

Como realizar e aprovar uma transferência entre armazéns no Fractal One?

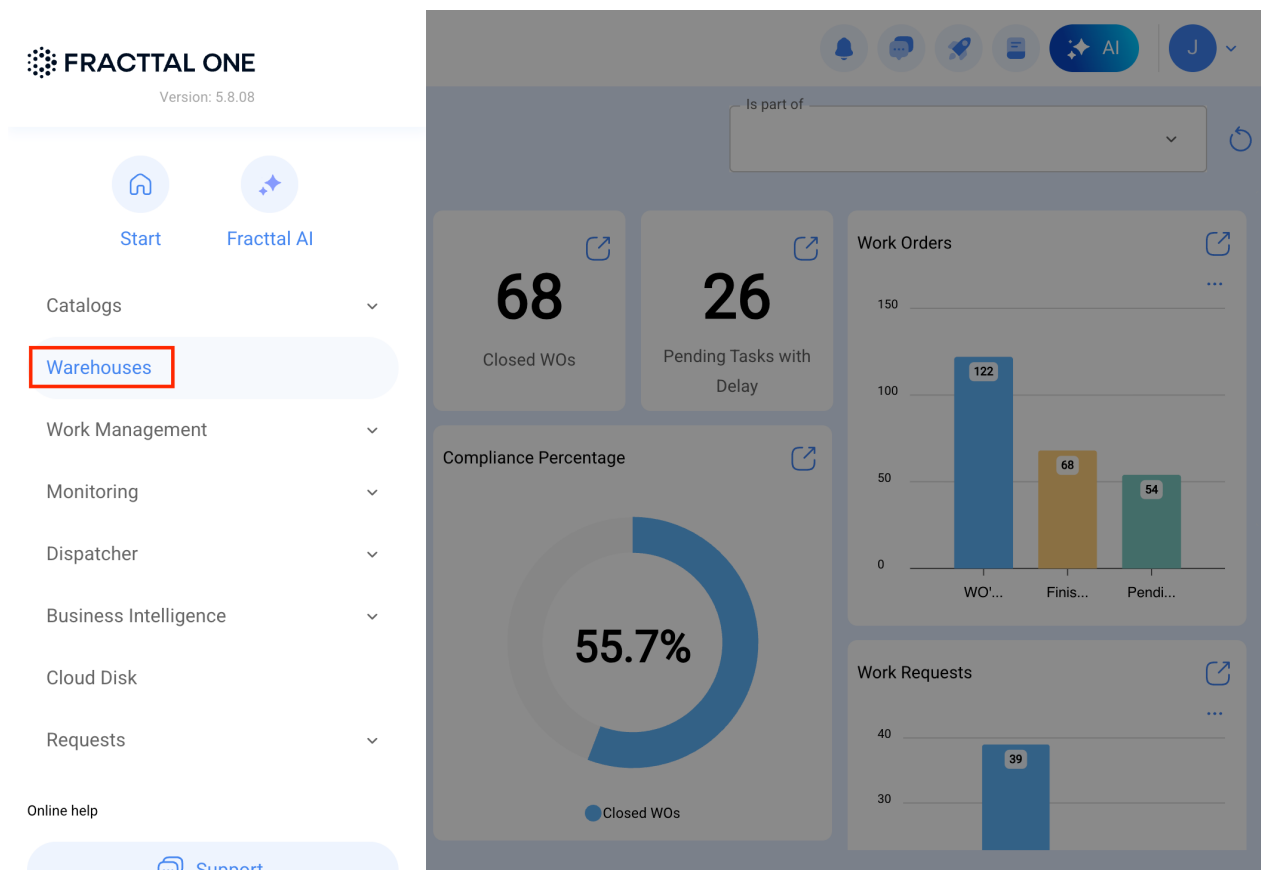
help.fractal.com/hc/pt-pt/articles/25154957836685-Como-realizar-e-aprovar-uma-transferência-entre-armazéns-no-Fractal-One

Uma transferência entre armazéns permite-lhe mover itens de um armazém de origem para um armazém de destino. O processo começa com o registo de uma saída por transferência no armazém de origem e termina com a aprovação da entrada correspondente no armazém de destino, atualizando os stocks de ambos os armazéns.

Nota: O item a transferir deve estar previamente declarado no stock do armazém de destino.

Passo 1: Configurar a aprovação de entradas

1. Aceda a **Armazéns** a partir do Menu Principal.



2. Abra o **Detalhe** do armazém que irá receber a transferência.

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

Google

Mapa

Satélite

Oceano

1000 km

Termos

3. Na aba **Geral**, ative a opção **Pedido de aprovação/rejeição para entradas por transferências**.

Warehouses

← ALAMACEN Save

Enabled ☒

General

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

City

State

Country

Zip code

Latitude

Longitude

☐ Stock controlled by external integration

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☐ Approval request for created material requisitions

☒ Transfer Ticket Approval and Rejection Request

A funcionalidade corresponde a um complemento adicional (addon) de contratação, denominado 'armazéns avançados'.

Passo 2: Registrar a saída por transferência

Quem o faz: Responsável pelo armazém de origem

1. Abra o **Detalhe** do armazém de origem, selecione **Saídas** e clique em **Adicionar saída**.

Warehouses

ALAMACEN

Save

Enabled

General

Stock

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Material requisitions

Entries

Outgoings

Movement History

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

Showing 16 of 16

+

2. Preencha o formulário:

[←](#) New Outgoing Document Save

Delivery Date

2026-07-22

Type from Outgoing Document

Warehouse transfer

Responsible

Jonas Campos {JCS}

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

- **Data** da transferência.
- **Tipo de saída:** Transferência de Armazém.
- **Responsável:** selecione o recurso humano encarregado.
- **Referência:** escreva um identificador para o movimento.
- **Armazém destino:** selecione o armazém que irá receber os itens.

3. Clique em **Adicionar**.

[←](#) 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

Please enter at least one item

Summary

Subtotal

\$ CLP 0,00

Total

\$ CLP 0,00

4. Seleccione o item a transferir do stock do armazém de origem e indique a **quantidade**.

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

Mandatory field

Unit
PZA

Stock
1.489

Unit Cost
\$ CLP 52

5. Clique em **Guardar** (canto superior direito) para concluir o movimento.

← 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 *

1

Unit

PZA

Stock

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Unit Cost

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← 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

Passo 3: Aprovar a entrada no armazém destino

Quem o faz: Responsável pelo armazém destino

1. Abra o armazém destino e vá à aba **Entradas**. Verá a transferência pendente de aprovação.

Warehouses

ALMACEN 2 JC

Save

Enabled

General

Stock

Purchase orders

Material requisitions

Entries

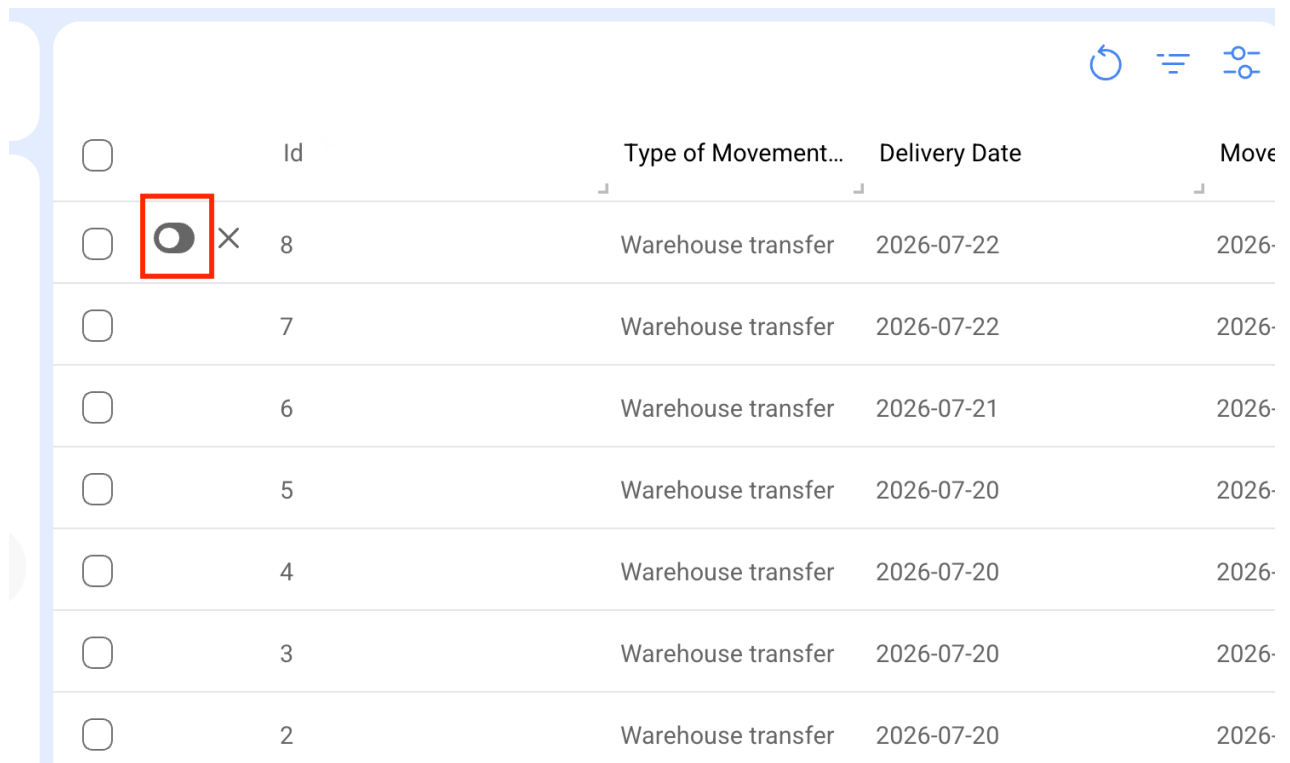
Outgoings

Movement History

	Id	Type of Movement...	Delivery Date	Mover
☐	8	Warehouse transfer	2026-07-22	2026-C
☐	7	Warehouse transfer	2026-07-22	2026-C
☐	6	Warehouse transfer	2026-07-21	2026-C
☐	5	Warehouse transfer	2026-07-20	2026-C
☐	4	Warehouse transfer	2026-07-20	2026-C
☐	3	Warehouse transfer	2026-07-20	2026-C
☐	2	Warehouse transfer	2026-07-20	2026-C
☐	1	Warehouse transfer	2026-07-20	2026-C

Showing 8 of 8

2. Clique no **interruptor** para mudar o seu estado para aprovado.



Mobile app interface showing a table of warehouse transfers. The first row has a red box around the toggle switch.

☐	Id	Type of Movement...	Delivery Date	Move
☒	8	Warehouse transfer	2026-07-22	2026-
☐	7	Warehouse transfer	2026-07-22	2026-
☐	6	Warehouse transfer	2026-07-21	2026-
☐	5	Warehouse transfer	2026-07-20	2026-
☐	4	Warehouse transfer	2026-07-20	2026-
☐	3	Warehouse transfer	2026-07-20	2026-
☐	2	Warehouse transfer	2026-07-20	2026-

3. Adicione um comentário sobre a aprovação (será guardado juntamente com o nome de quem aprova) e depois clique em **Guardar**.

Warehouses

← ALMACEN 2 JC

Enabled ☒

General

Stock

Purchase orders

Material requisitions

Entries

Outgoings

Movement History

☐	Id
☐	8
☐	7
☐	6
☐	5
☐	4
☐	3
☐	2
☐	1

Showing 8 of 8

← Approve Warehouse transfer

User

Jonas Campos

Comments

Ao aprovar a entrada, o stock do item transferido é atualizado no armazém destino e o movimento fica registado no **Histórico de movimentos** de ambos os armazéns.

← ALMACEN 2 JC

Save

Enabled ☒

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



☐	Id	Type of Movement	Transfer Status	Entries / Outgoings	Warehouse S
☐	 8	Warehouse transfer	Approved	Other	ALAMACEN
☐	 7	Warehouse transfer	Approved	Other	ALAMACEN
☐	 6	Warehouse transfer	Rejected	Other	ALAMACEN
☐	 5	Warehouse transfer	Approved	Other	ALAMACEN
☐	 4	Warehouse transfer	Rejected	Other	ALAMACEN
☐	 3	Warehouse transfer		Other	ALAMACEN
☐	 2	Warehouse transfer	Rejected	Other	ALAMACEN
☐	 1	Warehouse transfer	Approved	Other	ALAMACEN

Showing 8 of 8