Add Production Overhead and Expense

How to Add Production Overhead and Expense in Muhasib ERP

Overview

This guide will help you attach approved overhead and direct expense amounts to the correct production-order product.

Muhasib records the production cost component and may update product cost, party balance, and general ledger.

Who can do this

You need access to Relevant production product, overhead/expense, person, account, and journal.

Before you start

Confirm production product, cost type, amount, allocation basis, date, party, account, evidence, and approval.

> Before saving, check that the correct company is open and that you have permission to complete this task.

Where to find it

Open Production Order Product → Add Overhead or Add New Expense.

Add Production Overhead and Expense

Step 1: Select the intended product/order

Step 2: Choose overhead or direct-expense treatment according to policy

Step 3: Enter date, description, amount, party, and supported account/reference fields

Step 4: Confirm allocation basis and avoid duplicate source expenses

Step 5: Save once

Step 6: Review the generated journal entry when available

Check your work

Compare and Confirm nested cost, evidence, product/order totals, journal, relevant account, and production-stock valuation.

> Take a moment to check your work before closing the window. This small check can save time later.

If something goes wrong

- Do not add the same invoice through both Expenses and production cost without approved linkage.
- Correct the source record rather than its generated journal.

Related guides

- Add a Product to a Production Order

- Record Production Wastage
- Trace Manufacturing Transactions into Inventory and Accounts

What to do next

> **Add a Product to a Production Order**.

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