

ALTURAS SUPERMARKET CORPORATION
INTEROFFICE MEMO

TO: IAO

FROM: Jessa Kharl E. Masquedra

DATE: Jan. 18, 2024

SUBJ: Adjustment

Good Day!

Please allow us to adjust this purchase
credit memo no. TSM-P225646 dated
1-12-24.

Wrong entry of vendor code.

Encoded S7399 instead of S2600.

Thank you.

JEM

MISCONDUCT REPORT

DATE: Jan. 18, 2024

TO: HRD

FROM: Jessa Kharl E. Masquedra

NAME OF ERRING EMPLOYEE: Jessa Kharl Masquedra

DEPARTMENT ASSIGNED: M.I.S Grocery

INFRACTION: Negligence

DETAILS: Wrong entry of vendor code. She encoded
S2600 instead of S7399, TSM-P225582 dated
1-5-24, encoded S7399 instead of S2851
TSM-P225643 dated 1-16-24 and S7399
instead of S2600, TSM-P225646 dated
1-12-24.

VIOLATION NO.:

OFFENSE NO.:

JEM
MASQUEDRA, JESSA KHARL
DEPARTMENT SUPERVISOR

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

COC

Control **00039890**

BAD ORDERS SUMMARY CHECKLIST (BOSC)

Supplier's Code:
Supplier's Name: **BONI KATAPUC INC**

LDI

Date: **01/08/24**

Item no.	Barcode	Description	Qty	Uom	Unit Cost	Total Amount	Reason/Remark
45304	48652290895	BEVIE BEVITONAL CAP	160	TLS.	49.23		Expiry

Prepared by:

Store/Back In-Charge

Name:

Date:

ORIGINE
01/08/24

Approved by:

Supervisor

Name:

Date:

Mary Ann M.
01/08/24

Received by:

Store B. Section

Name:

Date:

1/11/24

Checked by:

Checker

Name:

Date:

01/11/24

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

Inter-Subsidiary Receiving Cr. Memo
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CENTRAL DISTRIBUTION CENTER
DE LAPAZ CORTES BOHOL

January 12, 2024
Credit Memo No. TSM-P225646

Posting Date 01/12/24

Pay-to Vendor No. S7399

Prices Including VAT Yes
Vendor Cr. Memo #: BO-0039890

No.	xdescription	Unit Quantitof Me	Direct Unit Cost Disc. %	All VAT In Identifi	Amount
145304	BELIC BRIGHTENING SOAP 48x135G	160PCS	49.23	Ye	7,876.80
Total PHP					7,876.80

VAT Amount Specification

VAT Identifier	VAT %	Line Amount	Inv. Disc. Base Amount	Invoice Disc. Amount	VAT Base	VAT Amount
	0	7,876.80	7,876.80	0.00	7,876.80	0.00
Total		7,876.80	7,876.80	0.00	7,876.80	0.00

Prepared by:

Mark Perijan

Checked by:

Approved by:

Received by:

Run Time: 4:56:30 PM

Run Date: 01/12/24