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.

Field Descriptions

Field	Description
Filter Options	
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.
Fields	
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.

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

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