

MISCONDUCT REPORT

DATE: Dec. 29, 2023

TO: HRD

FROM: Jessa Kharl E. Mosqueda

NAME OF ERRING EMPLOYEE: Mark Anthony Penjan

DEPARTMENT ASSIGNED: M.I.S Grocery

INFRACTION: Negligence

DETAILS: He applied 5% discount on item 667046, refer TSM-P224449 dated 10-23-23.

inputted 12/29/23

VIOLATION NO.:

OFFENSE NO.:

Jcm
MOSQUEDA, JESSA KHARL
DEPARTMENT SUPERVISOR

ALTURAS SUPERMARKET CORPORATION INTEROFFICE MEMO

TO: IAD

FROM: Jessa Kharl E. Mosqueda

DATE: Dec. 29, 2023

SUBJ: Adjustment

Good Day!

Please allow us to adjust this purchase credit memo no. TSM-P224449 dated 10-23-23. Encoded 5% discount on item 667046.

Thank -/m.

Jcm

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

KITCHEN CHARM MARKETING
Unit A5 650 2781 Jesus Ext St Brgy 839
Zone 91 Pandacan Manila

Pay-to Vendor No. S8215

Purchase - Credit Memo
Page 1

October 23, 2023
Credit Memo No. TSM-P224449
Posting Date 10/23/23
Prices Including VAT Yes
Vendor Cr. Memo #: BO-0038438

No.	xdescription	Unit Quantitof Me	Direct Unit Cost	Disc. %	All In VAT Identifi	Amount
667046	KLS600 STAINLESS WATER BOT W/ZIPPER 600ML	1PCS	72.52	5	Ye VAT12	68.89
Total PHP Incl. VAT						68.89
12% VAT						7.38
Total PHP Excl. VAT						61.51

VAT Amount Specification

VAT Identifier	VAT %	Line Amount	Inv. Disc. Base Amount	Invoice Disc. Amount	VAT Base	VAT Amount
VAT12	12	68.89	68.89	0.00	61.51	7.38
Total		68.89	68.89	0.00	61.51	7.38

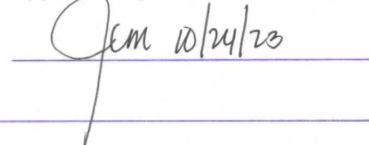
Prepared by:


Mark Perijan

Checked by:



Approved by:

 10/24/23

Received by:

Run Time: 12:56:06 PM

Run Date: 10/23/23

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

BAD ORDERS SUMMARY CHECKLIST (BOSC)

Control No: 00038438

Supplier's Code: 58715
Supplier's Name: DIRECT
Kitchen Chart Mktg.

Date: 9-30-23

Item no.	Barcode	Description	Qty	Uom	Unit Cost	Total Amount	Reason/Remark
667046	220000667046	KLS 600 SS WB w/zip	1	Pcs	72.52		

Prepared by: [Signature]
Lane/Rack in-Charge
Name: Rene Fortuna
Date: 9-30-23

Approved by: [Signature]
Supervisor
Name: Michelle A. Gonzales
Date: 10/01/23

Received by: [Signature]
Store B.O Location
Name: MARK AFRON
Date: 10/24/23

Checked by: [Signature]
Checker
Name: [Signature]
Date: