

**Version 1.1**

**Date: 2019/02/19**

Abstract

**The objective of this document is to describe the ePart method of stock assurance using a wall to wall principal.**

Stock Take Wall to Wall

*Overview of stock assurance using wall to wall method*

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# Introduction

Good corporate governance requires that the organisation has implemented an effective stock on hand assurance strategy.

The Engineparts implementation of cycle counting has proven to be accurate and effective and has negated the need for full wall to wall assurance testing.

# Audience

Management

Warehouse

Financial

# Objectives and overview

To perform a wall to wall stock assurance process requires a completed shutdown of all warehouse stock related activities such that the on-hand count of physical stock is assured and not compromised with any stock movements.

To ensure that the process is effectively followed through to a correctly governed outcome, proper policies and procedures need to be instituted and management to ensure that these are implemented correctly. In support of this notion is included SAMPLE SOP documents that was generated at Ellies – PLEASE TREAT WITH CONFIDENTIALITY.

A solution was developed during the Engineparts liquidation period to follow best practice where counting teams were assembled “A” and “B” teams with an enhancement where multiple follow-up counts are allowed

As per the requirements detailed post liquidation, a full wall to wall sub system was developed and is inclusive of all needed reports, capturing of “A”, “B” and recount teams, allocation of teams, controls sheets issued to teams etc.

The process performed on 2 separate occasions and the second was overseen by Alert Engineparts with the outcome matching that of the cycle count status.

Inclusive of this part of the ePart system is the generating of stock journals to reposition the stock quantities and values accordingly.

Note:

1. Alert Engineparts Namibia, the wall to wall solution is used on a regular basis
2. Engineparts does not use this solution due to the extended product range and time required to fulfil a wall to wall assertion task.

# Automated adjustment journals

At the point of cut-off, the management team must declare the stock take as successful and complete or declare it void.

If successful and complete as signed off on the relevant report, the solution provides for the auto generation of stock adjustment journals in the standard ePart format

After posting the adjustment journals, the net adjustment is balanced back to the signed off report as proof of compliance.

# Database entities and relationships

The full catalogue related database diagram provides a view of the various participating relationships. Notably is the simplicity of the database tables participating in the core structure.

Many of the additional tables are there for control and optimisation purposes.

# Programs

# MS Windows Executables

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

# SQL Stored Procedures

|  |  |
| --- | --- |
| **Name** | **Description** |
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# Acceptance

I hereby confirm that I have been fully informed of the document’s content and received training to understand how the detailed instructions are to be applied:

Name …………………………………………………………………………….

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