

MISCONDUCT REPORT

DATE: 4/18/24

TO: HRD

FROM: Jedalyn Naul

NAME OF ERRING EMPLOYEE: Mark Perijan


DEPARTMENT ASSIGNED: MIS

INFRACTION: Negligence

DETAILS: Wrong vendor code. He encoded in CDC (57399) instead of LDI (52600), refer TSM-P 225980 dated 2.3.24 and TSM-P 226194 dated 2/19/24.

VIOLATION NO.:

OFFENSE NO.:


DEPARTMENT SUPERVISOR

ALTURAS SUPERMARKET CORPORATION
INTEROFFICE MEMO

TO: IAD
FROM: Jedalyn Naul
DATE: 4/18/24
SUBJ: Adjustment

Good day!

Please allow us to adjust
CM No. TSM-P226194 dated 2/19/24 and
TSM-P225980 dated 2.9.24.
Wrong vendor code. Encoded in
CDC (\$7300) instead of LDI (\$2600).
Thank you.



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

Control No: 00039306

BAD ORDERS SUMMARY CHECKLIST (BOSC)

Supplier's Code: CDC
Supplier's Name: JMW Mktg.

Netman

Date: 02-02-24

Item no.	Barcode	Description	Qty	Uom	Unit Cost	Total Amount	Reason/Remark
654117	1806517214	POP 1 50 bag M	3	Pkg			<u>Damage</u>
<u>632773</u>	<u>480651022034</u>	<u>POP 1 PMB 20 LW 255</u>	<u>1</u>	<u>Pkg</u>	<u>135.89</u>		

Prepared by: [Signature]
Lane/Rack in-Charge
Name: RENE TORONDA
Date: 02-02-24

Approved by: [Signature]
Supervisor
Name: MICHELE GONZALES
Date: 02-02-24

Received by: [Signature]
Store B.O Location
Name: [Signature]
Date: 2/2/24

Checked by: [Signature]
Checker
Name: [Signature]
Date: 02-02-24

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

Inter-Subsidiary Receiving Cr. Memo
Page 1

CENTRAL DISTRIBUTION CENTER
DE LAPAZ CORTES BOHOL

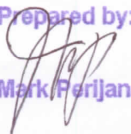
February 3, 2024
Credit Memo No. TSM-P225980
Posting Date 02/03/24
Prices Including VAT No
Vendor Cr. Memo #: BO-0039306

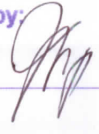
Pay-to Vendor No. S7399

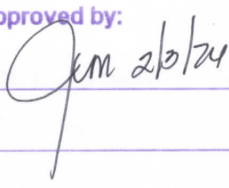
No.	xdescription	Unit Quantitof Me	Direct Unit Cost Disc. %	All VAT In Identifi	Amount
632773	POP I PAPER MEAL BOX 2DIV LAM WHITE 24x25s	1PAC	135.59	Ye	135.59
Total PHP					135.59

VAT Amount Specification

VAT Identifier	VAT %	Line Amount	Inv. Disc. Base Amount	Invoice Disc. Amount	VAT Base	VAT Amount
	0	135.59	135.59	0.00	135.59	0.00
Total		135.59	135.59	0.00	135.59	0.00

Prepared by:

Mark Perijan

Checked by:


Approved by:

Jan 26/24

Received by:

Run Time: 3:12:22 PM

Run Date: 02/03/24

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

Netman

Control No: 00040052

BAD ORDERS SUMMARY CHECKLIST (BOSC)

Supplier's Code: CDC
Supplier's Name: SUNPRIDE

Date: 02-08-24

Item no.	Barcode	Description	Qty	Uom	Unit Cost	Total Amount	Reason/Remark
104599	A80006641125	SUNPRIDE PORK BBQ MIX 100g	75	PXK	30.25		EXPIRED

Prepared by: [Signature]
Lane/Rack in Charge
Name: CURIA, PAUL KE
Date: 02-08-24

Approved by: [Signature]
Supervisor
Name: TRACY D.
Date: 02-08-24

Received by: [Signature]
Store R.O. Location
Name: WILLIAM P.
Date: 2/13/24

Checked by: [Signature]
Checker
Name: WILLIAM P.
Date: 02/13/24

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

CENTRAL DISTRIBUTION CENTER
DE LAPAZ CORTES BOHOL


Pay-to Vendor No. S7399

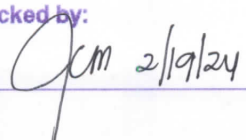
Inter-Subsidiary Receiving Cr. Memo
Page 1

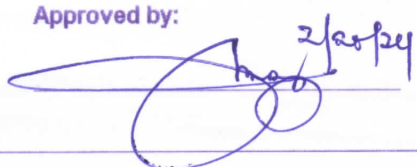
February 19, 2024
Credit Memo No. TSM-P226194
Posting Date 02/19/24
Prices Including VAT No
Vendor Cr. Memo #: BO-0040052

No.	xdescription	Unit Quantitof Me	Direct Unit Cost Disc. %	All VAT In Identifi	Amount
104599	SUNPRIDE PORK BBQ MIX 120/100G	75PAC	30.25	Ye	2,268.75
Total PHP					2,268.75

VAT Amount Specification						
VAT Identifier	VAT %	Line Amount	Inv. Disc. Base Amount	Invoice Disc. Amount	VAT Base	VAT Amount
	0	2,268.75	2,268.75	0.00	2,268.75	0.00
Total		2,268.75	2,268.75	0.00	2,268.75	0.00

Prepared by:

Mark Perijan

Checked by:
 JCM 2/19/24

Approved by:
 J. Lopez

Received by: