

Training Manual for Hierarchy Change

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Tatmeen_TRM-0097_Training Manual for Hierarchy Change_v1.0

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1. Document Control

1.1 Version History

Version	Date	Description of Change	Author / Company
1.0	18-Oct-2022	First Version	EVOTEQ

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2. Purpose

The purpose of this document is to describe the business processes and functionalities of Tatmeen, Ministry of Health and Prevention (MoHAP) Track and Trace system.

The document details the solution and various controls that are adopted for the processes. The document details the solution and various control that are adopted for the processes.

3. Introduction

This document provides a high-level, as well as detailed description of the business process and flows of the Tatmeen system.

4. Tutorial Hierarchy Change

Hierarchy Change indicates a change in packaging as the goods move through the distribution process.



Figure 1 Hierarchy Change

"Aggregation" refers to capturing and maintaining parent-child relationships between different packaging levels of a product. The Aggregation process involves serializing products at the saleable unit level, then associating those units to the next levels of the packaging hierarchy (e.g. cases and then cases into pallets).

To enable this, the cases are also serialized with their own serialized GTINs or SSCC numbers, and these are then associated with pallets. The pallet will typically have a unique SSCC number assigned. Please refer to the Serialisation Implementation User Guide in <u>https://tatmeen.ae/documents</u> for more details about serialization requirements and the different serialization levels.

All the goods that are subject to serialization must be aggregated in Tatmeen as they are physically packed using the Hierarchy change transaction.





Figure 2 Aggregation Levels

There are three modes of hierarchy change in Tatmeen:

- **Pack** we add one or more child items into a parent item
- Unpack we disaggregate/subtract from the parent item one or more child items
- Unpack all we disaggregate/subtract all child items from the parent item

Select Hierarchy Change in the navigation menu in the Portal or Mobile to access Hierarchy Change documents.



Figure 3 Portal Hierarchy Change navigation menu



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Hierarchy Change	
Pack	>
Unpack	>
Unpack All	>

Figure 4 Mobile Hierarchy Change navigation menu



4.1 Hierarchy Change - Pack

Packing is a product hierarchy update where we add one or more unpacked child items into an existing or new parent item.

If the parent is a logistic unit, like a pallet, it will normally be identified by a SSCC code. If a partner is unable to generate its own SSCC codes, they can be obtained via the Tatmeen portal using the Commissioning -> SSCC Request option. (Please see the Training Manual for Mobile Commissioning for further details, the SSCC code obtained this way will only be commissioned when used in a packing operation).



Figure 5 Pack items

4.1.1 Hierarchy Change – Pack - Portal

To pack items, in the navigation menu select Hierarchy Change \rightarrow Pack.



Figure 6 Portal navigation menu - Pack

The packaging process comprises 3 steps:

- Step 1 Adding child items
- Step 2 Adding a parent item
- Step 3 Packing confirmation



4.1.1.1 Adding items to pack

On this page, you add one or more child items that need to be packed. Each item must be serialized as per the guidelines defined in the Serialization Implementation User Guide.

Items can be added manually by entering values or by scanning with a scanner. To continue to the next page at least one SSCC or SGTIN item must be added.

Home > Hierarchy Change > Pack		
Step 1 of 3 - Scan items into Container	0%	0
Please scan one or more items to be packed into the container.		
	Enter manually (?)	
Scanned Items	Awaiting scan ⇔sscc ≭scrīn	
# SGTIN / SSCC*	Description [▲]	Message *
No Scanned Items		
IC ← → >I Page 1 of 0 Go to page: 1 Show 10 ♥		
		Validate

Figure 7 Pack Adding items

If you press Clock e a new page opens for the Historical view where past packing operations done by the user are displayed (see section 4.1.1.5 for more details).

4.1.1.1.1 Adding items with scanning

When the first page opens and once the focus is on the application, the application is ready to scan the barcode with a scanner, and a scanned item will be added.

?

Figure 8 Pack - Scan item



If the application doesn't have focus, scanning is not possible. First, add the focus to the application (click anywhere within application screen) so scanning will be possible.



Figure 9 Pack - Missing focus

4.1.1.1.2 Adding SSCC manually

Item can also be added manually. For manual data entry press Enter manually Enter manually where a new page opens.

SSCC = (00)SSCC

Serial Shipping Container Code

To add an SSCC Item to the packing list, enter the SSCC value in the field SSCC-(00)

Cancel

and press OK

If you want to return to the previous page press Cancel

Step 1 of 3 - Scan items into Container		
Please scan one or more items to be packed into the container.		
	SSCC-(00) ? *	0123456789012345678
		Or
	GTIN-(01) ? *	Enter GTIN
	SERIAL-(21) 🕜 *	Enter Serial Number
		Cancel OK

Figure 10 Manual adding of SSCC item





Sca	nned Items 1	All Success Errors Warning	Delete mode
#	SGTIN / SSCC*	Description [▲]	Message [*]
#1	(00)		
ĸ	← → → Page 1 of 1 Go	to page: 1 Show 10 💙	
			Validate



4.1.1.1.3 Adding SGTIN manually

Item can be added also manually. For manual data entry press Enter manually Enter manually where a new page opens.

SGTIN = (01)GTIN(21)SERIAL

Global Trade Item Number

To add an SGTIN Item to the packing list, enter the GTIN value of the product in the field GTIN-(01), and the serial number value in the field SERIAL-(21) and press OK

Cancel

οк

If you want to return to the previous page press Cancel

Step 1 of 3 - Scan items into Container		
Please scan one or more items to be packed into the container.		
	SSCC-(00) ? *	Enter SSCC
		Or
	GTIN-(01) 🕐 *	12345678901234
	SERIAL-(21) 🝞 *	12345678901234567890
		Cancel OK

Figure 12 Manual adding of SGTIN item



Sca	nned Items 1	All Success Errors Warning	Delete mode
#	SGTIN / SSCC*	Description [▲]	Message [▲]
#1	(01) (21) 🗹 🚠	Otoolar# 10 mg, 20 mg & 30 mg (Treatment initiation pack) 27 tablets (4 x 10 mg tablets, 4 x 20 mg tablets and 19 x 30 mg tablets)	
•	< ← → अ Page 1 of 1 Go	to page: 1 Show 10 💙	Validate



4.1.1.1.4 Review of the added items

When an item is added to the list, you can review all items, check for possible issues, and remove unneeded items.

The progress bar shows advancement through the process

Step 2 of 3 - Scan or enter items Scanned items (2) shows the total of all items on the list All Success Errors Warning It is possible to filter the list of scanned items using Filter options: All - shows all items Success - filter to only successfully added items Errors - filter to items with error Warning - filter to items with a warning Delete mode Select Delete mode to remove added items. In Delete mode, a delete icon will appear on each row. Press Delete to remove an item. Deletion will require confirmation. **∧** Confirmation Do you really want to delete this item? (00) No

The Message column on this page provides guidance for issues with listed items.



Scanned Items 🕗	II Success Errors Warning Delete mode
# SGTIN / SSCC Description	Message [▲]
#1 (01) (21) 🗹 🚠	
#2 (00)	GLN of EPC doesn't match readpoint GLN
$\mathbf{K} \overleftarrow{\leftarrow} \overrightarrow{\rightarrow} \qquad \mathbf{Page 1 of 1 Go to page:} \qquad 1 \qquad \qquad \mathbf{Show 10 } \mathbf{\checkmark}$	Validate

When all issues with added items are solved and there is no error message, press Validate to re-check all added items again and to proceed to the next page.

4.1.1.2 Add parent unit

On this page, you add the SSCC parent item (SGTIN cannot be added as a parent). Child items from the previous page will be packed into this parent item code.

Home > Hierarchy Change > Pack		
Step 2 of 3 - Scan container to pack items	33%	0
Please enter or scan the label of the container in which you would like to pack the items.		
	Enter manually	
	Awaiting scan ⇔ sscc	
# Description*		
K ← → N Page 1 of 0 Go to page: 1	Show 10 V	Back

Figure 14 Add Parent unit

4.1.1.2.1 Adding parent item with scanning

Once the focus is on the application, the application is ready to scan the barcode with a scanner, and a scanned item will be added.







Figure 15 Pack – Scan parent item

If the application doesn't have focus, scanning is not possible. First, add the focus to the application so scanning will be possible.



Figure 16 Pack - Missing focus on the parent page

For returning to the previous page for adding/removal of items press Back

4.1.1.2.2 Adding SSCC manually

Item can be added also manually. For manual data entry press Enter manually Enter manually where a new page opens.

SSCC = (00)SSCC

Serial Shipping Container Code

To add an SSCC parent item, enter the SSCC value in the field SSCC-(00) and press

ОК





Figure 17 Manual adding of SSCC parent item

If there are no issues with entered SSCC data you will progress straight through to the next page.

Cancel

If you want to return to the previous page press Cancel

If there are any issues with entered SSCC data, an error is shown why entered SSCC code cannot be used. Continuation to the next page is not possible until the error is corrected.

🕒 Ste	p 2 of 3 - Scan container to pack items	33%
Please e	nter or scan the label of the container in which you would like to pack the	tems.
	SSCC-(00) 🕐 *	Enter SSCC
		Cancel OK
#	Description [*]	
#1	EPC ID urn:epc:id:sscc/ in the list is already dispense	d
ĸ	← → Page 1 of 1 Go to page: 1 Show 1	0 •
		Back

Figure 18 Unsuccessfully added SSCC item

4.1.1.3 Packing Confirmation

On this page, you will confirm that the packing list contains all the items which need to be added to the parent SSCC.



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Home	> Hierarchy Change > Pack	
o s	ep 3 of 3 - Confirm packing of items	67%
Please Scann	confirm that you packed the following items into the container (00)'	ISMESI2143.
#	SGTIN / SSCC *	Description *
#1	01/0540082530255502106706203	NETRESE# Stang/Oni 2014 (Uni Ampaula e 20)
к	← → Rage 1 of 1 Go to page: 1 Show 10	▼ Back Confirm

Figure 19 Pack Confirmation

The number of items (SSCC, SGTINs) contained in the pack list is shown as **Scanned items** 1

To return to the previous page for changing the parent SSCC item press Back

A warning prompt will appear if any other pages are selected before this information is confirmed.

Are you sure?		
You will loose unsaved data.		
	Leave	Stay
Figure 20 Pack Warning		

For final confirmation of packing press Confirm

4.1.1.4 Pack completed

Pack another container

This page indicates you successfully added child items to a parent item.

If you want to pack new child items to a different parent item, press Pack another

container



Figure 21 Pack completed

4.1.1.5 Historical view

On the Historical view, past packing operations done by the user are displayed according to default filter settings.

Home > History				
Pack Historical List				
Period 📀	Status ?	Search ?		
Today One Week Two Weeks 🗇 2 Entries	All Success Error	Search		
GUID *	Date/Time +	Operation [▲]	Status *	
0022480d-5980-1eec-bf89-6e5fcedd3ffc	05/07/2022 - 12:15:52	Packed	Success	\odot
0022480d-5980-1eec-bef0-8da12dadffae	04/07/2022 - 12:31:12	Packed	Warning	⊚
κ → > Page 1 of 1 Go to page: 1	Show 10 💙			
				Back
	Figure 22 Historical view			



If you want to return to the first page of the packing press Back

4.1.1.5.1 Filter options

Filters can be used to help you find a specific initiation or initiation cancellation.

If you need to search by any string, start by entering desired string and the results will be automatically filtered and displayed in the table below.



Search 🕐			
Search			

Figure 23 Filter options - Search

Right from each column name, you will find = To sort data in a table ascending or descending, click once or twice on the arrow or the field name.

Status	
Figure 24 Sort	

If you search for an item for a specific time frame, then using these options

Period ?)		
Today	One Week	Two Weeks	

Figure 25 Filter options – Time frame

Filters:

Today – all items processed on the last day are displayed

One week – all items from the last week are displayed

Two weeks – all items from the last two weeks are displayed

Calendar – all items for the selected period are displayed

For a longer period select calendar.

Use arrows and a dropdown menu select month and year. Press on a day number to select the start time. Repeat the process to select the end time.

When you select the date, items are displayed automatically in the table below.





Figure 26 Filter options - Calendar

If you are interested in a specific status press one of the status options.



Figure 27 Filter options – Status

Filters:

- All all items regardless of the status are displayed
- Success only successfully processed items by Tatmeen are displayed
- Error only items that were unsuccessfully processed/failed are displayed



4.1.1.6 Historical view Details

On this page, you can see details for the selected item from the previous page.

Home > History	
Pack Historical List - Details	
GUID	0022480d-5980-1eec-bf89-6e5fcedd3ffc
Туре	PACK
Destination	City Medical Store
GLN of Location	umage: disgn: 6.16036040013
Time	05/07/2022 - 12:15:52
Selected items:	
ltem [*]	
010K295300064150221999520952963236951	
к ← → л Page 1 of 1 Go	o to page: 1 Show 10 V
	Back
	Figure 28 Historical view Details

To return to the previous page press Back



4.1.2 Hierarchy Change – Pack - Mobile

To pack items, in the navigation menu select Hierarchy Change \rightarrow Pack.

Hierarchy Change	
Pack	>
Unpack	>
Unpack All	>

Figure 2	29 Mobile	navigation	menu -	Pack
----------	-----------	------------	--------	------

The packaging process comprises 3 steps:

- Step 1 Adding child items
- Step 2 Adding a parent item
- Step 3 Packing confirmation

4.1.2.1 Adding items to pack

On this page, you add one or more child items that need to be packed. Each item must be serialized as per the guidelines defined in the Serialization Implementation User Guide.

Items can be added manually by entering values or by scanning with a scanner. To continue to the next page at least one SSCC or SGTIN item must be added.

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=	Pack	(D	<mark>9+</mark> کې
Please into the	scan the items that you would e container:	like to	o pac	k
[[]]]	Awaiting scan ≋ sscc ≉ sg⊺in	ď	Ó]
Scanne	d Items 0			
		CC	NTI	NUE

Figure 30 Pack Adding items

4.1.2.1.1 Adding items with scanning

When the first page opens, the application is already ready to scan the barcode with a

scanner or press Camera ¹ to use the camera for scanning.

4.1.2.1.2 Adding SSCC manually

Item can be added also manually. For manual data entry press Edit wh new page opens.

where the



SSCC = (00)SSCC

Serial Shipping Container Code

To add an SSCC Item to the packing list, enter the SSCC value in the field SSCC-(00)

and press OK

Enter seriali:	zed product	CLOSE
SSCC-(00) *		
3540083506888		
	Or	
GTIN-(01) *		
Enter GTIN		
SERIAL-(21) *		
Enter Serial Num	ber	

Figure 31 Manual adding of SSCC item

If no value is entered, OK will be disabled and it will not be possible to continue to the next page.

If you want to return to the previous page and cancel the entry press Close

If you press OK, the SSCC Item is then added to the packing list and has an icon

CLOSE





Figure 32 Successfully added SSCC item

4.1.2.1.3 Adding SGTIN manually

Item can be added also manually. For manual data entry press Edit new page opens.

where the

SGTIN = (01)**GTIN**(21)**SERIAL**

Global Trade Item Number

To add an SGTIN Item to the packing list, enter the GTIN value of the product in the field GTIN-(01), and the serial number value in the field SERIAL-(21) and press OK



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Enter serialized product	CLOSE
SSCC-(00) *	
Enter SSCC	
Or —	
GTIN-(01) *	
05400835002555	
SERIAL-(21) *	
8706204	
ОК	

Figure 33 Manual adding of SGTIN item

If no value is entered, OK	ок	will be disabled and it will not
be possible to continue to	the next page.	

If you want to return to the previous page and cancel the entry press Close



If you press OK, the SGTIN Item is then added to the packing list and has an icon lpha



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Figure 34 Successfully added SGTIN item

4.1.2.1.4 Review of the added items

When an item is added to the list, you can review all items, check for possible issues, and remove unneeded items.

Scanned Items 1 shows the total of all items on the list

It is possible to filter the list of scanned items using ———

Filter options:

- All shows all items
- Success filter to only successfully added items
- Errors filter to items with error
- Warnings filter to items with a warning

Select Delete mode to remove added items.

In Delete mode, a delete icon will appear on each row.



Press Delete \boxtimes to remove an item. Deletion will require confirmation.

Confirmation	
Do you really want to delete item? (00)	this
NO	YES



Red messages under items provide guidance for issues with listed items.

Scanned Iter	ns 🚺	DEL	ETE MODE
ALL	SUCCESS	ERRORS	WARNINGS
(00) •••••••••••••••••••••••••••••••••••	EPC ID ve	ď	is not

When all issues with added items are solved and there is no error message, press Continue **CONTINUE** to proceed to the next page.

4.1.2.2 Add parent unit

On this page, you add the SSCC parent item (SGTIN cannot be added as a parent). Child items from the previous page will be packed with this parent item code.

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Figure 35 Add Parent unit

4.1.2.2.1 Adding parent item with scanning

When the first page opens, the application is already ready to scan the barcode with a scanner.



to use the camera for scanning.

If there are no issues with entered data you will progress straight through to the confirmation page.

Or press Camera

4.1.2.2.2 Adding SSCC manually

Item can be added also manually. For manual data entry press Edit when new page opens.

where the

SSCC = (00)SSCC

Serial Shipping Container Code

To add an SSCC parent item, enter the SSCC value in the field SSCC-(00) and press

OK	ОК		
		Enter serialized product	CLOSE
		SSCC-(00) *	
		ок	

Figure 36 Manual adding of SSCC parent item







If you want to return to the previous page press Close



If there are no issues with entered SSCC data you will progress straight through to the next page.

If there are any issues with entered SSCC data, an error is shown why entered SSCC code cannot be used. Continuation to the next page is not possible until the error is corrected.



Figure 37 Unsuccessfully added SSCC item

4.1.2.3 Packing Confirmation

On this page, you will confirm that the packing list contains all the items which need to be added to the parent SSCC.

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← васк	Confirm	? [#]
Please confir the container	m the packing of scanne	ed items into
Container	(00)	150894892143
Scanned Items	1	
*	1400835002555(21)#7042 15E8 50mg/2ml 20's (2ml J	ď
		CONFIRM

Figure 38 Pack Confirmation

The number of items (SSCC, SGTINs) contained in the pack list is shown as Scanned Items 1

To return to the previous page for changing the parent SSCC item press Back **BACK**

For final confirmation of packing press Confirm **CONFIRM**

4.1.2.4 Pack completed

This page indicates you successfully added child items to a parent item.

If you want to pack new child items to a different parent item, press Do Another **DO ANOTHER**

≡ Done		0	<mark>۹+</mark> لچک
The items scanned	are packed in the	container.	S.
Container	(00)	50894893	143
Scanned Items 1			
*	HANDONN (21) #79431 Img/2mi 20's (2mi A	ď	
		DO ANOT	HER

Figure 39 Pack completed



4.2 Hierarchy Change - Unpack

Unpacking is an update to the product hierarchy where we disaggregate/subtract one or more child units from the parent unit.

The parent unit remains with the rest of the unpacked children. The unpacked items remain in the same status, except they no longer have a parent unit.

Unpacking items from a logistic unit doesn't change its status, and other items can be packed in, even if all the items are removed. The exception is if the "Unpack All" transaction of the Tatmeen Mobile and Portal is used. In this case, the parent SSCC will be also decommissioned upon completion of the transaction.



Figure 40 Unpack items

4.2.1 Hierarchy Change – Unpack - Portal

To unpack items, in the navigation menu select Hierarchy Change \rightarrow Unpack.

	Hierarchy Change 🔹 Produ	¢
	Pack	
	Unpack	
l	Unpack All	

Figure 41 Portal navigation menu - Unpack

For the unpackaging process you will need 3 steps:

- Step 1 Select a parent item
- Step 2 Select child items



• Step 3 – Unpacking confirmation

4.2.1.1 Add parent unit

On this page, you add the SSCC parent item from which child items will be disaggregated/subtracted.

Home > Hierarchy Change > Unpack		
Step 1 of 3 - Scan container to unpack from	0%	?
Please enter or scan the containers you would like to unpack.		
	Enter manually ③	
	.ົພກີ.	
	Awaiting scan	
	© 55CC	
# Description		
IC ← → → Page 1 of 0 Go to page: 1	Show 10 🗸	

Figure 42 Add Parent unit

If you press Clock e a new page opens for the Historical view where past unpacking operations performed by the same user are displayed. See section 4.2.1.5 for more details.

You cannot unpack one item out of SGTIN parent, only all items can be unpacked in such scenario so Unpack All function is needed.

4.2.1.1.1 Adding parent item with scanning

Once the focus is on the application, the application is ready to scan the barcode with a scanner, and a scanned item will be added.



Figure 43 Unpack – Scan parent item



If the application doesn't have focus, scanning is not possible. First, add the focus to the application so scanning will be possible (click anywhere within the application screen).



Figure 44 Unpack - Missing focus on the parent page

4.2.1.1.2 Adding SSCC manually

Item can be added also manually. For manual data entry press Enter manually Enter manually where a new page opens.

SSCC = (00)SSCC

Serial Shipping Container Code

To add an SSCC parent item, enter the SSCC value in the field SSCC-(00) and press

ок 🔛				
Home > Hiera	rchy Change > Unpack			
Step 1 of	3 - Scan container to unpack from		0%	?
Please enter o	r scan the containers you would like to unpack.			
		SSCC-(00) (?) *	454008250468233421	
			Cancel OK	
#	Description *			
K E	→ Page 1 of 0 Go to page: 1	Show 10 💙		

Figure 45 Manual adding of SSCC parent item

If you want to return to the previous page press Cancel

If there are no issues with entered SSCC data you will progress straight through to the next page.

Cancel



If there are any issues with entered SSCC data, an error is shown why entered SSCC code cannot be used. Continuation to the next page is not possible until the error is corrected.

🕒 Ste	ep 2 of 3 - Scan container to pack items	33%
Please e	enter or scan the label of the container in which you would like to pack the	items.
	SSCC-(00) 🥐 *	Enter SSCC
		Cancel OK
#	Description [▲]	
#1	EPC ID urn:epc:id:sscc: in the list is already dispense	ed
к	← → Page 1 of 1 Go to page: 1 Show	10 🗸
		Back

Figure 46 Unsuccessfully added SSCC item

4.2.1.2 Adding items to unpack

On this page, you add one or more child items that need to be unpacked. If the items are not recorded in Tatmeen

Items can be:

- SSCC or
- SGTIN

Items can be added manually by entering values or by scanning with a scanner. To continue to the next page at least one SSCC or SGTIN item must be added.

Chaine 2 - 6 2 I the same the I large should be			
Step 2 of 3 - Items to Unpacked		33%	
se scan one or more items to be	unpacked from the container (00)		
	Enter man	ually (?)	
			
		رااال	
		Awaiting scan ⊗ sscc ★ sgtin	
nned Items 💿			
	SGTIN / SSCC*	Description [▲]	Message [*]
No Scanned Item	S		

Figure 47 Unpack Adding items


4.2.1.2.1 Adding items with scanning

When the first page opens and once the focus is on the application, the application is ready to scan the barcode with a scanner, and a scanned item will be added.

?

Figure 48 Unpack - Scan item

If the application doesn't have focus, scanning is not possible. First, add the focus to the application so scanning will be possible.



Figure 49 Unpack - Missing focus

4.2.1.2.2 Adding SSCC manually

Item can be added also manually. For manual data entry press Enter manually Enter manually where a new page opens.

SSCC = (00)SSCC

Serial Shipping Container Code

OК

To add an SSCC Item to the unpacking list, enter the SSCC value in the field SSCC-

(00) and press OK



Step 2 of 3 - Items to Unpacked	-	33%
Please scan one or more items to be unpacked from the co	ntainer (00)	3425.
	SSCC-(00) ?*	254008250888871084
		Or
	GTIN-(01) 🕐 *	Enter GTIN
	SERIAL-(21) ? *	Enter Serial Number
		Cancel OK

Figure 50 Manual adding of SSCC item

Cancel

If you want to return to the previous page press Cancel

Sca	nned Items 1	All Success Errors Warning	Delet	e mode
#	SGTIN / SSCC*	Description *	Message 🕈	
#1	(00) 🗹 🚓	This handling unit may contain more than one product, please examine the contents via Product Verification > Enter Details > Hierarchy.		
R	← → → Page 1 of 1	I Go to page: 1 Show 10 ♥		
			Back Va	lidate



4.2.1.2.3 Adding SGTIN manually

Item can be added also manually. For manual data entry press Enter manually Enter manually where a new page opens.

SGTIN = (01)**GTIN**(21)**SERIAL**

Global Trade Item Number

To add an SGTIN Item to the unpacking list, enter the GTIN value of the product in the field GTIN-(01), and the serial number value in the field SERIAL-(21) and press OK

ОК

Step 2 of 3 - Items to Unpacked	-	33%
Please scan one or more items to be unpacked from the con	tainer (00)	3421.
	SSCC-(00) 📀 *	Enter SSCC
		Or
	GTIN-(01) 🕐 *	05400805082524
	SERIAL-(21) 🕐 *	@756201
		Cancel OK

Figure 52 Manual adding of SGTIN item

Cancel

If you want to return to the previous page press Cancel



Figure 53 Successfully added SGTIN item

4.2.1.2.4 Review of the added items

When an item is added to the list, you can review all items, check for possible issues, and remove unneeded items.

The progress bar shows advancement through the process

|--|

Scanned items 2 shows the total of all items on the list

It is possible to filter the list of scanned items using All Success Errors Warning

Filter options:

- All shows all items
- Success filter to only successfully added items
- Errors filter to items with error



• Warning - filter to items with a warning

Select Delete mode to remove added items. OPPlete mode

In Delete mode, a delete icon will appear on each row.

Press Delete **to** remove an item. Deletion will require confirmation.

▲ Confirmation		
Do you really want to delete this item? (00)	452158	743
	No	Yes

The Message column on this page provides guidance for issues with listed items.

# SGTIN / SSCC* Description* Message* #1 (01) (21) #2 (00) #2 (00) IX C IX C	Delete mode
#1 (01) (21) 2 #2 (00) 2 #2 (00) 2 H GLN of EPC Distribution of EPC match readpoint GLN K ← → → Page 1 of 1 Go to page: 1 Show 10 ♥	
#2 (00) GLN of EPC match readpoint GLN IC ← → → Page 1 of 1 Go to page: 1 Show 10 ♥	
$\kappa \leftrightarrow 3$ Page 1 of 1 Go to page: 1 Show 10 V	doesn't
	Validate

To return to the previous page press Back

When all issues with added items are solved and there is no error message, press

Validate to re-check all added items again and to proceed to the next page.

4.2.1.3 Unpacking Confirmation

This page confirms that the unpacking list contains all the items which need to be removed from the parent SSCC.



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Home	> Hierarchy Change > Unpack		
L 5	tep 3 of 3 - Confirm unpacking of items	67%	•
Please	confirm that you unpacked the following items from the container (00)	4008350468233421.	
Scanr	ed Items 🕕		
#	SGTIN / SSCC*	Description [*]	
#1	(01)05400835002524(21)8706201	KETTESSE # 50mg/2ml 20's (2ml Ampoule x 20)	
IK.	← → Page 1 of 1 Go to page: 1 Sh	w 10 🗸	
			Back Unpack

Figure 54 Unpack Confirmation

The number of items (SSCC, SGTINs) contained in the unpacking list is shown as **Scanned items** 1

To return to the previous page for changing the item press Back

A warning prompt will appear if any other pages are selected before this information is confirmed.

▲ Confirmation		
Are you sure you want to restart the transaction? All c be reset.	urrent d	lata will
	No	Yes

Figure 55 Unpack Warning

For	final	confirmation	of	the unpacking, when	child	items	will	be		
d'e e e		a d /a la tura a ta al fi			ut ite en energe	Llanaali	Unpac	k		
aisag	gregat	ed/subtracted t	rom a	a pare	nt item press	Опраск		_		

4.2.1.4 Unpack completed

Unpack another item

You successfully disaggregated/subtracted/removed child items from a parent item. If you want to unpack new child items from a different parent item, press Unpack

another item

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Home >	Hierarchy Change > Unpack	
🕒 Do	ne 📲	100%
Operati	on has been completed successfully.	
Scanne	d items 🕦	
#	SGTIN / SSCC [*]	Description
#1	0103430825302524(21)8796201	KETESSE# S0mg/2ml 20's (2ml Ampoule x 20)
- IK	← → Page 1 of 1 Go to page: 1 Show 10	×
		Home Unpack another item

Figure 56 Unpack completed

4.2.1.5 Historical view

On the Historical view, past unpack operations performed by the user are displayed according to default filter settings.

ariad (2)	Statue ?	Search (2)		
Today One Week Two Weeks 🗂 🖅 Entries	All Success Error	Search		
SUID *	Date/Time 🗸	Operation [▲]	Status *	
022480d-5980-1edd-80a1-a6caa785215c	11/07/2022 - 13:32:58	Unpacked	Success	⊚
022480d-5980-1edc-bfda-82aebafda08f	08/07/2022 - 17:38:58	Unpacked	Success	⊚
022480d-5980-1edc-bfda-7aa92a11008f	08/07/2022 - 17:37:12	Unpacked	Success	⊚
022480d-5980-1edc-bfda-77618421408f	08/07/2022 - 17:36:28	Unpacked	Success	⊚
022480d-5980-1edc-bfda-7159abc2608f	08/07/2022 - 17:35:06	Unpacked	Success	⊚
022480d-5980-1edc-bfda-0b8e2d59608e	08/07/2022 - 17:12:19	Unpacked	Success	⊚
022480d-5980-1edc-bfd6-9f417b19a086	08/07/2022 - 13:56:18	Unpacked	Success	⊚
022480d-5980-1edc-bfbe-d858a93fc043	07/07/2022 - 15:14:42	Unpacked	Success	⊚
022480d-5980-1edc-bfab-09ba7c62001d	06/07/2022 - 20:20:25	Unpacked	Success	⊚
022480d-5980-1edc-bfab-046477eee01c	06/07/2022 - 20:19:13	Unpacked	Success	⊚
K ← → N Page 1 of 3 Go to page: 1	Show 10 👻			

Figure 57 Historical view

To continue to the next page press Details 🧧 in t

in the last column

If you want to return to the first page of the packing press Back

Back





4.2.1.5.1 Filter options

Filters can be used to help you find a specific initiation or initiation cancellation.

If you need to search by any string, start by entering desired string and the results will be automatically filtered and displayed in the table below.

Search 🕐			
Search			

Figure 58	3 Filter	options	-	Search
-----------	----------	---------	---	--------

Right from each column name, you will find \Rightarrow To sort data in a table ascending or descending, click once or twice on the arrow or the field name.



Figure 59 Sort

If you search for an item for a specific time frame, then using these options



Filters:

Today – all items processed on the last day are displayed

One week – all items from the last week are displayed

Two weeks – all items from the last two weeks are displayed

Calendar – all items for the selected period are displayed

For a longer period select calendar.

Use arrows and a dropdown menu March 2022 to select month and year. Press on a day number to select the start time. Repeat the process to select the end time.

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Period Status Two Weeks Success Today One Week Mar 1, 2022 Mar 18, 2022 . 2022 ~ ► March \sim Thu Fri Tue Wed Sat Sun Mon 19 20 23 25 26 21 22 24 27 28 29 30 31

When you select the date, items are displayed automatically in the table below.

Figure 61 Filter options – Calendar

If you are interested in a specific status press one of the status options.



Figure 62 Filter options – Status

Filters:

All – all items regardless of the status are displayed

Success – only successfully processed items by Tatmeen are displayed

Error - only items that were unsuccessfully processed/failed are displayed

4.2.1.6 Historical view Details

On this page, you can see details for the selected item from the previous page.



Figure 63 Historical view Details

To return to the previous page press Back



Back



4.2.2 Hierarchy Change – Unpack - Mobile

To unpack items, in the navigation menu select Hierarchy Change \rightarrow Unpack.

Hierarchy Change	
Pack	>
Unpack	>
Unpack All	>

Figure 64 Mobile navigation menu - Unpack

For the unpackaging process you will need 3 steps:

- Step 1 Select a parent item
- Step 2 Select child items
- Step 3 Unpacking confirmation

4.2.2.1 Add parent unit

On this page, you add the SSCC parent item from which child items will be disaggregated/subtracted. You cannot unpack one item out of SGTIN parent, only all items can be unpacked in such scenario so Unpack All function is needed.





Adding parent item with scanning

When the first page opens, the application is already ready to scan the barcode with a scanner.



to use the camera for scanning.

If there are no issues with entered data, you will progress straight through to the confirmation page.

4.2.2.1.1

Or press Camera

4.2.2.1.2 Adding SSCC manually

Item can be added also manually. For manual data entry press Edit who new page opens.

where the

SSCC = (00)SSCC

OK

Serial Shipping Container Code

To add an SSCC parent item, enter the SSCC value in the field SSCC-(00) and press

Enter serialized product	CLOSE
SSCC-(00) *	
ок	

Figure 66 Manual adding of SSCC parent item







If no value is entered, OK will be disabled and it will not be possible to continue to the next page.

If you want to return to the previous page press Close



If there are no issues with entered SSCC data, you will progress straight through to the next page.

If there are any issues with entered SSCC data, an error is shown why entered SSCC code cannot be used. Continuation to the next page is not possible until the error is corrected.

≡	Unpack	(?	<mark>۹+</mark> لې		
Please to unp	Please enter or scan the containers you would like to unpack.					
[[11]]	Awaiting scan Sscc	ď	6	3		
Error						
Check be 9	digit of SSCC		mu	st		
Decoding (character) of code >						
Parent	and Child ID cannot be same.					

Figure 67 Unsuccessfully added SSCC item

4.2.2.2 Adding items to unpack

On this page, you add one or more child items that need to be unpacked.

Items must be defined as:

- SSCC or
- SGTIN

Items can be added manually by entering values or by scanning with a scanner. To continue to the next page at least one SSCC or SGTIN item must be added.

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← васк	Items to Unpack	Ċ	
Please scan o	unpac	ked.	
(IIII) Awaitir ≋sscc	ng scan ¥ sgtin	ď	Ó
Scanned Items	0		
			_
			REVIEW

Figure 68 Unpack Adding items

4.2.2.2.1 Adding items with scanning

When the first page opens, the application is already ready to scan the barcode with a

scanner or press Camera

to use the camera for scanning.

4.2.2.2.2 Adding SSCC manually

Item can be added also manually. For manual data entry press Edit new page opens.

where the



SSCC = (00)SSCC

Serial Shipping Container Code

To add an SSCC Item to the unpacking list, enter the SSCC value in the field SSCC-

(00) and press OK

Enter serialized product	CLOSE
SSCC-(00) *	
354008350688E71086	
Or	
GTIN-(01) * Enter GTIN	
SERIAL-(21) *	
Enter Serial Number	
ок	

Figure 69 Manual adding of SSCC item

If no value is entered, OK will be disabled and it will not be possible to continue to the next page.

If you want to return to the previous page and cancel the entry press Close

If you press OK, the SSCC Item is then added to the unpacking list and has an icon

CLOSE



SUCCESS

Figure 70 Successfully added SSCC item

ERRORS

WARNINGS

5

4.2.2.2.3 Adding SGTIN manually

Item can be added also manually. For manual data entry press Edit new page opens.

SGTIN = (01)GTIN(21)SERIAL

Global Trade Item Number

To add an SGTIN Item to the unpacking list, enter the GTIN value of the product in the field GTIN-(01), and the serial number value in the field SERIAL-(21) and press OK

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Scanned Items

ALL







Enter serialized product	CLOSE
sscc-(00) * Enter SSCC	
Or Or	
SERIAL-(21) *	
ок	

Figure 71 Manual adding of SGTIN item

If no value is entered, OK		will be disabled and it will not
be possible to continue to	the next page.	

If you want to return to the previous page and cancel the entry press Close

If you press OK, the SGTIN Item is then added to the unpacking list and has an icon

CLOSE



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Figure 72 Successfully added SGTIN item

4.2.2.2.4 Review of the added items

When an item is added to the list, you can review all items, check for possible issues, and remove unneeded items.

Scanned Items Shows the total of all items on the list

It is possible to filter the list of scanned items using _____

Filter options:

- All shows all items
- Success filter to only successfully added items
- Errors filter to items with error
- Warnings filter to items with a warning

Select Delete mode to remove added items.

In Delete mode, a delete icon will appear on each row.



Press Delete \Join to remove an item. Deletion will require confirmation.

Confirmation	
Do you really want to delete item? (00)	this
NO	YES



Red messages under items provide guidance for issues with listed items.

Scanned Items 1		DELETE MODE		
ALL	SUCCESS	ERRORS	WARNINGS	
(00) acti) EPC ID ive	ď	is not	

When all issues with added items are solved and there is no error message, press

Review to proceed to the next page.

To return to previous page press Back

4.2.2.3 Unpacking Confirmation

This page confirms that the packing list contains all the items which need to be included in the parent SSCC.



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← васк	Confirm	? 🗜		
Please confi from the con	Please confirm the unpacking of the scanned items from the container (00)			
Container	(00)	050468233421		
Scanned Items	s 1			
*	5400835002534(21)8704) 1028 Nova Covi 201 Covi	AND CT		
		UNPACK		

Figure 73 Unpack Confirmation

The number of items (SSCC, SGTINs) prepared for unpacking is shown as Scanned Items 1



For final confirmation for unpacking, child where the items will be UNPACK disaggregated/subtracted from a parent item press Unpack

4.2.2.4 Unpack completed

You successfully disaggregated/subtracted/removed child items from a parent item.



If you want to unpack new child items from a different parent item, press Unpack Another Item **UNPACK ANOTHER ITEM**

≡ Done	0 📮					
Operation has beer	Operation has been completed successfully.					
Container	(00).					
Scanned Items 1						
*	8082824(21)#794282 (f Beng/2ni 20's (2ni Areposie x 20)					
	UNPACK ANOTHER ITEM					

Figure 74 Unpack completed



4.3 Hierarchy Change – Unpack All

Unpack All is the update to the product hierarchy where all child units from the parent unit are disaggregated/subtracted.

After this update, the parent unit will no longer have any child items and will be automatically decommissioned. The child items remain unchanged, except they no longer have a parent unit.

BEFORE AI		TER			
Palett SSCC1	e 1		Palette 1 SSCC1		
BOX1 SN1	BOX2 SN2			BOX1 SN1	BOX2 SN2
BOX3 SN3	BOX4 SN4	UNPACK ALL BOX1, BOX2, BOX3, BOX4, BOX5, BOX6		BOX3 SN3	BOX4 SN4
BOX5 SN5	BOX6 SN6			BOX5 SN5	BOX6 SN6

Figure 75 Unpack All items

4.3.1 Hierarchy Change – Unpack All - Portal

To unpack all from the parent item, in the navigation menu select Hierarchy Change \rightarrow Unpack All.



Figure 76 Portal navigation menu – Unpack All

Main data needed for unpacking:

• Unique Serialized Number (SGTIN or SSCC) of a parent item



The unpacking process has two steps:

- Step 1 Select a parent item
- Step 2 Unpacking confirmation

4.3.1.1 Adding items to unpack

On this page, you select one or more parent items from which child items will be disaggregated.

Items can be:

- SSCC or
- SGTIN

Items can be added manually by entering values or by scanning with a scanner. To continue to the next page at least one SSCC or SGTIN item must be added.

one - nerarchy				
Step 1 of 2 - It	ems to be completely unpacked		0%	(
Please scan one or	more items to be completely unpacked			
		Enter manually (?)		
		ົ້າເພີ		
		Awaiting scan		
		⊗ SSCC 🔺 SGTIN		
Scanned Items 🧿				
#	SGTIN / SSCC	Description [*]	Message [*]	
No	Scanned Items			
K ← →	Page 1 of 0 Go to page: 1	Show 10 💙		
				Validat
				Valluat

Figure 77 Unpack All Adding items

If you press Clock e a new page opens for the Historical view where all unpacking documents are displayed (see section 4.3.1.4).



4.3.1.1.1 Adding items with scanning

When the first page opens and once the focus is on the application, the application is ready to scan the barcode with a scanner, and a scanned item will be added.



Figure 78 Unpack - Scan item

If the application doesn't have focus, scanning is not possible. First, add the focus to the application so scanning will be possible.



Figure 79 Unpack - Missing focus

4.3.1.1.2 Adding SSCC manually

Item can be added also manually. For manual data entry press Enter manually Enter manually where a new page opens.

SSCC = (00)SSCC

Serial Shipping Container Code

To add an SSCC Item to the unpacking list, enter the SSCC value in the field SSCC-

(00) and press OK



Figure 80 Manual adding of SSCC item

Cancel

If you want to return to the previous page press Cancel

Sca	nned Items 🚺	All Success Errors Warning	Delete mode
#	SGTIN / SSCC*	Description *	Message *
#1	(00) 🗹 👬	This handling unit may contain more than one product, please examine the contents via Product Verification > Enter Details > Hierarchy.	
	\leftrightarrow \rightarrow \rightarrow Page 1 of 1	1 Go to page: 1 Show 10 🗸	
			Back Validate

Figure 81 Successfully added SSCC item

4.3.1.1.3 Adding SGTIN manually

Item can be added also manually. For manual data entry press Enter manually Enter manually where a new page opens.

SGTIN = (01)GTIN(21)SERIAL

Global Trade Item Number

To add an SGTIN Item to the unpacking list, enter the GTIN value of the product in the field GTIN-(01), and the serial number value in the field SERIAL-(21) and press OK

ОК

Step 1 of 2 - Items to be completely unpacked	I	
Please scan one or more items to be completely un	packed	
	SSCC-(00) ? *	Enter SSCC
		Or
	GTIN-(01) 🕐 *	15400025002524
	SERIAL-(21) ?*	8706201
		Cancel OK

Figure 82 Manual adding of SGTIN item

Cancel

If you want to return to the previous page press Cancel



Figure 83 Successfully added SGTIN item

4.3.1.1.4 Review of the added items

When an item is added to the list, you can review all items, check for possible issues, and remove unneeded items.

The progress bar shows advancement through the process

Step 2 of 3 - Scan or enter items	33%

Scanned items (2) shows the total of all items on the list

It is possible to filter the list of scanned items using

All	Success	Errors	Warning

Filter options:

- All shows all items
- **Success** filter to only successfully added items
- Errors filter to items with error



• Warning - filter to items with a warning

Select Delete mode to remove added items. OPPlete mode

In Delete mode, a delete icon will appear on each row.

Press Delete **to** remove an item. Deletion will require confirmation.

▲ Confirmation		
Do you really want to delete this item? (00)	452158	743
	No	Yes

The Message column on this page provides guidance for issues with listed items.

anned Items 📀	All Success Errors Warning Delete mode
SGTIN / SSCC * Description *	Message *
1 (01) (21) 🗹 📩	oliets (R x
2 (00)	GLN of EPC doesn't match readpoint GLN
\leftarrow \rightarrow \rightarrow Page 1 of 1 Go to page: 1 Show 10 \checkmark	Validate

To return to the previous page press Back

When all issues with added items are solved and there is no error message, press

Validate to re-check all added items again and to proceed to the next page.

4.3.1.2 Unpacking All Confirmation

Before confirmation, check if the unpacking list contains all parent items from which the child items need to be disaggregated/subtracted.



Home >	Hierarchy Change > Unpack > Unpack All		
🕒 Ste	ep 2 of 2 - Confirm unpacking of items	67%	?
Please	confirm that you unpacked the following items completely		
Scanne	d Items		
#	SGTIN / SSCC *	Description *	
#1	(01)05400835902524(21)6706201	KETESSE # 50mg/2ml 20's (2ml Ampoule s 20)	
ĸ	← → Page 1 of 1 Go to page: 1 Show 10		
		Back	Confirm

Figure 84 Unpack All Confirmation

The number of items (SSCC, SGTINs) contained in the unpacking list is shown as **Scanned items 1**

To return to the previous page for changing the items press Back

A warning prompt will appear if any other pages are selected before this information is confirmed.

▲ Confirmation		
Are you sure you want to restart the transaction? All co be reset.	urrent c	lata will
	No	Yes

Figure 85 Unpack All Warning

For final confirmation for unpacking, where child items will be disaggregated/subtracted from a parent item press Confirm

4.3.1.3 Unpack All completed

You have successfully disaggregated/subtracted/removed child items from parent items.



If you want to unpack new child items from a different parent item, press Unpack

anoth	ner item		
unou			
Home	> Hierarchy Change > Unpack > Unpack All		
🕒 D	one - Confirmation of Complete Unpacking	100%	0
You ar	e done. The items below are now completely unpacked.		
Scann	ed Items 🚺		
#	SGTIN / SSCC *	Description *	
#1	011435468655586275246211867586201	KETESSE® 50mg/2ml 20's (2ml Ampoule x 20)	
IC	← → N Page 1 of 1 Go to page: 1	Show 10 🗸	
			Home Unpack another item

Figure 86 Unpack All completed

4.3.1.4 Historical view

On the Historical view, past unpacking operations performed by the user are displayed according to default filter settings.

	Statur @	Security (2)			
Today One Week Two Weeks 🗂 🖅 Entries	All Success Error	Search ()	Search (7)		
GUID *	Date/Time 🗸	Operation [*]	Status ^		
0022480d-5980-1edd-80a1-a6caa785215c	11/07/2022 - 13:32:58	Unpacked	Success	Θ	
0022480d-5980-1edc-bfda-82aebafda08f	08/07/2022 - 17:38:58	Unpacked	Success	()	
0022480d-5980-1edc-bfda-7aa92a11008f	08/07/2022 - 17:37:12	Unpacked	Success	0	
0022480d-5980-1edc-bfda-77618421408f	08/07/2022 - 17:36:28	Unpacked	Success	0	
0022480d-5980-1edc-bfda-7159abc2608f	08/07/2022 - 17:35:06	Unpacked	Success	0	
0022480d-5980-1edc-bfda-0b8e2d59608e	08/07/2022 - 17:12:19	Unpacked	Success	0	
0022480d-5980-1edc-bfd6-9f417b19a086	08/07/2022 - 13:56:18	Unpacked	Success	0	
0022480d-5980-1edc-bfbe-d858a93fc043	07/07/2022 - 15:14:42	Unpacked	Success	0	
0022480d-5980-1edc-bfab-09ba7c62001d	06/07/2022 - 20:20:25	Unpacked	Success	Θ	
0022480d-5980-1edc-bfab-046477eee01c	06/07/2022 - 20:19:13	Unpacked	Success	Θ	
к \leftarrow \rightarrow N Page 1 of 3 Go to page: 1	Show 10 🗸			В	

Figure 87 Historical view

To continue to the next page press Details in the last column

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If you want to return to the first page of the packing press Back

4.3.1.4.1 Filter options

Filters can be used to help you find a specific initiation or initiation cancellation.

If you need to search by any string, start by entering desired string and the results will be automatically filtered and displayed in the table below.

Search ?			
Search			

Figure 88 Filter options - Search

Right from each column name, you will find \clubsuit To sort data in a table ascending or descending, click once or twice on the arrow or the field name.



If you search for an item for a specific time frame, then using these options



Figure 90 Filter options – Time frame

Filters:

Today – all items processed on the last day are displayed

One week – all items from the last week are displayed

Two weeks - all items from the last two weeks are displayed

Calendar - all items for the selected period are displayed

For a longer period select calendar.



select month and year. Press on a day number to select the start time. Repeat the process to select the end time.

When you select the date, items are displayed automatically in the table below.

Period							St	atus	
Today	One Week	Two Weeks						AII	Success
				Mar 1, 2	2022		Ma	r 18, 20)22
			•		March	~	2022	~	Þ
			Sun	Mon	Tue	Wed	Thu	Fri	Sat
			27		1	2	3	4	5
			6	7	8	9	10	11	12
			13	14	15	16	17	18	19
			20	21	22	23	24	25	26
			27	28	29	30	31		

Figure 91 Filter options – Calendar

If you are interested in a specific status press one of the status options.



Figure 92 Filter options - Status

Filters:

All – all items regardless of the status are displayed

Success – only successfully processed items by Tatmeen are displayed

Error - only items that were unsuccessfully processed/failed are displayed



4.3.1.5 Historical view Details

On this page, you can see details for the selected item from the previous page.

Home > History		
Unpack Historical List - Details		
GUID	0022480d-5980-1edc-bfda-82aebafda08f	
Туре	UNPACK	
Destination	AL Taweelah Medical Center	
GLN of Location	um repositing in 6255000041.46.0	
Time	08/07/2022 - 17:38:57	
Selected items:		
ltem *		
01062911076398082148C000000001		
K ← → N Page 1 of 1 Go	to page: 1 Show 10 V	
	Ва	ack
Г <u> </u>		

Figure 93 Historical view Details

To return to the previous page press Back



4.3.2 Hierarchy Change – Unpack All - Mobile

To unpack all from the parent item, in the mobile navigation menu select Hierarchy Change \rightarrow Unpack All.

Hierarchy Change	
Pack	>
Unpack	>
Unpack All	>

Figure 94 Mobile navigation menu – Unpack All

Main data needed for unpacking:

• Unique Serialized Number (SGTIN or SSCC) of a parent item

The unpacking process has two steps:

- Step 1 Select a parent item
- Step 2 Unpacking confirmation

4.3.2.1 Adding items to unpack

On this page, you select one or more parent items from which child items will be disaggregated.

Items can be:

- SSCC or
- SGTIN

Items can be added manually by entering values or by scanning with a scanner. To continue to the next page at least one SSCC or SGTIN item must be added.



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=	Unpack all	(0	¢
Please comple	scan all items that you would etely unpack	like to		
[]	Awaiting scan SSCC * SGTIN	ď	Ô]
Scanne	d Items 0			
		СС	NTI	NUE

Figure 95 Unpack All Adding items

4.3.2.1.1 Adding items with scanning

When the first page opens, the application is already ready to scan the barcode with a scanner.

Or press Camera



to use the camera for scanning.

If there are no issues with entered data, you will progress straight through to the confirmation page.

4.3.2.1.2 Adding SSCC manually

Item can be added also manually. For manual data entry press Edit hew page opens.

where the

SSCC = (00)SSCC

Serial Shipping Container Code

To add an SSCC Item to the unpacking list, enter the SSCC value in the field SSCC-

(00) and press OK

Enter serialized pro	cLOS
SSCC-(00) *	
354008350688871086	
	Or
GTIN-(01) *	
Enter GTIN	
SERIAL-(21) *	
Enter Serial Number	
c	ок

Figure 96 Manual adding of SSCC item





CLOSE

If you want to return to the previous page press Close

If you press OK, the SSCC Item is then added to the unpacking list and has an icon



Figure 97 Successfully added SSCC item

4.3.2.1.3 Adding SGTIN manually

Item can be added also manually. For manual data entry press Edit new page opens.

where the

SGTIN = (01)**GTIN**(21)**SERIAL**

Global Trade Item Number

To add an SGTIN Item to the unpacking list, enter the GTIN value of the product in the field GTIN-(01), and the serial number value in the field SERIAL-(21) and press OK


Enter serialized product	CLOSE
sscc-(00) * Enter SSCC	
GTIN-(01) *	
SERIAL-(21) *	
ок	

Figure 98 Manual adding of SGTIN item

If you want to return to the previous page press Close

If you press OK, the SGTIN Item is then added to the unpacking list and has an icon







Figure 99 Successfully added SGTIN item

4.3.2.1.4 Review of the added items

When an item is added to the list, you can review all items, check for possible issues, and remove unneeded items.

Scanned Items 1 shows the total of all items on the list

It is possible to filter the list of scanned items using _____

Filter options:

- All shows all items
- Success filter to only successfully added items
- Errors filter to items with error
- Warnings filter to items with a warning

Select Delete mode to remove added items.

In Delete mode, a delete icon will appear on each row.



Press Delete \Join to remove an item. Deletion will require confirmation.

Confirmation



Red messages under items provide guidance for issues with listed items.





When all issues with added items are solved and there is no error message, press Continue **CONTINUE** to proceed to the next page.

4.3.2.2 Unpacking All Confirmation

Before confirmation, check if the unpacking list contains all parent items from which the child items need to be disaggregated/subtracted.

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Figure 100 Unpack All Confirmation

The number of items (SSCC, SGTINs) contained in the unpacking list is shown as **Scanned Items** 1



For final confirmation for unpacking, where child items will be disaggregated/subtracted from a parent item press Confirm **CONFIRM**

4.3.2.3 Unpack All completed

You have successfully disaggregated/subtracted/removed child items from parent items.

If you want to unpack new child items from a different parent item, press Do Another **DO ANOTHER**

≡	Done	?	<mark>۹+</mark> ل		
The ite below	The items (Containers) scanned and displayed below are now completely unpack.				
Scanne	Scanned Items 1				
*	(81)05400835082517(21)8704281 KETESSE® S0mg/2mi 20's (2mi Am	ි poule x 2	-		
	ſ	DO ANOT	HER		

Figure 101 Unpack All completed



5. HOW – TO Hierarchy Change

5.1 HOW – TO Pack

5.1.1 How do I pack an item into a new parent item?

In the navigation menu select Mobile commissioning \rightarrow SSCC Request and retrieve a new parent SSCC (if not available yet).

When new SSCC available, select Hierarchy Change \rightarrow Pack in the navigation menu select.

On the first page manually enter or scan all child items which need to be packed into a new parent item [4.1.1.1].

On the second page, manually enter or scan the new parent item SSCC code [4.1.1.2].

Check once again if added child items and the parent item are correct [4.1.1.3].

Confirm pack [4.1.1.3].

Note: you can only pack into new SSCC. Packing into SGTIN not possible.

5.1.2 How do I pack an item into an existing parent item which already contains child items?

In the navigation menu select Hierarchy Change \rightarrow Pack.

On the first page manually enter or scan all child items which need to be packed into a new parent item [4.1.1.1].

On the second page, manually enter or scan the existing parent item SSCC code [4.1.1.2].

Check once again if added child items and the parent item are correct [4.1.1.3].

Confirm pack [4.1.1.3].

Note: you can only pack into an existing SSCC. Packing into and existing SGTIN not possible.

5.1.3 How do I pack an item into SGTIN parent?

During logistics operations, it is not allowed to use a SGTIN as a parent, only a logistic units, which is marked with a SSCC. Packing a SGTIN into another SGTIN is only done during the commissioning step by the product owner (MAH, Licensed Agents etc.).



5.2 HOW – TO Unpack

5.2.1 How do I unpack an item or a few items from a SSCC parent item?

In the navigation menu select Hierarchy Change \rightarrow Unpack.

On the first page manually enter or scan one SSCC parent item from which child items need to be unpacked [4.2.1.1]. Using Unpack for unpaacking/extracting an item out of SGTIN parent is not allowed.

On the second page, manually enter or scan one or more child items that need to be unpacked [4.2.1.2].

Check once again if added child items and the parent item are correct [4.2.1.3].

Confirm unpack [4.2.1.3].

The parent SSCC can be (re)used for further usage even if the parent SSCC remains empty after unpack action.

5.2.2 How do I unpack a single item from a SGTIN parent item?

During logistic operations, unpacking single items from a SGTIN parent item is only allowed in the case all the children are being extracted. Due to this, unpacking where the the parent item is identified by a SGTIN is only allowed by using the Unpack All transaction.

5.3 HOW – TO Unpack All

5.3.1 How do I unpack all child items from a parent item?

In the navigation menu select Hierarchy Change \rightarrow Unpack All.

Manually enter or scan one or more parent items from which all child items need to be unpacked [4.3.1.1].

Check once again if added parent items are correct [4.3.1.2].

Confirm unpack all child items from the parent items [4.3.1.2].



6. FAQ – Hierarchy Change

6.1.1 What is the difference between Unpack and Unpack All function?

Unpack functionality offers extracting only one/several item(s) out of the SSCC parent with untouched hierarchy for the rest of the child items of the same parent. Parent SSCC after Unpack function remains commissioned even if stayed empty.

Unpack All function offers releasing all children aggregated in the parent SSCC from the parent with one action. Parent SSCC is after Unpack All function decommissioned.

6.1.2 Can I reuse parent SSCC after unpacking an item(s)?

The parent SSCC can be (re)used for further usage even if the parent SSCC remains empty after unpack action since it is not decommissioned.

6.1.3 Can I reuse parent SSCC after unpacking All action?

After performing Unpack All from the Tatmeen portal or mobile solution, the parent SSCC won't be able to be reused for further usage since the portal and mobile will automatically decommission it after an Unpack All operation.

6.1.4 When do I use Unpack All function?

Unpack All function is typically used when the user needs to release all children aggregated in the parent from the parent with one action.

6.1.5 I have packed items into a parent but made a mistake. Can I cancel this?

You cannot cancel Pack action but you can use Unpack or Unpack All function instead.

6.1.6 I have unpacked items from a SSCC parent but made a mistake. Can I cancel this?

You cannot cancel Unpack action but you can use Pack or Unpack All function instead. If SGTIN parent was unpacked, it cannot be pack again.



6.1.7 I have used Unpack all function on a SGTIN parent but made a mistake. Can I cancel this?

Unpacking all the children out of SGTIN parent is irreversible action. Items cannot be packed into SGTIN again, but they can be packed again in a logistic unit identified by a SSCC. A SSCC code can be obtained via the Tatmeen solution by using the Commissioning -> SSCC Request option.

6.1.8 I have unpacked only one item out of the parent, but I wanted to unpack more. How do I correct this?

Unpack function can be used more than once to subsequently remove more items from the parent unit. Unpacking one item does not exclude others to be unpacked as well on a subsequent operation.

6.1.9 I am trying to unpack an item, but system shows that it is not packed into this parent, what should I do?

If the item is physically packed into a different unit that what is recorded in Tatmeen, Tatmeen will show an error as this can be a sign that the tracking operations haven't been correctly followed. In this case, please unpack from the original parent if required.

6.1.10 I am trying to pack an item, but system shows that it is already packed into another parent, what should I do?

If the item is already packed into a parent, then it needs to get unpacked first. The system will provide an option to unpack this item from the parent in Tatmeen. Once the unpacking in Tatmeen is done then this item can be packed.

6.1.11 How can I see what is packed in a parent?

This information can be seen by using the Verification transaction in portal and mobile and scanning the code.

6.1.12 I am physically unpacking items, and one item doesn't have a 2D Data matrix barcode label. In this case what should I do?

If there's no barcode label in the product, this can be a sign that the product hasn't been correctly commissioned and there's a risk that the product is a counterfeit and/or



the integrity of the supply chain has been compromised. In this case, please abstain to perform any further operations with the item.

6.1.13 I am unpacking items, and one item is giving an error that it is not known to Tatmeen. In this case what should I do?

This can be a sign that the product hasn't been correctly commissioned and there's a risk that the product is a counterfeit and/or the integrity of the supply chain has been compromised. In this case, please abstain to perform any further operations with the item. Please get in touch with <u>COPPAE@mohap.gov.ae</u> if you need to report it.

6.1.14 I am unpacking items and one item's barcode label it damaged. In this case what should I do and how do I identify which item (serial number) it is?

If the barcode label is damaged but the human readable information can still be seen, the information can be manually entered in the transaction. If the label is so damaged that the human readable information is also not readable, then in this case the serial number can be determined by:

1) Using supply chain partner's internal inventory management system to track the items and their serial numbers

2) In case these items are coming from other partner then ask the shipping supply chain partner to provide the serial numbers and do a physical inventory count to find out the missing items

3) Using Tatmeen portal to find the missing serial numbers: Tatmeen Portal > Product Verification > Scan/manually enter the parent or child item of the item that are lost/stolen/damaged > Click on the "Hierarchy" > Here you can see the parent as well as all the children's items for the item in question



7. GLOSSARY

General short terms and abbreviations can be found in the global Glossary (see section 1.7 of this document). A list of additional terms that were referred to in this document have also been added here:

Acronym	Term	Definition
API	Application Programming Interface	API Management is a solution included in the SAP BTP that provides the means to integrate SC (participants) via a B2B connection.
ATTP	Advanced Track and Trace for Pharmaceuticals from SAP	The SAP solution supports track and trace activities designed for pharmaceutical purposes but also supports other industries.
EPCIS	Electronic Product Code Information Services	EPC information services (EPCIS) is an EPC global standard designed to enable EPC-related data sharing within and across enterprises. This data sharing is aimed at enabling participants in the EPC global Network to obtain a common view of the disposition of EPC-bearing objects within a business context.
GCP	Global Company Prefix	Global Company Prefix
GLN	Global Location Number	Global Location Number
GS1	Global Standards One	GS1 (<u>https://www.gs1.org/</u> and <u>https://www.gs1ae.org/</u>) is a global organization dedicated to the design and implementation of global standards and solutions to improve the efficiency and visibility of supply and demand chains globally and across sectors. The GS1 system of standards is the most widely used supply chain standards system in the world.
GTIN	Global Trade Item Number	Identifier for trade items developed by GS1. Such identifiers are used to look up product information in the database (often inputting the number through a bar code scanner), which may belong to a retailer, manufacturer, collector, researcher, or other entity.
KG	Kilogram	Kilogram
MAH	Marketing Authorization H older	An organization that is the brand-owner of a particular product.
MoHAP	Ministry of Health and Prevention of the UAE	UAE ministry is responsible for regulation, healthcare delivery, and oversight.
N/A	Not Applicable	This shall be used where no relevant information can be added.
SC	Supply Chain	The service to support logistics operations relating to the sourcing and transportation of goods. The broader application can also support services.
sGTIN	Serialized Global Trade Item Number	Serialized Global Trade Item Number
SHP	Shipment Import Permit	Shipment Import Permit
SME	Subject Matter Expert	Subject Matter Expert



Acronym	Term	Definition	
SSCC	Serial Shipping Container Code	A GS1 identification key is used to identify a logistic unit. This unique identifier is comprised of an Extension Digit, a GS1 Company Prefix, a Serial Reference, and a Check Digit.	
System	Tatmeen	Tatmeen	
Tatmeen	Name of the United Arab Emirates Track & Trace (T&T) System	Name of the Track & Trace (T&T) System	
T&T	Track and Trace	An electronic solution to support the recording of the historic movement of goods based on the unique identification of goods. Subsequent evaluation of the electronic records supports reporting of movements and their traceability.	
UAE	United Arab Emirates	United Arab Emirates	
UoM	Unit of Measure	Unit of Measure	
URL	Uniform Resource Locator	The mechanism used by browsers to retrieve any published resource on the web.	
WHO	World Health Organization	World Health Organization	
WHO ATC Codes	World Health Organization Anatomical Therapeutic Chemical code	A unique code is assigned to medicine according to the organ or system it works on and how it works.	
WMS	Warehouse Management System	Warehouse Management System	
3PL	Third-Party Logistics	External (to the MoHAP organization) supply chain partners.	
Table 2 Glossary			

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