Entity	Suppliers	Narration
	Start	

Entity column:

DO 2
DO 1

Goods

Check & Acknowledge Receipt of goods

Issue Good Received Note (GRN)

DO to match against supplier's invoice

Inventory Journal → General Ledger

GRN File

STORE

Request to issue goods

Good Issued Note (GIN) or Delivery Orders

Approval to issue goods
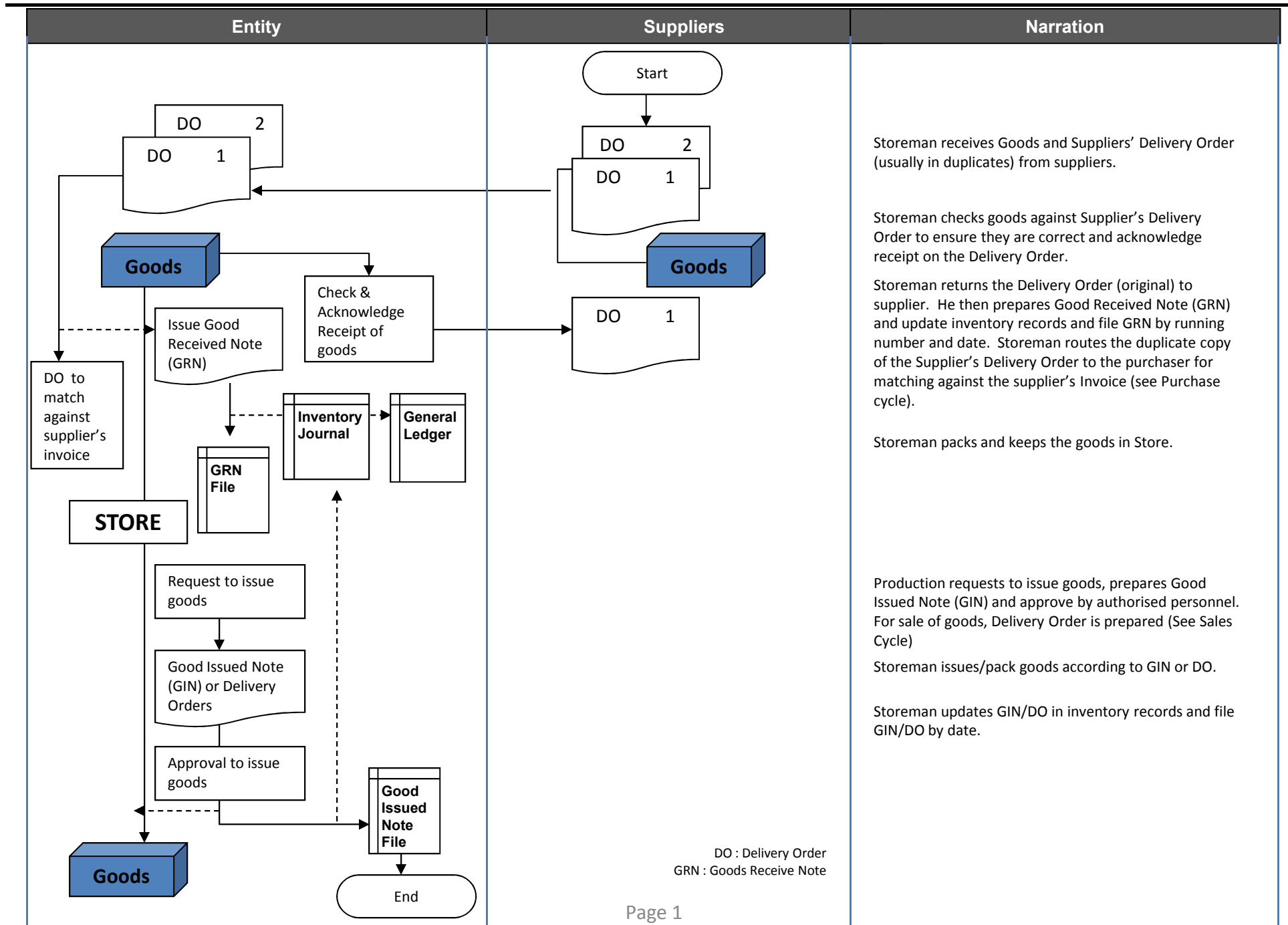
Good Issued Note File

Goods

End

Suppliers column:

Start

DO 2
DO 1

Goods

DO 1

DO : Delivery Order
GRN : Goods Receive Note

Narration column:

Storeman receives Goods and Suppliers' Delivery Order (usually in duplicates) from suppliers.

Storeman checks goods against Supplier's Delivery Order to ensure they are correct and acknowledge receipt on the Delivery Order.

Storeman returns the Delivery Order (original) to supplier. He then prepares Good Received Note (GRN) and update inventory records and file GRN by running number and date. Storeman routes the duplicate copy of the Supplier's Delivery Order to the purchaser for matching against the supplier's Invoice (see Purchase cycle).

Storeman packs and keeps the goods in Store.

Production requests to issue goods, prepares Good Issued Note (GIN) and approve by authorised personnel. For sale of goods, Delivery Order is prepared (See Sales Cycle)

Storeman issues/pack goods according to GIN or DO.

Storeman updates GIN/DO in inventory records and file GIN/DO by date.