



# F&B End of Day Reports

## F&B – Operations

**April 2025**



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# OBJECTIVE & SCOPE

The End of Day Reports Digitalization process are implemented in all hotels with the purpose of reducing manual tasks with no value added, sharpening reduction of paper consumption and ensuring and storing reports and its approval track, without the need to occupy physical space in the hotel (all this according to legal and audit deadlines).

End of Day reports are automatically generated (after Night Audit) according to the frequency defined in the table below.

Each approver has access in TMSforHotels to the **EOD Dashboard transaction (ZEY\_EOD)** for reviewing, signing and monitoring the generated reports.

REQUIRED ROLE SIGNATURES							Execution	Comments
Report name	Transaction	Layout	GM	FOM	F&B	SALES		
POS Free articles	/CCSHT/POS_ALV_SALES	/FREE	X		X		Daily	Verify that any tickets canceled, positions deleted, discounts and manual prices in POS are justified.
POS Discounts	/CCSHT/POS_ALV_SALES	/DISCOUNT	X		X		Daily	Verify that any tickets canceled, positions deleted, discounts and manual prices in POS are justified.
POS Manual prices	/CCSHT/POS_ALV_SALES	/MANUAL PRI	X		X		Weekly	Verify that any tickets canceled, positions deleted, discounts and manual prices in POS are justified.
POS Tickets canceled	/CCSHT/POS_ALV_SANU	/DEFAULT	X		X		Daily	Verify that any tickets canceled, positions deleted, discounts and manual prices in POS are justified.
POS Positions deleted	/CCSHT/POS_ALV_SANU	/DEFAULT	X		X		Weekly	Verify that any tickets canceled, positions deleted, discounts and manual prices in POS are justified.

- **Hotel General Manager must guarantee that the EOD are duly signed by all the signers** and to maintain “up to date” the signature roles definition with the real hotel staff structure.
- In addition, **F&B Manager/Maître is also responsible for ensuring adequate documentation of incidents detected in their respective areas.**
- **All the reports must be signed in a prudential time, up to 10 days after its generation.**
- Delays in the signatures will be considered as a serious breach of MHE&A Corporate Processes (special situations such as vacations, short leave of maximum 3 weeks or similar, must be explained in the signature "Remarks" field of the report).

# PERMISSIONS FOR POS UX USERS

Each employee has a personal code, which must be entered each time he/she works at a table.

They will have a level assigned, according to their position, or the F&B Manager/General Manager’s criteria.

This level indicates which operations can or cannot be carried out in the system.

The system saves and registers ALL the operations and movements, and which employee has carried them out.

LEVEL	JOB DESCRIPTION	WHAT CAN BE DONE
LEVEL 0		
LEVEL 1	EXTRA/INTERNS	IT IS POSSIBLE TO WORK ON A TABLE BUT NOT IN A BOX
LEVEL 2	WAITER	TABLES CAN BE CLOSED IN ALL FORMS OF PAYMENT
LEVEL 3	WAITER +	CAN CLOSE AND MAKE BASIC ADJUSTMENTS
LEVEL 4	SUPERVISOR/MAÎTRE	GLOBAL ACCESS TO EVERYTHING EXCEPT SOME REPORTS, CANCEL TABLES.
LEVEL 5		
LEVEL 6	F&B MANAGER/ DIRECTOR	FULL ACCESS, CREATE EMPLOYEES, CLOSE INVOICES OF THE DAY AND OF PAST DAYS.

# POS\_FREE ARTICLES /CCSHT/POS\_ALV\_SALES)

- **Report:** POS\_FREE.
- **TMS Transaction:** /CCSHT/POS\_ALV\_SALES.
- **Frequency:** Daily.
- **Approver:** F&B Manager & Hotel General Manager.
- **Definition:** Free articles are all those materials that do not have a price on the invoice.
- **Objective:** Verify that any free article in POS are justified and have been signed by the F&B Manager and Hotel General Manager.

Table ID	Ar	Ticket	Em...	POS ID	Date in	Time in	#Qua...	POS ...	Description	Material	Pri...	PriC...	Description	Description	Price	N.A...	Taxes	Amount	Curr...	Differ...	tp. r...	Reason	Dis...	Free reason
1012	1	0216002622	Lu...	BARBIZ-POS3	21.03.2022	16:06:18	1,00	00026	Coffee	99000973	11		Bar	COFFEE	3,50	0,00	0,00...	0,00	EUR	3,50	FRE	Complimentary Guest		Complimentary Guest
1012	1		Lu...	BARBIZ-POS3	21.03.2022	16:06:21	1,00	00027	Tea	99003473	11		Bar	DILMAH TEA	4,50	0,00	0,00...	0,00	EUR	4,50	FRE	Complimentary Guest		Complimentary Guest
1012	1		Lu...	BARBIZ-POS3	21.03.2022	16:06:24	1,00	00022	Mineral Water	99012625	11		Bar	SAN PELLEGRINO (GLASS)	1,95	0,00	0,00...	0,00	EUR	1,95	FRE	Complimentary Guest		Complimentary Guest
1008	1	0216002626	Fra...	BARBIZ-POS3	21.03.2022	17:48:06	1,00	00026	Coffee	99000973	11		Bar	COFFEE	3,50	0,00	0,00...	0,00	EUR	3,50	FRE	Complimentary Guest		Complimentary Guest
1008	1		Fra...	BARBIZ-POS3	21.03.2022	17:48:06	1,00	00026	Coffee	99000973	11		Bar	COFFEE	3,50	0,00	0,00...	0,00	EUR	3,50	FRE	Complimentary Guest		Complimentary Guest
S002	S	0216002628	Danik	BARBIZ-POS09	21.03.2022	18:03:48	1,00	00022	Mineral Water	99001948	13		Room Ser...	CHAUDFONTAINE BLUE, ...	6,50	0,00	0,00...	0,00	EUR	6,50	FRE	Complimentary Guest		Complimentary Guest
S002	S		Danik	BARBIZ-POS09	21.03.2022	18:04:01	1,00	00064	Room Service...	99001141	13		Room Ser...	ROOM SERVICE CHARGE	5,00	0,00	0,00...	0,00	EUR	5,00	FRE	Complimentary Guest		Complimentary Guest
S001	S	0216002630	Danik	BARBIZ-POS09	21.03.2022	19:25:00	1,00	00009	Meat	99011314	13		Room Ser...	ENTRECOTE	23,50	0,00	0,00...	0,00	EUR	23,50	FRE	Complimentary Guest		Complimentary Guest
S001	S		Danik	BARBIZ-POS09	21.03.2022	19:26:05	1,00	00013	Side Dishes	99003796	13		Room Ser...	FRENCH FRIES	3,50	0,00	0,00...	0,00	EUR	3,50	FRE	Complimentary Guest		Complimentary Guest
S001	S		Danik	BARBIZ-POS09	21.03.2022	19:26:06	1,00	00013	Side Dishes	99029448	13		Room Ser...	SIDE SALAD	5,25	0,00	0,00...	0,00	EUR	5,25	FRE	Complimentary Guest		Complimentary Guest
S001	S		Danik	BARBIZ-POS09	21.03.2022	19:26:29	1,00	00022	Mineral Water	99001948	13		Room Ser...	CHAUDFONTAINE BLUE, ...	6,50	0,00	0,00...	0,00	EUR	6,50	FRE	Complimentary Guest		Complimentary Guest
S002	S	0216002636	Danik	BARBIZ-POS09	21.03.2022	19:28:56	1,00	00009	Meat	99011314	13		Room Ser...	ENTRECOTE	23,50	0,00	0,00...	0,00	EUR	23,50	FRE	Complimentary Guest		Complimentary Guest
S002	S		Danik	BARBIZ-POS09	21.03.2022	19:29:02	1,00	00013	Side Dishes	99003796	13		Room Ser...	FRENCH FRIES	3,50	0,00	0,00...	0,00	EUR	3,50	FRE	Complimentary Guest		Complimentary Guest
D015	D	0216002674	Fat...	BARBIZ-POS09	22.03.2022	10:00:36	1,00	00001	Breakfast	99000965	12		Restaurant	NH BREAKFAST	29,90	0,00	0,00...	0,00	EUR	29,90	FRE	Complimentary Guest		Complimentary Guest
D015	D		Fat...	BARBIZ-POS09	22.03.2022	10:00:37	1,00	00001	Breakfast	99000965	12		Restaurant	NH BREAKFAST	29,90	0,00	0,00...	0,00	EUR	29,90	FRE	Complimentary Guest		Complimentary Guest
D015	D		Fat...	BARBIZ-POS09	22.03.2022	10:00:37	1,00	00001	Breakfast	99000965	12		Restaurant	NH BREAKFAST	29,90	0,00	0,00...	0,00	EUR	29,90	FRE	Complimentary Guest		Complimentary Guest
D015	D		Fat...	BARBIZ-POS09	22.03.2022	10:00:38	1,00	00001	Breakfast	99000965	12		Restaurant	NH BREAKFAST	29,90	0,00	0,00...	0,00	EUR	29,90	FRE	Complimentary Guest		Complimentary Guest
1027	1	0216002678	Lu...	BARBIZ-POS3	22.03.2022	15:36:47	1,00	00026	Coffee	99000971	11		Bar	CAPPUCCINO	4,00	0,00	0,00...	0,00	EUR	4,00	FRE	Complimentary Guest		Complimentary Guest
1027	1		Lu...	BARBIZ-POS3	22.03.2022	15:37:00	1,00	00026	Coffee	99000971	11		Bar	CAPPUCCINO	4,00	0,00	0,00...	0,00	EUR	4,00	FRE	Complimentary Guest		Complimentary Guest
1017	1	0216002697	Lu...	BARBIZ-POS3	22.03.2022	20:31:53	1,00	00023	Soft Drinks	99020530	11		Bar	FUZE TEA GREEN TEA (0...	3,75	0,00	0,00...	0,00	EUR	3,75	FRE	Complimentary Guest		Complimentary Guest
1017	1		Lu...	BARBIZ-POS3	22.03.2022	20:31:54	1,00	00023	Soft Drinks	99020530	11		Bar	FUZE TEA GREEN TEA (0...	3,75	0,00	0,00...	0,00	EUR	3,75	FRE	Complimentary Guest		Complimentary Guest
1017	1		Lu...	BARBIZ-POS3	22.03.2022	20:31:55	1,00	00023	Soft Drinks	99000405	11		Bar	COCA COLA ZERO (0.2)	3,75	0,00	0,00...	0,00	EUR	3,75	FRE	Complimentary Guest		Complimentary Guest
1017	1		Lu...	BARBIZ-POS3	22.03.2022	20:31:56	1,00	00023	Soft Drinks	99000405	11		Bar	COCA COLA ZERO (0.2)	3,75	0,00	0,00...	0,00	EUR	3,75	FRE	Complimentary Guest		Complimentary Guest
1017	1		Lu...	BARBIZ-POS3	22.03.2022	20:32:25	1,00	00007	Tapas	99014097	11		Bar	ARTICHOKE HEARTS	4,45	0,00	0,00...	0,00	EUR	4,45	FRE	Complimentary Guest		Complimentary Guest
1017	1		Lu...	BARBIZ-POS3	22.03.2022	20:32:28	1,00	00007	Tapas	99014101	11		Bar	BREAD & BUTTER	3,50	0,00	0,00...	0,00	EUR	3,50	FRE	Complimentary Guest		Complimentary Guest
1017	1		Lu...	BARBIZ-POS3	22.03.2022	20:32:29	1,00	00007	Tapas	99003243	11		Bar	CHORIZO	6,00	0,00	0,00...	0,00	EUR	6,00	FRE	Complimentary Guest		Complimentary Guest
1017	1		Lu...	BARBIZ-POS3	22.03.2022	20:32:30	1,00	00007	Tapas	99017464	11		Bar	COLD TAPAS PLATTER	14,50	0,00	0,00...	0,00	EUR	14,50	FRE	Complimentary Guest		Complimentary Guest

# POS\_DISCOUNTS (/CCSHT/POS\_ALV\_SALES)

- **Report:** POS\_DISCOUNTS.
- **TMS Transaction:** /CCSHT/POS\_ALV\_SALES.
- **Frequency:** Daily.
- **Approver:** F&B Manager & Hotel General Manager.
- **Definition:** A discount is a partial or total decrease on the amount of a service provided.
- **Objective:** Verify that any discount in POS are justified and have been signed by the guest, the F&B Manager or Hotel General Manager when applicable. **All of tickets 100% discount/invitation must be kept by the F&B department as proof of approval for 18 months.**

Ticket	Date in	Time in	Area	Room	Service	Empl...	Table ID	Material	Description	Description	Quantity	N.Amount	Amount	tp. reason	Difference	Remarks	Reason	Discount reason	Free reaso
0216002830	24.03.2022	18:46:19	A	Vermeer	DINNER	Fallon...	A010	99015935	EARTH WATER STILL (0.75)	Mineral Water	1,00	3,53	3,85	DTO	1,65		Employee Discount	Employee Discount	
	24.03.2022	19:50:12	A	Vermeer	DINNER	Shan...	A010	99016989	RAUMLAND SEKT KATHARINA (GLASS	Sparkling	1,00	5,79	7,00	DTO	3,00		Employee Discount	Employee Discount	
	24.03.2022	19:50:12	A	Vermeer	DINNER	Shan...	A010	99016989	RAUMLAND SEKT KATHARINA (GLASS	Sparkling	1,00	5,79	7,00	DTO	3,00		Employee Discount	Employee Discount	
	24.03.2022	19:50:15	A	Vermeer	DINNER	Shan...	A010	99018285	4 COURSE MENU	Menu	1,00	44,95	49,00	DTO	21,00		Employee Discount	Employee Discount	
	24.03.2022	19:50:15	A	Vermeer	DINNER	Shan...	A010	99018285	4 COURSE MENU	Menu	1,00	44,95	49,00	DTO	21,00		Employee Discount	Employee Discount	
	24.03.2022	19:50:18	A	Vermeer	DINNER	Shan...	A010	99007493	4 COURSES WINE ARRANGEMENT	Wines	1,00	34,71	42,00	DTO	18,00		Employee Discount	Employee Discount	
	24.03.2022	19:50:18	A	Vermeer	DINNER	Shan...	A010	99007493	4 COURSES WINE ARRANGEMENT	Wines	1,00	34,71	42,00	DTO	18,00		Employee Discount	Employee Discount	
	24.03.2022	22:01:51	A	Vermeer	DINNER	Bjorn...	A010	99015935	EARTH WATER STILL (0.75)	Mineral Water	1,00	3,53	3,85	DTO	1,65		Employee Discount	Employee Discount	
	24.03.2022	22:40:08	A	Vermeer	DINNER	Bjorn...	A010	99000989	IRISH COFFEE	Specialities	1,00	8,68	10,50	DTO	4,50		Employee Discount	Employee Discount	
	24.03.2022	22:40:26	A	Vermeer	DINNER	Bjorn...	A010	99007796	COFFEE WITH PETIT FOURS	Coffee	1,00	5,46	5,95	DTO	2,55		Employee Discount	Employee Discount	
	24.03.2022	22:40:45	A	Vermeer	DINNER	Bjorn...	A010	99000761	ISOLABELLA SAMBUCA	Liqueur	1,00	5,21	6,30	DTO	2,70		Employee Discount	Employee Discount	
0216003060	27.03.2022	19:22:42	S	Room service	DINNER	Rachi...	S002	99011314	ENTRECOTE	Meat	1,00	19,40	21,15	DTO	2,35		Airline Discount	Airline Discount	
	27.03.2022	19:22:52	S	Room service	DINNER	Rachi...	S002	99014101	BREAD & BUTTER	Starters	1,00	2,89	3,15	DTO	0,35		Airline Discount	Airline Discount	
	27.03.2022	19:22:57	S	Room service	DINNER	Rachi...	S002	99029683	BABY CARROTS CHERMULA	Tapas	1,00	2,89	3,15	DTO	0,35		Airline Discount	Airline Discount	
	27.03.2022	19:23:00	S	Room service	DINNER	Rachi...	S002	99003796	FRENCH FRIES	Bar Snacks	1,00	2,89	3,15	DTO	0,35		Airline Discount	Airline Discount	
0216003061	27.03.2022	19:31:57	1	Bottles & Jars	DINNER	Lucia ...	1002	99014709	BEEF BURGER	Sandwiches	1,00	11,97	13,05	DTO	1,45		Airline Discount	Airline Discount	
	27.03.2022	19:32:01	1	Bottles & Jars	DINNER	Lucia ...	1002	99003796	FRENCH FRIES	Side Dishes	1,00	2,48	2,70	DTO	0,30		Airline Discount	Airline Discount	
											■ 17,00	■ 239,83	■ 272,80						



# POS\_\_MANUAL PRICES (/CCSHT/POS\_\_ALV\_\_SALES)

- **Report:** POS\_MANUAL PRICES.
- **TMS Transaction:** /CCSHT/POS\_ALV\_SALES.
- **Frequency:** Weekly.
- **Approver:** F&B Manager & Hotel General Manager.
- **Definition:** Materials without a price informed in the system, to which we put a price and a description.
- **Objective:** Verify that any manual price in POS are justified. It is states that these "open price buttons" should only be used for exceptions and special requests. The hotel must have all its gastronomic offer with fixed prices for better cost control, sales... these buttons cannot be used for a daily offer.

Room	Area	Date in	Ticket	Em...	Quantity	Material	Description	Description	Price	Amount	Currency	tp. reason
Vermeer	à la Carte Restaurant	23.03.2022	0216002757	Sim...	1,00	99002155	Wines	BOYER-MARTENOT CHARMES 2016	180,00	180,00	EUR	MAN
Vermeer	à la Carte Restaurant	23.03.2022	0216002760	Sim...	1,00	99002155	Wines	GLASS PINOT NOIR	12,00	12,00	EUR	MAN
Vermeer	à la Carte Restaurant	23.03.2022	0216002762	Fall...	1,00	99002155	Wines	FIANO DE AVELLINO 2016	65,00	65,00	EUR	MAN
Vermeer	à la Carte Restaurant	23.03.2022		Sim...	1,00	99002155	Wines	BOURGOGNE MARTIN 2017	12,00	12,00	EUR	MAN
Vermeer	à la Carte Restaurant	23.03.2022		Sim...	1,00	99002155	Wines	BOURGOGNE MARTIN 2017	12,00	12,00	EUR	MAN
Vermeer	à la Carte Restaurant	23.03.2022		Sim...	1,00	99002155	Wines	OSTERTAG PINOT NOIR 2019	13,00	13,00	EUR	MAN
Vermeer	à la Carte Restaurant	23.03.2022	0216002763	Sim...	1,00	99002155	Wines	PINOT NOIR	10,00	10,00	EUR	MAN
Vermeer	à la Carte Restaurant	23.03.2022		Sim...	1,00	99002155	Wines	GLASS ALBARINHO	8,00	8,00	EUR	MAN
Vermeer	à la Carte Restaurant	23.03.2022		Sim...	1,00	99002155	Wines	GLASS ALBARINHO	8,00	8,00	EUR	MAN
Vermeer	à la Carte Restaurant	23.03.2022		Sim...	1,00	99002152	Soft Drinks	GLASS CIDER NON-ALCOHOLIC	7,00	7,00	EUR	MAN
Vermeer	à la Carte Restaurant	23.03.2022		Bjor...	1,00	99002155	Wines	PINOT NOIR	10,00	10,00	EUR	MAN
Vermeer	à la Carte Restaurant	23.03.2022		Sim...	1,00	99002155	Wines	CHENIN BLANC GLASS	12,00	12,00	EUR	MAN
Vermeer	à la Carte Restaurant	23.03.2022		Sim...	1,00	99002155	Wines	GLASS PINOT NOIR	12,00	12,00	EUR	MAN
Vermeer	à la Carte Restaurant	23.03.2022		Bjor...	1,00	99002155	Wines	GLASS CIDER NON-ALCOHOLIC	7,00	7,00	EUR	MAN
Vermeer	à la Carte Restaurant	23.03.2022	0216002764	Bjor...	1,00	99002155	Wines	MOLITOR RIESLING 2015 GLASS	9,00	9,00	EUR	MAN
Vermeer	à la Carte Restaurant	23.03.2022		Bjor...	1,00	99002156	Spirits	APEROL SPRITZ	15,00	15,00	EUR	MAN
Vermeer	à la Carte Restaurant	23.03.2022		Sim...	1,00	99002155	Wines	OSTERTAG PINOT NOIR 2019	13,00	13,00	EUR	MAN
Vermeer	à la Carte Restaurant	23.03.2022	0216002766	Sim...	1,00	99002155	Wines	RULLY JAQUESSON	65,00	65,00	EUR	MAN
Vermeer	à la Carte Restaurant	23.03.2022	0216002768	Bjor...	1,00	99002155	Wines	CHOTARD SANCERRE GLASS	11,00	11,00	EUR	MAN
Vermeer	à la Carte Restaurant	23.03.2022		Bjor...	1,00	99002155	Wines	ARBOIS JURA 2013 GLASS	13,00	13,00	EUR	MAN
Vermeer	à la Carte Restaurant	23.03.2022		Sha...	1,00	99002152	Soft Drinks	ICE TEA	5,00	5,00	EUR	MAN
Vermeer	à la Carte Restaurant	23.03.2022		Sha...	1,00	99002152	Soft Drinks	ICE TEA	5,00	5,00	EUR	MAN
Vermeer	à la Carte Restaurant	23.03.2022		Sha...	1,00	99002155	Wines	GLASS PINOT NOIR	12,00	12,00	EUR	MAN
Vermeer	à la Carte Restaurant	23.03.2022		Sha...	1,00	99002155	Wines	GLASS COTEAUX DU LAYON	10,00	10,00	EUR	MAN
Vermeer	à la Carte Restaurant	23.03.2022	0216002775	Bjor...	1,00	99002155	Wines	BILLECART SALMON CHAMPAGNE	260,00	260,00	EUR	MAN
Vermeer	à la Carte Restaurant	23.03.2022		Fall...	1,00	99002155	Wines	2015 LAMY PILOT CHASSAGNE	280,00	280,00	EUR	MAN

# POS\_TICKETS CANCELED (/CCSHT/POS\_ALV\_SANU)

- **Report:** POS\_TICKETS CANCELED.
- **TMS Transaction:** /CCSHT/POS\_ALV\_SANU.
- **Frequency:** Daily.
- **Approver:** F&B Manager & Hotel General Manager.
- **Definition:** There are two types of tickets in this report:
  - **Canceled ticket:** Complete cancelation of a ticket (previously closed). There is no ticket number in column "Ticket recovered".
  - **Recovered ticket:** A ticket previously closed is canceled, but there is another ticket modifying the quantities/amounts or the payment method. There is a ticket number in column "Ticket recovered".
- **Objective:** Verify that all canceled/recovered tickets in POS are justified. Each time a ticket is canceled/recovered, **the system prints a receipt which must be signed, accounted for and kept for 18 months.** (Only waiter with level 4,5 and 6 can cancel/recover tickets, and only waiter with level 6 can cancel or recover history tickets).

Close N.	Date in	Time in	Table ID	Ticket	Employee	Employee cancel.	Ticket recovered	Cancel. reason	N.A	Amount	Taxes	Amount	Currency	Pay Method
149	16.02.2022	11:19:24	D999	9940300469			940400115	Metodo de pago incorrecto		10,00	1,000000	11,00	EUR	EFFECTIVO
149		11:16:14	D999	9940300167			9940400537	Metodo de pago incorrecto		34,36	3,440000	37,80	EUR	CARGO
149		11:48:54	2999	9940300168				Duplicado		4,55	0,450000	5,00	EUR	CARGO
149		11:49:58	2999	9940300169				Duplicado		4,55	0,450000	5,00	EUR	CARGO
149	17.02.2022	10:34:33	D999	9940300478				Metodo de pago incorrecto		57,92	6,780000	74,70	EUR	VISA
149		08:33:10	D999	9940300172				Duplicado		45,28	4,520000	49,80	EUR	CARGO
159	20.02.2022	08:51:04	D999	9940300495				Metodo de pago incorrecto		22,64	2,260000	24,90	EUR	EFFECTIVO
141	14.02.2022	17:39:45	S999	9940400486			9940400488	Cambio por TIPS		26,45	2,650000	29,10	EUR	CARGO
141		21:50:28	S999	9940400487			940400109	SII		0,00	0,000000	0,00	EUR	
141		22:48:59	S999	9940400494			9940400496	Cambios Ticket		42,81	4,290000	47,10	EUR	CARGO
144	15.02.2022	21:22:55	S999	9940400505			9940400510	Metodo de pago incorrecto		41,45	4,150000	45,60	EUR	CARGO
147	16.02.2022	07:39:38	S999	9940400113				Duplicado		31,64	3,160000	34,80	EUR	EFFECTIVO
147		21:37:06	S999	9940400528			9940400531	Cambios Ticket		41,46	4,140000	45,60	EUR	CARGO
147		22:13:12	S999	9940400532			9940400534	Cambios Ticket		8,00	0,800000	8,80	EUR	CARGO
150	17.02.2022	07:55:31	S999	9940400116				Cambios Ticket		9,91	0,990000	10,90	EUR	EFFECTIVO
160	20.02.2022	07:37:18	S999	9940400124				Cambios Ticket		10,64	1,060000	11,70	EUR	EFFECTIVO
154	29.01.2022	12:14:35	1043	9940201657			9940200700	Metodo de pago incorrecto		3,55	0,350000	3,90	EUR	VISA
154		14:13:06	1003	9940201676			9940200702	Metodo de pago incorrecto		8,00	0,800000	8,80	EUR	MASTERCARD
154		17:25:54	1005	9940201717			9940200701	Metodo de pago incorrecto		3,55	0,350000	3,90	EUR	MASTERCARD
142	14.02.2022	22:08:20	1015	9940203000			940203013	Cambio por TIPS		34,70	3,500000	38,20	EUR	VISA
145	15.02.2022	22:47:29	1001	9940200665			9940200667	Importe Incorrecto		4,45	0,450000	4,90	EUR	CARGO
151	17.02.2022	17:29:43	1015	9940203272			940203278	Metodo de pago incorrecto		26,70	2,700000	29,40	EUR	AMEX
151		18:12:17	1038	9940203273			940203276	Metodo de pago incorrecto		12,55	1,250000	14,80	EUR	MASTERCARD



# POS\_POSITIONS DELETED (/CCSHT/POS\_ALV\_SANU)

- **Report:** POS\_POSITIONS DELETED.
- **TMS Transaction:** /CCSHT/POS\_ALV\_SANU.
- **Frequency:** Weekly.
- **Objective:** Verify that any position deleted in POS are justified.
- **Definition:** There are 4 types of deleted positions that you can identify according to how they are displayed in the report:

## 1. Lines without ticket number and without deleted reason.

Close ...	Date in	Time in	Table ID	Ticket	N.Amount	Taxes	Amount	Curren...	Deteled reason
237	12.03.2022	00:00:00	S999		17,18	1,720000	18,90	EUR	

## 2. Lines without ticket number and with deleted reason.

Close ...	Date in	Time in	Table ID	Ticket	N.Amount	Taxes	Amount	Curren...	Deteled reason
243	13.03.2022	00:00:00	1069		9,91	0,990000	10,90	EUR	Error de empleado

## 3. Lines with number ticket and without deleted reason.

Close ...	Date in	Time in	Table ID	Ticket	N.Amount	Taxes	Amount	Curren...	Deteled reason
243	13.03.2022	20:46:22	1019	0940205643	4,00	0,400000	4,40	EUR	

## 4. Lines with number ticket and with deleted reason.

Close ...	Date in	Time in	Table ID	Ticket	N.Amount	Taxes	Amount	Curren...	Deteled reason
239	12.03.2022	19:38:09	1007	0940205583	4,45	0,450000	4,90	EUR	Ticket cancelado o equivocacio

Close N.	Date in	Time in	Table ID	Ticket	Employee	N.Amount	Taxes	Amount	Currency	Deteled reason
216	07.03.2022	00:00:00	2999			0,00	0,000000	0,00	EUR	
216		07:02:38	D006	9940300280		7,50	0,750000	8,25	EUR	
220	08.03.2022	00:00:00	2999			0,00	0,000000	0,00	EUR	
220		08:09:43	D005	9940300291		7,73	0,770000	8,50	EUR	
228	10.03.2022	10:06:06	D999	9940300395		0,00	0,000000	0,00	EUR	
232	11.03.2022	00:00:00	D999			7,73	0,770000	8,50	EUR	
240	13.03.2022	10:06:52	D001	0940300767		7,50	0,750000	8,25	EUR	
217	07.03.2022	21:44:13	5008	0940100102		0,00	0,000000	0,00	EUR	
217			5008			2,18	0,220000	2,40	EUR	
225	09.03.2022	19:54:47	5027	0940100122		14,00	1,400000	15,40	EUR	Ticket cancelado o equivocacio
229	10.03.2022	22:52:14	5026	9940100071		4,00	0,400000	4,40	EUR	
238	12.03.2022	23:40:40	5027	0940100151		3,55	0,350000	3,90	EUR	
217	07.03.2022	00:00:00	5007			15,82	1,580000	17,40	EUR	
221	08.03.2022		5006			4,00	0,400000	4,40	EUR	
221		15:22:32	5022	9940100058		4,00	0,400000	4,40	EUR	
225	09.03.2022	18:47:41	5020	9940100065		23,09	2,310000	25,40	EUR	
229	10.03.2022	16:49:53	5007	0940100128		9,91	0,990000	10,90	EUR	Ticket cancelado o equivocacio
234	11.03.2022	16:48:23	S999	9940400936		3,09	0,310000	3,40	EUR	
234			S999			6,73	0,670000	7,40	EUR	
234			S999			6,73	0,670000	7,40	EUR	
230	10.03.2022	08:49:28	S999	9940400901		4,91	0,490000	5,40	EUR	Ticket cancelado o equivocacio

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**Thank You**

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