

LOT NUMBER MANAGEMENT



Lot Number Management is all about traceability. If a Lot# is recalled, agré has the tools to trace where the Lot# came from, who it was sold to, how much is still in stock and where that stock is located.

Lot Numbers can be setup for *any* product, not just seed and feed.

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Seed Lot Number Overview

Seed products have unique inventory Lot Numbers that are provided by the supplier or the manufacturer at the time of purchase. The Lot# provides detailed information about the product's origins.

The first three lines of data on the seed tag contain the information most producers want to know: Crop Kind, Variety Name and Grade. The last two sections, "Crop Certificate No." and "Lot No." provide the paper trail – and the proof.

For example, on **Blue Tags for Canadian seed**, Lot#s are in the format: **12345678**.

- **1234** is the plant number where the seed was manufactured
- **5** is the province code (e.g. 8 = Saskatchewan)
- **678** is the conditioned, graded, sealed and labeled seed lot number

In agrē, you can allocate Lot#s on:

- Lot # management forms
- inventory receipts
- inventory adjustments
- manufactured products
- location transfers
- manual counts
- load out tickets
- invoices/POS invoice

INTERAGENCY - CERTIFIED SEED / INTER-AGENCE SEMENCE CERTIFIÉE	
Kind / Espece	HYBRID CORN
Variety / Variété	CORNAA/CORNBB
Grade / Catégorie	CERTIFIED No.1 CERTIFIÉE
Lot No. / N° du lot	12345678
Country/State of Certifying Agency Pays ou État de l'agence de certification	Ref. No. / N° de référence IOWA 12345678
MEMBER OF THE ASSOCIATION OF OFFICIAL SEED CERTIFYING AGENCIES / MEMBRE DE "ASSOCIATION OF OFFICIAL SEED CERTIFYING AGENCIES"	
CFIA/ACIA 5627 (2011/04)	

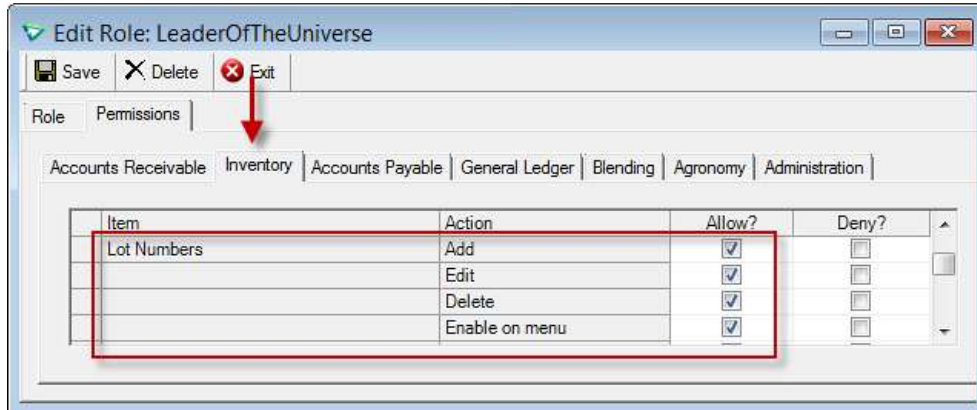
Note

The Lot# management form allows you to completely manage a Lot# and provides you with the flexibility to deal with changes that may occur 'after the fact' - essentially after a transaction/activity has taken place. Here you can link and unlink Lot#s, make corrections and other edits, associate Lot#s to manual counts and additional products in blends, and append outside documents to a specific Lot#.

Lot Number Security

You can restrict which **Lot Number management** actions users are allowed to perform.

Users who will manage Lot Numbers will need permission to **Add, Edit, and Delete** them.

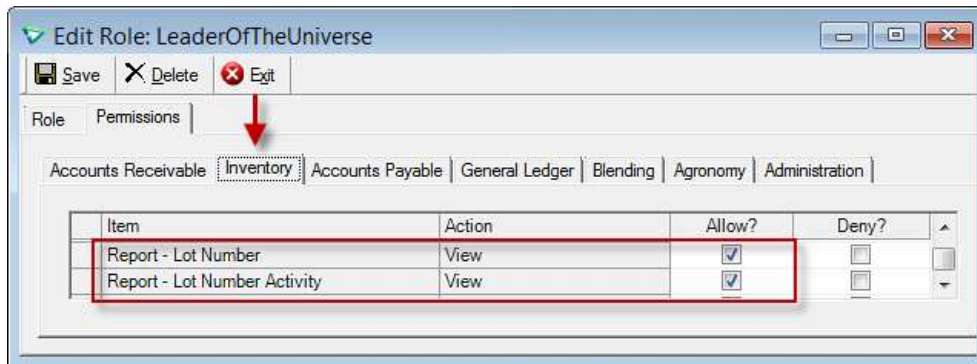


File > Security > Manage Roles > Edit

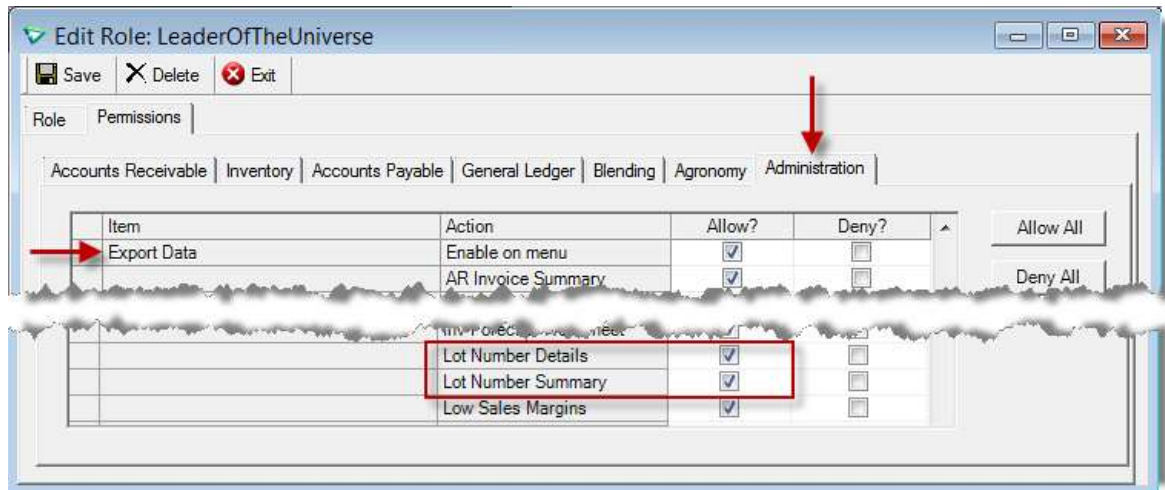
Note

Users don't need permission to any of these Manage actions in order to select existing Lot#s on Loadout Tickets, Invoices, etc.

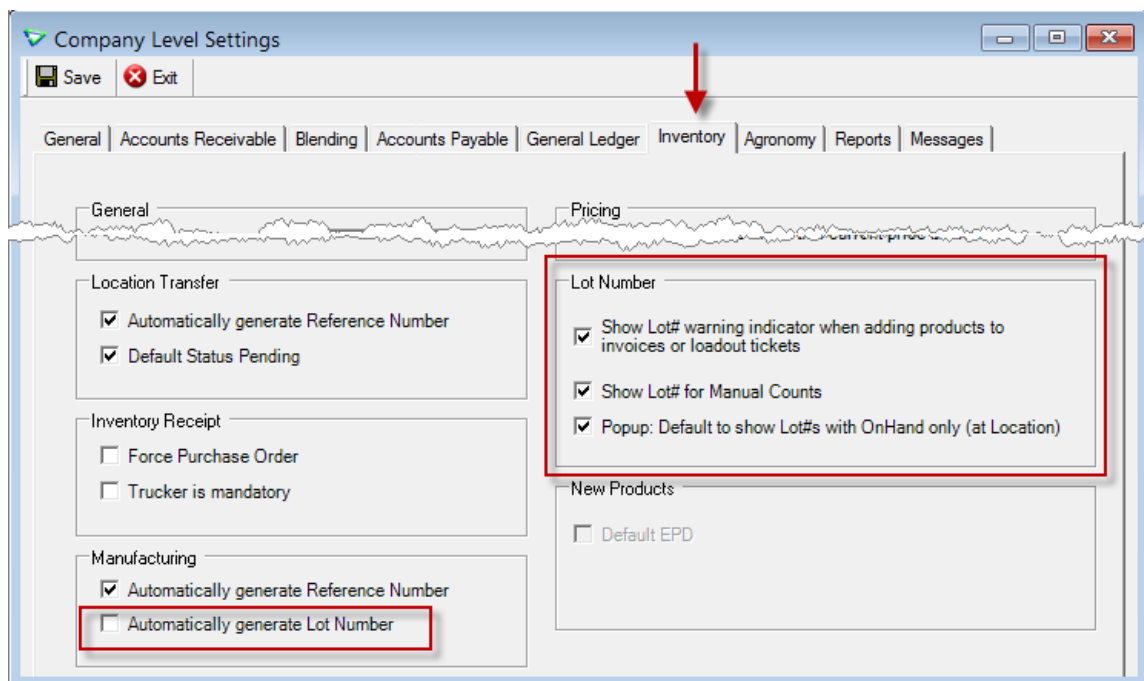
Scroll down a little further to allow permission to the **Lot Number Reports** too.



Permissions for **Lot Number Exports** are on the **Administration** tab.



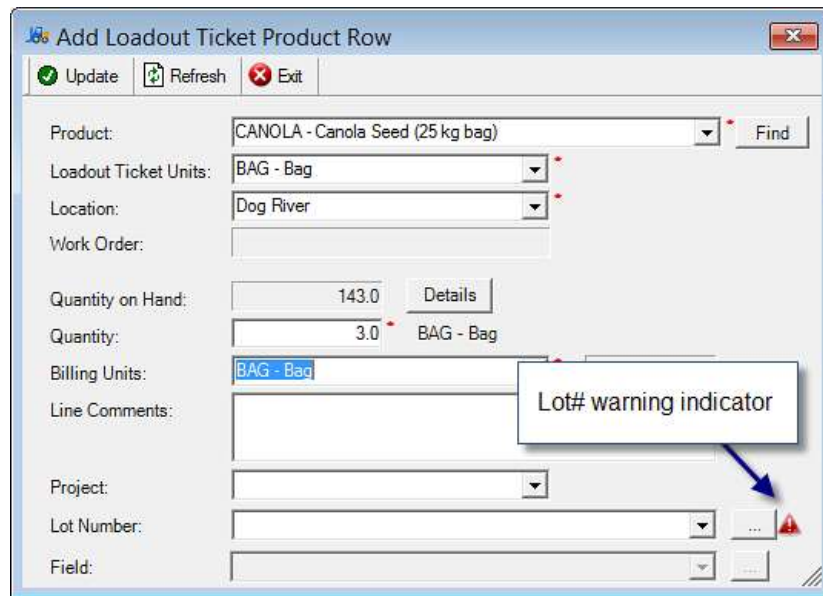
Lot Number Company Config Options



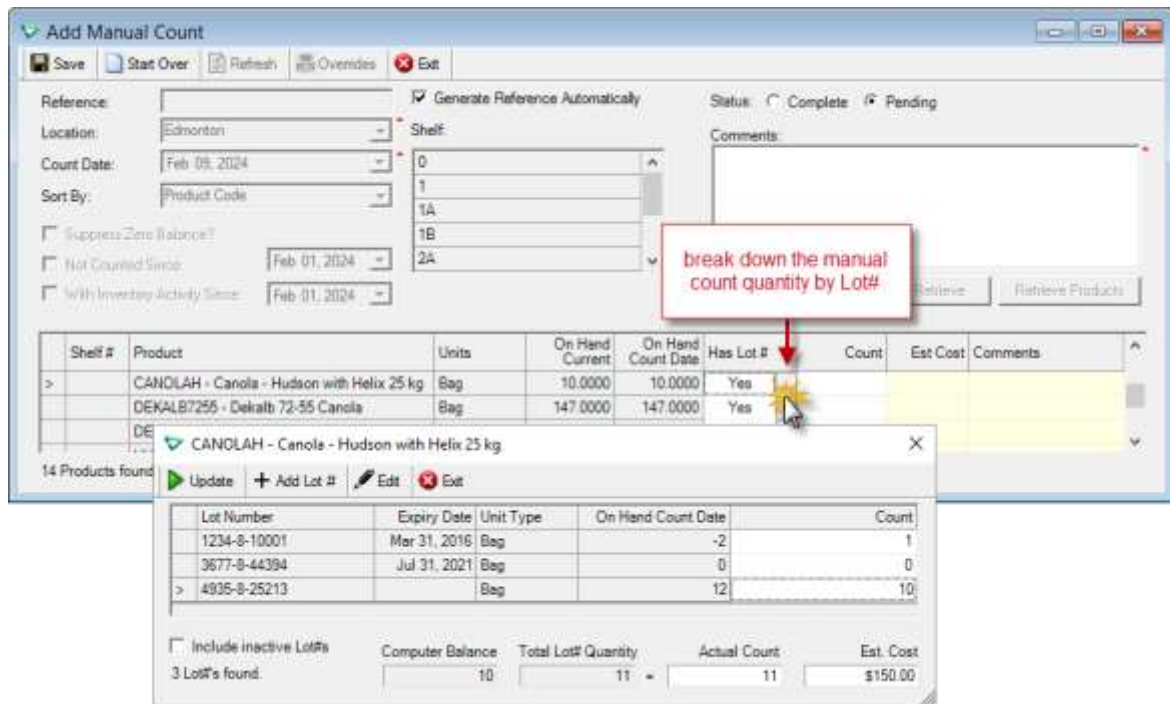
File > Config Options > Company

Manufacturing – Automatically generate Lot Number: Manufacturing with Lot#s is discussed a little further along in this document.

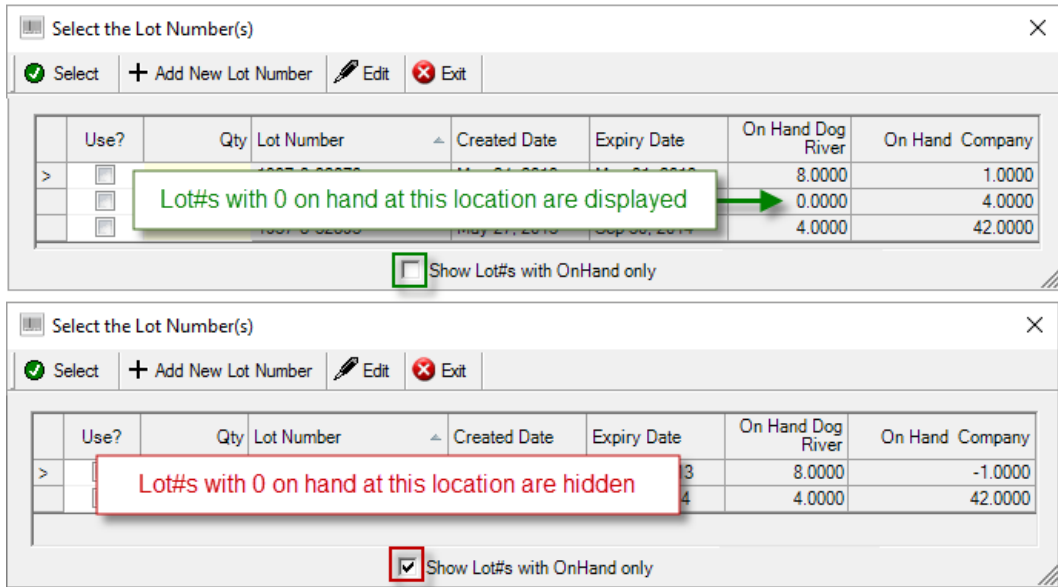
Showing the **Lot# warning indicator** blinky reminds the user to select a Lot# when adding products to loadout tickets, invoices, etc. (displayed only for products that have Lot#s)



Choosing to **Show Lot# for Manual Counts** adds an extra column to the manual count window so that you can break down the counted quantity by Lot#.

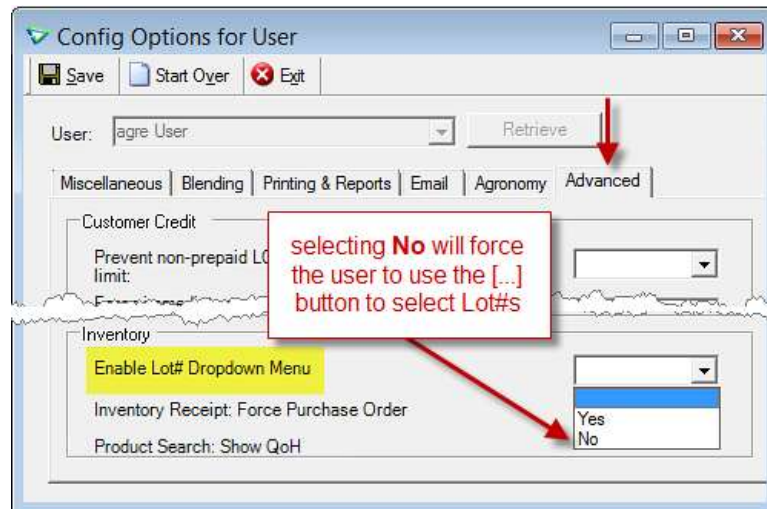


Lot# Popup: Default to show Lot#s with OnHand only (at Location) controls whether you want to see all locations by default, or just locations with quantity on-hand remaining (this setting just controls the default - you can check/uncheck on the fly to display the other option).



Lot Number User Configuration Options

You can specify *how* you want your users to select Lot#s.



File > Config Options > User

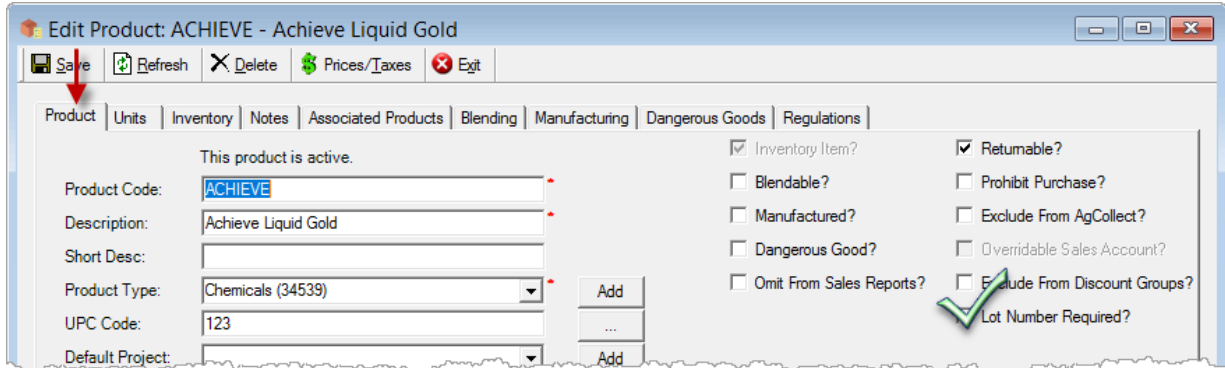
When set to **No**, users will be able to use only the [...] button to specify Lot#s.

The screenshot shows a software dialog box titled "Add Loadout Ticket Product Row". It contains several input fields and buttons. A callout box with a white background and black border points to a disabled dropdown menu. The callout text reads: "drop-down is not available (greyed out), must use [...] button". The disabled dropdown is for "Billing Units" and currently shows "BAG - Bag". The active [...] button is for "Lot Number".

Product:	CANOLA - Canola Seed (25 kg bag)	Find
Loadout Ticket Units:	BAG - Bag	
Location:	Dog River	
Work Order:		
Quantity on Hand:	143.0	Details
Quantity:	8.0	BAG - Bag
Billing Units:	BAG - Bag	
Line Comments:		
Project:		
Lot Number:		[...]
Field:		[...]

Lot Number Product Options

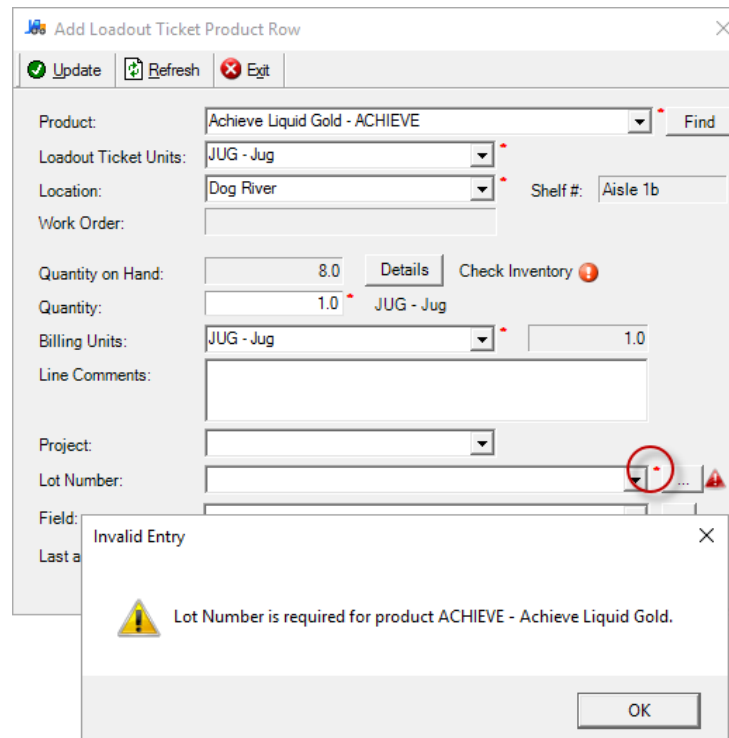
(*optional*) Lot Number can be flagged as mandatory per product. Check **Lot Number Required** to ensure one is selected when adding the product to a transaction.



Inventory > Manage > Products

The “mandatory’ symbol will display to indicate it’s required.

- enforced on: Inventory Receipts, Location Transfers, Loadout Tickets, Invoices (but not Bill & Hold rows), POS Invoices (requires flip to full invoice)



example: adding products to loadout tickets when Lot Number Required

- not* enforced: items added by association (associated products), Auto Invoices, Blends/Additional Products in Blends, Inventory Adjustments, Manual Counts, Manufacturing (raw products), AP transactions, Grain transactions, Agronomy transactions, IOL Invoices

Adding Lot Numbers

Help Online Help has more detailed step-by-step instructions on [Lot Number Management](#).

As with many things in agrē, you can add **Lot Numbers** a few different ways.

From the Home Form

You can perform almost all Lot Number management tasks, including adding new ones and editing existing ones, from the **Lot Numbers home form**.

Lot Number	Product	Create Date	Active	Expiry Date	Last Activity	On Hand Amt
240117-01	Has Lot Numbers (HasLotNumbers)	Jan 17, 2024	<input checked="" type="checkbox"/>	Dec 31, 2024	Jan 17, 2024	10
1982-01-12	Canola Seed (25 kg bag) (CANOLA	Jul 02, 2013	<input checked="" type="checkbox"/>	Oct 31, 2023	Jul 03, 2013	56
3677-8-44394	Canola - Hudson with Helix 25 kg (Apr 15, 2020	<input checked="" type="checkbox"/>	Jul 31, 2021	Nov 20, 2020	6

Inventory > Lot Numbers

Fill in the **Product** and the **Lot Number** and leave **Active** checked. The rest is optional.

Product: CANOLAH - Hudson Canola with Helix 25 kg

Lot Number: 1234-8-567 Active?

Expiry Date: Jul 31, 2014

Comments:

Activity:

Date	Type	Reference	Customer/Supplier	Location	Quantity
------	------	-----------	-------------------	----------	----------

Main Unit Type: BAG

Link to Activity Unlink Activity View Item On Hand Amount:

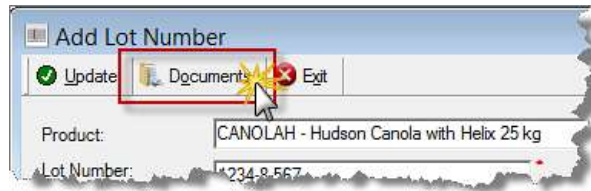
Inventory > Lot Numbers > Add

Note Lot Numbers are always tracked by **Main Unit Type**.

Lot Numbers must be unique *per product*.

Once you start tagging inventory movement (inventory receipts, loadout tickets, etc.) to a Lot#, the **Activity** section will be filled in with the details.

If you want to include additional information about this Lot#, click **Documents** and attach a file.



Help

Detailed instructions for attaching documents can be found in the CRM chapter under [Document Manager](#) in online Help.

On the Fly

From an Inventory Receipt or Manual Count

You can also create new Lot#s on the fly while adding an **Inventory Receipt or Manual Count**
(you can edit existing ones too)

The screenshot shows the 'Add Inventory Receipt' window with the 'Add Inventory Receipt Product Row' dialog box open. The 'Add Product Row' button is circled in red with the number 1. The 'Lot Number' field in the dialog is circled in red with the number 2. The 'Add New Lot Number' button in the 'Select the Lot Number(s)' dialog is circled in red with the number 3. A table of lot numbers is visible in the bottom dialog.

Use?	Qty	Lot Number	Created Date	Expiry Date	On Hand Dog River	On Hand Company
>		1234-8-10001	Dec 02, 2013	Mar 31, 2016	2.0000	0.0000
		3677-8-44394	Apr 15, 2020	Jul 31, 2021	6.0000	6.0000
		4935-8-25213	May 23, 2013		4.0000	26.0000

Inventory > Inventory Receipts > Add

From a Loadout Ticket or Invoice

... or from a *Loadout Ticket* or *Invoice*....

1 Add Product Row

2 Select Lot Number(s)

3 2677-8-44394

If Show Lot#s with OnHand only is checked, you will need to uncheck to display the Lot# you're about to create because it's a brand new Lot# & there won't be any on hand yet

Use?	Qty	Lot Number	Created Date	Expiry Date	On Hand Dog River	On Hand Company
>		1234-8-10001	Dec 02, 2013	Mar 31, 2016	2.0000	0.0000
		2677-8-44394	Apr 15, 2020	Jul 31, 2021	6.0000	6.0000
		35-8-25213	May 23, 2013		4.0000	26.0000

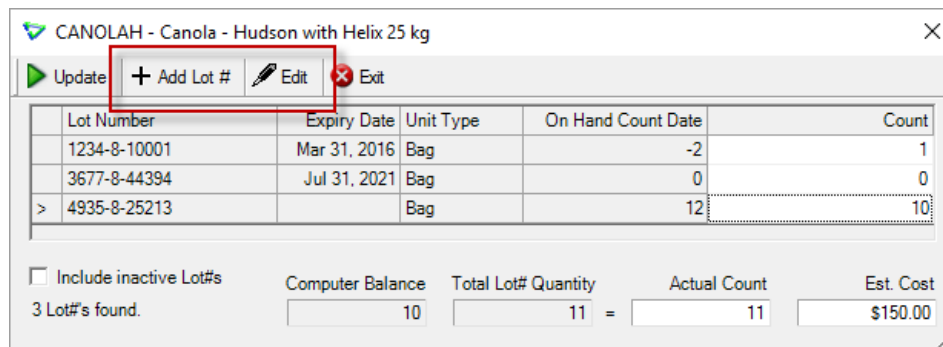
Show Lot#s with OnHand only

Accounts Receivable > Loadout Tickets and/or Invoices > Add

Editing Lot numbers

There will be instances where Lot# information will be unknown at the time of activity. An example of this could be when you sell seed to a customer and they come into the office to pay for the product before going to the warehouse to pick it up. You want to record immediately that the customer has taken it, but you won't be aware of the Lot# they will be given until later.

Some updates can be made on the fly by editing a transaction, then Editing the Lot#.

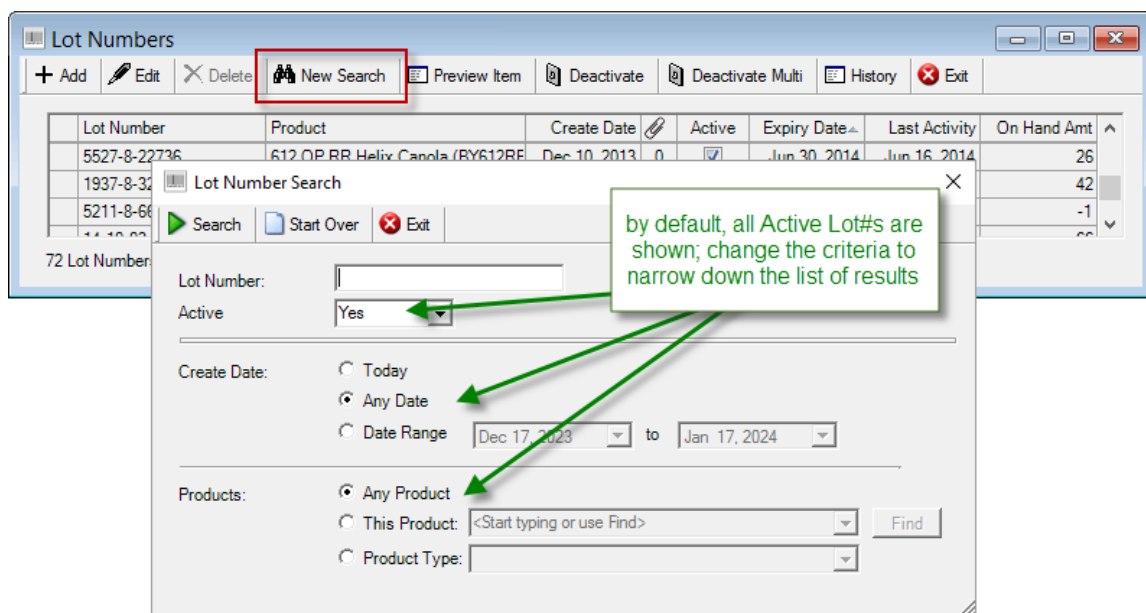


e.g. Inventory > Inventory Receipts > Add > Add Product Row > Lot Number [...]

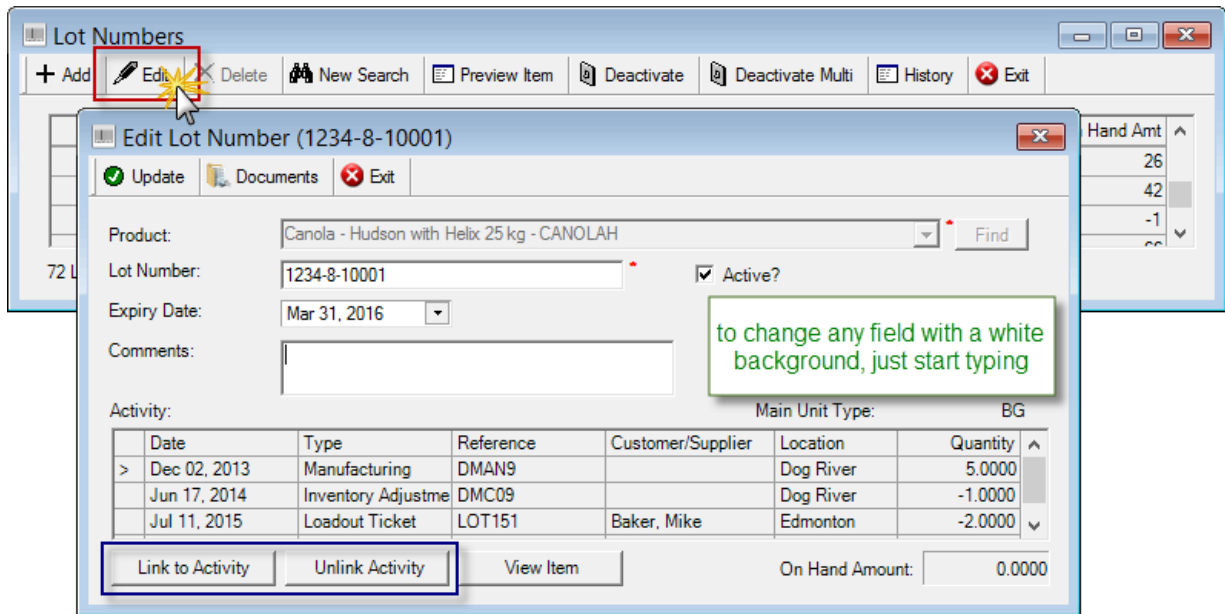
Others, like selecting a Lot Number for an **additional product in a blend**, will need to be done manually after the fact as you're not able to select a Lot# for additional products on the fly.

To handle situations like these, or to work more conveniently with multiple Lot Numbers, agrē allows you to edit detail for a Lot# whether it is pertaining to the Lot# itself or to the transactions it's associated with.

Those changes are initiated from the Lot Numbers window.



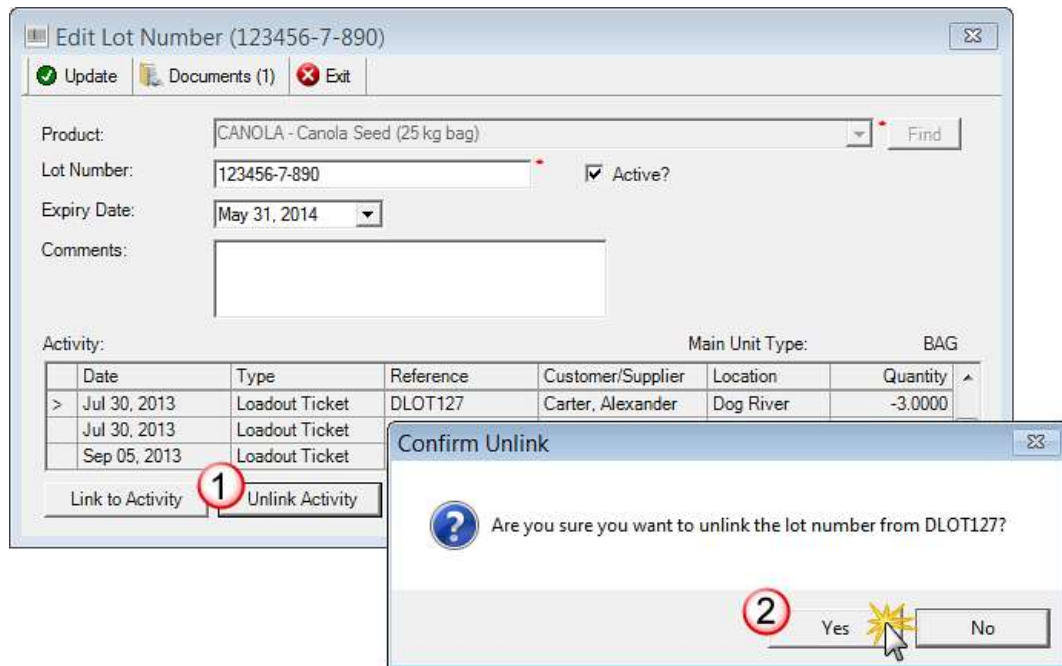
Inventory > Lot Numbers > Edit



Inventory > Lot Numbers > Edit

Unlinking Existing Activities

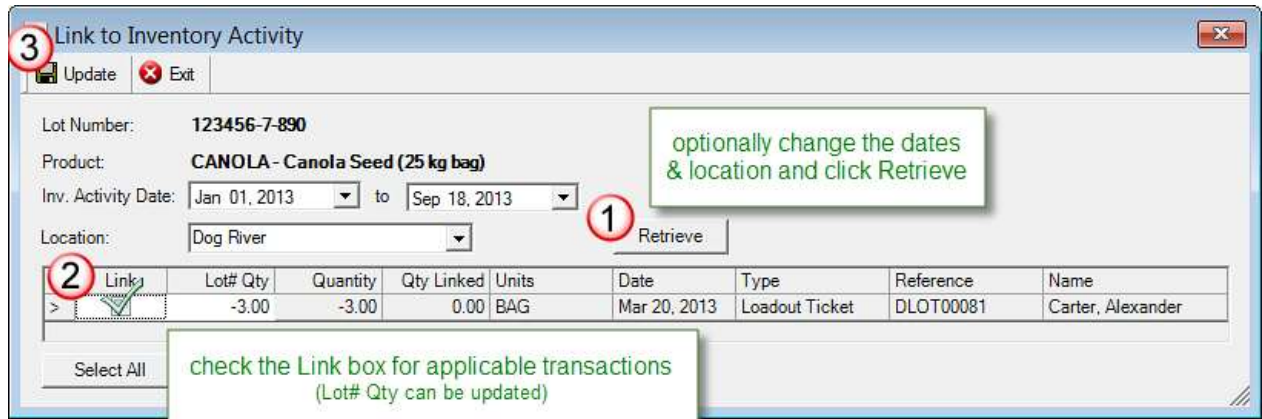
If an error was made on a transaction, it can be unlinked.



Inventory > Lot Numbers > Edit > Unlink Activity

Linking New Activities

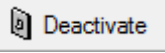
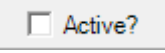
If a Lot# was missed, it can be linked to transactions after the fact.

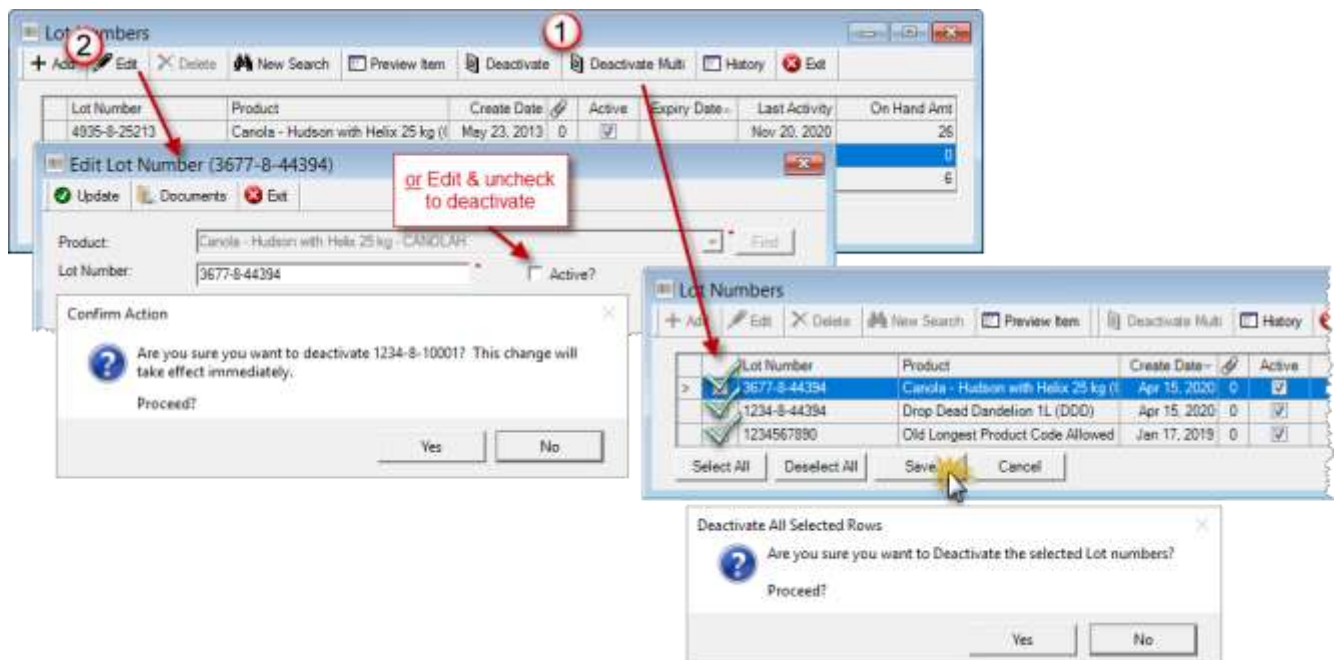


Inventory > Lot Numbers > Edit > Link To Activity

Deactivating

Lot#s can be deactivated:

1.  **Deactivate** select **Deactivate** / **Deactivate Multi** from the toolbar
2.  **Active?** OR edit and uncheck the **Active?** box



Inventory > Lot Numbers > Deactivate

Deactivated Lot#s do not appear in the drop down list on any new transactions, nor when editing existing ones.

Receiving and Selling Product with Lot Numbers

Receiving Product with Lot#s

Since Lot#s are all about traceability, they need to be linked from the beginning - on the **Inventory Receipt** - so they can follow the product through the entire inventory cycle.

The screenshot displays two overlapping windows from a software application. The background window is titled "Add Inventory Receipt" and contains fields for Supplier (Parkland Ag Supply (0044)), Reference (IR130918-01), Receipt Date (Sep 18, 2013), and Trucker. The foreground window is titled "Add Inventory Receipt Product Row" and contains fields for Product (CANOLAH - Hudson Canola with Helix 25 kg), Units (BAG - Bag), Location (Dog River), Quantity on Hand (3.0000), Quantity (7.00), Est. Unit Cost (\$179.00), and Lot Number (1234-X-56789). A callout box with green text and arrows points to the Lot Number field, stating: "use dropdown to link 1 Lot# per product row" and "use [...] to link multiple Lot#s per product row". A red circle with the number "1" is next to the "Add Product Row" button in the background window.

Inventory > Inventory Receipts > Add

Note Each product row on an Inventory Receipt can be linked to one or more Lot#s.

If the product received has multiple Lot#,s, or you need to add a new Lot#, click the [...] ellipsis.

The screenshot shows two overlapping windows from an inventory management system. The top window, titled "Add Inventory Receipt Product Row", contains the following fields:

- Product: Canola - Hudson with Helix 25 kg - CANOLAH
- Units: BG - Bag
- Location: Dog River
- Quantity on Hand: 6.0000
- Quantity: 24.00
- Est. Unit Cost: \$159.00
- Comments: (empty text area)
- Lot Number: (empty text area with an ellipsis button)

The bottom window, titled "Select the Lot Number(s)", has a toolbar with "Select", "+ Add New Lot Number", "Edit", and "Exit". Below the toolbar is a table with the following data:

Use?	Qty	Lot Number	Created D	On Hand Don	On Hand Company
<input checked="" type="checkbox"/>	15	1234-8-10001	Dec 02, 20		0.0000
<input checked="" type="checkbox"/>	9	3677-8-44394	Apr 15, 20		6.0000
<input type="checkbox"/>		4935-8-25213	May 23, 20		26.0000

A callout box with a green border and text says "match Lot Number to Quantity received". A green dotted arrow points from the ellipsis button in the top window to the "+ Add New Lot Number" button in the bottom window.

Inventory > Inventory Receipts > Add Product

Selling Product with Lot#s

Link to Lot#s on the fly when delivering/dispersing product to a customer via a:

- Load Out Ticket
- Invoice

Link product taken directly from a **Loadout Ticket** or **Invoice**.

The screenshot displays two overlapping software windows. The background window is titled 'Add Loadout Ticket' and contains fields for Reference, Customer (George, Curtis (C1007)), and Date (May 25, 2015). The foreground window is titled 'Add Loadout Ticket Product Row' and contains the following fields and values:

- Product: OATS - Oats
- Loadout Ticket Units: BAG - Bag
- Location: Edmonton
- Work Order: (empty)
- Quantity on Hand: 20.0
- Quantity: 6.0
- Billing Units: BAG - Bag
- Line Comments: (empty)
- Project: (empty)
- Lot Number: (dropdown menu open)
- Field: 1937-8-32870, 1937-8-32893, 1937-8-32875

A green callout box with a white background and a green border contains the text: "if all bags taken have the same Lot#, choose it from the dropdown list". A green arrow points from this box to the Lot Number dropdown menu.

Accounts Receivable > Loadout Tickets and/or Invoices > Add

If the grower is taking product from multiple Lot#s, click [...] and draw down from multiple Lot#s on the same product row.

Add Loadout Ticket Product Row

Update Refresh Exit

Product: Canola - Hudson with Helix 25 kg - CANOLAH Find

Loadout Ticket Units: BG - Bag

Location: Dog River

Work Order:

Quantity on Hand: 6.0 Details

Quantity: 6.0 BG - Bag

Billing Units: BG - Bag

Line Comments:

Project:

Lot Number: [...]

if bags have different Lot#s, specify how many of

Select the Lot Number(s)

Select + Add New Lot Number Edit Exit

Use?	Qty	Lot Number	Created Date	Expiry Date	On Hand Dog River	On Hand Company
> <input checked="" type="checkbox"/>	4	4935-8-25213	May 23, 2013		4.0000	26.0000
<input checked="" type="checkbox"/>	2	1234-8-10001	Dec 02, 2013	Mar 31, 2016	2.0000	0.0000
<input type="checkbox"/>		3677-8-44394	Apr 15, 2020	Jul 31, 2021	6.0000	6.0000

Show Lot#s with OnHand only

click any column header to sort

Accounts Receivable > Loadout Tickets and/or Invoices > Add

If the quantity allocated to Lot#s is *less* than the Quantity taken, agrē will let you know but will not prevent you from saving (unless lot numbers are **mandatory** for that product).

Warning: quantity taken doesn't match quantity linked to Lot#s

Use?	Qty	Lot Number	Created Date	Expiry Date	On Hand Dog River	On Hand Company
<input checked="" type="checkbox"/>	3	4935-8-25213	May 23, 2013		4.0000	26.0000
> <input checked="" type="checkbox"/>	1	1234-8-10001	Dec 02, 2013	Mar 31, 2016	2.0000	0.0000
<input type="checkbox"/>		3677-8-44394	Apr 15, 2020	Jul 31, 2021	6.0000	6.0000

Show Lot#s with OnHand only

If the quantity allocated to Lot#s is *more* than the Quantity taken, agrē will let you know AND will prevent you from saving.

The screenshot shows three overlapping windows from a software application:

- Add Loadout Ticket Product Row:** A form with fields for Product (Canola - Hudson with Helix 25 kg - CANOLAH), Loadout Ticket Units (BG - Bag), Location (Dog River), and Quantity (6.0). The Quantity field is highlighted with a red box.
- Select the Lot Number(s):** A table with columns: Use?, Qty, Lot Number, Created Date, Expiry Date, On Hand Dog River, and On Hand Company. The Qty column contains values 3, 5, and a blank. The Lot Number column contains 1234-8-10001, 3677-8-44394, and 4935-8-25213. The Qty '3' and Lot Number '1234-8-10001' are highlighted with a red box. A red arrow points from this box to the '6.0' in the top form.
- Invalid Entry:** A dialog box with a warning icon and the text: "The total quantity of the lot numbers cannot exceed the quantity of the loadout ticket." Below this, a red box contains the text "transaction CANNOT be saved".

A red text box with arrows pointing to the highlighted '6.0' in both windows contains the text: "quantity taken is less than quantity linked to Lot#s".

The printed **LOT** or **Invoice** lists how many bags were taken from each Lot#.

agre

Tronia Testing Inc.
24715 Yellowhead Trail West
Edmonton, Alberta T6R 7L4
Phone: 780.466.1273
Fax: 780.465.1273

Date: Sep 19, 2013

Loadout Ticket: LOT90

George, Curtis (C1007)
PO Box 54
Westlock, AB T0E 3K8
780.459.1207

Ship To:
2745 Twp Rd 38
Westlock, AB

Product	Quantity Units	Location	Work Order
Oats (OATS)	6.0000 Bag	Edmonton	
Lot#: 1937-8-32870 (3 BAG), 1937-8-32875 (3 BAG)			

Let us make it easier: delivery is only \$2 / km.

Manual Counts with Lot#s

Inventory Count Sheet

A count for each Lot# will display automatically on the *Inventory Count Sheet* (Lot# flavour).

agrē Tronia Testing Inc.

Inventory Count Sheet
For Dog River

Date: _____
Initials: _____

Product	Shelf	Comp. Balance (Dec 10, 2013)	Unit Type	Physical Count
Seed				
BY612RR - 612 OP RR Helix Canola			33 Bag	
			21 _____ 5527-8-22736	
			12 _____ 5527-8-23397	

Inventory > Reports > Inventory Count Sheet

Note If you're *not* seeing the Lot#s, there is a Lot Number layout for the *Inventory Count Sheet* that needs to be loaded into your agrē database. Contact your CSC.

Tip The sum of the Lot#s remaining may not equal the total quantity remaining (you may have forgotten to specify a Lot# on a transaction). If the quantities don't add up, you will likely want to compare the Lot Number Activity Report to the Inventory Activity Detail Report to assist in Lot# reconciliation.

The quantity of each Lot# is recorded on the manual count instead of a single product total.

Add Manual Count

Reference: Generate Reference Automatically Status: Complete Pending

Location: Edmonton Shelf: 0

Count Date: Feb 09, 2024

Sort By: Product Code

Suppress Zero Balance?

Not Counted Since: Feb 01, 2024

With Inventory Activity Since: Feb 01, 2024

Scan Products

Shelf #	Product	Units	On Hand Current	On Hand Count Date	Has Lot #	Count	Est Cost	Comments
>	CANOLAH - Canola - Hudson with Helix 25 kg	Bag	10.0000	10.0000	Yes			

14 Products found

the quantity of each Lot# is counted separately

Lot Number	Expiry Date	Unit Type	On Hand Count Date	Count
1234-8-10001	Mar 31, 2016	Bag	-2	1
3677-8-44394	Jul 31, 2021	Bag	0	0
> 4935-8-25213		Bag	12	10

Include inactive Lot#s

Computer Balance	Total Lot# Quantity	Actual Count	Est. Cost
10	11 =	11	\$150.00

Just a reminder that product rows associated with Lot Numbers on **Pending** counts cannot be edited.

Unable to Edit

Counts associated with Lot Numbers cannot be edited.

OK

The **Inventory Variance Report** also breaks down the difference by Lot#.

agré **Tronia Testing Inc.**
Inventory Variance

Reference: DMC09 Comments:

Date: Jun 17, 2014

Location: Dog River

Product	Units	Computer Balance	Actual Count	Variance	Cost	Total Value
Canola - Hudson with Helix 25 kg (CANOLAH)	BAG	5.00	4.00	-1.00		-\$179.00
1234-8-10001						
Canola - Hudson with Helix 25 kg (CANOLAH)	BAG	3.00	2.00	-1.00		-\$159.00
1234-8-56789						
Canola - Hudson with Helix 25 kg (CANOLAH)	BAG			+1.00	\$159.00	\$159.00

Other Lot Number Inventory Movement

Inventory Adjustments with Lot#s

Inventory Adjustments can be linked on the fly to one or more Lot#s.

Product: OATS - Oats
Units: BAG - Bag
Location: Edmonton

Generate Reference Automatically

Adjustment Date: Sep 19, 2013
Quantity: 0.00
Est. Unit Cost: \$ 33.00
Quantity On Hand: 5.0000

Comments:

GL Account: [dropdown] Add
Project: [dropdown] Add
Lot Number: [dropdown] [...] Add

single Lot#: choose from dropdown
multiple Lot#s: click [...] and specify how many of each

Inventory > Inventory Adjustment > Add

agre Tronia Testing Inc.
Inventory Adjustment

Reference: ADJE0010 Comments: broken bag
Date: Sep 19, 2013
Location: Edmonton

Product	Quantity	Units	Journal	Cost
Oats (OATS)	-1.0000	Bag (BAG)	J1818	
Lot#: 1937-8-32875				


Location Transfers with Lot#s

And so can *Location Transfers*.

single Lot#: choose from dropdown

multiple Lot#s: click [...] and specify how many of each

Inventory > Location Transfers > Add



Tronia Testing Inc.

Transportation Document

Location Transfer: LTE0004

Date: Sep 19, 2013

<p>Consignor: Tronia Testing Inc. (Edmonton) 24715 Yellowhead Trail West Edmonton, Alberta 780.466.1273 AWSA #: 252116</p>	<p>Consignee: Tronia Testing Inc. (St. Albert) 335 Carleton Drive St. Albert, AB 780.459.4477 AWSA #: 339748</p>
--	--

24-Hour Number: In case of chemical spill contact Canutec at 613.996.6666

Non-Dangerous Goods	Status	Qty Transported
Hudson Canola with Helix 25 kg Lot#: 1234-X-56789	Complete	10 Bag
		10 Bag

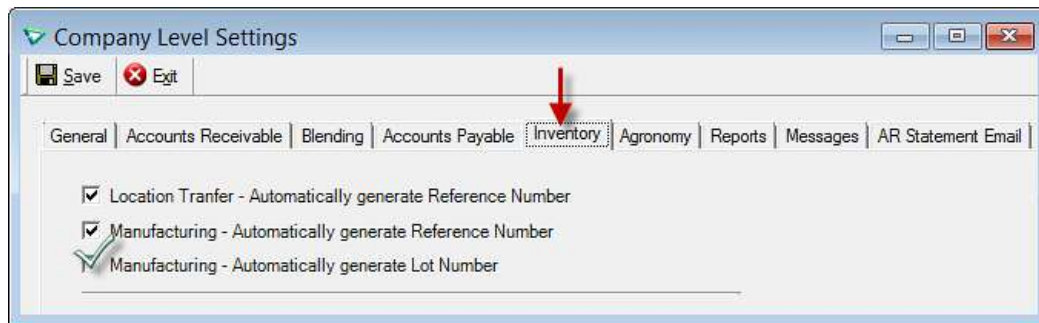
Manufacturing Products with Lot Numbers

So far the product you've been dealing with came with a Lot#, but if *you* are the manufacturer you can make products with your own Lot#s.

Setup Tasks

Company Config Option: Lot Number Manufacturing Default

If most of the product you manufacture has Lot Numbers, you will likely want to check ***Manufacturing – Automatically generate Lot Number***.



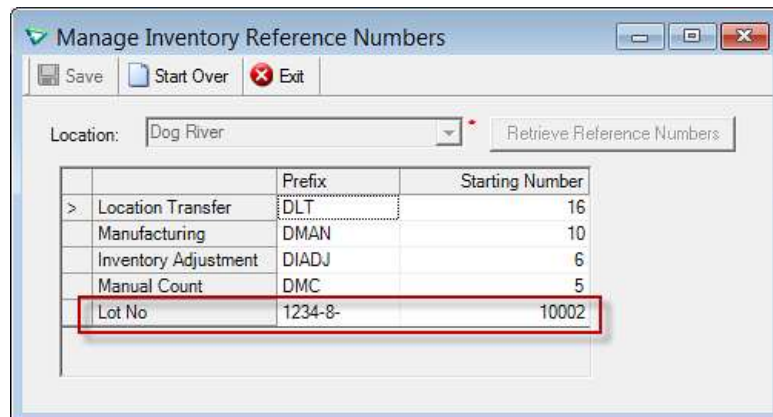
File > Config Options > Company > Inventory tab

Note

You always have the option of changing the default setting on the fly when actually manufacturing a product.

Reference Numbers: Lot Numbers

Lot Reference Numbers are set for *each* location. The **Prefix** should match your **Blue Tag number** (if your company has one). If you want the Lot Number to increment sequentially no matter what the location, use the same **Starting Number** for all locations.



File > Manage > Reference Numbers > Inventory

Manufacturing the Product with a Lot#

Select the **Product** to manufacture, and **Retrieve** or **Add** the raw ingredients.

The screenshot shows the 'Manufacture Product' window with the following details:

- Reference: Generate Reference Automatically
- Date: Dec 02, 2013
- Product: CANOLAH - Hudson Canola with Helix 25 kg
- Location: Dog River
- Units: BAG - Bag
- Quantity: 5 of manufactured product
- Total Raw Qty: 5 that use unit type BAG - Bag
- Lot Number: <Auto-Generate Number>

Raw Products table:

Product	Location	Quantity Per Unit	Total Used Quantity	Inventory On Hand	GL Account	Lot Number	Unit Cost
> CANOLA - Canola Seed (25 kg bag) (BAG)	Dog River	1.0000	5.0000	17.0		4321-8-53564	
HELIXX - Helix Extra (ozs)	Dog River	0.2000	1.0000	16.0			

Annotations:

- Blue callout: "click [...] to add a new manual Lot#" pointing to the dropdown arrow in the Lot Number field.
- Green callout: "Lot# of Raw Ingredient is different from the Lot# of the manufactured product" pointing to the Lot Number field in the Raw Products table.
- White callout: "because this product - with this Lot# - already exists in the system, you have to option of making more of the same instead of generating a new Lot#" pointing to the Lot Number field in the Raw Products table.

Allow agrē to **auto-generate** the next Lot#, or if there is already product (same product code) with a Lot#, you'll have the option of manufacturing a new batch of the same one.

If the **Raw Products** also have **Lot Numbers**, edit the product and select which Lot# was used to manufacture.

The screenshot shows the 'Manufacture Product' window with the 'Edit Raw Product CANOLA - Canola Seed (25 kg bag) (BAG)' dialog box open. The dialog box contains the following fields:

- Product: CANOLA - Canola Seed (25 kg bag)
- Units: BAG - Bag
- Location: Edmonton
- Unit Quantity: 1 (per unit of manufactured product)
- Unit Cost:
- GL Account:
- Project:
- Lot Number: 4321-8-53564

Annotations:

- Blue callout: "click for more details or to select multiple Lot#" pointing to the dropdown arrow in the Lot Number field of the dialog box.

The **Manufacturing Document** indicates all the Lot#s involved including the products used in manufacturing, as well as the manufactured product itself.

The image shows a 'Manufacturing Document' for Tronia Testing Inc. It includes the 'agre' logo and a table of products. Annotations with arrows point to 'Lot# of manufactured product' (pointing to the Lot Number) and 'Lot# of raw ingredient' (pointing to the lot number of the Helix Extra ingredient).

agre Lot# of manufactured product Tronia Testing Inc.

Manufacturing Document

Reference: DMAN9 Lot Number: 1234-8-10001

Date: Dec 02, 2013

Location: DogRiver

Product	Quantity	Units	Unit Cost
Hudson Canola with Helix 25 kg (CANOLAH)	5	Bag	\$159.00
Canola Seed (25 kg bag) (CANOLA) 4321-8-53564	5	Bag	\$150.00
Helix Extra (HELIXX)	1	ozs	\$45.00

Lot# of raw ingredient

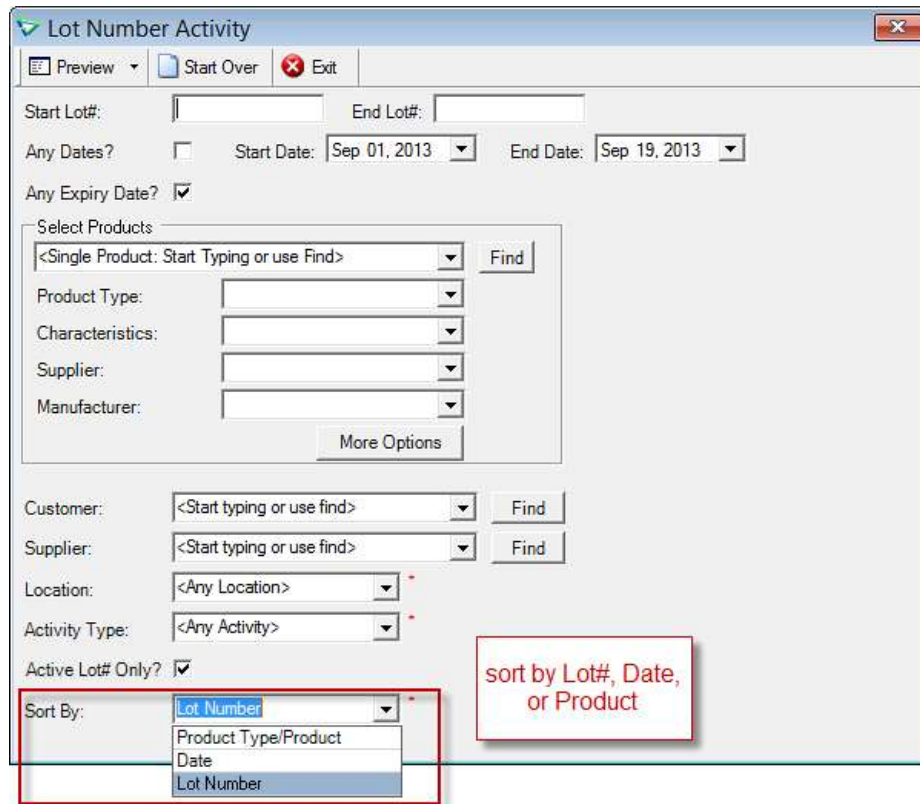
Lot Number Traceability

Reporting is the most important aspect of traceability and it is where all of the information that has been collected comes together. agrē has several reports and exports that are dedicated to Lot Number activity.

Reports

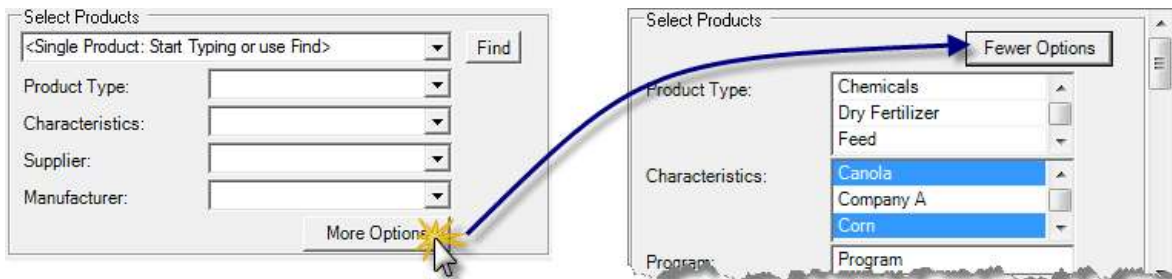
Lot Number Activity Report

The **Lot Number Activity** report has several criteria options to filter transactions pertaining to Lot#s.



Inventory > Reports > Lot Number Activity

More Options give you almost endless filtering possibilities. There are more criteria to choose from and you can make multiple selections within each data field using Ctrl+Click.





Tronia Testing Inc.
Lot Number Activity

From Apr 01, 2013 to Sep 19, 2013

1937-8-32870 Oats (OATS) Expires on May 31, 2013

Reference	Date	Type	Customer/Supplier	Quantity	Units	Location
DLOT00099	Jun 05, 2013	Loadout Ticket	Xander, Wiley	-5	Bag	Dog River
DLOT00100	Jun 06, 2013	Loadout Ticket	Xander, Wiley	-52	Bag	Dog River
LOT90	Sep 19, 2013	Loadout Ticket	George, Curtis	-3	Bag	Edmonton
INV81	Sep 19, 2013	AR Invoice	Martin, Lyle	-5	Bag	Edmonton
				-65	Bag	

1937-8-32875 Oats (OATS) Expires on Jun 05, 2014

Reference	Date	Type	Customer/Supplier	Quantity	Units	Location
DLOT00097	Jun 04, 2013	Loadout Ticket	Xander, Wiley	-10	Bag	Dog River
7562	Jun 05, 2013	Inventory Receipt	Baker's Ag Supply	1,000	Bag	Dog River
LOT90	Sep 19, 2013	Loadout Ticket	George, Curtis	-3	Bag	Edmonton
ADJE0010	Sep 19, 2013	Inventory Adjustment		-1	Bag	Edmonton
				986	Bag	

sample results sorted by Lot Number



Tronia Testing Inc.
Lot Number Activity

From Apr 01, 2013 to Sep 19, 2013

1234 Canola Seed (25 kg bag) (CANOLA)

Reference	Date	Type	Customer/Supplier	Quantity	Units	Location
TY7777	Jun 25, 2013	Inventory Receipt	Abraham's Ag Supply	50	Bag	Edmonton
				50	Bag	

123456-7-890 Canola Seed (25 kg bag) (CANOLA) Expires on May 31, 2014


Reference	Date	Type	Customer/Supplier	Quantity	Units	Location
LTE0003	Jun 25, 2013	Location Transfer		-50	Bag	Edmonton
LTE0003	Jun 25, 2013	Location Transfer		50	Bag	St. Albert
RET4444	Jun 25, 2013	Inventory Receipt	Abraham's Ag Supply	-10	Bag	Edmonton
LOT79	Jun 25, 2013	Loadout Ticket	Klassen Family Farms - The Best Farmers in Alberta & i	-5	Bag	Edmonton
DLOT127	Jul 30, 2013	Loadout Ticket	Carter, Alexander	-3	Bag	Dog River
LOT81	Jul 30, 2013	Loadout Ticket	Martin, Lyle	-1	Bag	Edmonton
LOT82	Sep 05, 2013	Loadout Ticket	Martin, Lyle	-8.5	Bag	Edmonton
				-27.5	Bag	

sorted by Type/Product

Lot Number Balances

The **Lot Number Balances** report shows you the on-hand amount (for all units, not just the ones with Lot#s) at a company or location level.

Inventory > Reports > Lot Number Balances



Tronia Testing Inc.

Lot Number Balances

Product Name is CANOLAH - Canola - Hudson with Helix 25 kg As of Oct 15, 2015

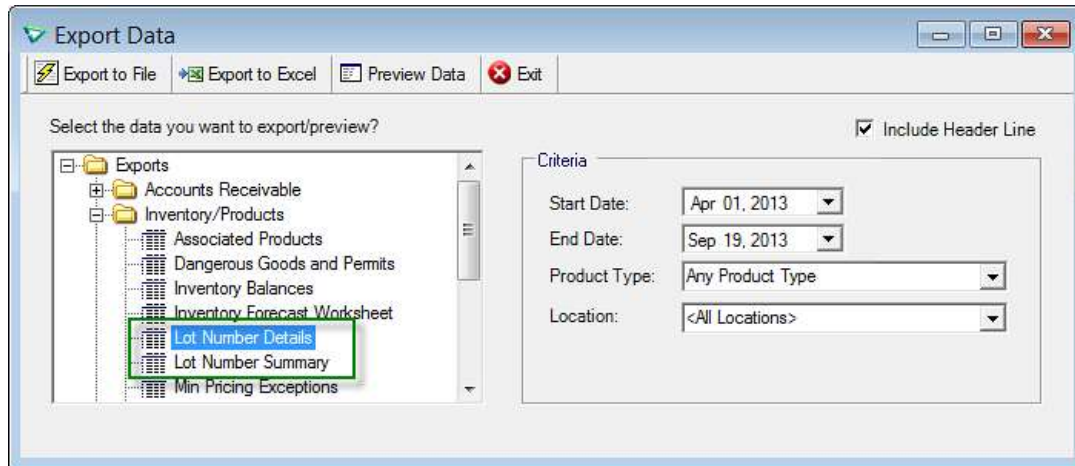
Seed						
Product	Location	Lot Number	Quantity	Unit Cost	Total	
Canola - Hudson with Helix 25 kg (CANOLAH) - Bag	Company Totals		20	\$150.00	\$3,000.00	
	Dog River		0			
		1234-8-10001	2			
		1234-8-56789	-2			
			0			
	Edmonton			10	\$150.00	\$1,500.00
		1234-8-10001	-2			
		1234-8-56789	12			
			10			
	St. Albert			10	\$150.00	\$1,500.00
1234-8-56789		10				
		10				
Total Seed:					\$3,000.00	

looks like a few bags went out with the wrong Lot#

sample results filtered for Product = Hudson with Helix

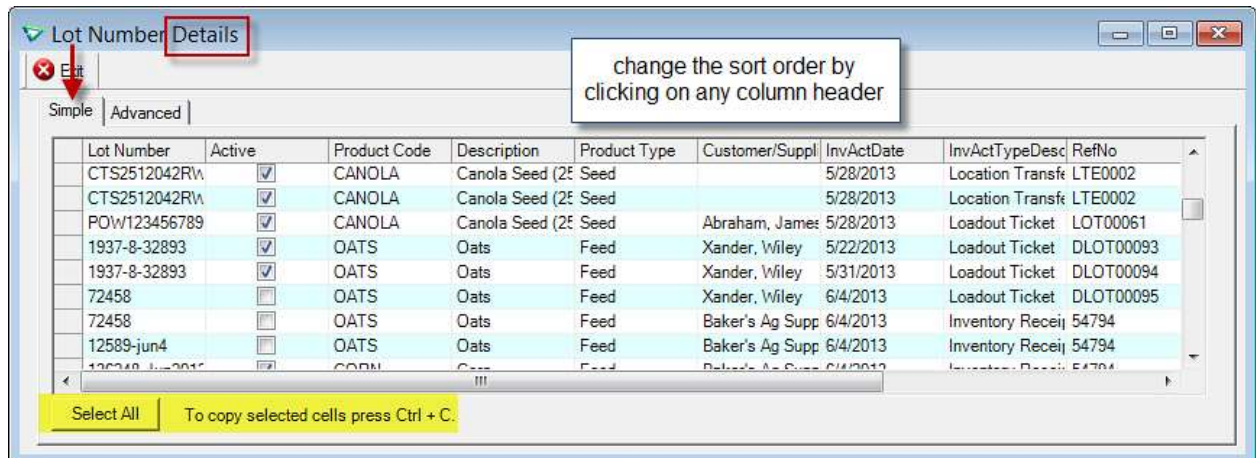
Data Exports for Lot Numbers

Data exports present the same data on the report in a table (a.k.a. row & column) format.



File > Exports > Data

The **Simple** tab allows you to copy and paste the data easily into an external program (like Microsoft Excel or Access) for further analysis



The **Advanced** tab lets you group rows by dragging column header(s) up to the dark grey area above.

