

MISCONDUCT REPORT

DATE: March 11, 2024

TO: HRD

FROM: J19

NAME OF ERRING EMPLOYEE: Jedalyn Nouri

DEPARTMENT ASSIGNED: M.I.S Grocery

INFRACTION: Negligence

DETAILS: She transacted credit memo of
the pf. item code 832563, 832563 V2,
832563 V3, 827574, 821896, 827574 and
821896 w/c are not included in the 28-23.

Adjustment, refer ISM-P475894 dated 9-28-23.
And wrong entry of location code ISM-P476072 dated 9-28-23.

VIOLATION NO.: 1st Offense in wrong

OFFENSE NO.: entry of item code.

Jim

inputted

DEPARTMENT SUPERVISOR

ALTURA3 SUPERMARKET CORPORATION
INTEROFFICE MEMO

TO: IAD

FROM: T19

DATE: ~~10~~ March 11, 2024

SUBJ: Credit Memo / adjustment

Good Day!

Wrong entry of item code.

Entered 821895 instead of 819139.

Transacted credit memo of the ff. items
832563 V1, V2, V3, 827574, 821896, 827574 and
821896 w/c are not included in the adjust-
ment. And wrong entry of location code.

ISM - P475894 dated 9-28-23.

ISM - P478078 dated 9-26-23.

Thank you.

Jcm

INFINITY SPORTS INTERNATIONAL, INC. DELIVERY RECEIPT

No 40534

40534

Customer Name : ALTURAS SUPERMARKET CORPORATION
Address : Poblacion Talibon, Tagbilaran City
ALTURAS SUPERMARKET CORPORATION-TALIBON

Ship To : 2GO EXPRESS CENTER HYPER CY
Address : Lot 11 Manila Harbour Centre, Radial Road 10, Vitas, Tondo
S.O. No. : SO-23026723 PO #:
Date : 09/05/2023
Salesman : SUNNY Terms: 60 DAYS

QTY	UNIT	ARTICLE DESCRIPTION	UNIT PRICE	AMOUNT
100	PCS	NAT-62IBK NATARAJ BALLPEN FINE BLACK 0.7 8901324 013726	4.75	1,425.00
100	PCS	NAT-62IBL NATARAJ BALLPEN FINE BLUE 0.7 8901324 013696	4.75	712.50
100	PCS	NAT-62IRD NATARAJ BALLPEN FINE RED 0.7 8901324 013757	4.75	712.50
20	BOX	NAT-20B NATARAJ ERASER NON DUST 20'S/BOX BIG 8901324 007-	140.00	840.00
30	BOX	NAT-40B NATARAJ ERASER NON DUST 30'S/BOX SMALL 8901324 00-	105.00	630.00
30	JARS	NAT-30J NATARAJ ERASER NON DUST 30'S/JAR BIG 8901324 007961	210.00	840.00
50	JARS	NAT-50J NATARAJ ERASER NON DUST 50'S/JAR SMALL 8901324 007954	175.00	700.00
12	BOX	NAT-HBS NATARAJ NEON PENCILS 12'S 8901324 040432	600.00	3,000.00

CHECK - FOR MANILA

RECEIVED IN: _____
Contents Not Check / Not Itemized
By: _____
DATE: _____
SIGNATURE: _____

Total Sales

Less:

Discount 1 5%

Discount 2 0%

NOTE: Sales invoice will be issued upon confirmation.

TOTAL AMOUNT DUE P

8,417.50

Prepared By: INV2	Authorized By:	Audited By:	No. of Cartons: 0
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Received the above items in good order subject to terms and condition.

RICARDO S. PUNGO
Printed Name and Signature

ASC Talibon Branch - SM

2nd Flr., Talibon Mega Market

Pob. Talibon, Bohol

BOHOL Talibon

Purchase - Invoice

PURCH. INVOICE #: TSM-P478078

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Vendor's Code S6766 INFINITY SPORTS INTERNATIO
Payment Terms 60DAYS
Place of Payment
Inv. Discount 0.00

RR # / Ref #: TSM-P768802 / 40534,
Order No. SM00123686
Posting Date 09/28/23
Due Date 11/27/23

Item Code	Description	Size	Color	Qty.	Unit of Meas.	Direct Unit Cost	Gross Amount	Disc. %	Disc. Amount	Amount	Net Cost	Co Fa
832563	NATARAJ NAT 621 FINE BALLPOINT PEN VARIAN	NA	BLA	300	PCS	4.75	1,425.00		0.00	1,425.00	4.24	
832563	NATARAJ NAT 621 FINE BALLPOINT PEN VARIAN	NA	BLU	150	PCS	4.75	712.50		0.00	712.50	4.24	
832563	NATARAJ NAT 621 FINE BALLPOINT PEN VARIAN	NA	RED	150	PCS	4.75	712.50		0.00	712.50	4.24	
827574	NATARAJ NON DUST ERASER BIG			6	BX20	140.00	840.00		0.00	840.00	125.00	
821896	NATARAJ NON DUST ERASER SMALL			6	BX30	105.00	630.00		0.00	630.00	93.75	
827574	NATARAJ NON DUST ERASER BIG			4	JAR	210.00	840.00		0.00	840.00	187.50	
821896	NATARAJ NON DUST ERASER SMALL			4	JAR50	175.00	700.00		0.00	700.00	156.25	

*** NOTHING FOLLOWS ***

Gross Amount	5,860.00	Inv. Discount Amount	-293.00	12% VAT	596.46
Line Discount Amount	0.00	Total PHP Incl. VAT	5,567.00	Total PHP Excl. VAT	4,970.54
Running Discount	0% ,0% ,0% ,0% ,0%				

Prepared by:

Merian Pogoy

Checked by:

Approved by:

Run Time: 11:38:39 AM

Run Date: 03/19/24

ASC Talibon Branch - SM
2nd Flr., Talibon Mega Market
Pob. Talibon, Bohol
BOHOL Talibon

INFINITY SPORTS INTERNATIONAL, I
Makati City, Metro Manila
Tel. # 02-898-2498
MANILA Manila
Pay-to Vendor No. S6766

Purchase - Credit Memo
Page 1

September 28, 2023
Credit Memo No. TSM-P226510
Posting Date 09/28/23
Prices Including VAT Yes
Vendor Cr. Memo #: ADJ/TSM-P47

No.	xdescription	Unit Quantity of Me	Direct Unit Cost	Disc. %	All In VAT Identifi	Amount
832563	NATARAJ NAT 621 FINE BALLPOINT PEN VARIANT	300PCS	4.75		Ye VAT12	1,425.00
832563	NATARAJ NAT 621 FINE BALLPOINT PEN VARIANT	150PCS	4.75		Ye VAT12	712.50
832563	NATARAJ NAT 621 FINE BALLPOINT PEN VARIANT	150PCS	4.75		Ye VAT12	712.50
827574	NATARAJ NON DUST ERASER BIG	6BX20	140.00		Ye VAT12	840.00
821896	NATARAJ NON DUST ERASER SMALL	6BX30	105.00		Ye VAT12	630.00
827574	NATARAJ NON DUST ERASER BIG	4JAR	210.00		Ye VAT12	840.00
821896	NATARAJ NON DUST ERASER SMALL	4JAR5	175.00		Ye VAT12	700.00
821895	NATARAJ COLORED PENCILS SHORT 12s	720BOX	4.16667		Ye VAT12	3,000.00
Subtotal						8,860.00
Inv. Discount Amount						-443.00
Total PHP Incl. VAT						8,417.00
12% VAT						901.82
Total PHP Excl. VAT						7,515.18

VAT Amount Specification

VAT Identifier	VAT %	Line Amount	Inv. Disc. Base Amount	Invoice Disc. Amount	VAT Base	VAT Amount
VAT12	12	8,860.00	8,860.00	443.00	7,515.18	901.82
Total		8,860.00	8,860.00	443.00	7,515.18	901.82

Prepared by: Checked by: Approved by: Received by:

Jessa Khari Mosqueda

Run Time: 4:45:20 PM

Run Date: 03/11/24