

# MISCONDUCT REPORT

DATE: March 3, 2024  
TO: HRD  
FROM: T19  
NAME OF ERRING EMPLOYEE: Mark Anthony Perican  
DEPARTMENT ASSIGNED: M.I.S. Grocery

INFRACTION: Negligence  
DETAILS: Wrong entry of unit cost on  
item 629416, encoded \$5.54 instead  
of \$19.11 refer ATLSM - PCM0000000066  
dated 2-10-24.

VIOLATION NO.: \_\_\_\_\_

OFFENSE NO.: \_\_\_\_\_

Jm  
DEPARTMENT SUPERVISOR

## ALTURAS SUPERMARKET CORPORATION INTEROFFICE MEMO

TO: IAD  
FROM: T19  
DATE: March 3, 2024  
SUBJ: Adjustment

Good Day!  
Wrong entry of unit cost on  
item 629416.  
Encoded \$5.54 instead of \$19.11.  
ATLSM - PCM0000000066 dated  
2-10-24

Thank you.

Jm

ALTURAS GROUP OF COMPANIES  
ALTURAS SUPERMARKET - NAUSON BRANCH  
Poblesdon, Talibon, Cebu

00040100

Control No:

BAD ORDERS SUMMARY CHECKLIST (BOSC)

Supplier's Code:

52230

Supplier's Name:

JBC FOOD CORP

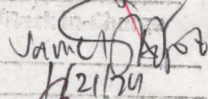
Date:

1/21/24

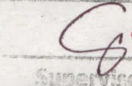
Item no.	Barcode	Description	Qty	Unit	Unit Cost	Total Amount	Reason/Remark
639415	4800092932852	Ding Dong real garlic wng	15	Pack	19.11		
181516	92332909	Ding Dong hot & spicy wng	9	Pack	19.11		LESS AIR
622122	92332296	Milkee polvoron	16	Box/2	70.32		
162647	92332057	Dragon Ad plain 22g	14	pos	5.54		DAMAGE
167378	92330131	Ding Dong plain 100g	2	pack	19.11		
167867	92330636	Robeco Biscuits 200g	3	pack	21.31		
639416	92332630	Ding Dong Sweet & spicy wng	1	Pack	19.11		
164626	92332323	Happy green peas real wng	1	pack	5.54		

Prepared by:

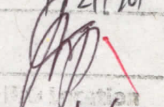
Jamuel

Signature:   
Name: Jamuel  
Date: 1/21/24

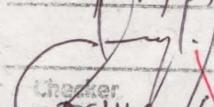
Approved by:

Signature:   
Supervisor  
Name: Manager  
Date: 01/21/24

Received by:

Signature:   
Name: Mary P.  
Date: 2/5/24

Checked by:

Signature:   
Checker  
Name: Feluca  
Date: 02-05-24



**ALTURAS SUPERMARKET CORPORATION****ALTURAS MALL - TALIBON**

Poblacion 6325 Talibon Bohol Philippines

Tel. No. 038-411-4115 Fax: 038-411-3556

VAT REG. TIN: 000-254-327-00002

**JBC FOOD CORPORATION****PURCHASE CREDIT MEMO**

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February 10, 2024

Purchase CM No.:&gt;

ATLSM-PCM000000066

Posting Date

02/10/24

Pay-to Vendor No. S2230

Prices Including VAT

Yes

Vendor Cr. Memo #:

BO-0040100

No.	xdescription	Unit Quantitof Me	Direct Unit Cost	Disc. %	All In VAT Identifi	Amount
639415	DING DONG MIXED NUTS REAL GARLIC 60x100G	18PAC	19.11		Ye VAT12	343.98
181516	DING DONG MIXED NUTS HOT SPICY 60/100G	9PAC	19.11		Ye VAT12	171.99
162647	DRAGON SID 50x20G	14PCS	5.54		Ye VAT12	77.56
167378	DING DONG MIXED NUTS 60/100G	2PAC	19.11		Ye VAT12	38.22
107867	REBISCO BARNUTS 20/20s	1PAC	21.31		Ye VAT12	21.31
639416	DING DONG SNACK MIX SWEET n SPICY 60x95G	1PAC	5.54		Ye VAT12	5.54

Prepared by:

Mark Perijan

Checked by:

Jm 2/11/24

Approved by:

2/17/24

Received by:

gms

**"THIS DOCUMENT IS NOT VALID FOR CLAIM OF INPUT TAX"**

Software Name/Version: MICROSOFT DYNAMICS NAVISION 3.75

Acknowledgement Certificate No.: AC\_123\_122023\_000135

Date Issued: December 12, 2023

Series Range: XXXXXX-PCM00000001 - XXXXXX-PCM99999999

Run Time: 1:11:40 PM

Run Date: 02/10/24