

# ¿Cómo realizar y aprobar una transferencia entre almacenes en Fractal One?

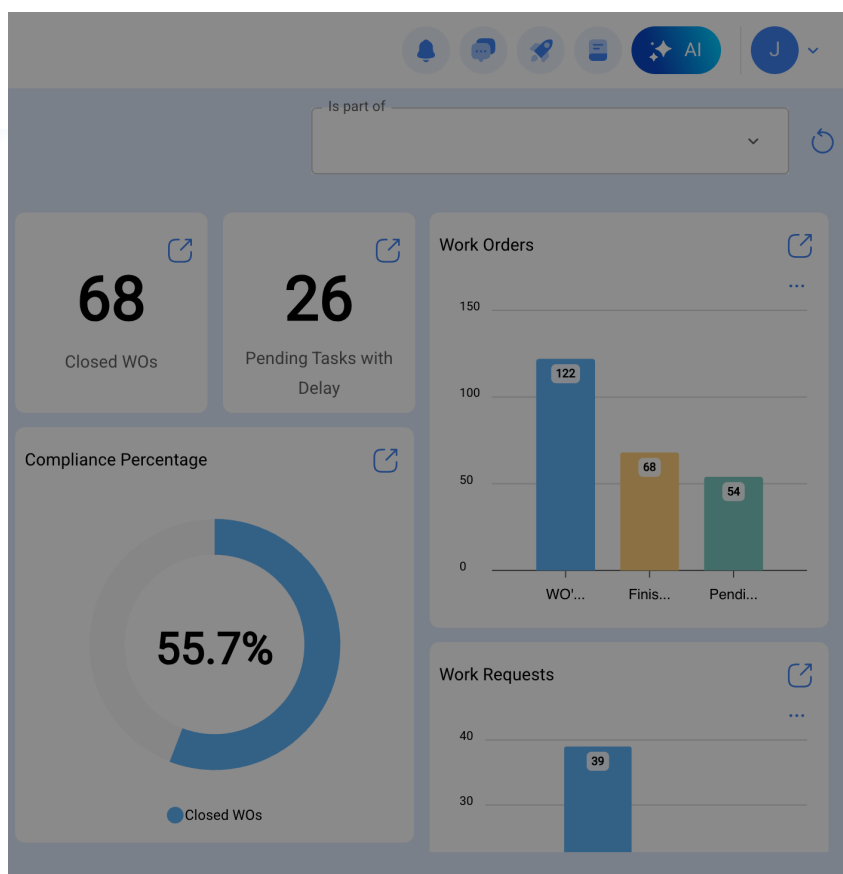
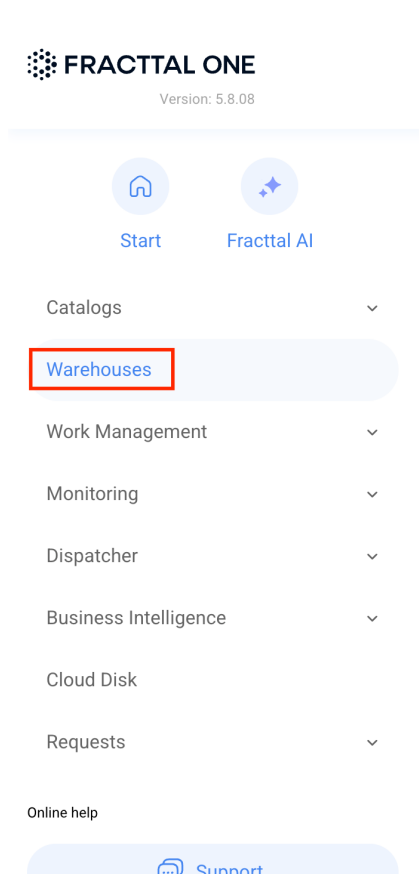
[help.fractal.com/hc/es-es/articles/25154957836685--Cómo-realizar-y-aprobar-una-transferencia-entre-almacenes-en-Fractal-One](https://help.fractal.com/hc/es-es/articles/25154957836685--Cómo-realizar-y-aprobar-una-transferencia-entre-almacenes-en-Fractal-One)

Una transferencia entre almacenes te permite mover ítems desde un almacén de origen hacia un almacén destino. El proceso comienza con el registro de una salida por transferencia en el almacén de origen y termina con la aprobación de la entrada correspondiente en el almacén destino, actualizando las existencias de ambos almacenes.

**Nota:** El ítem a transferir debe estar previamente declarado en las existencias del almacén destino.

## Paso 1: Configurar la aprobación de entradas

1. Ingresa a **Almacenes** desde el Menú Principal.



## 2. Abre el **Detalle** del almacén que recibirá la transferencia.

Warehouses

ALAMACEN

Save

Enabled ☒

General

Stock

Purchase orders

Material requisitions

Entries

Outgoings

Movement History

Code

ALM-TRU-01

Description

ALAMACEN

Address

City

State

Country

Zip code

Latitude

Longitude

☐ Stock controlled by external integration

☐ Visible to all

☐ Allow negative stock

☐ Approval request for created material requisitions

☒ Transfer Ticket Approval and Rejection Request

Search on the map



Mapa

Satélite

3. En la pestaña **General**, activa la opción **Solicitud de aprobación/rechazo para entradas por transferencias**.

Warehouses

← ALMACEN Save

Enabled ☒

**General**

Stock

Purchase orders

Material requisitions

Entries

Outgoings

Movement History

City

State

Country

Zip code

Latitude

Longitude

☐ Stock controlled by external integration

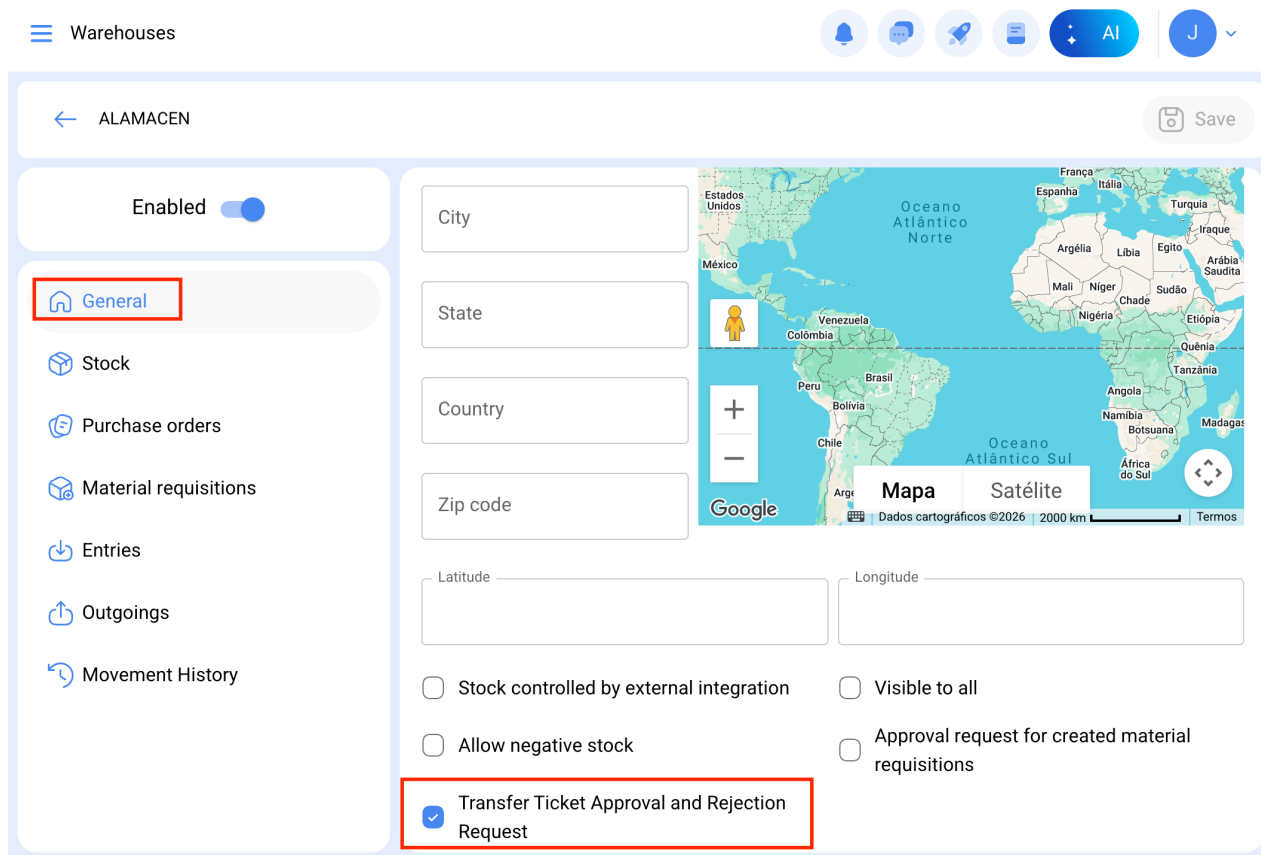
☐ Allow negative stock

☒ Transfer Ticket Approval and Rejection Request

☐ Visible to all

☐ Approval request for created material requisitions

Mapa Satélite



La funcionalidad corresponde a un complemento adicional (addon) de contratación, denominado 'almacenes avanzados'.

## Paso 2: Registrar la salida por transferencia

**Quién lo hace:** Responsable del almacén de origen

1. Abre el **Detalle** del almacén de origen, selecciona **Salidas** y haz clic en **Agregar salida**.

Warehouses

ALAMACEN

Save

Enabled

General

Stock

Purchase orders

Material requisitions

Entries

Outgoings

Movement History

| <input type="checkbox"/> | Id | Type of Movement...  | State    | Delivery Date | Movement Date | Document    |
|--------------------------|----|----------------------|----------|---------------|---------------|-------------|
| <input type="checkbox"/> | 38 | Warehouse transfer   | Outgoing | 2026-07-21    | 2026-07-21    | 6           |
| <input type="checkbox"/> | 36 | Warehouse transfer   | Outgoing | 2026-07-20    | 2026-07-20    | 5           |
| <input type="checkbox"/> | 35 | Warehouse transfer   | Outgoing | 2026-07-20    | 2026-07-20    | 4           |
| <input type="checkbox"/> | 32 | Warehouse transfer   | Outgoing | 2026-07-20    | 2026-07-20    | 3           |
| <input type="checkbox"/> | 31 | Warehouse transfer   | Outgoing | 2026-07-20    | 2026-07-20    | 2           |
| <input type="checkbox"/> | 30 | Warehouse transfer   | Outgoing | 2026-07-20    | 2026-07-20    | 1           |
| <input type="checkbox"/> | 29 | Work Order           | Outgoing | 2026-07-17    | 2026-07-17    | OT-1363-FRT |
| <input type="checkbox"/> | 26 | Inventory Adjustment | Outgoing | 2026-07-17    | 2026-07-17    | ---         |
| <input type="checkbox"/> | 22 | Physical Inventory   | Outgoing | 2026-06-26    | 2026-06-26    | ---         |
| <input type="checkbox"/> | 20 | Work Order           | Outgoing | 2026-06-08    | 2026-06-11    | WO1168      |
| <input type="checkbox"/> | 16 | Work Order           | Outgoing | 2026-05-26    | 2026-05-26    | WO968       |
| <input type="checkbox"/> | 12 | Inventory Adjustment | Outgoing | 2026-05-26    | 2026-05-26    | ---         |

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+

## 2. Completa el formulario:

[←](#) New Outgoing Document Save

Delivery Date  
2026-07-22

Type from Outgoing Document  
Warehouse transfer

Responsible  
Jonas Campos (JJCS)

Reference  
02245

Supplier

Warehouse Target  
ALMACEN 2 JC

Cost center

Note

Items + Add

| Description                    | Lot controlled | Lot code | Expiration date | Serial Control | Issued Qty | Pending Quantity | Unit Cost | Total cost |
|--------------------------------|----------------|----------|-----------------|----------------|------------|------------------|-----------|------------|
| Please enter at least one item |                |          |                 |                |            |                  |           |            |

Summary

|          |             |
|----------|-------------|
| Subtotal | \$ CLP 0,00 |
| Total    | \$ CLP 0,00 |

- **Fecha** de la transferencia.
- **Tipo de salida:** Transferencia Almacén.
- **Responsable:** selecciona el recurso humano encargado.
- **Referencia:** escribe un identificador para el movimiento.
- **Almacén destino:** selecciona el almacén que recibirá los ítems.

3. Haz clic en **Agregar**.

New Outgoing Document

Save

Delivery Date

2026-07-22

Type from Outgoing Document

Warehouse transfer

Responsible

Jonas Campos (JCS)

X

Reference

02245

Supplier

Warehouse Target

ALMACEN 2 JC

X

Cost center

Note

Items

Add

| Description                    | Lot controlled | Lot code | Expiration date | Serial Control | Issued Qty | Pending Quantity | Unit Cost | Total cost |
|--------------------------------|----------------|----------|-----------------|----------------|------------|------------------|-----------|------------|
| Please enter at least one item |                |          |                 |                |            |                  |           |            |

Summary

|          |             |
|----------|-------------|
| Subtotal | \$ CLP 0,00 |
| Total    | \$ CLP 0,00 |

4. Selecciona el ítem a transferir desde las existencias del almacén de origen e indica la **cantidad**.

← New Outgoing Document

Delivery Date

2026-07-22

Type from Outgoing Document

Warehouse transfer

Supplier

Warehouse Target

ALMACEN 2 JC

Note

Items

| Description           | Lot controlled | Lot code | Expiration date | Serial Control |
|-----------------------|----------------|----------|-----------------|----------------|
| Please enter at least |                |          |                 |                |

← New Item

Item

Fuel { BF5800 }

Lot 1

Expiration date

Stock

1489

Qty \*

0

Unit

PZA

Stock

1.489

Unit Cost

\$ CLP 52

5. Haz clic en **Guardar** (arriba a la derecha) para completar el movimiento.

← New Outgoing Document

Delivery Date

2026-07-22

Type from Outgoing Document

Warehouse transfer

Responsible

Jonas Campos

Supplier

Warehouse Target

ALMACEN 2 JC

Note

Items

| Description           | Lot controlled | Lot code | Expiration date | Serial Control |
|-----------------------|----------------|----------|-----------------|----------------|
| Please enter at least |                |          |                 |                |

← New Item

Item

Fuel { BF5800 }

☒ Lot 1

Expiration date

Stock

1489

Qty \*

1

Unit

PZA

Stock

1.489

Unit Cost

\$ CLP 52

← New Outgoing Document

Delivery Date

2026-07-22

Type from Outgoing Document

Warehouse transfer

Responsible

Jonas Campos

Reference

02245

Supplier

Warehouse Target

ALMACEN 2 JC

Cost center

Note

Items

Total: 1

+

 Add

|                                                                                                                                                                         | Description     | Lot controlled | Lot code           | Expiration date | Serial Control | Issued Qty | Pending Quantity | Unit Cost    | Total cost   |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|----------------|--------------------|-----------------|----------------|------------|------------------|--------------|--------------|
|   | Fuel { BF5800 } | Yes            | LOT-46252686-55136 | --              | No             | 1          | 1                | \$ CLP 52,00 | \$ CLP 52,00 |

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### Paso 3: Aprobar la entrada en el almacén destino

Quién lo hace: Responsable del almacén destino

1. Abre el almacén destino y ve a la pestaña **Entradas**. Verás la transferencia pendiente de aprobación.

Warehouses

ALMACEN 2 JC

Save

Enabled

General

Stock

Purchase orders

Material requisitions

Entries

Outgoings

Movement History

Id

Type of Movement...

Delivery Date

Mover

8

Warehouse transfer

2026-07-22

2026-07-22

7

Warehouse transfer

2026-07-22

2026-07-22

6

Warehouse transfer

2026-07-21

2026-07-21

5

Warehouse transfer

2026-07-20

2026-07-20

4

Warehouse transfer

2026-07-20

2026-07-20

3

Warehouse transfer

2026-07-20

2026-07-20

2

Warehouse transfer

2026-07-20

2026-07-20

1

Warehouse transfer

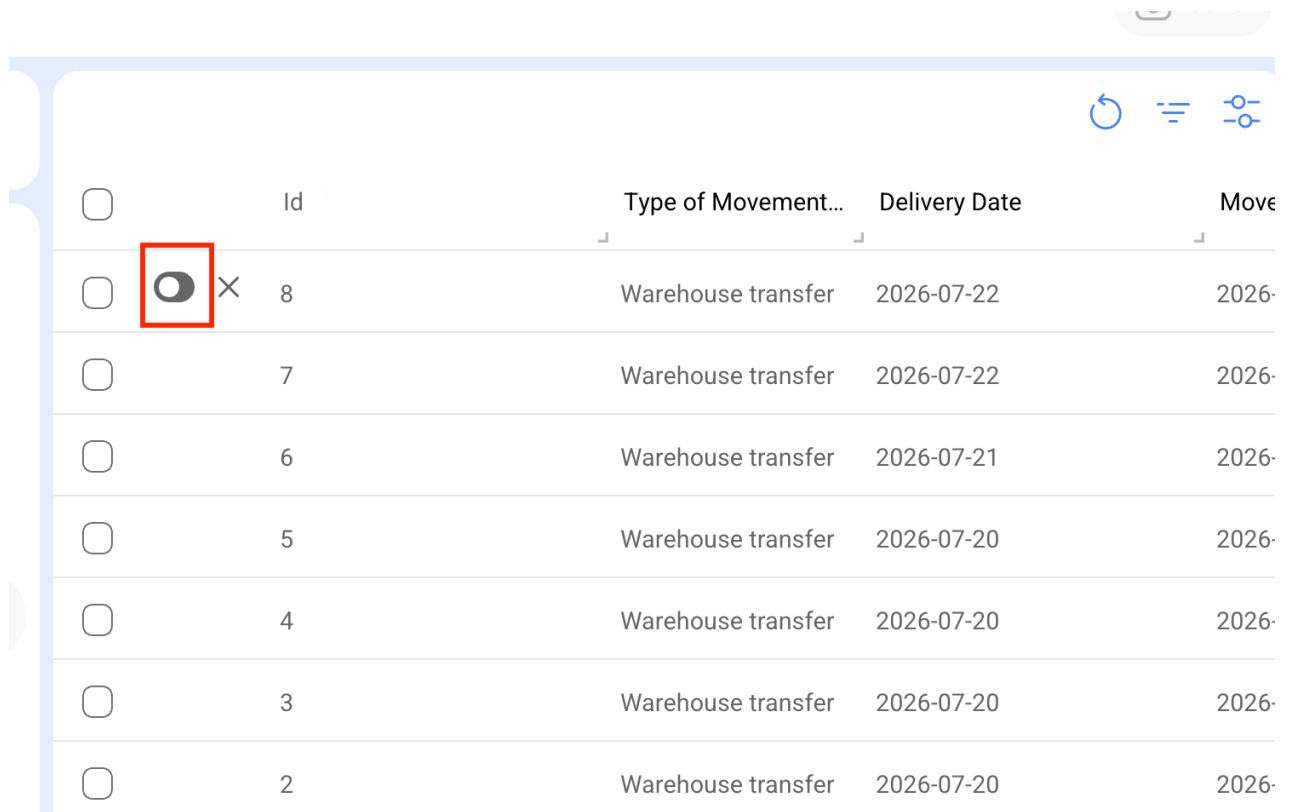
2026-07-20

2026-07-20

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2. Haz clic en el **switch** para cambiar su estado a aprobado.



The image shows a mobile application interface with a table of warehouse transfers. At the top right, there are three icons: a circular arrow (refresh), a list icon (three horizontal lines), and a filter icon (a circle with a minus sign). The table has five columns: a checkbox column, an 'Id' column, a 'Type of Movement...' column, a 'Delivery Date' column, and a 'Move' column. The first row of the table has a red box around the toggle switch, which is currently in the 'off' position. The other rows have empty checkboxes. The data in the table is as follows:

| <input type="checkbox"/>            | Id | Type of Movement... | Delivery Date | Move  |
|-------------------------------------|----|---------------------|---------------|-------|
| <input checked="" type="checkbox"/> | 8  | Warehouse transfer  | 2026-07-22    | 2026- |
| <input type="checkbox"/>            | 7  | Warehouse transfer  | 2026-07-22    | 2026- |
| <input type="checkbox"/>            | 6  | Warehouse transfer  | 2026-07-21    | 2026- |
| <input type="checkbox"/>            | 5  | Warehouse transfer  | 2026-07-20    | 2026- |
| <input type="checkbox"/>            | 4  | Warehouse transfer  | 2026-07-20    | 2026- |
| <input type="checkbox"/>            | 3  | Warehouse transfer  | 2026-07-20    | 2026- |
| <input type="checkbox"/>            | 2  | Warehouse transfer  | 2026-07-20    | 2026- |

3. Agrega un comentario sobre la aprobación (se guardará junto con el nombre de quien aprueba) y luego haz clic en **Guardar**.

The screenshot shows a mobile application interface. On the left, a sidebar menu is visible with the title 'Warehouses' and a back arrow. The menu items are: General, Stock, Purchase orders, Material requisitions, Entries (highlighted), Outgoings, and Movement History. The main content area shows a table with 8 items, each with a checkbox and an 'Id' column. The items are numbered 1 through 8. The table is titled 'ALMACEN 2 JC'. On the right, a dialog box titled 'Approve Warehouse transfer' is open. It has a red border and contains a 'User' field with the text 'Jonas Campos' and a 'Comments' field. A red square highlights the 'Approve Warehouse transfer' title and the 'User' field.

| Id |
|----|
| 8  |
| 7  |
| 6  |
| 5  |
| 4  |
| 3  |
| 2  |
| 1  |

Showing 8 of 8

Al aprobar la entrada, las existencias del ítem transferido se actualizan en el almacén destino y el movimiento queda registrado en el **Historial de movimientos** de ambos almacenes.

← ALMACEN 2 JC

Save

Enabled ☒

- General
- Stock
- Purchase orders
- Material requisitions
- Entries
- Outgoings
- Movement History**



| <input type="checkbox"/> | Id                                                                                  | Type of Movement   | Transfer Status | Entries / Outgoings | Warehouse S |
|--------------------------|-------------------------------------------------------------------------------------|--------------------|-----------------|---------------------|-------------|
| <input type="checkbox"/> |  8 | Warehouse transfer | Approved        | Other               | ALAMACEN    |
| <input type="checkbox"/> |  7 | Warehouse transfer | Approved        | Other               | ALAMACEN    |
| <input type="checkbox"/> |  6 | Warehouse transfer | Rejected        | Other               | ALAMACEN    |
| <input type="checkbox"/> |  5 | Warehouse transfer | Approved        | Other               | ALAMACEN    |
| <input type="checkbox"/> |  4 | Warehouse transfer | Rejected        | Other               | ALAMACEN    |
| <input type="checkbox"/> |  3 | Warehouse transfer |                 | Other               | ALAMACEN    |
| <input type="checkbox"/> |  2 | Warehouse transfer | Rejected        | Other               | ALAMACEN    |
| <input type="checkbox"/> |  1 | Warehouse transfer | Approved        | Other               | ALAMACEN    |

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