

Blanket PO Usage for Inbound / Outbound Orders

Last Modified on 10/07/2026 11:10 am PDT

Pathway: Operations > Inbound / Outbound > Create Inbound Order | Create Outbound Order

CREATE INBOUND ORDER

Canyon Landfill
3001 Scholl Canyon Rd
Glendale, CA 91206-3130

SCHEDULE DATE: 10/07/26 Wednesday
SERVICE CODE: Scale Inbound Services "test"
ORDER TYPE: Scale IN (Inbound / Receiving)

TRUCK: QATRK22
EQUIPMENT 1: Search serial or type
EQUIPMENT 2: Search serial or type

VEHICLE INFO:

MATERIAL:
ORIGIN: DTLA

TRANSPORTER:
TRANSPORT METHOD:
BILL OF LADING:

PO NUMBER:
BLANKET PO:

CREATE

Blanket Purchase Orders (POs) allow scale operators to associate recurring inbound and outbound transactions with a specific PO. The operator can quickly search or select a Blanket PO when creating or editing an Inbound or Outbound ticket. The selected Blanket PO is saved to the work order and can be used to control which charges are available, the rates used, and the quantity limits that apply.

The Blanket PO is used to determine which account, site, operation type, charges and rates apply. It can also track quantity limits for charges and prevent charges from being used after their limits are reached. Operators can view the service history for charges linked to a rate. The Blanket PO process applies to both Inbound and Outbound transactions.

Setup Requirements

Before using Blanket POs for tracking inbound and outbound orders, proper configuration is required.

Facility

The facility with the scale that will be processing the hauls, either inbound, outbound, or both must be enabled for such transactions.

FACILITY SETUP

ID	TYPE	NAME	ABBREV	DIVISION	TYPE	OWNERSHIP	ACTIVE	ADDRESS LINE 1	CITY	STATE	POSTAL	SCALE UOM	WEIGHT	VOLUME	SIGNATURE BY	SIGN	ICON
1059		East Houston Landfill	EASTH														
1060		East Tx Houston Transfer Station	OUTF														
1061		East Tx Houston Recycling	HOMRF														

UPDATE FACILITY

Facility Settings | Manifest Processing | Inbound / Outbound

ENABLE INBOUND ORDER: Yes (Truck Required)
ENABLE OUTBOUND ORDER: Yes
REQUIRE MANUAL WEIGHT REASON: Yes
DEFAULT SCALE TICKET FORMAT: Scale Ticket Format 1
SEARCH DEFAULT FOR CREATE NEW: Site
WEIGHMASTER CERTIFICATION: WEIGHMASTER CERTIFICATE
- THIS IS TO CERTIFY that the following described commodity was weighed, measured, or counted by a weighmaster, whose signature is on this certificate, who is a

Account

The account or site must have an active Inbound or Outbound service and an unexpired Blanket PO.

EDIT ON CALL - WORK ORDER: 12585432

Site # 49199001
QA Scale Customer 2
 216 Pacific St
 Pomona, CA 91768-3216
COD - Payment Required
 PHONE +1 909-594-9093
 CREATED BY
 Katie Raterink (Admin) on 9/18/26 8:43 am
 ORDER REASON

WORK ORDER 12585432 QTY 1 SERVICE CODE Scale Inbound Services *test* (40005) WORK TYPE SCALE_IN ORDER TYPE On Call

ORDER NOTES
Selecting the Blanket PO, automatically loads the charges provided in the PO.

ROUTE

PO NUMBER BLANKET PO BLNKTPOLIMIT EXTERNAL ID

SCHEDULED DATE 09/18/26 Friday SEQUENCE 0 DESTINATION / ORIGIN

WORK STATUS Scheduled EXCEPTION REASON POSTING STATUS Pending

Charges Disposal / Ship Payments Completion Attachments Labels Photos

☐ Charges must match Equipment
☐ Charges must match Material

WO MINIMUM

GROSS QTY	LABELS	NO CHARGE QTY	CHARGE QTY	UOM	CHARGE CODE	PER UNIT	VENDOR RATE	MINIMUM TYPE	MINIMUM	TOTAL
0		0		cubic ...	msw scale test	\$ 0.00		None		\$ 0.00
0		0		cubic ...	Stryfoam	\$ 0.00		None		\$ 0.00
0		5	0	ton	Construction and Demolition	\$ 150.36		Quantity	3	\$ 0.00
0			0	ton	MSW Disposal	\$ 0.00		None		\$ 0.00
0			0	ton	Trash	\$ 0.00		None		\$ 0.00

Select Print Format

ADD PAYMENT (F7) **SAVE (F2)**

Note:

- The Blanket PO rate is used by default.
- Charges associated with another Blanket PO are excluded.
- Unassigned Default Rate charges are not defaulted when the selected Blanket PO has its own Default Rate charges.
- Site Service charges are used only when the Blanket PO has no associated Default Rate charges.
- If all Blanket PO Default Rate charges have reached their limits, no replacement charges are defaulted.

Quantity Limits

- A positive Quantity Limit is tracked separately for each Default Rate.
- A charge remains available for new transactions as long as the quantity already used is less than the quantity limit. Once the quantity used reaches or exceeds the limit, the charge is no longer available for future transactions.
- The system checks the limit before adding the new transaction. If the quantity used is below the limit at that time, the entire transaction is allowed - even if adding it causes the total quantity to exceed the limit. For example:
 - Quantity Limit: 100
 - Existing quantity: 95
 - New transaction quantity: 15
 - New total: 110

In the above example, the transaction is allowed but the charge becomes unavailable on subsequent transactions.

EDIT BLANKET PURCHASE ORDER

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✕

PO NUMBER

BLNKTPOLIMIT1

ACCOUNT #

49199

SITE #

START DATE

09/01/2026

END DATE

09/30/2026

NOTE

NAVU-22340 Test

Charge Codes

PO Limits

Attachment

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CHARGE CODE	EQUIPMENT TYPE	MATERIAL TYPE	RATE	QUANTITY LIMIT	USAGE HISTORY
Cardboard		Cardboard (Old...	\$ 100.00 per ton	5.00	4 (8.00 tons)
Tires		TIRES	\$ 200.52 per ton	5.00	12 (1.00 tons)
Stone		Stone	\$ 88.38 per ton	5.00	3 (6.00 tons)
MSW Disposal		MSW	\$ 50.35 per ton		7 (1.00 tons)
Construction and D...		C&D	\$ 90.58 per ton	10.00	7 (8.30 tons)
Scrap Metal		Metal	\$ 100.88 per po...		4 (21.00 lbs)
Construction & De...		C&D	\$ 58.33 per cubi...		3 (1.00 yd³)

SAVE

Editing a Ticket

- When a Blanket PO is added or changed on an existing Inbound or Outbound ticket:
- If the Blanket PO has associated Default Rate charges, existing charges are replaced with eligible charges from the selected Blanke
 - Charges from the previous Blanket PO are not retained.
 - If the new Blanket PO has no associated Default Rate charges, existing charges remain unchanged.
 - If all associated charges have reached their limits, existing charges are removed and no replacement charges are added.
 - If the ticket already has material and weight information, charge quantities and amounts are recalculated.
 - Editing a ticket without adding or changing its Blanket PO does not re-default or remove existing charges.

Charges Menu

- Without a Blanket PO, the Charges menu includes:
- Generic Site Service charges
 - Default Rate charges with no Blanket PO assignment
- With a Blanket PO selected, the Charges menu includes:
- Generic Site Service charges
 - Default Rate charges with no Blanket PO assignment
 - Default Rate charges associated with the selected Blanket PO
- Additionally:
- Charges associated with other Blanket POs are excluded.
 - A Blanket PO charge is displayed using the Charge Code and Default Rate Note, such as: Styrofoam (Entered By KR)
 - The Default Rate ID is not displayed.
 - When a charge reaches its quantity limit, it remains visible but cannot be selected. It is displayed as:
 - Styrofoam (matthew123) - Quantity limit reached

Work Order and Service History

- The selected Blanket PO is saved to the resulting Work Order.
- The Work Order retains:
- Blanket PO relationship
 - PO Number, if entered
 - Defaulted charges
 - Blanket PO rates
 - Default Rate relationships
 - Calculated quantities and amounts
- Additionally:
- Charges linked to an Account Default Rate appear as links in the Charges grid.
 - Selecting the link opens Service History filtered to Work Orders using that exact Default Rate record.
 - Charges using the same Charge Code through a different Default Rate are not included.

