

MISCONDUCT REPORT

DATE: 6-7-24
TO: HRD
FROM: Jessa Dalaygon
NAME OF ERRING EMPLOYEE: Salvador Maranga
DEPARTMENT ASSIGNED: Warehouse

INFRACTION: Negligence

DETAILS: Wrong entry of quantity. He count
item code 172794 95 pcs. instead of
80 pcs. refer PCM TSM-P227608
dated 6-4-24

VIOLATION NO.: _____

OFFENSE NO.: _____

DEPARTMENT SUPERVISOR

ALTURAS SUPERMARKET CORPORATION INTEROFFICE MEMO

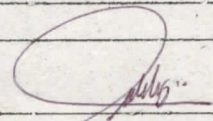
TO: IAD
FROM: Jedelyn Naul
DATE: 6-7-24
SUBJ: Adjustment

Good day!

Please allow us to adjust PCM
TSM-P227608 dated 6-4-24.

Wrong entry of quantity. Encoded
item code 172794 95 pcs instead of
80 pcs.

Thank You.



ALTURAS GROUP OF COMPANIES
ALTURAS SUPERMARKET-TALIBON BRANCH
POBLACION TALIBON BOHOL

CONTROL NO **00000308**

DATE: 6-4-24

| ITEM CODE | DESCRIPTION | UOM | QUANTITY |
|-----------|------------------------|-----|----------|
| 172794 | Empty Shell San Miguel | PCS | 95 80 |
| | | | |

PREPARED BY: NICOLE ESTILLO
SIGNATURE

APPROVED BY: _____
SIGNATURE

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

Purchase - Credit Memo
Page 1

MIKRO PREMIER DISTRIBUTOR, INC.
Nike
P. Castillo Sr. St. Dao Dist Tag City
Cell: 09069047200
Pay-to Vendor No. S6151

June 4, 2024
Credit Memo No. TSM-P227608
Posting Date 06/04/24
Prices Including VAT Yes
Vendor Cr. Memo #: 00308

| No. | xdescription | Unit Quantity of Me | Direct Unit Cost | Disc. % | All VAT In Identifi | Amount |
|---------------------|------------------------|------------------------|---------------------|---------|------------------------|----------|
| 172794 | EMPTY SHELL SAN MIGUEL | 80 95PCS | 84.00 | | Ye VAT12 | 7,980.00 |
| Total PHP Incl. VAT | | | | | | 7,980.00 |
| 12% VAT | | | | | | 855.00 |
| Total PHP Excl. VAT | | | | | | 7,125.00 |

VAT Amount Specification

| VAT Identifier | VAT % | Line Amount | Inv. Disc. Base Amount | Invoice Disc. Amount | VAT Base | VAT Amount |
|----------------|-------|-------------|---------------------------|-------------------------|----------|------------|
| VAT12 | 12 | 7,980.00 | 7,980.00 | 0.00 | 7,125.00 | 855.00 |
| Total | | 7,980.00 | 7,980.00 | 0.00 | 7,125.00 | 855.00 |

Prepared by:
Dave Anthony Nemenzo

Checked by:
Carlo L.

Approved by:

Received by:
R. CREQUIMEN

Run Time: 2:09:02 PM

Run Date: 06/04/24