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Attn: Managing Director  
Arusha International Conference Centre  
P.O.Box  
Arusha  
Date: 21<sup>st</sup> November 2018

Dear Sir,

**RE: RECONCILIATION FOR STOCK IN ADV AND WebERP**

We were tasked to check stock balance and value in ADV vs WebERP for July to September 2018, we found the variance of tsh. 50,504,287(report attached), this variance was caused by GRNs that was received in ADV and not received in webERP. Identical data were suppose to be entered in both systems(parallel run) but data were being entered in one system and partial information entered in another system.

**Recommendation:**

To reconcile data in both systems we need to clean up all stock data in webERP and enter all GRNs for July 2017 to June 2018, apart from GRNs we will need to enter all issue notes for the same year. After we finish this work store department should make sure that purchase order and GRN for both systems are attached together have equal amount.

If you provide go ahead for this work we shall evaluate the workload and issue invoice and work plan.

We look forward for the go ahead.

Israel Pascal

Director Ostech IT Engineering

