

**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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# Document approval and distribution list

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| Prepared by |  |  |  |
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| Approved by |  |  |  |

# 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

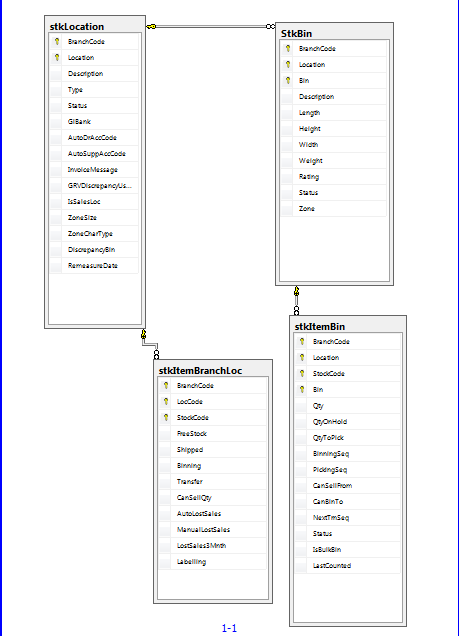
At the point of cut-off, the management team must declare the stock take as successful and complete or declare it void.

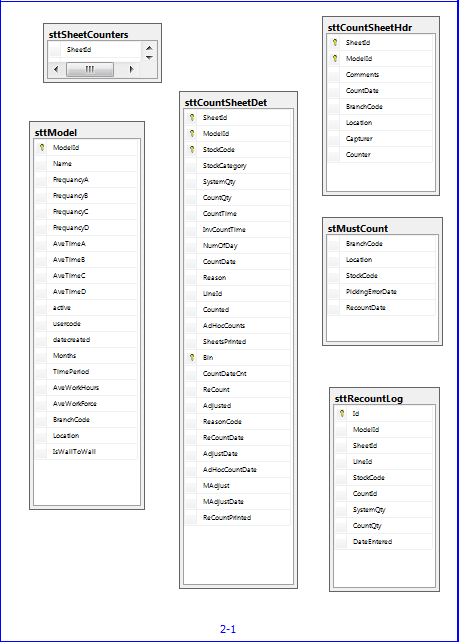
If successful and complete as signed off on the relevant report, the solution provides for the auto generation of stock adjustment journals in the standard ePart format

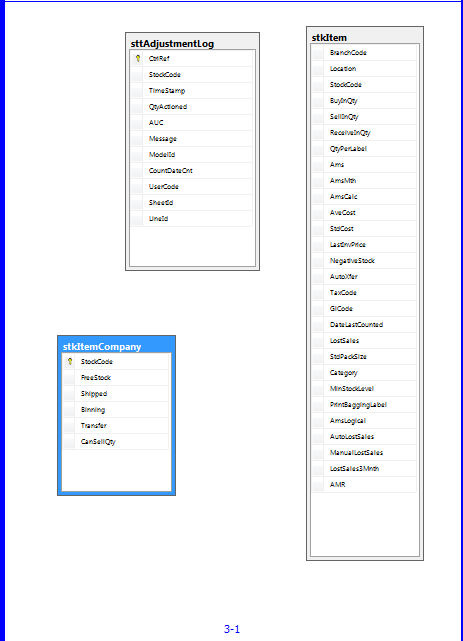
After posting the adjustment journals, the net adjustment is balanced back to the signed off report as proof of compliance.

# Database entities and relationships

The following set of diagrams are largely used by the wall to wall stock take procedure whilst some are share by the cycle count process as well







# Programs

# MS Windows Executables

|  |  |
| --- | --- |
| **Name** | **Description** |
| stControlReport | Used to control which count sheets were given to which courting team. It also indicates which sheet have not been returned for capture |
| stDiscrepancies | List variances in descending sequence |
| stFinalisation | Call the counting process done and finalise |
| stMaintItemCount | Apply specific adjustments |
| sttAdHocCount | Release ad-hoc counts into the system beyond the standard counts |
| sttCountSheets | Print the manual count sheets |
| sttStockTakeModel | Calculate the cycle count model against a set of parameters to define resource and time |
| sttWallToWallAdjust | Generate stock adjustment journals |
| sttWallToWallCapture | Capture manual counts from sheets returned after count done |
|  |  |

# SQL Stored Procedures

The ePart system requires for the naming conventions to convey the purpose of the stored procedure in which the business rules are declared.

|  |  |
| --- | --- |
| **Name** | **Description** |
| sttAdjust.sql | Apply captured adjustments asper count sheet |
| sttBulkUpdateCountSheet.sql | Generate count sheets with theoretical quantities as per the database |
| sttCreateCountSheet.sql | This is used for the cycle count where count sheets are pre-calculated for every work day |
| sttCreateCountSheetWallToWall.sql | This generated count sheet for wall to wall counting |
| sttCreateModel.sql | Cycle count model generator |
| sttCreateModelData.sql |  |
| sttDeleteModel.sql |  |
| sttDiscrepencyReport.sql |  |
| sttFindByDate.sql |  |
| sttFindStockQty.sql |  |
| sttGetAUC.sql |  |
| sttGetExistingModels.sql |  |
| sttRefreshAdjustments.sql |  |
| sttRefreshCountSheet.sql |  |
| sttRefreshDiscrepancies.sql |  |
| sttRefreshModel.sql |  |
| sttRefreshReasonCodes.sql |  |
| sttRptAdjustmentLog.sql |  |
| sttRptAutoAdjustmentLog.sql |  |
| sttRptCapturedSummary.sql |  |
| sttRptCountDetails.sql |  |
| sttRptCountHistoryForPart.sql |  |
| sttRptCountSheet.sql |  |
| sttRptCountSheetAutoMail.sql |  |
| sttRptCountSheetWallToWall.sql |  |
| sttRptDayCountersNotCaptured.sql |  |
| sttRptDiscrepancyResolveWallToWall.sql |  |
| sttRptDiscrepencyWallToWall.sql |  |
| sttRptModelData.sql |  |
| sttRptModels.sql |  |
| sttRptRecountSummary.sql |  |
| sttRptW2WAdjustmentList.sql |  |
| sttRptWallToWallControlSheet.sql |  |
| sttRptWallToWallProgress.sql |  |
| sttSaveModel.sql |  |
| sttSearchByModelId.sql |  |
| sttSearchByName.sql |  |
| sttSearchByStartDate.sql |  |
| sttUpdateAdHocCount.sql |  |
| sttUpdateCountSheet.sql |  |
| sttUpdateCountSheetAdjust.sql |  |
| sttUpdateCountSheetRecount.sql |  |
|  |  |
|  |  |
|  |  |

# 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 …………………………………………………………………………….

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

Signed ……………………………………………………………………………

Date ………………………………………………………………………………