

MISCONDUCT REPORT

DATE: 5-4-24

TO: HRD

FROM: Jadalyn Naul

NAME OF ERRING EMPLOYEE: Mark Perijan


DEPARTMENT ASSIGNED: M-1-S

INFRACTION: Negligence

DETAILS: Wrong entry of Quantity. He
encoded item code 17004 12 pcs.
instead 2 pcs refer, TSM-P226786
dated 5.23.24

VIOLATION NO.: _____

OFFENSE NO.: _____


DEPARTMENT SUPERVISOR

ALTURAS SUPERMARKET CORPORATION INTEROFFICE MEMO

TO: IAD

FROM: Jadalyn Naul


DATE: 5-4-24

SUBJ: Adjustment

Good day!

Please allow us to adjust PCM
TSM-P226786 dated 5.23.24.

Wrong entry of Quantity.
Encoded item code 17004 12 pcs.
instead of 2 pcs.
Thank you.



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

Purchase - Credit Memo
Page 1

MARGARITA B TENEFRENCIA
Margie Bugash Tene Francia
TAGBILARAN CITY

March 23, 2024
Credit Memo No. TSM-P226786

Posting Date 03/23/24

Pay-to Vendor No. S2886

Prices Including VAT Yes
Vendor Cr. Memo #: BO-0040440

No.	xdescription	Unit Quantitof Me	Direct Unit Cost	Disc. %	All In	VAT Identifi	Amount
170061	MSB STEEL WOOL BIG	12PCS	20.25		Ye	VAT12	243.00
Total PHP Incl. VAT							243.00
12% VAT							26.04
Total PHP Excl. VAT							216.96

VAT Amount Specification

VAT Identifier	VAT %	Line Amount	Inv. Disc. Base Amount	Invoice Disc. Amount	VAT Base	VAT Amount
VAT12	12	243.00	243.00	0.00	216.96	26.04
Total		243.00	243.00	0.00	216.96	26.04

Prepared by:

Mark Berijan

Checked by:

Approved by:

Received by:

Run Time: 4:11:09 PM

Run Date: 03/23/24

BAD ORDERS SUMMARY CHECKLIST (BOSC)

Date: FEB. 11, 2024

Supplier's Code: _____
Supplier's Name: _____

[illegible]

Prepared by: Lane/Rack in-Charge

Name: JOSE FUSINE
Date: FEB. 11, 2024

Received by: _____ Store B.O. Location _____

Name: _____
Date: 2/17/21

Approved by: Supervisor

Name: MICHELLE GORDON
Date: 2/11/24

Checked by: _____ Checker *AW*

Name: _____
Date: 02/17/24

6.51

Received by:

Mark Perijan

Run Time: 3:25:41 PM

Run Date: 04/02/2012