



Item and Lot Expiration, Ship by and Consume by Date

Purpose of this document

This document discusses how bank to track three different aging management values for an Item/ Lot combination.

Ceres Object release 5.00.00 is required for the functionality described in this document.

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Overview

Ceres allows the food bank to track three different aging management values for an Item/ Lot combination. They are, in reverse order:

Lot Expiration Date: The manufacturers / distributors / growers published Lot Expiration date.

Ship by Date: The date by which the food bank must distribute the inventory so the end consumer has time to obtain and use the food prior to the Consume by date.

Consume by Date: The date after which consuming the product is no longer safe. This is typically after the Lot Expiration date. Once this date is reached, the Inventory is no longer Available Inventory in Ceres.

Consume by Date and Lot Expiration date have been available in Ceres since its' initial release. The Ship by Date tracking is a new option.

The Ship by Date is setup and calculates in the same manner as the lot expiration date and lot consumed by date, it is informational only and does not factor into any other processes or calculations within Ceres.

Calculation of Lot Expiration, Ship by and Lot Consume by Date

Model calculations for the three dates above can be established on the Item card. Typically Ceres uses the model calculation to create a suggested Expiration, Ship by and Consume by date when a Lot is created. The receiver can override these suggested dates if needed.

The Expiration Date, Consume By Date, and Ship by Date calculation formulas are setup on the Item Card → Item Tracking FastTab.

In each of the date calculation fields input a formula. Valid examples include

+1M = calculate out 1 month
+25D = calculate out 25 days
+1Y = calculate out 1 year

The formula will be applied and the dates calculated based on the type of transaction as outlined below.

The screenshot displays the 'Item Tracking' FastTab interface. On the left, a red box highlights the date calculation fields: 'Expiration Calculation:' with '+1Y', 'Consume by Date Calculation:' with '+3M', and 'Ship by Date Calculation:' with '+9M'. Below these are fields for 'Pallet No. Required:' (checked), 'Tiers:' (0), and 'Height:' (0). Further down are dropdowns for 'FBC Product Category Code:' (DONATED), 'FBC Product Type Code:' (CON), and 'FBC Package Type Code:' (CASE). On the right side, there are several dropdowns and text fields: 'FBC Storage Requirement Code:' (DRY), 'UNC Handling Requirement Code:' (DRY), 'FBC Product Classification:' (CON), 'Allocation Group No.:' (10018), 'Permit Web Orders:' (checkbox), 'Product Image URL:' (www.google.com), 'UNC Product Category Code:' (RETAILWHSL), 'UNC Product Type Code:' (26), 'UNC Package Type Code:' (CASE), and 'UNC Storage Requirement Code:' (DRY).

Transactions that support the Expiration Calculation, Consume by Date Calculation, and Ship by Date Calculation fields are:

1. Donation Orders
2. Purchase Orders
3. Agency Orders
4. Item/BOM Journals
5. Lot Information Card
6. Item Ledgers
7. Available Quantity Calculation
8. WAP movements
9. Pick Generation/ Pick reports

Purchase or Donation Order

The Lot Expiration, Lot Consume by Date, and Ship by Date fields on the order are calculated based on the corresponding Date Calculation fields from the Item Card. and the Calculate Lot Dates Based On field from the Purchase & Payables Setup.

The screenshot shows the 'Purchases & Payables Setup' window with the 'General' tab selected. The 'Calculate Lot Dates Based on:' field is highlighted with a red circle, and its dropdown menu is open, showing three options: 'Posting Date', 'Order Date', and 'Expected Receipt Date'. The 'Posting Date' option is currently selected.

General	
Discount Posting:	No Discounts
Receipt on Invoice:	<input type="checkbox"/>
Return Shipment on Credit Memo:	<input type="checkbox"/>
Invoice Rounding:	<input type="checkbox"/>
Ext. Doc. No. Mandatory:	<input checked="" type="checkbox"/>
Allow Tax Difference:	<input type="checkbox"/>
Calc. Inv. Discount:	<input type="checkbox"/>
Calc. Inv. Disc. per Tax ID:	<input type="checkbox"/>
Appln. between Currencies:	None
Default Posting Date:	Work Date
Default Qty. to Receive:	Remainder
Copy Comments Blanket to Order:	<input checked="" type="checkbox"/>
Copy Comments Order to Invoice:	<input checked="" type="checkbox"/>
Copy Comments Order to Receipt:	<input checked="" type="checkbox"/>
Copy Cmts Ret.Ord. to Cr. Memo:	<input checked="" type="checkbox"/>
Copy Cmts Ret.Ord. to Ret.Shtp:	<input checked="" type="checkbox"/>
Exact Cost Reversing Mandatory:	<input type="checkbox"/>
Check Prepm. when Posting:	<input type="checkbox"/>
Archive Quotes and Orders:	<input type="checkbox"/>
Combine Special Orders Default:	Always Combine
Use Vendor's Tax Area Code:	<input type="checkbox"/>
Company Position on Documents:	Right
Logo Position on Documents:	Left
Same Fund on Purch. Lines:	<input type="checkbox"/>
Post PO/PI in Detail:	G/L Only
Reason Code Mandatory:	<input checked="" type="checkbox"/>
Calculate Lot Dates Based on:	Posting Date
Allow Document Deletion Before:	Posting Date
Suppress Printing of Rcpt:	<input type="checkbox"/>

The Calculate Lot Dates Based On field has three options:

Posting Date - The Ship by Date is calculated based on the Posting Date.

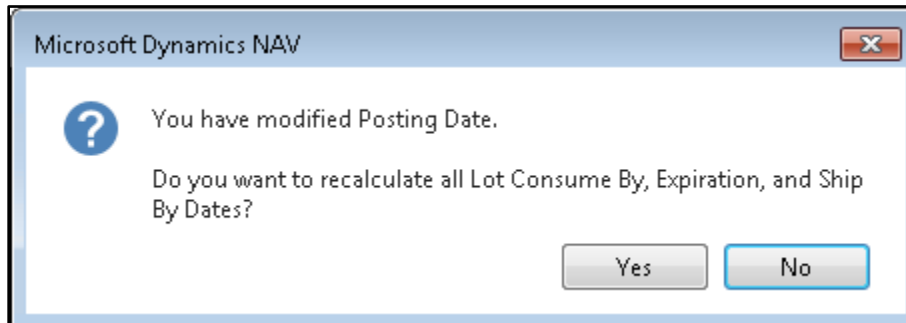
Order Date - The Ship by Date is calculated based on the Order Date.

Expected Receipt Date - The Ship by Date is calculated based on the Expected Receipt Date.

The Ship by Date field is calculated on the order line once an item is selected; whereas the Lot Expiration Date and the Lot Consume by Date are calculated once the lot is assigned.

Donation Order Subform											
Line Functions Find Filter Clear Filter											
Type	No.	Description	Quantity	Location Code	Bin Code	Pallet No.	Lot No.	Lot Expiration...	Lot Consume By Date	Lot Certificat...	Gross Weight Ship by Date
Item	10018	Chocolate Syrup	100	KAN	01-101-B		LOT-04240	2/28/2021	5/28/2021		18 11/28/2020

Users can override the date fields manually or the date fields can be updated automatically when the Posting Date, Order Date, or Expected Receipt Date is changed. If the one of those dates is changed, the below message appears. Select Yes to recalculate the Lot Consume By, Expiration, and Ship by Dates, and No to leave the dates as is.



Donation Order Subform											
Line Functions Find Filter Clear Filter											
Type	No.	Description	Quantity	Location Code	Bin Code	Pallet No.	Lot No.	Lot Expiration...	Lot Consume By Date	Lot Certificat...	Gross Weight Ship by Date
Item	10018	Chocolate Syrup	100	KAN	01-101-B		LOT-04240	3/5/2021	6/5/2021		18 12/5/2020

If the Ship by Date, Lot Expiration Date, or Lot Consume by Date fields are blank, a date of 12/31/9999 will be assigned and flow to the Lot when the order is posted. If not, whatever date is in each of the fields will flow.

Item Journal

Similar to the Purchase Order of Donation Order, the Ship by Date field is calculated on the journal line with an Entry Type of Positive Adjustment once an item is selected. The Lot Expiration Date and the Lot Consume by Date default to 12/31/9999 once the lot is assigned and do not recalculate.

Line No.	Posting Date	Entry Type	Document No.	Item No.	Description	Lot Consume by Date	Lot Expiration...	Ship by Date
10000	2/28/2020	Positive Adj...	IGJ-00309	10018	Chocolate Syrup	5/28/2021	2/28/2021	11/28/2020

All three date fields can be updated manually. If the Ship by Date, Lot Expiration Date, or Lot Consume by Date fields are blank, a date of 12/31/9999 will be assigned and flow to the Lot when the order is posted. If not, whatever date is in each of the fields will flow.

Lots											
Type to filter (F3)										Item No.	
Item No.	Lot No.	Description	Blocked	Variant Code	Quantity on Hand	Unit Cost	Unit Gross Weight	Receive Date	Consume by Date	Expiration Date	Ship by Date
10018	LOT-02554	Chocolate Sryup	None		500	5.00	18	9/19/2013	8/16/2020	5/16/2020	12/31/9999
10018	LOT-02557	Chocolate Sryup	None		0	5.00	18	11/8/2013	12/31/9999	12/31/9999	12/31/9999
10018	LOT-02558	Chocolate Sryup	None		0	5.95	18	11/8/2013	12/31/9999	12/31/9999	12/31/9999
10018	LOT-02639	Chocolate Sryup	None		0	0.00	18	1/28/2014	12/31/9999	12/31/9999	12/31/9999
10018	LOT-02641	Chocolate Sryup	None		0	0.00	18	1/31/2014	12/31/9999	12/31/9999	12/31/9999
10018	LOT-02646	Chocolate Sryup	None		0	0.00	18	12/21/2012	12/31/9999	12/31/9999	12/31/9999
10018	LOT-02647	Chocolate Sryup	None		0	0.00	18	8/1/2014	12/31/9999	12/31/9999	12/31/9999
10018	LOT-02648	Chocolate Sryup	None		0	0.00	18	8/1/2014	12/31/9999	12/31/9999	12/31/9999
10018	LOT-02841	Chocolate Sryup	None		0	5.00	18	2/18/2015	12/31/9999	12/31/9999	12/31/9999
10018	LOT-02842	Chocolate Sryup	None		0	5.00	18	11/17/2015	12/31/9999	12/31/9999	12/31/9999

BOM Journal

Similar to the Item Journal, the Ship by Date field is calculated on the journal line with an Entry Type of Assembly once an item is selected. The Lot Expiration Date and the Lot Consume by Date default to 12/31/9999 once the lot is assigned and do not recalculate.

Edit - BOM Journal - DEFAULT · Default Journal

HOME

ACTIONS

NAVIGATE

Break Bulk Components

Retrieve Components

Assign Lots

Create Pallets

Abort Break Bulk Components

Reverse Break Bulk Components

Suggest FB Kit Disassembly

Delete Advanced Kitting Lines

Affiliate Zero Quantity Lines

Test Report...

Post

Post and Print

BOM Journal

Kitting Report

Kitting Reconciliation Report

Functions

Posting

Print

Batch Name:

DEFAULT

Posting Date	Status	Entry Type	Document No.	Item No.	Description	Lot No.	Lot Consume by Date	Lot Expiration...	Ship by Date	D
2/28/2020	Component...	Assembly	IBJ-00086	FA-KIT-APR19	April 2019 Box	LOT-04242	3/5/2021	12/5/2020	12/31/9999	
2/28/2020	Component...	Assembly	IBJ-00086	FA-KIT-APR19	April 2019 Box	LOT-04243	3/5/2021	12/5/2020	12/31/9999	
2/28/2020	Component...	Assembly	IBJ-00086	FA-KIT-APR19	April 2019 Box	LOT-04244	3/5/2021	12/5/2020	12/31/9999	

All three date fields can be updated manually. If the Ship by Date, Lot Expiration Date, or Lot Consume by Date fields are blank, a date of 12/31/9999 will be assigned and flow to the Lot when the order is posted. If not, whatever date is in each of the fields will flow.

Agency Order

The Ship by Date field flows to the Agency Order Line once the Lot is assigned. The Lot Expiration Date and Lot Consume by Date fields do not. The Ship by Date field on the Agency Order Line is for information only and is not editable.

AO-01177 · Safehome, Inc.									
General									
Lines									
<div> <div>Line</div> <div>Order</div> <div>Find</div> <div>Filter</div> <div>Clear Filter</div> </div>									
Type	No.	Description	Available Quantity	Location Code	Zone Code	Bin Code	Pallet No.	Ship by Date	Lot No.
Item	ITEMFEE	Item Fee Test Item	10	CC	DRY	DRY	1305-05071	12/13/2019	LOT-04164
Item	ITEMFEE	Item Fee Test Item	5	KAN	GR	GR	1305-05072	12/19/2019	LOT-04165
Item	ITEMFEE	Item Fee Test Item	87	KAN	DRY	01-100-B	1305-05070	12/19/2019	LOT-04161

Updating the Lot Expiration, Ship By and Consume by Date

The Lot Expiration Date, Ship by Date and Lot Consume by Date fields are editable and can be updated on the Lot Information Card at any time when the Lot is Open. From the Item Card, go to Navigate → Lots. Find the Lot you want to update and then go to Home → Lot Card and change the dates.

Edit - Lot No. Information Card - 10018 · LOT-04241 · Chocolate Sryup

HOME

ACTIONS

NAVIGATE

View

Edit

Navigate

OneNote

Notes

Links

Refresh

Clear Filter

Go to

Previous

Next

Manage

Process

Show Attached

Page

10018 · LOT-04241 · Chocolate Sryup

General

Item No.:

10018

Variant Code:

Lot No.:

LOT-04241

Description:

Chocolate Sryup

Maximum Quantity:

0.00

Test Quality:

Certificate Number:

Blocked:

None

GTIN Code:

GTIN Version No.:

0

Consume by Date:

12/31/9999

Expiration Date:

12/31/9999

Ship by Date:

11/28/2020

Receive Date:

2/28/2020

Unit Cost:

6.67

Unit Value:

0.00

Unit Gross Weight:

18

Ext. Gross Weight:

3,600

Handling Fee (per LB):

0.00

VAP Fee (per LB):

0.00

Inventory

Manufacturer

Notes

Click here to create a new note.

There is nothing to show in this view.

OK

Lot Expiration Report

Item and Lot Expiration, Ship by and Consume by Date

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Last Reviewed 6/15/2020

The Lot Expiration Report was updated to include the Ship by Date. The report is a listing of Lots by Item. The report can be used to see when product is expiring and needs to be shipped by. An Expiration Date must be entered to run the report. You can also filter by Ship by Date or Consume by Date. The Lot Expiration Report can be accessed from Departments → Warehouse → Inventory → Reports → Lot Expiration.

The screenshot shows a software window titled "Edit - Lot Expiration". At the top right, there is a green status bar that says "Ceres 5.0 Testing" with a help icon. Below the title bar is a tab labeled "ACTIONS". On the left side, there is a "Clear Filter Page" button with a funnel icon and a red X. The main area is divided into two sections: "Saved Settings" and "Lot No. Information". In the "Saved Settings" section, there is a "Name:" label followed by a dropdown menu showing "Last used options and filters". The "Lot No. Information" section contains a "Show results:" label and a list of filters. Each filter has a red X icon to its left. The filters are: "Where Expiration Date ▼ is 03/01/20..06/30/20", "And Lot No. ▼ is Enter a value.", "And Consume by Date ▼ is Enter a value.", and "And Ship by Date ▼ is Enter a value.". Below these filters is a green "+" icon followed by the text "Add Filter". At the bottom right of the window, there are three buttons: "Print..." with a dropdown arrow, "Preview", and "Cancel".

Below is an excerpt of the report.

Lot Expiration Report
Finance Company

2/28/2020 10:12 AM
Page 1
ESOPROIRXF

Expiration Date: 03/01/20..06/30/20

Lot No.	Item No.	Description	Last Receipt Date	Expiration Date	Consume By Date	Ship By Date	Remaining Qty.	Remaining Lbs.
LOT-02554	10018	Chocolate Sryup	9/19/2013	5/16/2020	8/16/2020	12/31/9999	500	9,000
LOT-04004	10018	Chocolate Sryup	3/8/2019	3/8/2020	6/8/2020	12/8/2019	45	810
LOT-04005	10018	Chocolate Sryup	3/8/2019	3/8/2020	6/8/2020	12/8/2019	50	900
LOT-04006	10018	Chocolate Sryup	3/13/2019	3/13/2020	6/13/2020	12/13/2019	100	1,800
LOT-04007	10018	Chocolate Sryup	3/13/2019	3/13/2020	6/13/2020	12/13/2019	100	1,800
LOT-04008	10018	Chocolate Sryup	3/21/2019	3/21/2020	6/21/2020	12/21/2019	100	1,800
LOT-04048	10018	Chocolate Sryup	5/23/2019	5/23/2020	8/23/2020	2/23/2020	500	9,000
LOT-04049	10019	Coffee	5/23/2019	5/23/2020	8/23/2020	2/23/2020	500	6,000
LOT-04051	10019	Coffee	5/23/2019	5/23/2020	8/23/2020	2/23/2020	500	6,000
LOT-04107	10018	Chocolate Sryup	3/25/2019	3/25/2020	6/25/2020	12/25/2019	50	900
LOT-04108	10018	Chocolate Sryup	3/25/2019	3/25/2020	6/25/2020	12/25/2019	50	900
LOT-04109	10018	Chocolate Sryup	3/22/2019	3/22/2020	6/22/2020	12/22/2019	50	900
LOT-04110	10018	Chocolate Sryup	3/22/2019	3/22/2020	6/22/2020	12/22/2019	50	900
LOT-04111	10018	Chocolate Sryup	3/15/2019	3/15/2020	6/15/2020	12/15/2019	50	900
Report Totals							2,645	41,610

Related Topics

1. Agency Order Overview
2. Donation Order Overview
3. Item Overview
4. Item Journal Adjust Quantities
5. Purchase Order Overview
6. Warehouse Lots and Pallets