



**OSTECH IT ENGINEERING LTD**  
P.O.BOX 7321 ARUSHA  
Col. Middleton Road Near AM Hotel  
Opposite Midway hotel/Williams Inn  
Tel: +255767809660

Attn: Managing Director  
Arusha International Conference Centre  
P.O.Box 3081, Arusha  
Tanzania

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Dear Sir,

**RE:RESOLUTION FOR STOCK MANAGEMENT AT AICC HOSPITAL**  
AICC will need to follow the stock management work flow as outlined below:-

**Purchases**

1. Store department Create purchase order and purchase order is authorized by the head of Store department and sent to supplier
2. Store department receive stock from supplier(at this stage the system will use old cost)
3. Supplier bring invoice, store department/account department enter invoice against GRN(at this stage the system will calculate **Average Weighted Cost**)
4. Pharmacy will create internal stock request, request will be authorized by the head of pharmacy(they can also use bulk inventory transfer and bulk inventory receive)
5. Main store will fullfill the request, at this stage stock will be reduced at main store and increased at pharmacy

**Drug dispensing at hospital**

1. Doctor prescribe drug to patient(doctor has mandate to modify drugs or make soft delete as long as the drug is not yet dispensed to patient or billed)
2. Patient will pay for prescription before going to pharmacy to collect drugs
3. Pharmacist will be able to dispense drug after it has been paid, the system will reduce total amount of drug at pharmacy.

After all steps were completed successful, hospital will be able to track stock movement from supplier to main store to pharmacy and patient.

**Challenges facing AICC in stock management**

1. They create purchase order and receive stock through the system but they don't enter invoice against GRN(They have a lot of pending GRNs). Work flow for Purchases of stock is incomplete.
2. They use two systems in stock management, there is a big chance to make mistake or store keeper may put much attention to the system that its purchase order go to supplier and ignore the other system that is being used for internal control.
3. Confusion during stock evaluation, two system may produce different reports and hence cause confusion.

**Resolution During management meeting**

It was agreed that:-

1. Hospital should use one system for stock control(webERP was proposed)
2. Hospital should provide correct cost for items and imported into the system
3. Invoice must be entered against GRN so that the system can calculate Average Weighted Cost

Israel Pascal.

Care2x and webERP Consultant

