

**Version 1.1**

**Date: 2019/02/21**

Abstract

**Describes the vendor returns from which a supplier credit (suppliers accounting) is required.**

Returns to Vendor

*Request Credit / Debit form supplier*

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# Document approval and distribution list

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# Introduction

The RTV (returns to vendor) process requires the supplier to pass a financial entry in favour of Engineparts for goods not received, damaged, incorrect part etc.

The process is generally preceded by the GRV process that is structured around ensuring that the ordered goods are received in accordance with orders place on supplier.

# Audience

Receiving

Warehouse

Despatch

Suppliers

# Objectives

The objective of this sub system is to ensure that ordered goods received in short, in excess or not ordered are financially adjusted to meet with the Engineparts governance.

# Business Rules

# Detail description of functionality

# Database entities and relationships

# Programs

# MS Windows Executables

|  |  |
| --- | --- |
| **Name** | **Description** |
|  |  |

# SQL Stored Procedures

|  |  |
| --- | --- |
| **Name** | **Description** |
|  |  |
|  |  |
|  |  |
|  |  |

# Dependencies

|  |  |  |
| --- | --- | --- |
| # | Description | Action / By whom |
| 1 | Sales order process |  |
| 2 | Warehouse management |  |
| 3 |  |  |
| 4 |  |  |
| 5 |  |  |
| 6 |  |  |

# Risks and mitigation

|  |  |  |
| --- | --- | --- |
| # | Risk | Mitigation |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |
| 4 |  |  |
| 5 |  |  |
| 6 |  |  |

# Requirements overview

|  |  |  |
| --- | --- | --- |
| # | Description | Action / By whom |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |
| 4 |  |  |
| 5 |  |  |
| 6 |  |  |
| 7 |  |  |
| 8 |  |  |
| 9 |  |  |
| 10 |  |  |
| 11 |  |  |
| 12 |  |  |

# Acceptance

I hereby confirm that I have been fully informed of the documents content and, received training to understand how the detailed instructions are to be applied

Name …………………………………………………………………………….

Job Title ………………………………………………………………………….

Signed ……………………………………………………………………………

Date ………………………………………………………………………………