



Office of General Services Food Distribution

Value of Commodities Received – RA Report

The Value of Commodities Received – RA Report provides schools the value of all commodities received.

Understanding the Value of Commodities Received – RA Report

Material is the material # assigned to an item by the USDA for identification purposes.

Material Descr. Is a description of the material.

Requested Del. Date is the date an item is expected to be delivered to the area distributory by.

Requested Qty. is the quantity of the item that was requested.

Entitlement/Bonus Ind indicates if the items was charged against school entitlement or a bonus item.

Date Received is the date an item was received by an area OGS contracted distributor. Items should be taken by schools within 60 days of the date received.

Net Dollar Value is the value of the cases of Lbs. of an load (cases/Lbs.).

Cost/Lb is the cost per pound of the item.

Sales Order # is a sales order number assigned to the load by USDA for identification purposes.

Sales Order Itm # is a line item of a sales order. This could occur if a load is being split between multiple distributors.

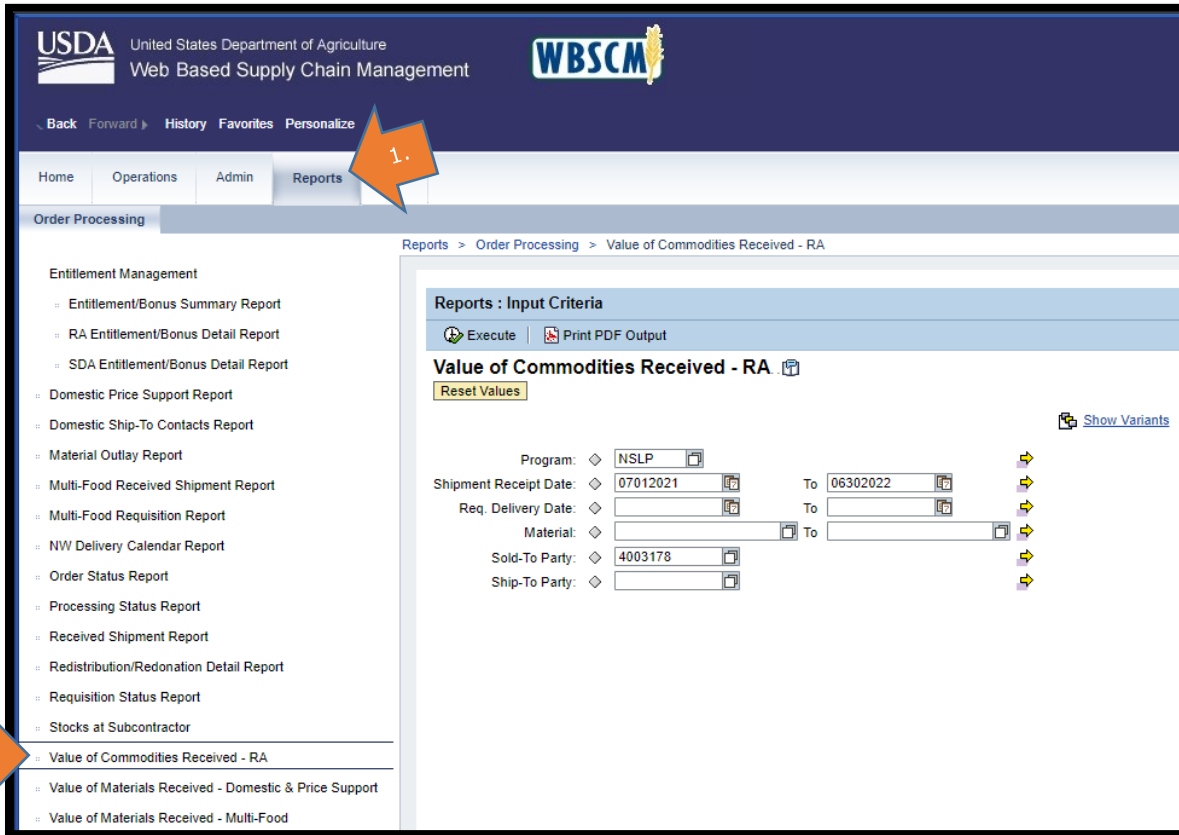
How to Run the Value of Commodities Received – RA Report in WBSCM

1. Log into WBSCM → Click Reports → Click Value of Commodities Received – RA Report.
2. Enter the Program (i.e., NSLP).
3. Enter the Shipment Receipt Dates (for example: If for the 2021-22 School Year, enter 07/01/2021 and 06/30/2022 in to the two boxes).
4. Click Execute (This report may take a few minutes to run).
5. Export to Microsoft Excel**

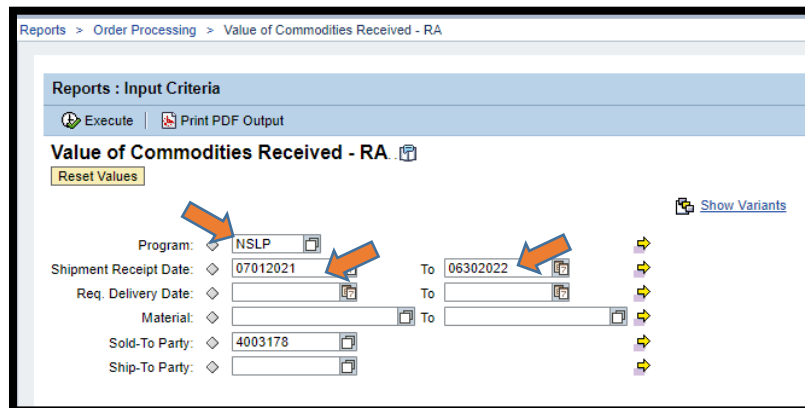


** A PDF version is available, but it does not provide all information available. OGS recommends that you utilize the Microsoft Excel version of this report as it provides all available information.

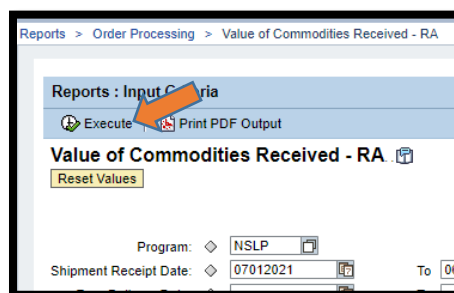
1. Log into WBSCM > Click on Reports > Value of Commodities Received – RA Report.



2. Enter the Program (i.e., NSLP) and the Shipment Receipt Dates.



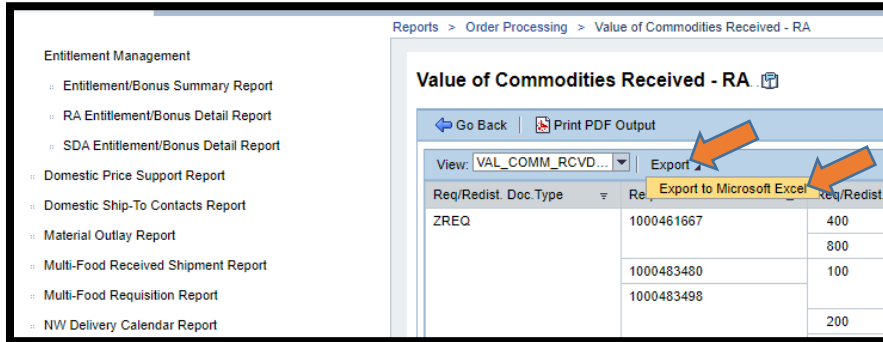
3. Click Execute.



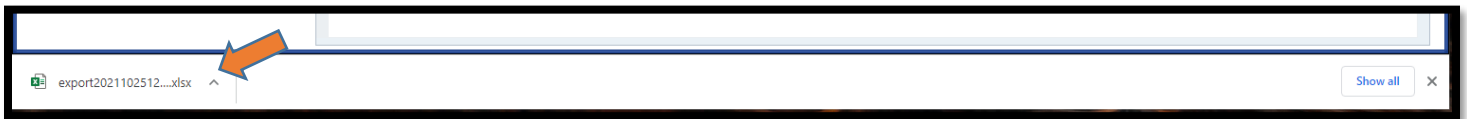
4. Export to Microsoft Excel.



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5. Google Chrome Only: Click on the Microsoft Excel file at the bottom of the browser to open and view.



How to Review the Value of Commodities Received – RA Report

Each column of the Value of Commodities Received – RA Report

Req/Redist. Doc.Type	Req/Redist. Order #	Req/Redist. Item #	Req/Redist. Status
Hide Column – Not needed	Hide Column – Not needed	Hide Column – Not needed	This column provides the status of a load while in requisition status. Cancelled Items are credited back to entitlement.

Sold-To Party	Sold-To Name	RA ID	Ship-To Party
Your school's WBSCM ID #	Your School's Name	Your School Code	WBSCM ID for Distributor or Processor

Ship-To Name	Material	Material Desc.	Prod. Hierarchy
Name of Distributor or the Processor	USDA Assigned Item/Material #	Item/Material Description	Hide Column – Not needed

Requested Del. Date	Date Received	Program	Requested Qty.
Date the load is expected to be due into the Distributor/Processor by.	Date load was received by the distributor. Schools need to take product within 60 days from the Date Received.	NSLP/CACFP	The number of cases or Lbs. requested in the load

Entitlement/Bonus Ind	Sales Unit	Net Dollar Value	Cost / LB
Entitlement or Bonus	Cases/Lbs. – Unit of Measure	\$ value of cases/Lbs.	Cost per Lbs.

Sales Order #	Sales Order Itm #	Sales Order Status	Purchase Order #	PO Item #
USDA assigned Sales Order # (i.e., 5000...)	Line number (i.e., - 100, -200)	Status of the order (i.e., 1) Approved by SDA 2) On Invitation 3) Returned by FSA/AMS 4) Purchased 5) Order Received)	Hide Column – Not needed	Hide Column – Not needed