

# Screen Descriptions (Manifest Consolidation)

Last Modified on 10/09/2023 4:25 pm EDT

**Pathway:** [Operations](#) > [Manifest Processing](#) > [Manifest Consolidation](#)

Manifest Consolidation is the process of combining waste material into one manifest for transport to an offsite location where it will be destroyed. The Manifest Consolidation screen displays a summary of each consolidated batch and facilitates the transfer process.

MANIFEST CONSOLIDATION										OPERATIONS > MANIFEST PROCESSING > MANIFEST CONSOLIDATION
+	SOURCE	All	DESTINATION	All	STATUS	Open, Posted, Voided, !	LOAD	32 / 50.04 lbs	Search	
BATCH ID	SHIP DATE	STATUS	SOURCE	TRANSPORTER	DESTINATION	NOTE	COUNT	WEIGHT LBS	TRANSFER WO #	
1000	02/08/2023	Posted	General Disposal	General	Stericycle		2	50.00	5581026 Service...	
1001	02/14/2023	Posted	QA Waste Transfer	QA Transporter	TAYLOR RENOVATI...		2	112.00	5613804 Service...	
1002	03/01/2023	Posted	QA Waste Transfer	QA Transporter	Stericycle		2	109.00	5681389 Service...	
1003	05/10/2023	Shipped	QA Waste Transfer	QA Transporter	Stericycle	testing posted	9	319.66	6016212 In Progr...	
1004		Voided	QA Waste Transfer	General	Stericycle		0	0.00		
1005	07/15/2023	Posted	QA Waste Transfer	QA Transporter	General Disposal		2	64.00	6404432 Service...	
1006	07/29/2023	Posted	General Disposal	General	Stericycle		2	64.00	6430033 Service...	
1007	07/27/2023	Posted	QA Waste Transfer	General	General Disposal		1	31.00	6430031 Service...	
1008	07/15/2023	Posted	QA Waste Transfer	QA Transporter	General Disposal		2	80.00	6430032 Service...	
1009	07/29/2023	Received at...	General Disposal	Waste Transport	Republic		1	43.00	6430034 Service...	
1010	07/28/2023	Posted	QA Waste Transfer	QA Transporter	General Disposal		4	109.00	6430035 Service...	
1011	07/30/2023	Received at...	General Disposal	Quality Transport	Stericycle		1	31.00	6430036 Service...	
1012	07/31/2023	Received at...	General Disposal	Waste Transport	Republic		1	24.00	6430037 Service...	
1013	07/28/2023	Posted	QA waste Processing	Waste Transport	Stericycle		1	27.00	6430040 Service...	
1014	08/11/2023	Voided	QA waste Processing	Quality Transport	Stericycle		0	0.00	6497010 Cancelled	
1015		Open	QA waste Processing		Stericycle		0	0.00		
1016		Open	QA waste Processing		Stericycle		2	54.00		

## Field Descriptions

Field	Description
<b>Filter Options</b>	
Source	The location the batch is transferred from. For non transfer batches, this is the location the waste was received and destroyed.
Destination	The location the batch is being transferred to. For non transfer batches, this is the location the waste was received and destroyed.
Status	Filters to only display batches currently in the selected status.
Load	Select and the screen will load batches based on the selected Source, Destination and Status.
Search	Search function that searches across all fields displayed. This only searches across what is currently displayed on the screen. Load must be performed first.
<b>Fields</b>	
ID	Displays the ID used to identify the batch.
Ship Date	The date the batch is scheduled to ship. Right click to access "Edit Batch" and complete the shipping information.

Field	Description
Status	Displays the current status of a batch. If a batch is in an "Open" status, scanned items will continue to be added to it.
Source	Identifies the location where waste is consolidated and transferred from.
Transporter	Identifies who is transporting the waste to the next location. If this is a non-transfer, the route for the collection of the waste is used.
Destination	Identifies the next location the manifest batch will be transferred to. If this is a non-transfer, the Destination should match the Source.
Note	Displays any notes that were added in the Manifest Consolidation Batch editor popup.
Count	Displays a total count of how many items have been added to the shipping container.
Weight lbs	Displays the current weight of all items included in the batch.
Transfer WO #	The transfer work order number assigned to a batch. When a batch has been marked 'Ready to Ship', a transfer work order is automatically created. To open the work order, select the transfer work order number displayed for the batch.

## Right-Click Options

The following options are available by right-clicking within the row of a batch. The current status of the batch controls which options display.

The screenshot shows the 'MANIFEST CONSOLIDATION' interface. At the top, there are filters for SOURCE (All), DESTINATION (All), and STATUS (Open), along with a 'LOAD' button and a weight indicator '2 / 0.01 lbs'. Below the filters is a table with the following columns: BATCH ID, SHIP DATE, STATUS, SOURCE, TRANSPORTER, and DESTINATION. The table contains two rows: 1015 and 1016. The row for 1015 has a status of 'Open' and a source of 'QA waste Processing'. A right-click context menu is open over this row, displaying three options: 'Edit Batch', 'Print Shipping Report', and 'Void Batch'. The row for 1016 has a status of 'Open' and a destination of 'Stericycle'.

Option	Description
Edit Batch	Select to display the Manifest Consolidation Batch popup editor. <i>Displays for all status options.</i>
Print Manifest	Select to print a manifest for the driver transporting the batch. The driver must have this with them for transport. <i>Displays for status options: "Ready to Ship," "Shipped and Posted."</i>

Option	Description
<b>Print Shipping Report</b>	Select to print the shipping report for the driver transporting the batch. <i>Displays for all status options.</i>
<b>Mark Ready to Ship</b>	Places the batch in a 'Ready to Ship' status and automatically creates a Transfer Work Order. This status is unavailable if a <i>Ship Date</i> and <i>Transporter</i> have not been identified in <i>Edit Batch &gt; Manifest Consolidation Batch</i> (popup editor). <i>Displays only for batches with an 'Open' status.</i>

---