

ALTURAS SUPERMARKET CORPORATION  
INTEROFFICE MEMO

TO: IAO  
FROM: Jessa Khari Marqueda  
DATE: November 23, 2023  
SUBJ: Adjustment

Good Day!  
Wrong entry of vendor code.  
Encoded 58170 instead of 52600.

TSM-P223937 dated 10-5-23

Thank you.

Jm

MISCONDUCT REPORT

DATE: November 23, 2023  
TO: HRD  
FROM: Jessa Khari E. Marqueda  
NAME OF ERRING EMPLOYEE: Mark Anthony Penjan  
DEPARTMENT ASSIGNED: M.I.S Grocery

INFRACTION: Negligence  
DETAILS: Wrong entry of vendor code. He  
encoded 58170 instead of 52600. Refer  
TSM-P223937 dated 10-5-23

VIOLATION NO.:  
OFFENSE NO.:

inputted 11/20/23

Jm  
MARQUEDA, JESSA KHARI  
DEPARTMENT SUPERVISOR

**ALTURAS GROUP OF COMPANIES**  
**ALTURAS SUPERMARKET-TALIBON BRANCH**  
 Poblacion, Talibon, Bohol

Control No: 00038576

**BAD ORDERS SUMMARY CHECKLIST (BOSC)**

Supplier's Code: S 8170  
 Supplier's Name: Q CERES

Date: 9-25-23

Item no.	Barcode	Description	Qty	Uom	Unit Cost	Total Amount	Reason/Remark
8319107	4804523874147	Ceres TM SPRAY 100g	(2)	Pack	35.10		Damage
8319170	4804523874206	Ceres STD Hamon 100g	(2)	Pack	73.10		Damage
8319181	4804523874241	Ceres T Hamon 200g	(1)	Pack	110.25		Damage

Prepared by: [Signature]

Lane/Rack in-Charge

Name: Penouk Aloncel

Date: 9-25-23

Approved by: [Signature]

Supervisor

Name: Mariene Canino

Date: 9/25/23

Received by: [Signature]

Store B.O Location

Name: Wendy PERMAN

Date: 9/25/23

Checked by: [Signature]

Checker

Name: \_\_\_\_\_

Date: \_\_\_\_\_



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

LDI

Purchase - Credit Memo  
Page 1

October 5, 2023  
Credit Memo No. TSM-P223937

Posting Date 10/05/23

Prices Including VAT Yes  
Vendor Cr. Memo #: BO-0038576

CERES PREMIUM FOOD PRODUCTI  
Purok Inday Oya Brgy Vista Alegre  
Bacolod City Negros Occidental

Pay-to Vendor No. S8170

No.	xdescription	Unit Quantitof Me	Direct Unit Cost	Disc. %	All In VAT Identifi	Amount
831963	CERES TOASTED MAMON STRAWBERRY 110x100G	2PAC	73.10		Ye VAT12	146.20
831970	CERES TOASTED MAMON MOCHA 110x100G	2PAC	73.10		Ye VAT12	146.20
831981	CERES TOASTED MAMON 56x250G	1PAC	140.25		Ye VAT12	140.25
Total PHP Incl. VAT						432.65
12% VAT						46.36
Total PHP Excl. VAT						386.29

VAT Amount Specification

VAT Identifier	VAT %	Line Amount	Inv. Disc. Base Amount	Invoice Disc. Amount	VAT Base	VAT Amount
VAT12	12	432.65	432.65	0.00	386.29	46.36
Total		432.65	432.65	0.00	386.29	46.36

Prepared by:

Jessa Khari Mosqueda

Checked by:

Approved by:

Received by:

Run Time: 2:12:38 PM

Run Date: 10/05/23

ALTURAS SUPERMARKET CORPORATION  
INTEROFFICE MEMO

TO: IAD  
FROM: Jessa Khari F. Masqueda  
DATE: November 23, 2023  
SUBJ: Adjustment

Good Day!

Wrong entry of vendor code. Encoded  
57879 instead of 53268.

ISM-P224075 dated 10-8-23.

Thank you.

Jcm

**MISCONDUCT REPORT**

DATE: November 23, 2023  
TO: HRD  
FROM: Jessa Khari Masqueda  
NAME OF ERRING EMPLOYEE: Mark Anthony Penjan  
DEPARTMENT ASSIGNED: M.I.S Grocery

INFRACTION: Negligence

DETAILS: Wrong entry of vendor code. He  
encoded 57879 instead of 53268,  
refer ISM-P224075 dated  
10-8-23.

VIOLATION NO.: inputted 11/23/23  
OFFENSE NO.: Jcm

MASQUEDA, JESSA KHARI  
DEPARTMENT SUPERVISOR



**ALTURAS GROUP OF COMPANIES  
ALTURAS SUPERMARKET-TALIBON BRANCH  
Población, Talibon, Bohol**

Control No: 00038070

**BAD ORDERS SUMMARY CHECKLIST (BOSC)**

Supplier's Code: 57879  
Supplier's Name: CHOCO V- RON

Date: 8/1/23

Item no.	Barcode	Description	Qty	Uom	Unit Cost	Total Amount	Reason/Remark
000784	48094958257	CVCNE CHOCO PK 240G	25	pack		61.50	expired
000785	48094958257	CX PINIPIS 240G	25	pack		61.50	expired

Prepared by: [Signature]  
Name: Alvin  
Date: 8/1/23

Approved by: [Signature]  
Name: Walter C. Sison  
Date: 8/1/23

Received by: [Signature]  
Name: [Signature]  
Date: 10/7/23

Checked by: [Signature]  
Name: [Signature]  
Date: 10/7/23

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

NETMAN

Purchase - Credit Memo  
Page 1

CHOCOVRON GLOBAL CORP  
Lot 42A Magsaysay Road Brgy San  
Antonio San Pedro Laguna

October 8, 2023  
Credit Memo No. TSM-P224075

Posting Date 10/08/23

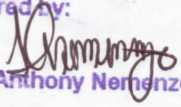
Pay-to Vendor No. S7879

Prices Including VAT Yes  
Vendor Cr. Memo #: BO-0038070

No.	xdescription	Unit Quantitof Me	Direct Unit Cost	Disc. %	All VAT In Identifi	Amount
603784	CHOCO VRON CKIES n CRM CHOCO PCK 50x240G	25PAC	61.50		Ye VAT12	1,537.50
603785	CHOCO VRON PINIPIG 2n1 PCK 50x240G	32PAC	61.50		Ye VAT12	1,968.00
Total PHP Incl. VAT						3,505.50
12% VAT						375.59
Total PHP Excl. VAT						3,129.91

VAT Amount Specification

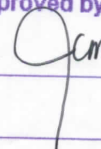
VAT Identifier	VAT %	Line Amount	Inv. Disc. Base Amount	Invoice Disc. Amount	VAT Base	VAT Amount
VAT12	12	3,505.50	3,505.50	0.00	3,129.91	375.59
Total		3,505.50	3,505.50	0.00	3,129.91	375.59

Prepared by:  
  
Dave Anthony Nemenzo

Checked by:



Approved by:

 10/9/23

Received by:

Run Time: 5:04:26 PM

Run Date: 10/08/23