMAND TO CHANGE YOUR PROCESS		PCN AJU-011
<F1> = HELP	MENU = PREV MENU;	SMM = SARSS MASTER MENU;	LOGOUT; <F8> = ACTION
F2		F5/CFM	F6/EDIT
CLEAR		BLD TRN	SCREEN

Figure 18.5-3. Referral Refusal Screen

a. This screen displays the open referral data, without data in the quantity field, from the Suspense Detail File for the document number you entered. It also displays two function key selections at the bottom of the screen.

b. To re-create a DIC AE\_ referral refusal transaction, press <F5> to input data, enter the quantity refused, and press <Esc> to process the transaction. The system displays three function key selections at the bottom of the screen:

- (1) F2 Clear, which returns you to a blank SARSS Referral Transactions screen.
- (2) F5/Cfm Bld Trn, which lets you confirm and build the DIC AE\_ referral refusal transaction.
- (3) F6/Edit Screen, which moves the cursor to the quantity field so you can edit the entry.

c. Press <F5> to confirm and build the DIC AE\_ referral refusal transaction.

18.5.5 Selecting AE Referral Denial. To select AE\_ Referral Denial, enter the document number and Suffix Code (if assigned). Then, type an X by AE\_ Referral Denial and press <Esc>. The Referral Denial screen (figure 18.5-4) appears.

DATE: [MM/DD/YY]	SARSS REFERRAL TRANSACTIONS		TIME: [HH:MM SS]
	REFERRAL DENIAL		
DIC.....	[AE3]	STK-NO. ....	[1005203332003 ]
UI.....	[BX]	QTY-REF. ....	[ ]
DOC-NO.....	[N16TAB] [8005] [F150]	SUFFIX-CD...	[A]
PLEASE <ESC> TO CONTINUE			
ACTION: [ ]	<=== ENTER COMMAND TO CHANGE YOUR PROCESS		PCN AJU-011
<F1> = HELP	MENU = PREV MENU;	SMM = SARSS MASTER MENU;	LOGOUT; <F8> = ACTION
F2	F5/CFM	F6/EDIT	
CLEAR	BLD TRN	SCREEN	

Figure 18.5-4. Referral Denial Screen

a. This screen displays the open referral data, without data in the quantity field, from the Suspense Detail File for the document number you entered. It also displays two function key selections at the bottom of the screen.

b. To re-create a DIC AE\_ referral denial transaction, press <F5> to input data, enter the quantity, and press <Esc> to process the transaction. The system displays three function key selections at the bottom of the screen:

- (1) F2 Clear, which returns you to a blank SARSS Referral Transactions screen.
- (2) F5/Cfm Bld Trn, which lets you confirm and build the transaction.
- (3) F6/Edit Screen, which moves the cursor to the quantity field so you can edit the entry.

c. Press <F5> to confirm and build the DIC AE\_ referral denial transaction.

**18.5.6 Selecting AS Referral Confirmation.** To select AS\_ Referral Confirmation, enter the document number and Suffix Code (if assigned). Then, type an **X** by AS\_ Referral Confirmation and press <Esc>. The Referral Confirmation screen (figure 18.5-5) appears.

DATE: [MM/DD/YY]	SARSS REFERRAL TRANSACTIONS		TIME: [HH:MM:SS]
	REFERRAL CONFIRMATION		
DIC.....: [AS3]	STK-NO.....: [1005203332003 ]		
UI.....: [BX]	QTY-SHIPED.....: [ ]		
DOC-NO.....: [N16TAB] [8015] [F161]	SUFFIX-CD.....: [A]		
SHIP-HOLD-CD.....: [ ]	POINT OF EMBARK...: [ ]		
DTE SHIPPED.....: [ ]	TCN-GBL.....: [ ]		
MODE OF SHIPMENT...: [ ]			
PLEASE <ESC> TO CONTINUE			
ACTION: [ ]	<=== ENTER COMMAND TO CHANGE YOUR PROCESS		PCN AJU-269
<F1> = HELP	MENU = PREV MENU; SMM = SARSS MASTER MENU;	LOGOUT; <F8> = ACTION	
F2	F5/CFM	F6/EDIT	
CLEAR	BLD TRN	SCREEN	

Figure 18.5-5. Referral Confirmation Screen

a. This screen displays the open referral data, without data in the quantity field, from the Suspense Detail File for the document number you entered. It also displays two function key selections at the bottom of the screen.

b. To re-create a DIC AS\_ referral confirmation transaction, press <F5> to input data, enter the quantity shipped and date shipped, and complete the remaining data fields, if appropriate. Then, press <Esc> to process the transaction. If you make an entry in any of these fields: POINT OF EMBARK, TCN-GBL, or MODE OF SHIPMENT, you must complete the entries in the other two fields. The system displays three function key selections at the bottom of the screen:

- (1) F2 Clear, which returns you to a blank SARSS Referral Transactions screen.
  - (2) F5/Cfm Bld Trn, which lets you confirm and build the transaction.
  - (3) F6/Edit Screen, which moves the cursor to the quantity field so you can edit the entry.
- c. Press <F5> to confirm and build the DIC AS\_ referral confirmation transaction.

18.5.7 Selecting AE Referral Response. To select AE\_ Referral Response, enter the document number and Suffix Code (if assigned). Then, type an **X** by AE\_ Referral Response and press <Esc>. The Referral Release screen (figure 18.5-6) appears.

```
DATE: [MM/DD/YY]                SARSS REFERRAL TRANSACTIONS                TIME: [HH:MM SS]
                                REFERRAL RELEASE

DIC..... [AE3]                   STK-NO..... [ 174017777 ]
UI..... [EA]                      QTY-REF..... [   ]
DOC-NO..... [W45J66] [9035] [7777]  SUFFIX-CD... [A]

                                PRESS <ESC> TO CONTINUE

ACTION: [   ]    <=== ENTER COMMAND TO CHANGE YOUR PROCESS          PCN AJU-011
<F1> = HELP      MENU = PREV MENU; SMM = SARSS MASTER MENU;  LOGOUT; <F8> = ACTION
                F2
                CLEAR          F5/CFM
                                BLD TRN          F6/EDIT
                                                SCREEN
```

Figure 18.5-6. Referral Release Screen

a. This screen displays the open referral data, without data in the quantity field, from the Suspense Detail File for the document number you entered. It also displays two function key selections at the bottom of the screen.

b. To re-create a DIC AE\_ referral release (response) transaction, press <F5> to input data, enter the quantity, and press <Esc> to process the transaction. The system displays three function key selections at the bottom of the screen:

- (1) F2 Clear, which returns you to a blank SARSS Referral Transactions screen:
- (2) F5/Cfm Bld Trn, which lets you confirm and build the transaction.
- (3) F6/Edit Screen, which moves the cursor to the quantity field so you can edit the entry.

c. Press <F5> to confirm and build the DIC AE\_ referral response transaction.

18.5.8 Selecting D6 Referral Receipt. To select D6\_ Referral Receipt, enter the document number and Suffix Code (if assigned). Then, type an **X** by D6\_ Referral Receipt and press <Esc>. The Referral Receipt screen (figure 18.5-7) appears.

```
DATE: [MM/DD/YY]                SARSS REFERRAL TRANSACTIONS                TIME: [HH:MM:SS]
                                REFERRAL RECEIPT

DIC.....: [  ]                STK-NO.....: [ 174017777 ]
UI.....: [EA]                QTY-REC.....: [  ]
DOC-NO.....: [W45J66] [9035] [7777] SUFFIX-CD.....: [A]
MGT-CD.....: [  ]                DTE-REC.....: [  ]
TRANS-CD.....: [  ]                DOC-HIST.....: [  ]

                                PRESS <ESC> TO CONTINUE

ACTION: [  ]                <=== ENTER COMMAND TO CHANGE YOUR PROCESS                PCN AJU-266
<F1> = HELP                MENU = PREV MENU; SMM = SARSS MASTER MENU; LOGOUT; <F8> = ACTION
                                F2/CFM                F6/EDIT
                                CLEAR                BLD TRN                SCREEN
```

Figure 18.5-7. Referral Receipt Screen

- a. This screen displays the open referral data from the Suspense Detail File for the document number you entered. It also displays two function key selections at the bottom of the screen.
- b. To re-create a DIC D6\_ referral receipt transaction, press <F5> to input data, enter the required data in the data entry fields, and press <Esc> to process the transaction. The system displays three function key selections at the bottom of the screen:
  - (1) F2 Clear, which returns you to a blank SARSS Referral Transaction screen.
  - (2) F5/Cfm Bld Trn, which lets you confirm and build the transaction.
  - (3) F6/Edit Screen, which moves the cursor to the quantity field so you can edit the entry.
- c. Press <F5> to confirm and build the DIC D6\_ referral receipt transaction.

18.5.9 Edits Performed During the Referral Transactions Process. The system edits document number entries for an existing Suspense Detail File Record, quantity entries to prevent action against more than the open quantity, and date entries to ensure dates are not older than the document number date.

18.6 Output. Output from the Referral Transactions Process goes to the Transaction-Out File, the batch Referral Response Process, or the Transaction-In File for SARSS2B as applicable.