

UMM SAID BAKERY

APPROVAL FOR WRITING OFF INVENTORY AS ON 10-12-2023

S.No	Item Code	Item Description	Item Category	UOM	Qty	Rate	Value	Reason for write off & Subsequent action taken
1	FGCNM002	Vanilla Muffins-FP	FG	Pack	3,864	1.65	6,376	Reason for write off As per the direction of Baladiya, Mini muffins with mentioned quantities were disposed due to higher preservative level. Action taken to resume production Sample with low level of preservative was sent to Baladiya approval. The approval received for the samples provided considering required preservative level standard. The production was restarted considering Baladiya requirement.
2	FGCNM003	Chocolate Muffins-FP	FG	Pack	2,403	1.67	4,013	Followup action taken to abide with Baladiya requirement Close monitoring is practised for the products with different level of preservative to match up with our product shelf life. Parallely, process of sending the sample is practiced to check the different level of preservative and its respective shelf life with the help of external laboratory.
		Total			6,267		10,389	

REQUESTED BY

MANAGER-PRODUCTION

ASST. MANAGER -QUALITY

SR.MANAGER - OPERATION

SR.MANAGER-FINANCE

RECOMMENDED BY

GENERAL MANAGER

ZAD FINANCE

APPROVED BY

CHIEF EXECUTIVE OFFICER

