

PURCHASE ORDER (PO) UPLOADING

➤ PURCHASING BUYER – RETAIL 1 DEPARTMENT

TRANSACTIONS MENU

1. Select Purchase Order Uploading Submenu

The screenshot shows the CWO (CASH WITH ORDER MONITORING SYSTEM) interface. At the top, there is a navigation bar with links for Home, Master Files, Transactions (with a dropdown arrow), Reports, Utility (with a dropdown arrow), Testing Area, Contact Us, and a user profile for evelyn. The time displayed is 10:31:33 AM. Below the navigation bar, a secondary menu is open under the 'Transactions' link, showing options like 'Purchase Order Uploading' (which is highlighted with a blue circle and a callout '1') and 'PO VS Proforma (per Item)'. The main content area is titled 'PURCHASE ORDER' and contains two buttons: 'Upload PO' and 'Create PO - Alta Citta'. Below these buttons is a form with fields for 'Supplier Name' (dropdown menu 'Please Select One'), 'Location Name' (dropdown menu 'Please Select One'), 'Date From' (text input 'YYYY-MM-DD'), 'Date To' (text input 'YYYY-MM-DD'), and a 'GENERATE' button.

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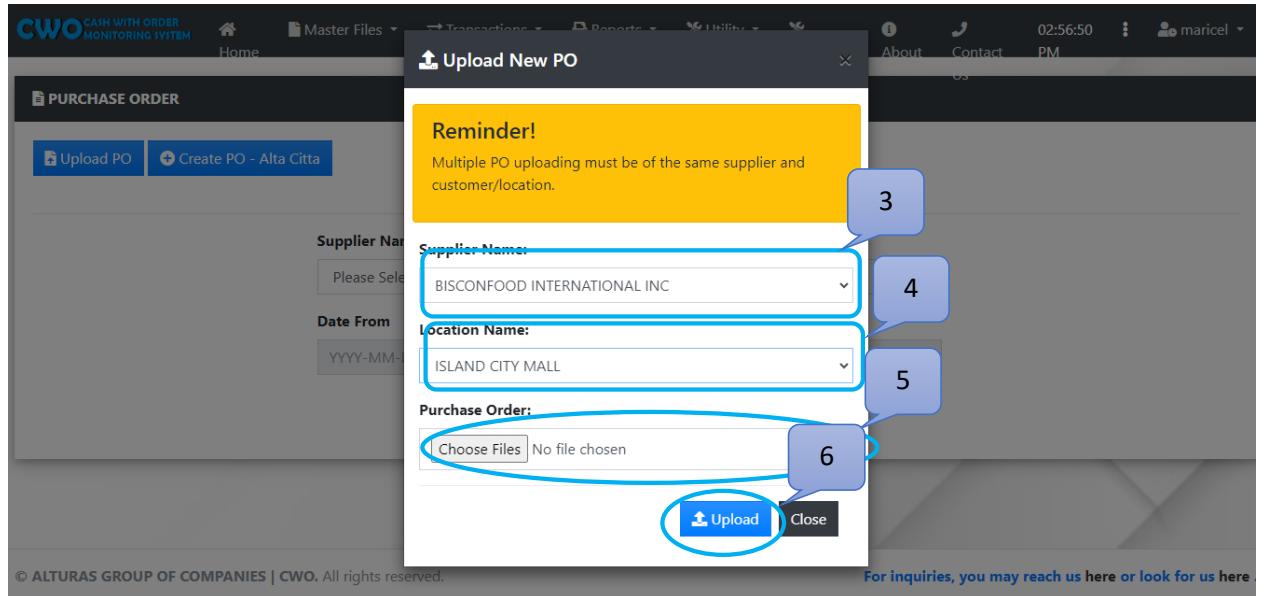
2. Click Upload PO button

This screenshot is identical to the one above, showing the 'Purchase Order Uploading' submenu selected. However, the 'Upload PO' button has been highlighted with a large blue circle and labeled with the number '2' in a blue speech bubble. The rest of the interface, including the form fields and the 'GENERATE' button, remains the same.

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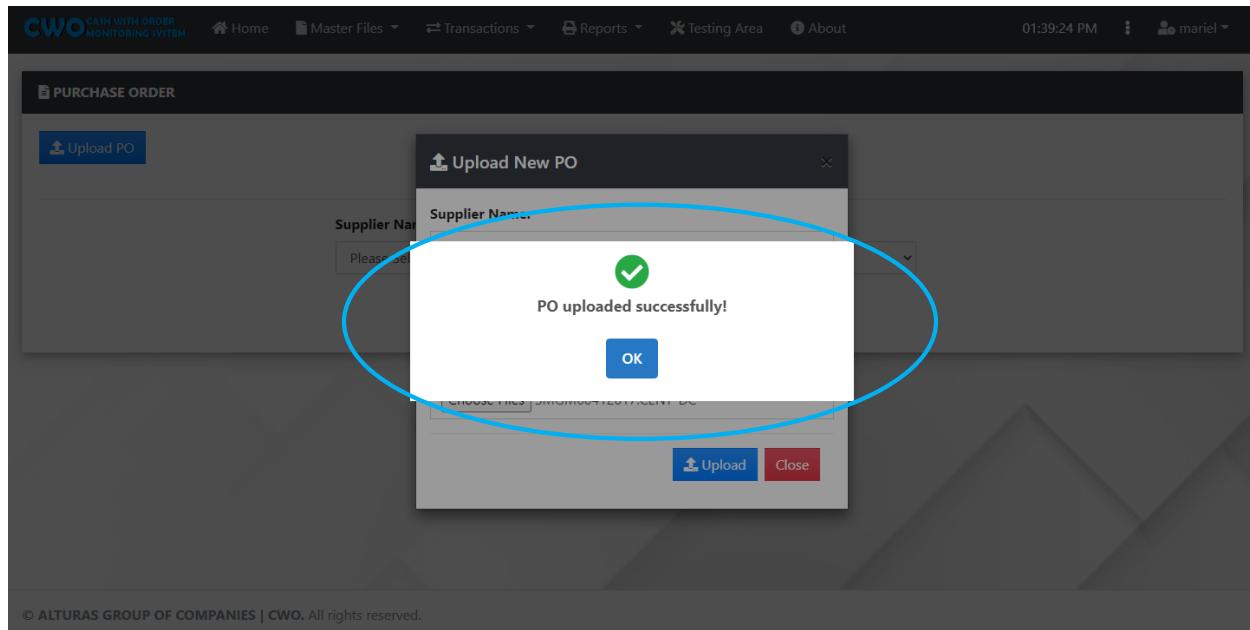
For inquiries, you may reach us here or look for us here .

3. Select Supplier Name
4. Select Location Name
5. Choose File/PO to be uploaded (*PO text file auto created text file after creating PO*)



6. Click **Upload** button to upload PO

PO uploaded Successfully



FOR ALTA-CITTA MANUAL

1. Click Create PO – Alta Citta

PURCHASE ORDER

Supplier Name: Please Select One

Location Name: Please Select One

Date From: YYYY-MM-DD

Date To: YYYY-MM-DD

GENERATE

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2. Select Supplier Name
3. Select Location name
4. Click **GET PENDING MATCHES** button
5. Click **Action** button then
6. click **View** to view PO uploaded

PURCHASE ORDER

Supplier Name: MEAD JOHNSON NUTRITION PHILS., INC

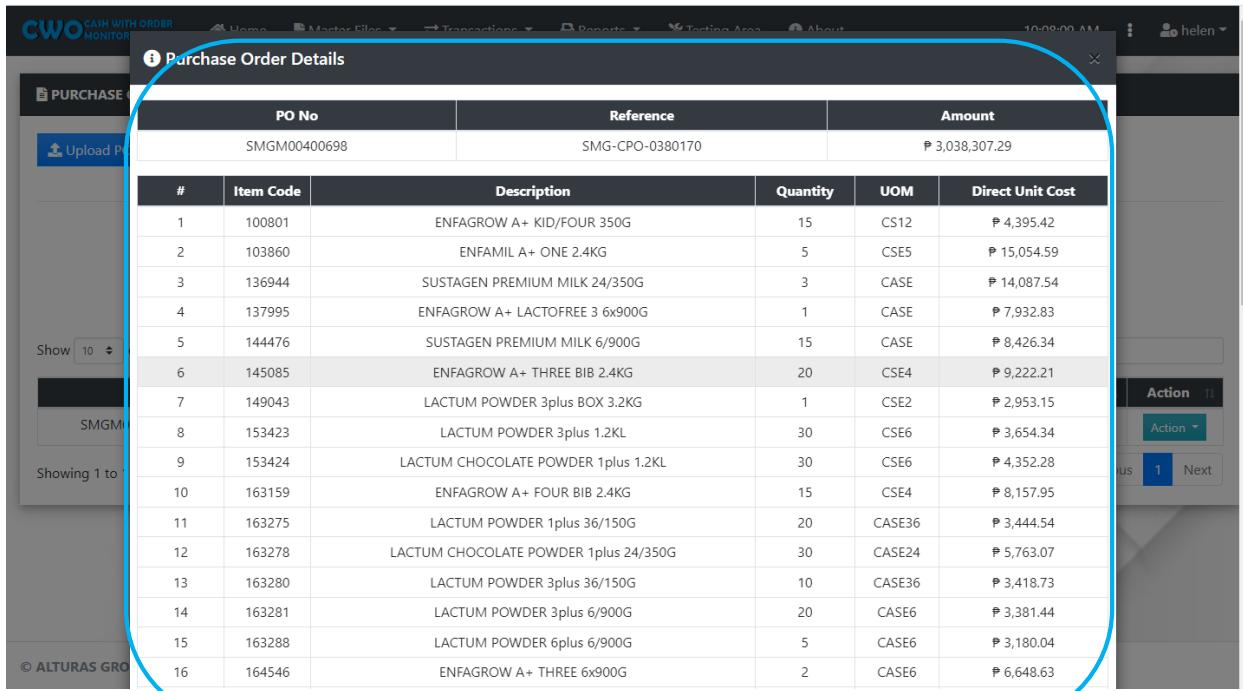
Location Name: CENTRAL DISTRIBUTION CENTER

Show 10 entries

PO No - Reference	Order Date	Business Unit Matched	Action
SMGM00400698 - SMG-CPO-0380170	Oct 12, 2021	CENTRAL DISTRIBUTION CENTER vs. MEAD JOHNSON NUTRITION PHILS., INC.	Action

Showing 1 to 1 of 1 entries

Purchase Order Details



The screenshot shows the CWO software interface with a blue circle highlighting the 'Purchase Order Details' window. The window displays a table of purchase items with columns: PO No, Reference, Amount, #, Item Code, Description, Quantity, UOM, and Direct Unit Cost. The total amount is listed as ₱ 3,038,307.29.

PO No	Reference	Amount			
SMGM00400698	SMG-CPO-0380170	₱ 3,038,307.29			
#	Item Code	Description	Quantity	UOM	Direct Unit Cost
1	100801	ENFAGROW A+ KID/FOUR 350G	15	CS12	₱ 4,395.42
2	103860	ENFAMIL A+ ONE 2.4KG	5	CSE5	₱ 15,054.59
3	136944	SUSTAGEN PREMIUM MILK 24/350G	3	CASE	₱ 14,087.54
4	137995	ENFAGROW A+ LACTOFREE 3 6x900G	1	CASE	₱ 7,932.83
5	144476	SUSTAGEN PREMIUM MILK 6/900G	15	CASE	₱ 8,426.34
6	145085	ENFAGROW A+ THREE BIB 2.4KG	20	CSE4	₱ 9,222.21
7	149043	LACTUM POWDER 3plus BOX 3.2KG	1	CSE2	₱ 2,953.15
8	153423	LACTUM POWDER 3plus 1.2KL	30	CSE6	₱ 3,654.34
9	153424	LACTUM CHOCOLATE POWDER 1plus 1.2KL	30	CSE6	₱ 4,352.28
10	163159	ENFAGROW A+ FOUR BIB 2.4KG	15	CSE4	₱ 8,157.95
11	163275	LACTUM POWDER 1plus 36/150G	20	CASE36	₱ 3,444.54
12	163278	LACTUM CHOCOLATE POWDER 1plus 24/350G	30	CASE24	₱ 5,763.07
13	163280	LACTUM POWDER 3plus 36/150G	10	CASE36	₱ 3,418.73
14	163281	LACTUM POWDER 3plus 6/900G	20	CASE6	₱ 3,381.44
15	163288	LACTUM POWDER 6plus 6/900G	5	CASE6	₱ 3,180.04
16	164546	ENFAGROW A+ THREE 6x900G	2	CASE6	₱ 6,648.63

PO VS PROFORMA UPLOADING

➤ PURCHASING BUYER – RETAIL 1 DEPARTMENT

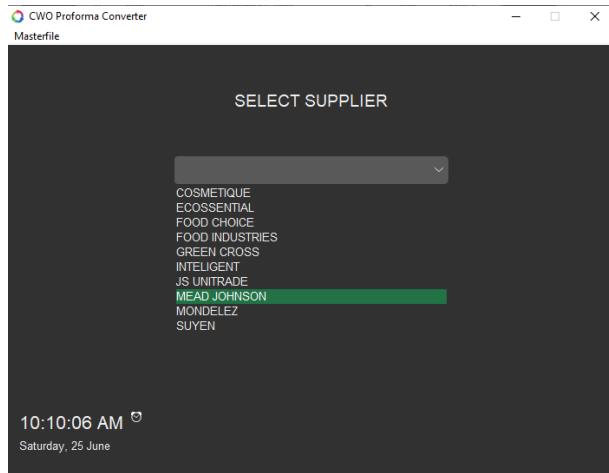
PO VS PROFORMA (per item)

- Convert the Proforma Sales Invoice (PSI)/Sales Invoice (SI) using the CWO PROFORMA CONVERTER.
CWO PROFORMA CONVERTER converts PDF PSI/SI to Excel File with the standard column format, and Excel File PSI/SI to Standard column format.

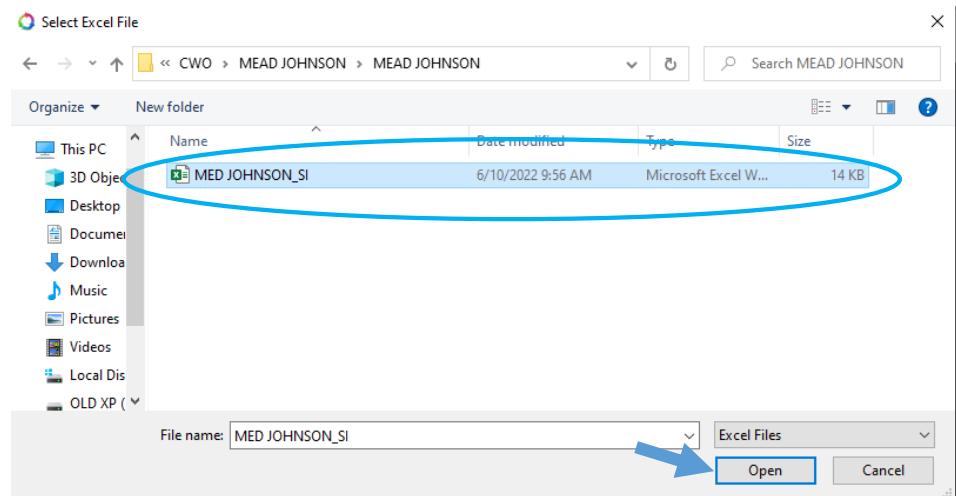


- Open CWO Proforma Converter, double click the Icon
- Select Supplier from the list.

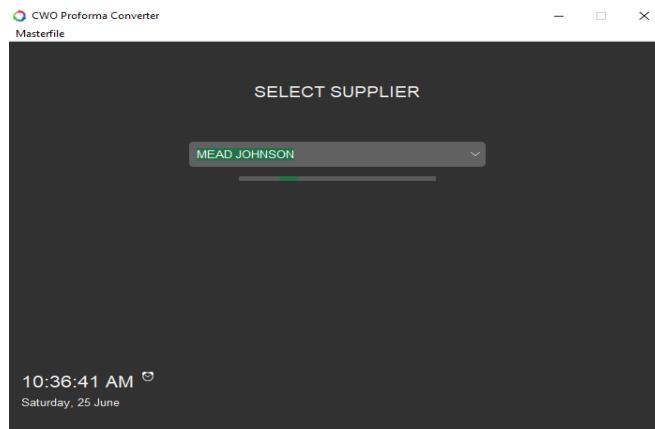
Note: supplier that is not in the list is not applicable to be converted as it needs to be check and set up by the programmer.



3. Browse Proforma Sales Invoice (PSI)/ Sales Invoice (SI)

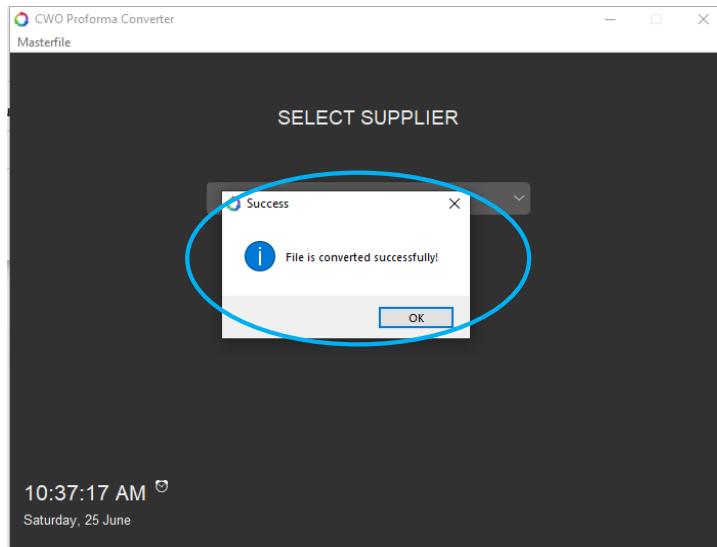


4. Wait until file converted successfully



5. File Converted successfully

Note: When file is converted successfully, folder will be auto created in the Computer Desktop with the supplier folder name and the converted file is being saved.

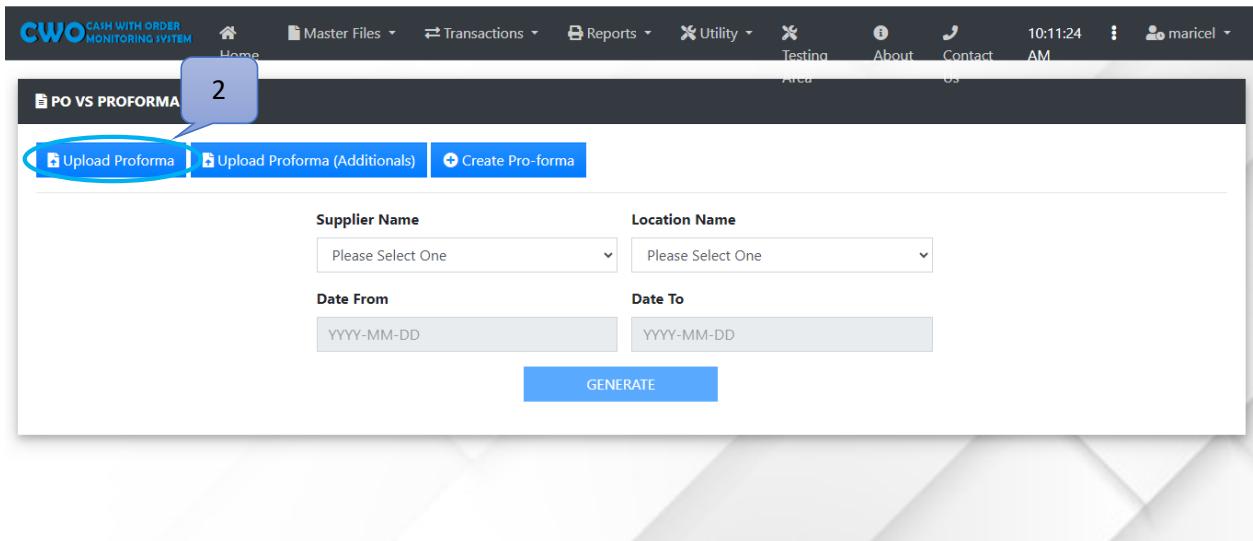


Proforma Sales Invoice Uploading

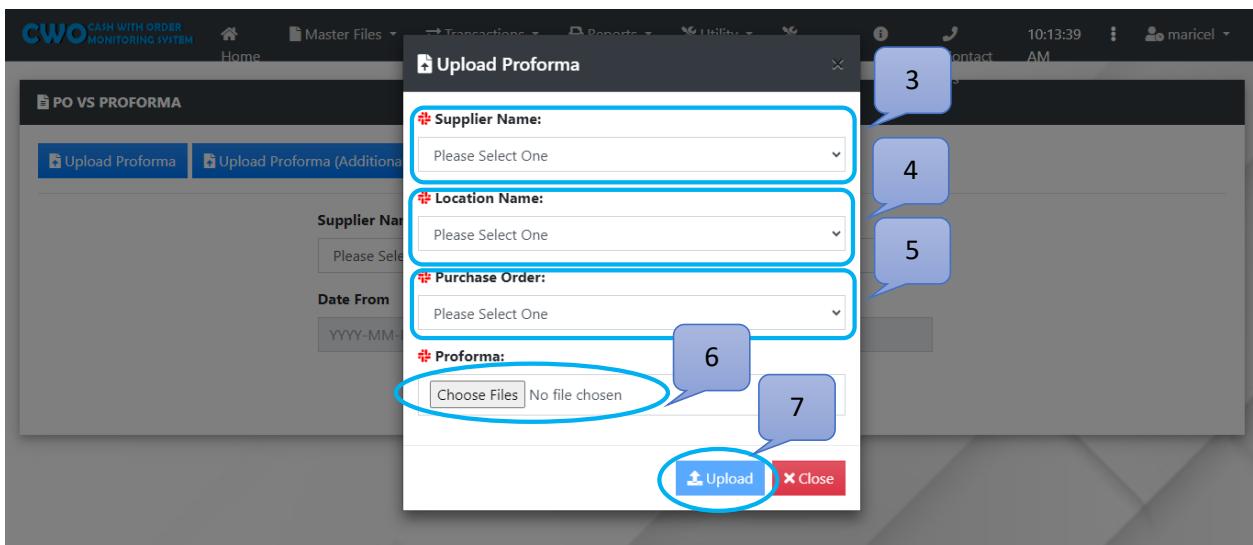
1. Click PO vs Proforma (per item) submenu

A screenshot of the CWO system's navigation bar and a sub-menu. The navigation bar includes links for Home, Master Files, Transactions, Reports, and a user profile for "evelyn". A blue callout bubble with the number "1" points to the "PO VS PROFORMA" link in the dropdown menu. The sub-menu itself has three items: "Purchase Order Uploading", "PO VS Proforma (per Item)" (which is highlighted), and "Create Pro-forma". Below the sub-menu, there are input fields for "Supplier Name" (dropdown, "Please Select One"), "Location Name" (dropdown, "Please Select One"), "Date From" (text input, "YYYY-MM-DD"), "Date To" (text input, "YYYY-MM-DD"), and a "GENERATE" button.

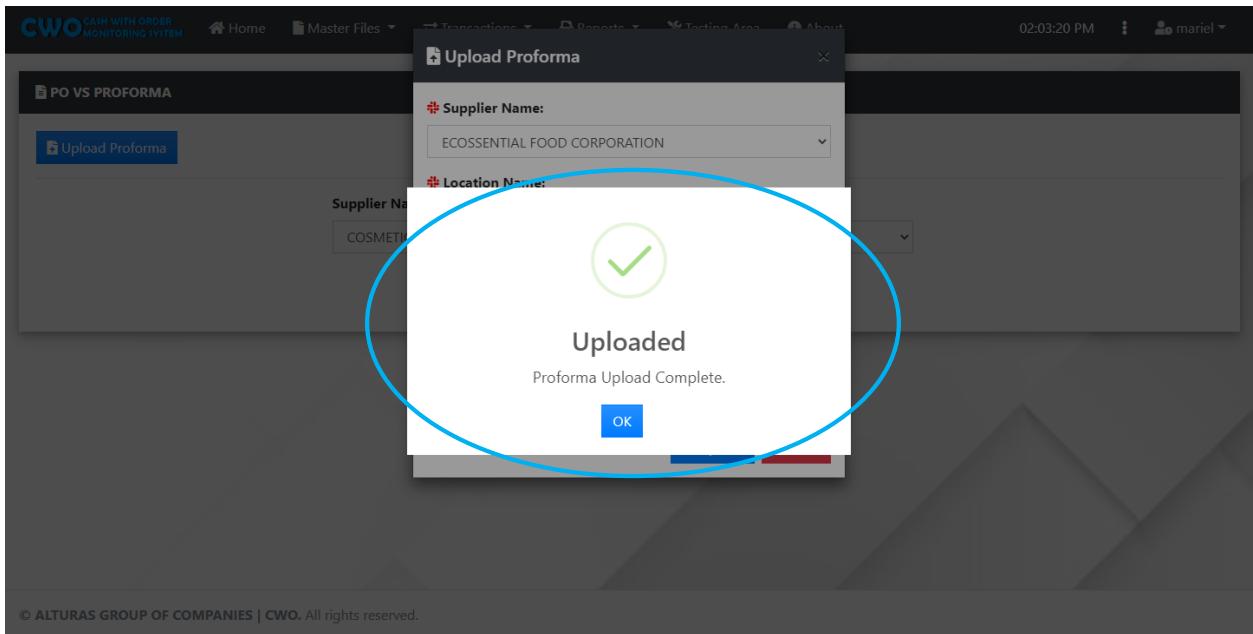
2. Click **Upload Proforma** button



3. Select Supplier Name
4. Select Location Name
5. Select PO no from the list
6. Click Choose File button to select Proforma/Sales Invoice to be uploaded
7. Click **Upload** button to upload the Proforma / Sales Invoice

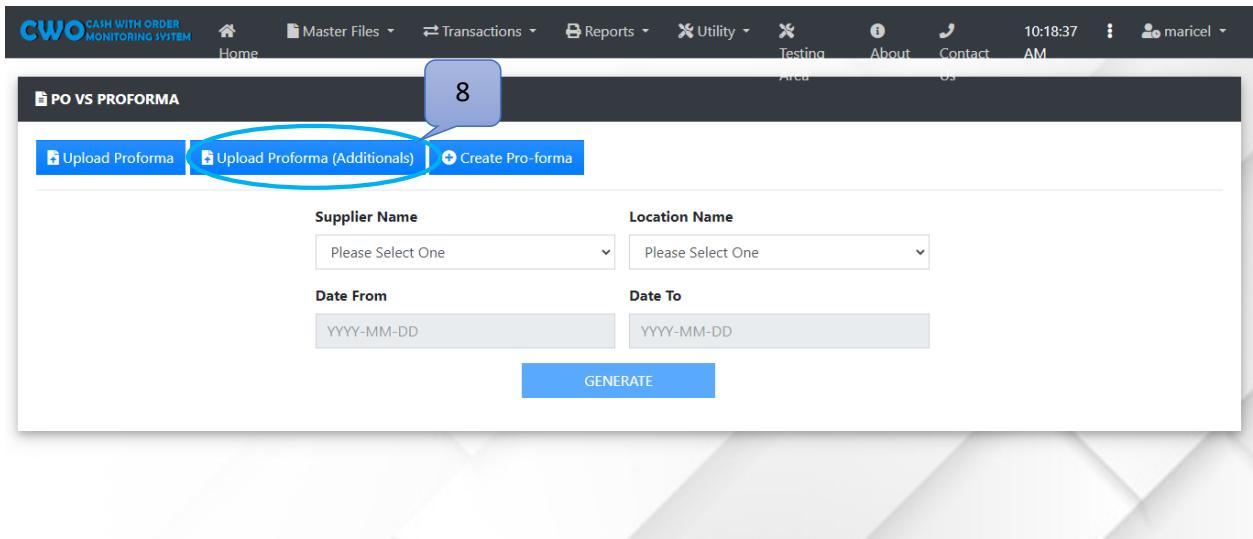


Proforma/Sales Invoice uploaded Complete

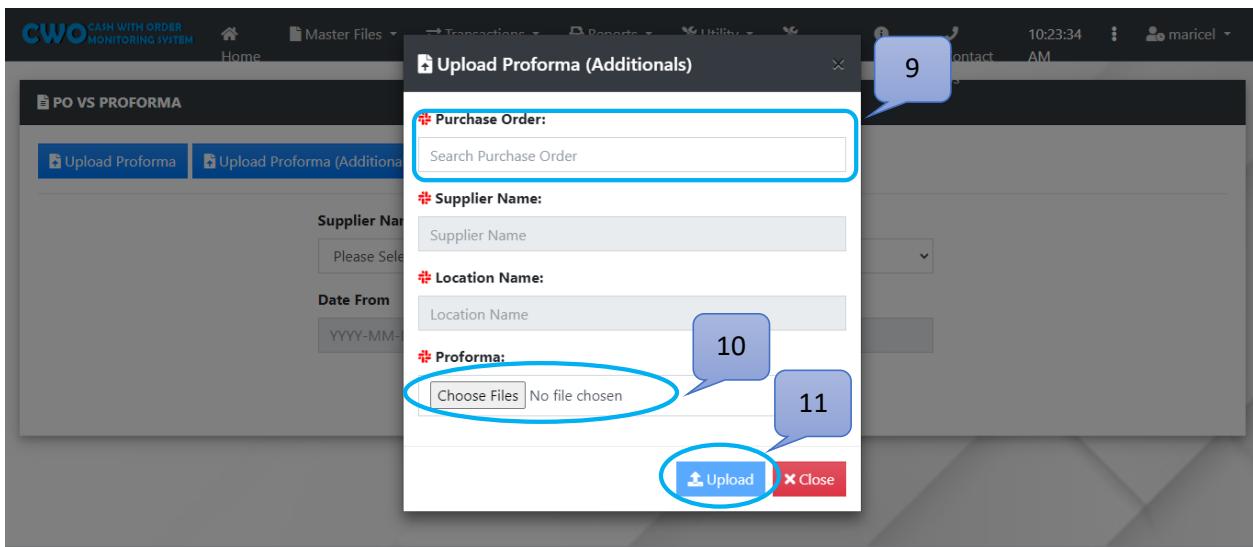


Uploading For Additional Proforma

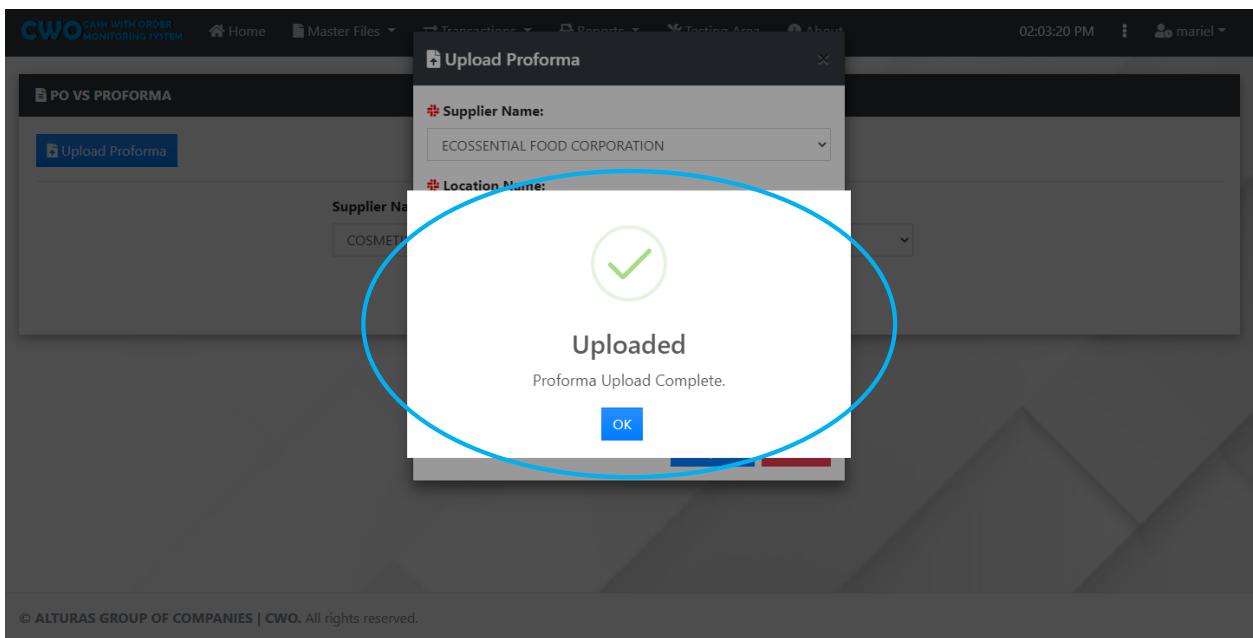
8. Click **Upload Proforma (Additionals)** button



9. Search Purchase Order, then Supplier and Location Name are Auto generated.
10. Click Choose File button to select Proforma/Sales Invoice to be uploaded
11. Click **Upload** button to upload the Proforma / Sales Invoice

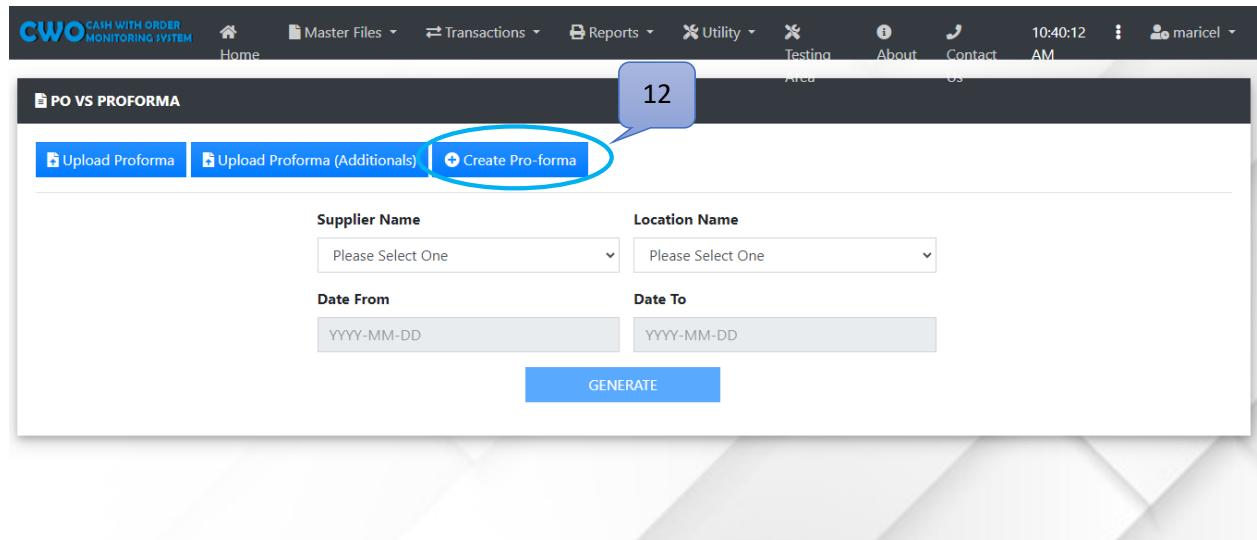


Proforma/Sales Invoice uploaded Complete



Create Pro-forma Manual

12. Click Create Pro-forma button



13. Select Supplier Name

14. Select Location Name

15. Search Purchase Order, then Reference No. and Date are Auto generated.

16. Select Item and check the box under Select to add item (Note: Check Item in the PO with PSI, and uncheck items not found in PSI).

17. Click Add To Pro-forma to add in the Proforma line

#	Item Code	Description	Quantity	UOM	Direct Unit Cost	Select
1	642458	GATORADE BLUE BOLT 350ML	150	CS24	P 715.00	<input checked="" type="checkbox"/>

Item Added

18. Input Proforma Sales Invoice No.
19. Input Proforma Sales Order No.
20. Click **Save** button

HOW TO PRICE CHECK

➤ PRICING CLERK/COST ANALYST – RETAIL 1 DEPARTMENT

1. Click **PO vs Proforma (per item)** submenu

The screenshot shows the CWO software interface. At the top, there is a navigation bar with links for Home, Master Files, Transactions, Reports, and Contact Us. The time is displayed as 10:39:25 AM. On the right, a user profile for 'evelyn' is shown. Below the navigation bar, a blue header bar contains the text 'Purchase Order Uploading' and 'PO VS Proforma (per Item)' with a circled '1'. The main content area has a dark header 'PO VS PROFORMA' with three buttons: 'Upload Proforma', 'Upload Proforma (Additionals)', and 'Create Pro-forma'. Below this are two dropdown menus for 'Supplier Name' and 'Location Name', both set to 'Please Select One'. There are also two date input fields labeled 'Date From' and 'Date To', both set to 'YYYY-MM-DD'. A large blue 'GENERATE' button is at the bottom. A blue speech bubble with the number '1' is positioned above the 'PO VS Proforma (per Item)' link.

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Viewing/Editing and Matching of PO vs. Proforma Sales Invoice

2. Select Supplier name from the list
3. Select Location Name from the list
4. Select Date Range
5. Click **Generate** button
6. Click **Action** button
7. Select View/Edit (*Note, for user can only edit quantity and price with manager's key, allow edit quantity once the supplier will over put quantity in the Proforma/SI versus the quantity that is in the PO only, allow edit price once price is changed*)

The screenshot shows the 'Proforma Generation' screen. At the top, there are three buttons: 'Upload Proforma', 'Upload Proforma (Additionals)', and 'Create Pro-forma'. Below these are input fields for 'Supplier Name' (JOSELITO LIWANAG) and 'Location Name' (LEONARDO DISTRIBUTORS INC.). There are also date pickers for 'Date From' (2023-01-01) and 'Date To' (2024-01-15). A large blue arrow labeled '5' points from the search bar to a 'GENERATE' button. The table below contains 10 entries. A blue box labeled '6' highlights the 'Action' column, and another blue box labeled '7' highlights the 'View/Edit' option in the dropdown menu for the first row.

Business Unit Matched	Purchase Order	Purchase Order Date	Proforma	Proforma Date	Status	Action
JOSELITO LIWANAG vs LEONARDO DISTRIBUTORS INC.	LDGM00000301-LDI-CPO-0000262	Jul 17, 2023	DR#2123	Jul 24, 2023	PENDING	Action
JOSELITO LIWANAG vs LEONARDO DISTRIBUTORS INC.	LDGM00000301-LDI-CPO-0000262	Jul 17, 2023	DR#2125	Jul 24, 2023	PENDING	Action
JOSELITO LIWANAG vs LEONARDO DISTRIBUTORS INC.	LDGM00000551-LDI-CPO-0000463	Jul 27, 2023	DR#2127	Aug 2, 2023	PENDING	Action
JOSELITO LIWANAG vs LEONARDO DISTRIBUTORS INC.	LDGM00000551-LDI-CPO-0000463	Jul 27, 2023	DR#2130	Aug 2, 2023	PENDING	Action
JOSELITO LIWANAG vs LEONARDO DISTRIBUTORS INC.	LDGM00000842-LDI-CPO-0000743	Aug 16, 2023	SI#2132	Aug 24, 2023	PENDING	Action
JOSELITO LIWANAG vs LEONARDO DISTRIBUTORS INC.	LDGM00000301-LDI-CPO-0000262	Jul 17, 2023	SI#2126	Aug 24, 2023	PENDING	Action
JOSELITO LIWANAG vs LEONARDO DISTRIBUTORS INC.	LDGM00000301-LDI-CPO-0000262	Jul 17, 2023	SI#2124	Aug 24, 2023	PENDING	Action
JOSELITO LIWANAG vs LEONARDO DISTRIBUTORS INC.	LDGM00000301-LDI-CPO-0000262	Jul 17, 2023	SI#2122	Aug 24, 2023	PENDING	Action
JOSELITO LIWANAG vs LEONARDO DISTRIBUTORS INC.	LDGM00000301-LDI-CPO-0000262	Jul 17, 2023	SI#2121	Aug 24, 2023	PENDING	Action
JOSELITO LIWANAG vs LEONARDO DISTRIBUTORS INC.	LDGM00000301-LDI-CPO-0000262	Jul 17, 2023	SI#2120	Aug 24, 2023	PENDING	Action

Proforma Sales Invoice / Sales Invoice

- Double check the items in the Proforma, if quantity and price is changed, click the small box at the end of each item then user allow to change with manager's key

The screenshot shows the 'View Proforma' window. It displays a table of items with columns: Item Code, Description, QTY, UOM, Price, Amount, and Edit. A blue box labeled '8' highlights the 'Edit' checkbox for the first item (3149456).

Item Code	Description	QTY	UOM	Price	Amount	Edit
3149456	ENFAMIL A+ ONE PWD 350G(12CAN)	10	CS	₱ 5485.05	₱ 54,850.50	<input checked="" type="checkbox"/>
2027328	ENF A+ LACTOSE FREE	3	CS	₱ 8489.13	₱ 25,467.39	<input type="checkbox"/>
3142724	ENFAMIL A+ TWO PWD 350G(12BIB)	10	CS	₱ 5264.40	₱ 52,644.00	<input type="checkbox"/>
3142697	ENFAMIL A+ TWO PWD 850G (6CAN)	2	CS	₱ 6766.85	₱ 13,533.70	<input type="checkbox"/>
2023215	ENFA+ TWO LACTOSE FREE	3	CS	₱ 5989.42	₱ 17,968.26	<input type="checkbox"/>
2023216	ENFA+ TWO LACTOSE FREE PWD	3	CS	₱ 7590.43	₱ 22,771.29	<input type="checkbox"/>
3142227	ENFAGROW A+ THREE PWD VAN	2	CS	₱ 5390.15	₱ 10,780.30	<input type="checkbox"/>
3166790	ENFAGROW A+ THREE PWD	20	CS	₱ 7476.58	₱ 149,531.60	<input type="checkbox"/>
2023217	ENFGA+ THREE LACTOSEFREE	1	CS	₱ 6431.26	₱ 6,431.26	<input type="checkbox"/>
3142228	ENFAGROW A+ FOUR PWD VAN	15	CS	₱ 3563.43	₱ 53,451.45	<input type="checkbox"/>

- Click Update button to save the changes
- Managers Key to authorize (Note: Don't give away the Managers key)

The screenshot shows a web-based application interface for managing transactions. On the left, there's a sidebar with a logo for 'CWO CASH WITH ORDER MONITORING SYSTEM' and a 'PO VS PRO' button. The main area displays a table of transaction details. A blue circle highlights a modal window titled 'Managers Key'. Inside the modal, there are fields for 'Supervisor' (with a placeholder '.....') and a password ('.....'). Below the fields are two buttons: 'Authorize' (blue) and 'Close' (red). A blue speech bubble labeled '10' is positioned above the modal. At the bottom of the page, there are three buttons: 'Update' (with a checked checkbox), 'Replace Proforma' (green), and 'Close' (red). A blue speech bubble labeled '9' is positioned above the 'Update' button.

HOW TO MATCH PO VS PROFORMA SALES INVOICE (PSI)

➤ PURCHASING BUYER – RETAIL 1 DEPARTMENT

1. Click **PO vs Proforma (per item)** submenu

The screenshot shows the 'PO VS PROFORMA' submenu. At the top, there's a navigation bar with links for 'Home', 'Master Files', 'Transactions', 'Reports', 'Contact Us', and a user profile for 'evelyn'. A blue circle highlights the 'PO VS PROforma (per Item)' link, which is circled with a blue oval. A blue speech bubble labeled '1' is positioned above this link. Below the menu, there are several input fields: 'Supplier Name' (dropdown with placeholder 'Please Select One'), 'Location Name' (dropdown with placeholder 'Please Select One'), 'Date From' (text input with placeholder 'YYYY-MM-DD'), 'Date To' (text input with placeholder 'YYYY-MM-DD'), and a 'GENERATE' button. At the bottom left, there are three buttons: 'Upload Proforma' (blue), 'Upload Proforma (Additionals)' (blue), and 'Create Pro-forma' (blue).

Matching of PO vs. Proforma Sales Invoice

2. Select Supplier name from the list
3. Select Location Name from the list
4. Select Date Range
5. Click **Generate** button
6. Click **Action** button
7. Select View/Edit (*Note, For user can only edit quantity and price with managers key, allow edit quantity once the supplier will over put quantity in the Proforma/SI versus the quantity that is in the PO only, allow edit price once price is changed.*)

The screenshot shows a user interface for matching purchase orders and proforma sales invoices. At the top, there are three buttons: 'Upload Proforma', 'Upload Proforma (Additionals)', and 'Create Pro-forma'. Below these are input fields for 'Supplier Name' (set to 'JOSELITO LIWANAG') and 'Location Name' (set to 'LEONARDO DISTRIBUTORS INC.'), both with dropdown arrows. Underneath are date range inputs: 'Date From' (2023-01-01) and 'Date To' (2024-01-15). A large blue arrow labeled '5' points from the 'GENERATE' button to a table below. The table has the following columns: Business Unit Matched, Purchase Order, Purchase Order Date, Proforma, Proforma Date, Status, and Action. The 'Action' column includes buttons for 'View/Edit', 'Discounts/VAT', and 'History'. One row in the table is circled in blue and labeled '6'. Another row's 'Match' button is circled in blue and labeled '7'.

Business Unit Matched	Purchase Order	Purchase Order Date	Proforma	Proforma Date	Status	Action
JOSELITO LIWANAG vs LEONARDO DISTRIBUTORS INC.	LDGM00000301-LDI-CPO-0000262	Jul 17, 2023	DR#2123	Jul 24, 2023	PENDING	View/Edit
JOSELITO LIWANAG vs LEONARDO DISTRIBUTORS INC.	LDGM00000301-LDI-CPO-0000262	Jul 17, 2023	DR#2125	Jul 24, 2023	PENDING	Match
JOSELITO LIWANAG vs LEONARDO DISTRIBUTORS INC.	LDGM00000551-LDI-CPO-0000463	Jul 27, 2023	DR#2127	Aug 2, 2023	PENDING	View/Edit
JOSELITO LIWANAG vs LEONARDO DISTRIBUTORS INC.	LDGM00000551-LDI-CPO-0000463	Jul 27, 2023	DR#2130	Aug 2, 2023	PENDING	Discounts/VAT
JOSELITO LIWANAG vs LEONARDO DISTRIBUTORS INC.	LDGM00000842-LDI-CPO-0000743	Aug 16, 2023	SI#2132	Aug 24, 2023	PENDING	History
JOSELITO LIWANAG vs LEONARDO DISTRIBUTORS INC.	LDGM00000301-LDI-CPO-0000262	Jul 17, 2023	SI#2126	Aug 24, 2023	PENDING	Action
JOSELITO LIWANAG vs LEONARDO DISTRIBUTORS INC.	LDGM00000301-LDI-CPO-0000262	Jul 17, 2023	SI#2124	Aug 24, 2023	PENDING	Action

Unavailable items are the items that cannot be served by the supplier for some reason (no stocks)

8. Click Match button to match PO vs. Proforma Invoice / Sales Invoice.

PO vs Proforma Matching

PO Item Code	PO Description	Proforma Description	Proforma Item Code
100801	ENFAGROW A+ KID/FOUR 350G	ENFAGROW A+ FOUR PWD VAN	3142228
103860	ENFAMIL A+ ONE 2.4KG	ITEM UNAVAILABLE	ITEM UNAVAILABLE
136944	SUSTAGEN PREMIUM MILK 24/350G	SUSTAGEN PREM MILK 350G (24BIB)	1248320
137995	ENFAGROW A+ LACTOFREE 3 6x900G	ENFGA+ THREE LACTOSEFREE	2023217
144476	SUSTAGEN PREMIUM MILK 6/900G	SUSTAGEN PREM MILK 900G (6CAN)	1248321
145085	ENFAGROW A+ THREE BIB 2.4KG	ENFAGROW A+ THREE PWD	3166790
149043	LACTUM POWDER 3plus BOX 3.2KG	LACTUM 3+ PWD PLN 400G (2X2X4BBSW)	3189350
153423	LACTUM POWDER 3plus 1.2KL	LACTUM 3+ PWD PLN 400G (6X3BIB)	3175496
153424	LACTUM CHOCOLATE POWDER 1plus 1.2KL	LACTUM 1-3 YRS	2046792
163159	ENFAGROW A+ FOUR BIB 2.4KG	ENFAGROW A+ FOUR PWD VAN	3166791
163275	LACTUM POWDER 1plus 36/150G	LACTUM 1-3 PWD PLN 150G(36BIB)	3176071
163278	LACTUM CHOCOLATE POWDER 1plus 24/350G	LACTUM 1-3YRS OLD PWD	2020890
639029	ENFAMIL A+ LACTOSE FREE 2 350G	ENFA+ TWO LACTOSE FREE	2023215
639030	ENFAMIL A+ LACTOSE FREE 2 6x900G	ENFA+ TWO LACTOSE FREE PWD	2023216
642341	ENFAGROW A+ LACTOFREE 3 4x1800G	ITEM UNAVAILABLE	ITEM UNAVAILABLE
645343	LACTUM PLAIN 0 to 6 MONTHS 4x2KG	LACTUM 0-6 PWD PLN 400G (4X5BIB)	2049526
645344	LACTUM PLAIN 6 to 12 MONTHS 4x2KG	LACTUM 6-12 PWD PLN 400G (4X5BIB)	2049533
802254	ENFAGROW A+ FOUR BIB 2x3.6KG	ENFAGROW A+ S4 PWD	3165807

Action

Match | **Close**

PO vs Proforma Matching

PO Item Code	PO Description	Proforma Description	Proforma Item Code
189763	ENFAGROW A+ GENTLEASE POWDER 6x800G	ENFAGROW A+ GENTLEASE 800G (6CAN)	2055000
190412	LACTUM POWDER 1plus BOX 6x1.6KL	ITEM UNAVAILABLE	ITEM UNAVAILABLE
190413	LACTUM POWDER 3plus BOX 6x1.6KL	LACTUM 3+ PWD PLN 400G(6X4BIB)	3175058
609525	LACTUM POWDER 1plus 4x2000G	LACTUM 1-3 PWD PLN 400G(4X5BIB)	3176800
624630	LACTUM PLAIN 0 to 6 MONTHS 36x150G	LACTUM 0-6 MTHS PWD PLN	2049521
624632	LACTUM PLAIN 0 to 6 MONTHS 1.2KG	LACTUM 0-6 MTHS PWD PLN	2049525
624633	LACTUM PLAIN 6 to 12 MONTHS 36x150G	LACTUM 6-12 MTHS PWD PLN	2049527
628925	ENFAMIL A+ ONE 12x350G	ENFAMIL A+ ONE PWD 350G(12CAN)	3149456
628929	ENFAMIL A+ TWO 12x350G	ENFAMIL A+ TWO PWD 350G(12BIB)	3142724
628930	ENFAMIL A+ ONE 12x350G	ENFAMIL A+ ONE PWD 350G(12CAN)	3142697
635014	LACTUM PLAIN 0 to 6 MONTHS 4x2KG	LACTUM 0-6 MTHS PWD PLN	2049522
635015	LACTUM PLAIN 6 to 12 MONTHS 4x2KG	LACTUM 6-12 MTHS PWD PLN	2049528
639028	ENFAMIL A+ LACTOSE FREE 2 6x900G	ENFA+ TWO LACTOSE FREE PWD	2027328
639029	ENFAMIL A+ LACTOSE FREE 2 6x900G	ENFA+ TWO LACTOSE FREE PWD	2023215
639030	ENFAMIL A+ LACTOSE FREE 2 6x900G	ENFA+ TWO LACTOSE FREE PWD	2023216
642341	ENFAGROW A+ LACTOFREE 3 4x1800G	ITEM UNAVAILABLE	ITEM UNAVAILABLE
645343	LACTUM PLAIN 0 to 6 MONTHS 4x2KG	LACTUM 0-6 PWD PLN 400G (4X5BIB)	2049526
645344	LACTUM PLAIN 6 to 12 MONTHS 4x2KG	LACTUM 6-12 PWD PLN 400G (4X5BIB)	2049533
802254	ENFAGROW A+ FOUR BIB 2x3.6KG	ENFAGROW A+ S4 PWD	3165807

Action

Match | **Close**

PO vs. Proforma Sales Invoice/Sales Invoice is Matched Successfully (If there are items that are not available from the supplier, item/s are indicated in the confirmation message)

189763	ENFAGROW A+ GENTLEASE POWDER 6x800G	ENFAGROW A+ GENTLEASE 800G (6CAN)	2055000	
190412	LACTUM POWDER 1plus BOX 6x1.6KL	ITEM UNAVAILABLE	ITEM UNAVAILABLE	
190413	LACTUM POWDER 3plus BOX 6x1.6KL	LACTUM 3+ PWD PLN 400G(6X4BIB)	3175058	
609525	LACTUM POWDER 1plus 4x2000G	LACTUM 1-3 PWD PLN 400G(4X5BIB)	3176800	
624630	LACTUM PLAIN 0 to 6 MONTHS 36x150G	LACTUM 0-6 MTHS PWD PLN	2049521	
624632	LACTUM PLAIN 0 to 6 MONTHS 1.2KG	LACTUM 0-6 MTHS PWD PLN	2049525	
624633	LACTUM PLAIN 0 to 6 MONTHS 1.2KG	LACTUM 0-6 MTHS PWD PLN	2049527	
628925	ENFAGROW A+ FOUR BIB 2x3.6KG	ENFAGROW A+ FOUR BIB 2x3.6KG	3149456	
628929	ENFAGROW A+ FOUR BIB 2x3.6KG	ENFAGROW A+ FOUR BIB 2x3.6KG	3142724	
628930	ENFAGROW A+ FOUR BIB 2x3.6KG	ENFAGROW A+ FOUR BIB 2x3.6KG	3142697	
635014	LACTUM PLAIN 6 to 12 MONTHS 4x2KG	LACTUM PLAIN 6 to 12 MONTHS 4x2KG	2049522	
635015	LACTUM PLAIN 6 to 12 MONTHS 4x2KG	LACTUM PLAIN 6 to 12 MONTHS 4x2KG	2049528	
639028	ENFAMIL PREMIUM 1 4x2KG	ENFAMIL PREMIUM 1 4x2KG	2027328	
639029	ENFAMIL PREMIUM 1 4x2KG	ENFAMIL PREMIUM 1 4x2KG	2023215	
639030	ENFAMIL PREMIUM 1 4x2KG	ENFAMIL PREMIUM 1 4x2KG	2023216	
642341	ENFACRIB 1 4x2KG	ENFACRIB 1 4x2KG	2049526	
645343	LACTUM PLAIN 6 to 12 MONTHS 4x2KG	LACTUM PLAIN 6 to 12 MONTHS 4x2KG	2049533	
645344	LACTUM PLAIN 6 to 12 MONTHS 4x2KG	LACTUM 6-12 PWD PLN 400G (4X5BIB)	2049533	
802254	ENFAGROW A+ FOUR BIB 2x3.6KG	ENFAGROW A+ S4 PWD	3165807	

Match Close

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HOW TO CREATE SUMMARY OF PAYMENTS (SOP)

➤ AP/AP CLERK- RETAIL 1 DEPARTMENT

1. Click **Summary of Payments (SOP)** submenu
2. Click **CWO** button

Supplier Name **Location Name**

Date From **Date To**

GENERATE

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3. Select Supplier Name
4. Select Location Name
5. Click **+ Invoice** button to add invoice.

NEW CWO - SOP

Supplier Name: Please Select One (highlighted by step 3)

Location Name: Please Select One (highlighted by step 4)

SOP Date: YYYY-MM-DD

PO #	PO DATE	INVOICE #	INVOICE DATE	AMOUNT	EDIT
TOTAL INVOICE					0.00
<input type="checkbox"/> Deduction		<input type="checkbox"/> Charges		+ Invoice (highlighted by step 5)	
TOTAL INVOICE : ₱ 0.00 TOTAL CHARGES : ₱ 0.00 TOTAL DEDUCTION : ₱ 0.00 NET PAYABLE AMOUNT : ₱ 0.00					

Submit **Close**

6. Select Invoice No.
7. Click Add button to add Invoice

New Invoice

Invoice No : SO-611325 (highlighted by step 6)

Invoice Date : (dropdown field)

Invoice Amount : ₱ 1,543,980.02

Add **Close** **+ Invoice** (highlighted by a blue arrow pointing from the 'Add' button)

PO #	PO DATE	AMOUNT	EDIT
TOTAL INVOICE		0.00	
<input type="checkbox"/> Deduction		<input type="checkbox"/> Charges	
TOTAL INVOICE : ₱ 0.00 TOTAL CHARGES : ₱ 0.00 TOTAL DEDUCTION : ₱ 0.00 NET PAYABLE AMOUNT : ₱ 0.00			

Save **Close**

Invoice Added

The screenshot shows the 'NEW CWO - SOP' window. At the top, there are fields for 'Supplier Name' (Ecoessential Food Corporation) and 'Location Name' (Central Distribution Center). Below these are 'Vendor's Deal' (VD-00001348), 'Period From' (Anytime), and 'Period To' (Anytime). The main table displays one invoice row:

PO #	PO DATE	INVOICE #	INVOICE DATE	AMOUNT	EDIT	⋮
SMGM00426143	2022-06-16	SO-611325		P 1,543,980.02	<input type="checkbox"/>	
TOTAL INVOICE						1,543,980.02

Below the table, there are checkboxes for 'Deduction' and 'Charges'. A red button labeled '+ Invoice' is located to the right. Summary totals at the bottom are: TOTAL INVOICE: P 1,543,980.02, TOTAL CHARGES: P 0.00, TOTAL DEDUCTION: P 0.00, and NET PAYABLE AMOUNT: P 1,543,980.02.

Add Deductions:

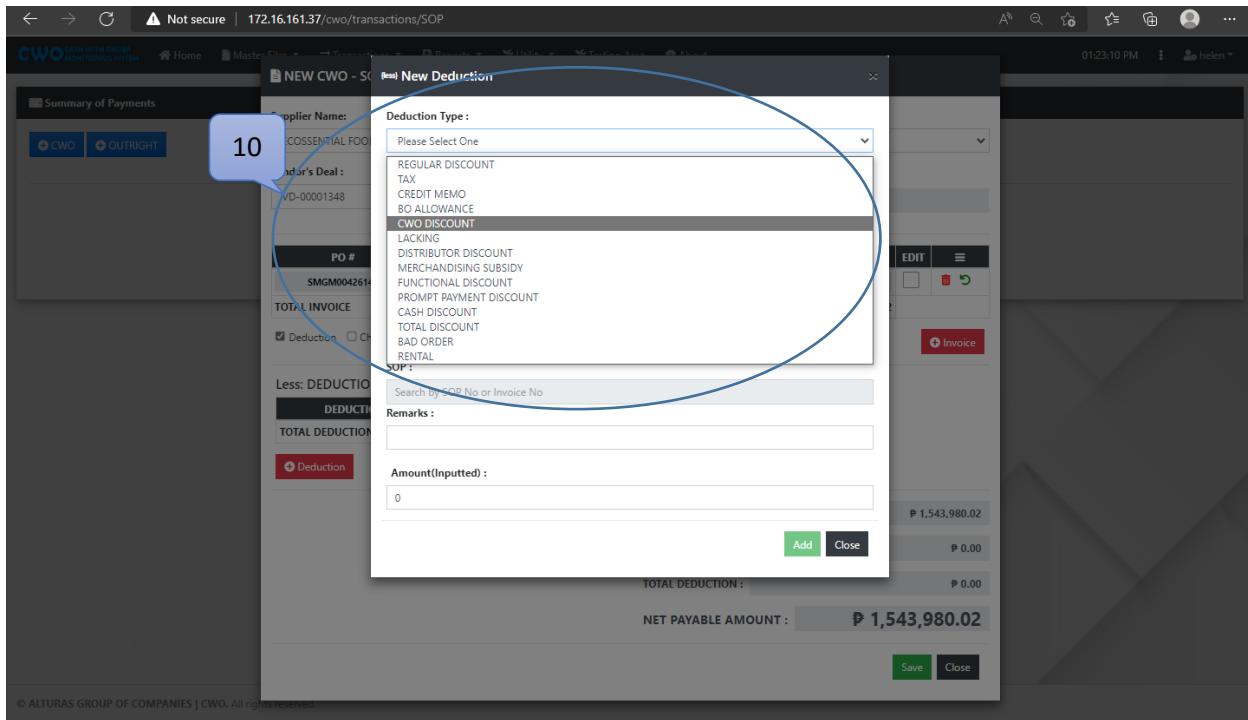
8. Check the box under Deduction
9. Click button to add deduction/s

The screenshot shows the 'NEW CWO - SOP' window with a blue speech bubble containing '8' pointing to the 'Deduction' checkbox in the 'Deduction' column of the table. Another blue speech bubble containing '9' points to the red '+ Deduction' button. The table shows a single deduction entry:

DEDUCTION	AMOUNT	⋮
TOTAL DEDUCTION	0.00	

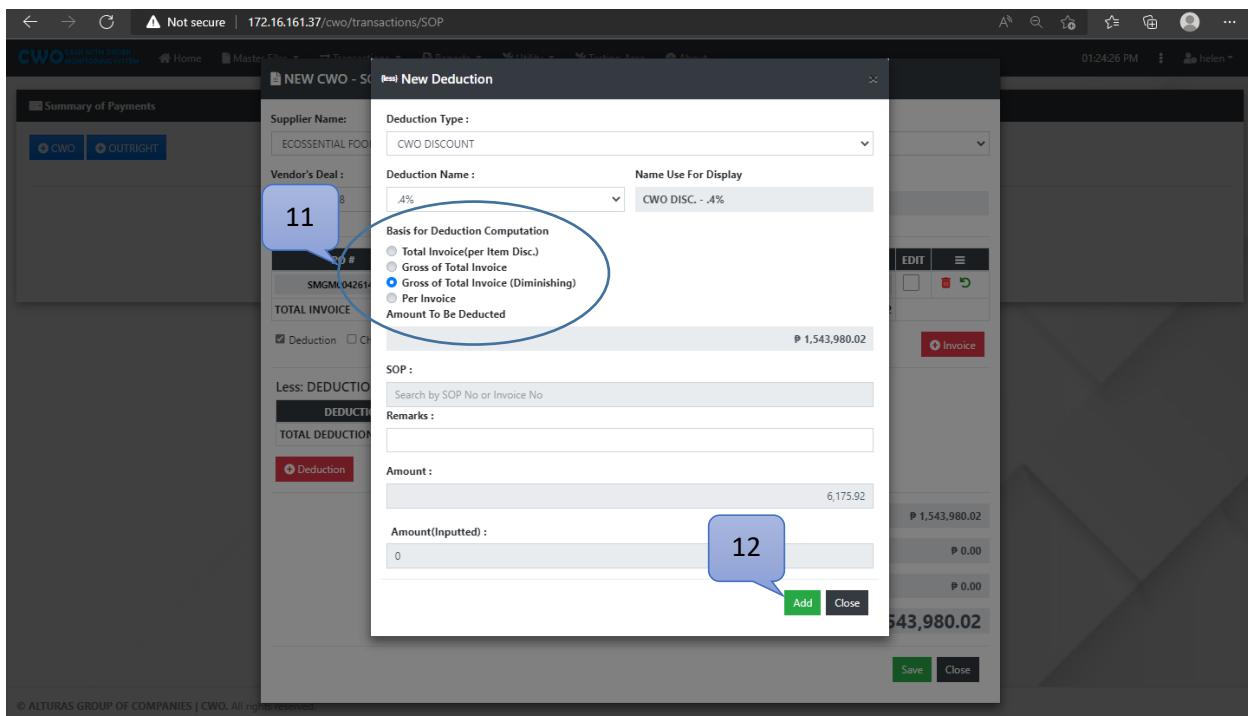
Summary totals at the bottom are: TOTAL INVOICE: P 1,543,980.02, TOTAL CHARGES: P 0.00, TOTAL DEDUCTION: P 0.00, and NET PAYABLE AMOUNT: P 1,543,980.02. A green 'Save' button and a black 'Close' button are at the bottom right.

10. Select Discount Type



11. Select basis for deduction

12. Click **Add** button to add the deduction



13. Click Save button to save SOP

> Net Payable Amount is auto computed

The screenshot shows the 'NEW CWO - SOP' transaction window. At the top, there are dropdown menus for 'Vendor's Deal' (VD-00001348), 'Period From' (Anytime), and 'Period To' (Anytime). Below this is a table for 'PO #' (SMGM00426143), 'PO DATE' (2022-06-16), 'INVOICE #' (SO-611325), 'INVOICE DATE', 'AMOUNT' (₱ 1543980.02), and 'EDIT' (with a red minus sign). A row for 'TOTAL INVOICE' is shown with an amount of ₱ 1,543,980.02. Below the table are checkboxes for 'Deduction' (checked) and 'Charges' (unchecked). A red 'Invoice' button is visible. Under 'Less: DEDUCTION', there is a table with rows for 'CWO DISC - 4% (1,543,980.02)' (amount - 6,175.92), 'WHT - 1% (1,537,804.10)' (amount - 13,730.39), and 'TOTAL DEDUCTION' (amount - 19,906.31). At the bottom, summary fields show 'TOTAL INVOICE' (₱ 1,543,980.02), 'TOTAL CHARGES' (₱ 0.00), 'TOTAL DEDUCTION' (-₱ 19,906.31), and 'NET PAYABLE AMOUNT' (₱ 1,524,073.71). A blue arrow points to the 'Save' button.

PO #	PO DATE	INVOICE #	INVOICE DATE	AMOUNT	EDIT
SMGM00426143	2022-06-16	SO-611325		₱ 1543980.02	<input type="checkbox"/> - S
TOTAL INVOICE				1,543,980.02	

DEDUCTION	AMOUNT
CWO DISC - 4% (1,543,980.02)	- 6,175.92
WHT - 1% (1,537,804.10)	- 13,730.39
TOTAL DEDUCTION	- 19,906.31

TOTAL INVOICE : ₱ 1,543,980.02
TOTAL CHARGES : ₱ 0.00
TOTAL DEDUCTION : -₱ 19,906.31
NET PAYABLE AMOUNT : ₱ 1,524,073.71

Save Close

HOW TO CHECK SOP

➤ INTERNAL AUDIT DEPARTMENT

Audit Summary of Payment (SOP)

1. Click **Summary of Payments (SOP)** submenu

The screenshot shows the CWO Monitoring System interface. At the top, there's a navigation bar with links for Home, Transactions, Reports, and Contact Us. The timestamp is 03:59:58 PM and the user is LEA. Below the navigation is a sub-menu for 'Summary of Payments' with three options: 'Summary of Payments (SOP)', 'Proforma (per Item) VS CRF', and 'Proforma (per Item) VS PI (per item)'. A blue callout bubble labeled '1' points to the 'Transactions' link. The main content area shows search fields for Supplier Name ('ADVECT MARKETING CORP.') and Location Name ('CENTRAL DISTRIBUTION CENTER'), and date range fields ('Date From: 2023-01-01' and 'Date To: 2024-01-17'). A 'GENERATE' button is below these. Below the search area is a table titled 'Summary of Payments' with columns: #, SOP #, DATE, SUPPLIER, LOCATION, AMOUNT, STATUS, and ACTION. The table contains five rows of payment data.

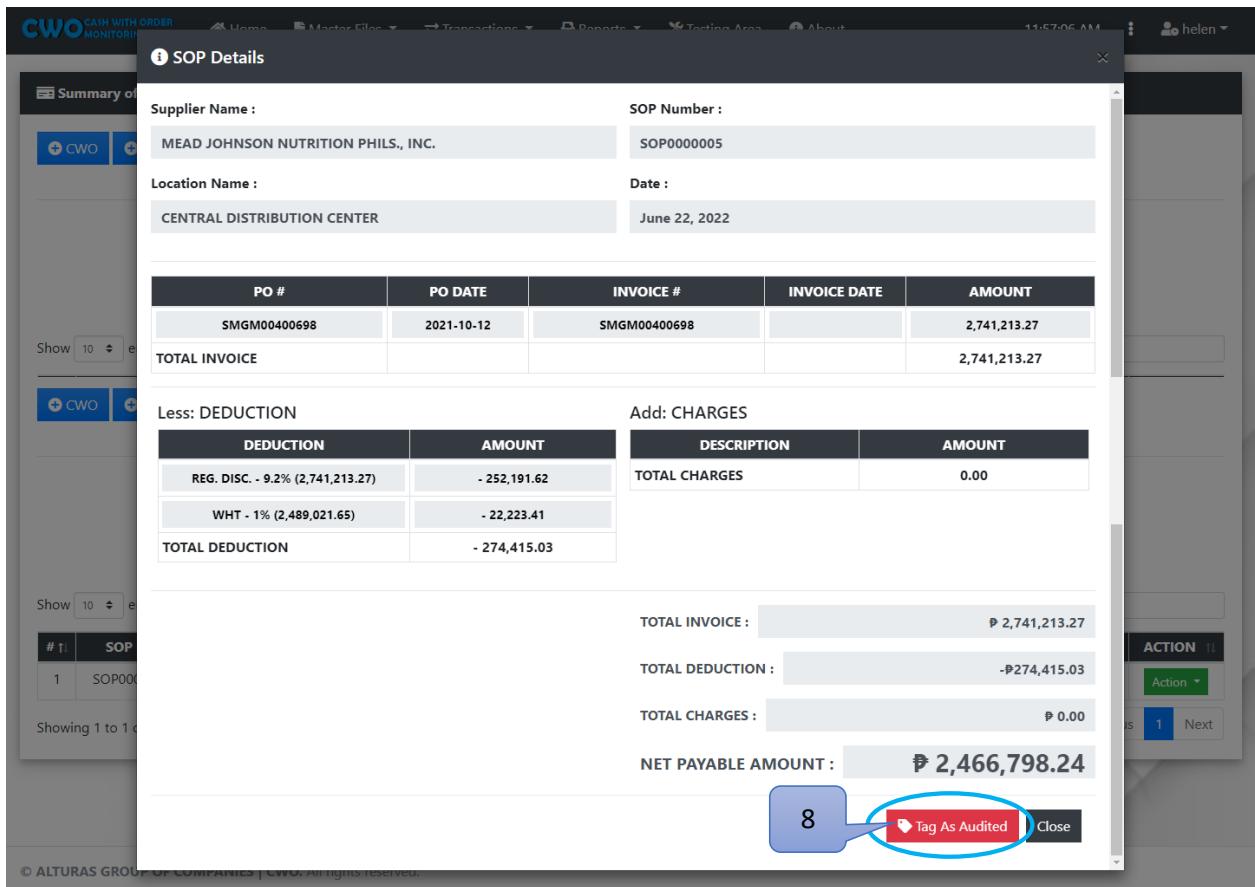
#	SOP #	DATE	SUPPLIER	LOCATION	AMOUNT	STATUS	ACTION
1	CWO-BOHSOP0000870	May 24, 2023	ADVECT MARKETING CORP.	CENTRAL DISTRIBUTION CENTER	₱ 1,302,985.88	AUDITED	Action -
2	CWO-BOHSOP0000871	May 24, 2023	ADVECT MARKETING CORP.	CENTRAL DISTRIBUTION CENTER	₱ 1,344,248.88	AUDITED	Action -
3	CWO-BOHSOP0001043	June 20, 2023	ADVECT MARKETING CORP.	CENTRAL DISTRIBUTION CENTER	₱ 1,436,321.50	AUDITED	Action -
4	CWO-BOHSOP0001087	June 27, 2023	ADVECT MARKETING CORP.	CENTRAL DISTRIBUTION CENTER	₱ 1,123,996.13	AUDITED	Action -
5	CWO-BOHSOP0001170	July 17, 2023	ADVECT MARKETING CORP.	CENTRAL DISTRIBUTION CENTER	₱ 1,670,642.25	AUDITED	Action -

2. Select Supplier Name
3. Select Location Name
4. Select Date Range
5. Click **Generate** button to generate the Summary of Payment
6. Click **Action** button
7. Click **View** button to view SOP Details

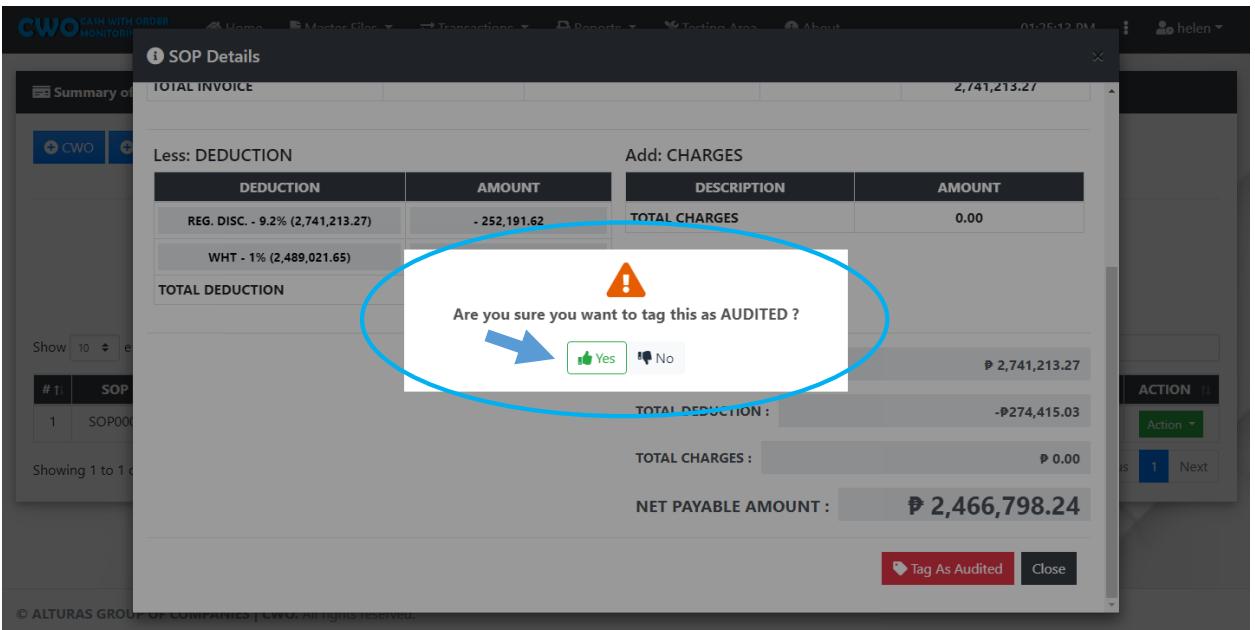
The screenshot shows the 'Summary of Payments' page after generating the report. The 'Supplier Name' is set to 'JOSELITO LIWANAG' and the 'Location Name' is 'LEONARDO DISTRIBUTORS INC.'. The 'Date From' and 'Date To' both show '2024-01-15'. A blue callout labeled '2' points to the 'Supplier Name' field, '3' to the 'Location Name' field, '4' to the date range fields, and '5' to the 'GENERATE' button. The generated report table shows one entry: a payment from 'JOSELITO LIWANAG' to 'LEONARDO DISTRIBUTORS INC.' on 'January 15, 2024' with an amount of '₱ 410,240.74'. The status is 'PENDING'. A blue callout labeled '6' points to the 'Action' button next to the row, and another labeled '7' points to the 'View' button at the bottom right of the table.

#	SOP #	DATE	SUPPLIER	LOCATION	AMOUNT	STATUS	ACTION
1	CWO-BOHSOP0002050	January 15, 2024	JOSELITO LIWANAG	LEONARDO DISTRIBUTORS INC.	₱ 410,240.74	PENDING	Action -

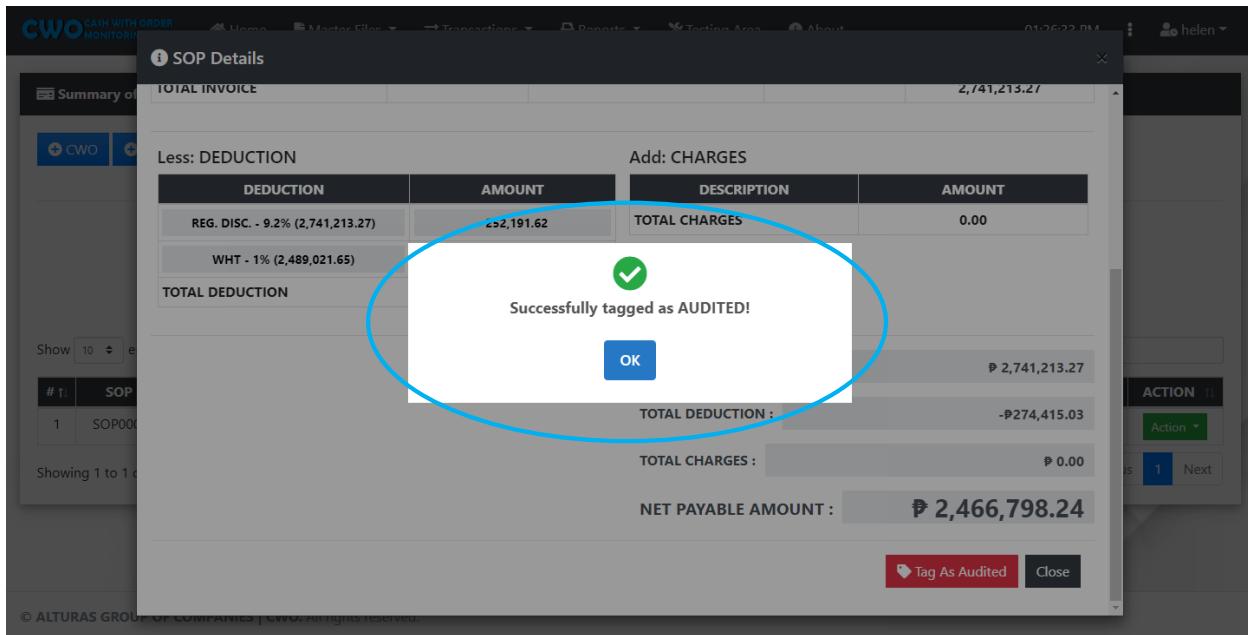
8. Click Tag As Audited button if SOP is correct.



Click Yes button to completely tag SOP as Audited



Successfully tagged as Audited



After successfully tag as Audited, the status is marked as Audited

To view the SOP Details

9. Click Action button
10. Click View button

The screenshot shows the CWO Monitoring System interface. A table displays SOP details. The "STATUS" column for the first entry shows a green button labeled "AUDITED". A blue callout bubble labeled "9" points to this button. A blue callout bubble labeled "10" points to a "View" button located at the bottom right of the table row. The table has columns: #, SOP #, DATE, SUPPLIER, LOCATION, AMOUNT, STATUS, and ACTION.

#	SOP #	DATE	SUPPLIER	LOCATION	AMOUNT	STATUS	ACTION
1	CWO-BOHSOP0001979	December 28, 2023	JOSELITO LIWANAG	LEONARDO DISTRIBUTORS INC.	P 231,453.00	AUDITED	Action View

Audited SOP Details has watermark "AUDITED"
 Proforma Sales Invoice (PSI)/Sales Invoice (SI) vs. Check Request Form (CRF)/Check Voucher (CV)

CWO CASH WITH ORDER MONITORING

i SOP Details

Supplier Name :	SOP Number :			
MEAD JOHNSON NUTRITION PHILS., INC.	SOP0000005			
Location Name :	Date :			
CENTRAL DISTRIBUTION CENTER	June 22, 2022			
PO #	PO DATE	INVOICE #	INVOICE DATE	AMOUNT
SMGM00400698	2021-10-12	SMGM00400698		2,741,213.27
TOTAL INVOICE		2,741,213.27		
Less: DEDUCTION		Add: CHARGES		
DEDUCTION	AMOUNT	DESCRIPTION	AMOUNT	
REG. DISC. - 9.2% (2,741,213.27)	- 252,191.62	TOTAL CHARGES	0.00	
WHT - 1% (2,489,021.65)	- 22,223.41			
TOTAL DEDUCTION	- 274,415.03			
		TOTAL INVOICE :	₱ 2,741,213.27	
		TOTAL DEDUCTION :	-₱274,415.03	
		TOTAL CHARGES :	₱ 0.00	
		NET PAYABLE AMOUNT :	₱ 2,466,798.24	

Close

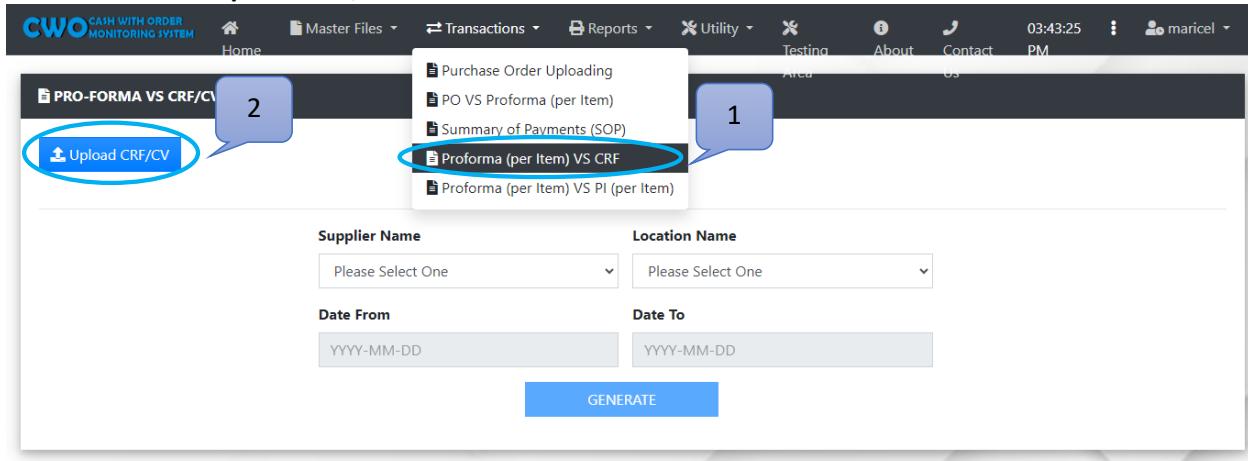


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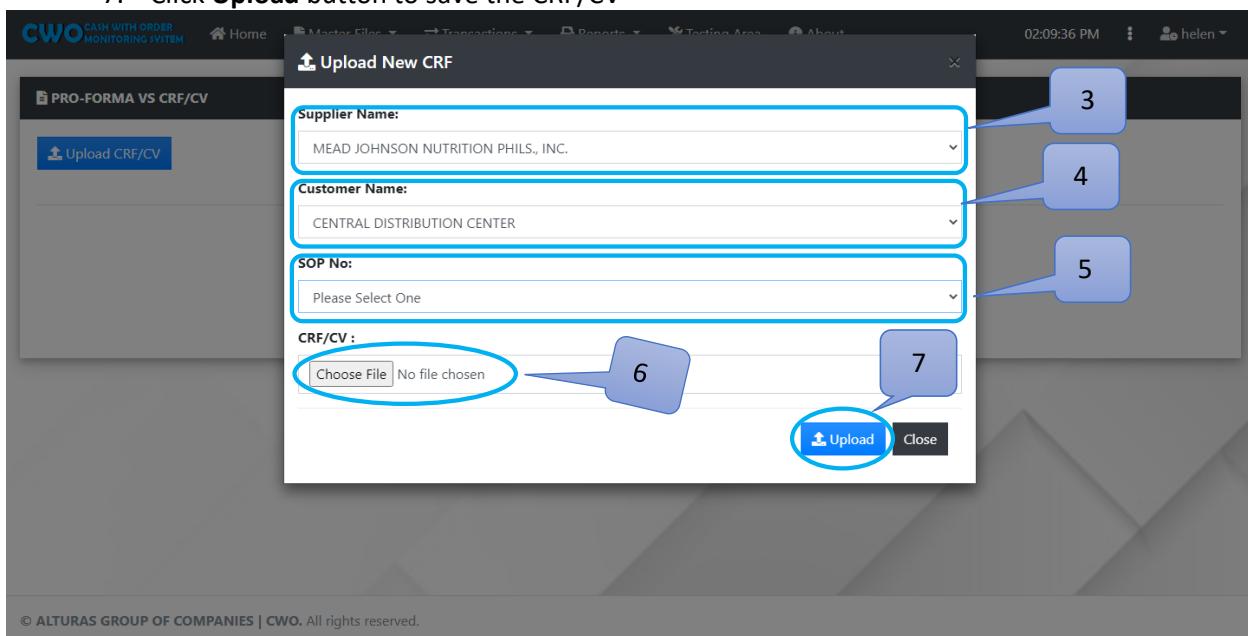
UPLOADING OF CRF/CV

➤ ACCOUNTING DEPARTMENT

1. Click **Proforma (per Item) vs. CRF** submenu
2. Click **Upload CRF/CV** button



3. Select Supplier Name
4. Select Customer Name
5. Select available SOP
6. Click **Choose File** button to locate the CRF/CV exported from Navision
7. Click **Upload** button to save the CRF/CV



Tagging and Matching Proforma Vs CRF

8. Select Supplier Name
9. Select Location Name
10. Select Date Range
11. Click **Generate** button to generate the Summary of Payment
12. Click **Action** button
13. Click **Tagging/Matching** button to view Proforma and CRF details

PRO-FORMA VS CRF/CV

Upload CRF/CV

Supplier Name: ADVECT MARKETING CORP. | Location Name: CENTRAL DISTRIBUTION CENTER

Date From: 2023-06-01 | Date To: 2023-06-27

GENERATE

Show 10 entries

Supplier	CRF/CV No.	Date	Amount	Remarks	Audit Status	Matching Status	CRF vs P	
ADVECT MARKETING CORP.	CRF2306783	Jun 27, 2023	₱ 1,123,996.13	PAYMENT FOR MILK POWDER;SOP#1087;CDC	UNAUDITED	PENDING	UNCLOSED	Action ▾
ADVECT MARKETING CORP.	CRF2306542	Jun 20, 2023	₱ 1,436,321.50	PAYMENT FOR MILK;SOP#1043	UNAUDITED	MATCHED	UNCLOSED	Action ▾

Showing 1 to 2 of 2 entries

Search:

Action ▾

Tagging/Matching
Tag As Matched
Tag As Closed
Track CRF/CV

13

12

14. Input or search Proforma Code/Invoice No. or PO reference no.
15. Click **Tag** button to save the proforma
16. Select Vendor deal for discounts

17. Click Match PRO-FORMA VS CRF button

The screenshot shows the 'PRO-FORMA vs CRF/CV' interface. At the top, there are fields for 'CRF/CV No.' (CRF2306783), 'Date' (Jun 27, 2023), 'Amount' (₱ 1,123,996.13), and 'SOP No.' (CWO-BOHSOP0001087). Below this is a table with columns: Pro-forma Code, Date, PO No., Item, Add'l/Less, Total, and Vendor Deal. The 'Vendor Deal' column contains dropdown menus with 'Please Select One' and a red 'X' icon. A blue callout labeled '16' points to one of these dropdowns. A blue arrow labeled '17' points to the 'Search PRO-FORMA under Supplier : ADVENT MARKETING CORP.' input field. A blue callout labeled '14' points to the search input field. A blue callout labeled '15' points to the 'Tag' button. At the bottom, there are buttons for 'Match PRO-FORMA VS CRF' (green), 'Replace CRF/CV' (red), and 'Close' (black).

18. Click Tag As Match to match the Proforma VS CRF

The screenshot shows the 'PRO-FORMA vs CRF/CV' interface with a table of results. The columns are: Supplier, CRF/CV No., Date, Amount, Remarks, Audit Status, Matching Status, and CRF vs P. Two entries are listed: ADVENT MARKETING CORP. (CRF2306783) and ADVENT MARKETING CORP. (CRF2306542). A blue callout labeled '18' points to a context menu on the right side of the table. The menu items are: Tagging/Matching (green checkmark), Tag As Matched (red circle with a blue arrow), Tag As Closed (red diamond), and Track CRF/CV (red diamond).

HOW TO CHECK PROFORMA VS CRF/CV

➤ INTERNAL AUDIT DEPARTMENT

Audit Proforma Vs CRF/CV

1. Click **Proforma (per Item) VS CRF** submenu

The screenshot shows the CWO system's navigation bar with links for Home, Transactions, Report, About, Contact Us, and a user profile for 'iad-nessy'. Below the navigation is a dropdown menu under 'PRO-FORMA VS CRF/CV' with three options: 'Summary of Payments (SOP)', 'Proforma (per Item) VS CRF' (which is highlighted with a blue circle and a callout '1'), and 'Proforma (per Item) VS PI (per Item)'. The main content area contains input fields for 'Supplier Name' and 'Location Name' (both set to 'Please Select One'), and date range fields 'Date From' (set to 'YYYY-MM-DD') and 'Date To' (set to 'YYYY-MM-DD'). A large blue 'GENERATE' button is at the bottom.

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2. Select Supplier Name
3. Select Location Name
4. Select Date Range
5. Click **Generate** button to generate
6. Click **Action** button
7. Click **Tag As Audited** button

PRO-FORMA VS CRF/CV

Supplier Name	Location Name
ADVECT MARKETING CORP.	CENTRAL DISTRIBUTION CENTER
Date From	Date To
2023-06-01	2023-06-30
GENERATE	

Show 10 entries Search:

Supplier	CRF/CV No.	Date	Amount	Remarks	Audit Status	Matching Status	CRF vs PI	Action
ADVECT MARKETING CORP.	CRF2306783	Jun 27, 2023	₱ 1,123,996.13	PAYMENT FOR MILK POWDER;SOP#1087;CDC	UNAUDITED	PENDING	UNCLOSED	Action ▾
ADVECT MARKETING CORP.	CRF2306542	Jun 20, 2023	₱ 1,436,321.50	PAYMENT FOR MILK;SOP#1043	UNAUDITED	MATCHED	UNCLOSED	Tag As Audited Track CRF/CV

Showing 1 to 2 of 2 entries Previous 1 Next

8. Click Yes button to save

PRO-FORMA VS CRF/CV

!

Change Audit Status to **AUDITED** ?
You won't be able to revert this!

Yes
Cancel

Supplier Name	Location Name
ADVECT M.	
Date From	
2023-06-01	
Show 10 entries Search:	

Supplier	CRF/CV No.	Date	Amount	Remarks	Audit Status	Matching Status	CRF vs PI	Action
ADVECT MARKETING CORP.	CRF2306783	Jun 27, 2023	₱ 1,123,996.13	PAYMENT FOR MILK POWDER;SOP#1087;CDC	UNAUDITED	PENDING	UNCLOSED	Action ▾
ADVECT MARKETING CORP.	CRF2306542	Jun 20, 2023	₱ 1,436,321.50	PAYMENT FOR MILK;SOP#1043	UNAUDITED	MATCHED	UNCLOSED	Action ▾

9. Click **Ok** to finalize

Supplier	CRF/CV No.	Date	Amount	Remarks	Audit Status	Matching Status	CRF vs PI	Action
ADVECT MARKETING CORP.	CRF2306783	Jun 27, 2023	₱ 1,123,996.13	PAYMENT FOR MILK POWDER;SOP#1087;CDC	UNAUDITED	PENDING	UNCLOSED	Action ▾
ADVECT MARKETING CORP.	CRF2306542	Jun 20, 2023	₱ 1,436,321.50	PAYMENT FOR MILK;SOP#1043	UNAUDITED	MATCHED	UNCLOSED	Action ▾

PI UPLOADING

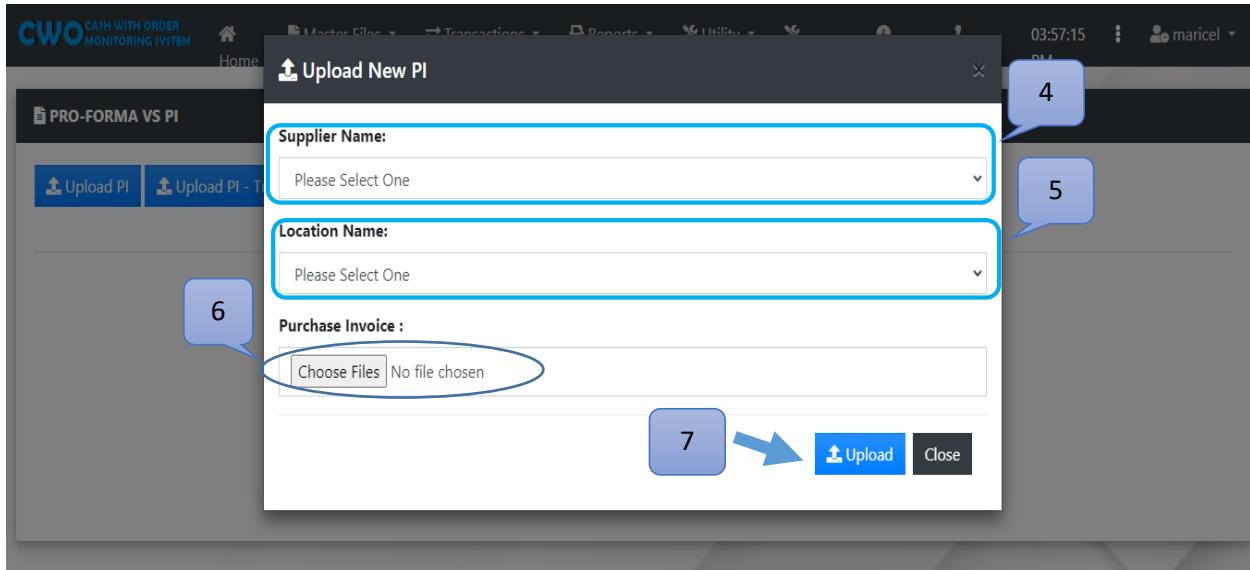
➤ PURCHASING (GROUP 1) DEPARTMENT

Upload PI

1. Click Transaction Menu
2. Select **Proforma (per item) vs. PI (per item)** submenu
3. Click Upload PI button

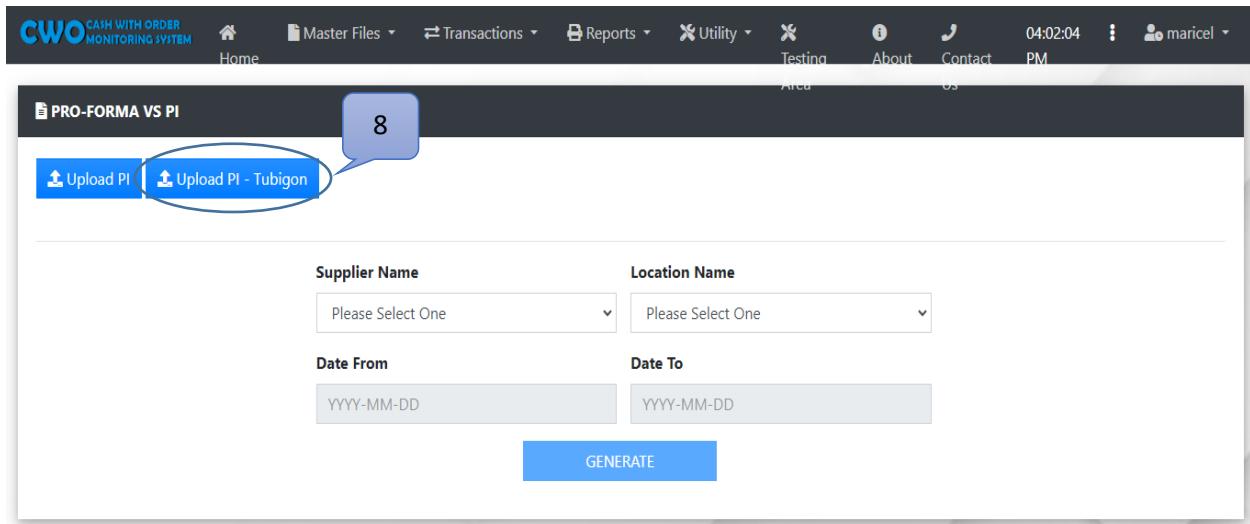
Location	PI No.	Ref No.	PI Date	PO	PO Date	Credit Memo	Audit Status	Matching Status	Action
CENTRAL DISTRIBUTION CENTER	CDC-P4199313	20004972	Sep 25, 2023	SMGM00473864	Aug 25, 2023	NO APPLIED CM	AUDITED	MATCHED	Action ▾

4. Select Supplier Name
5. Select Location Name
6. Click **Choose File** button to locate the Purchase Invoice (PI) exported from Navision
7. Click **Upload** button

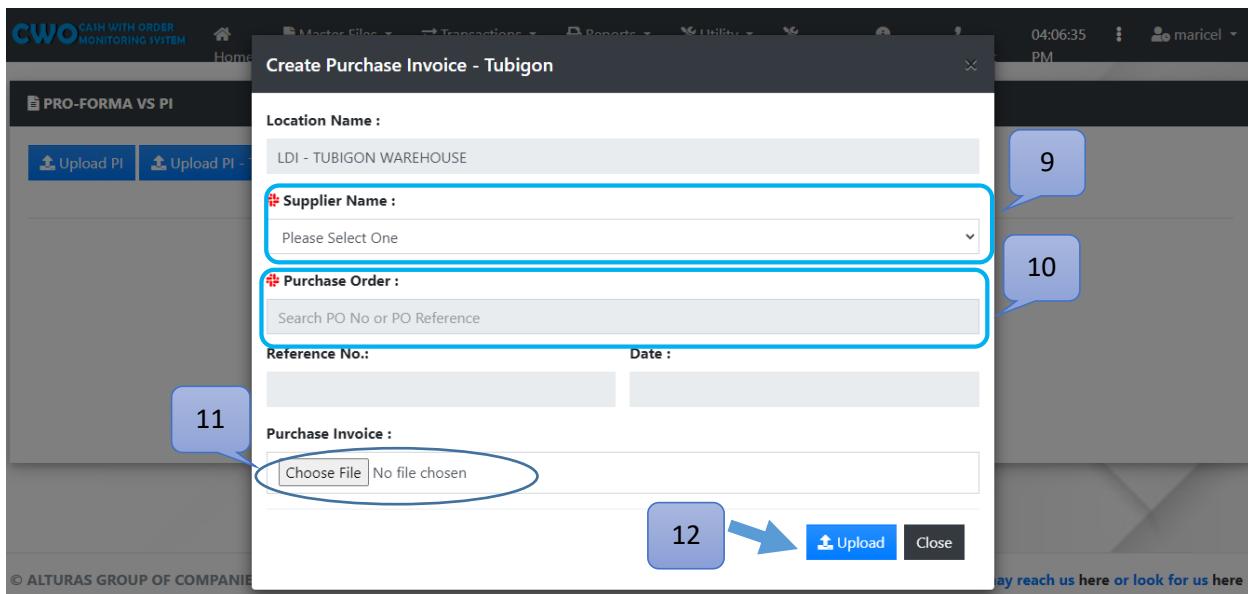


Upload PI-Tubigon

8. Click **Upload PI – Tubigon** button



9. Select Supplier Name
10. Search Purchase Order (PO) from the list
11. Click **Choose File** button to locate the Purchase Invoice (PI) exported from Navision
12. Click **Upload** button



To view Uploaded PI

13. Select Supplier Name
14. Select Location Name
15. Select Date Range
16. Click **Generate** button
17. PI Uploaded
18. Click **Action** button
19. Click **View** button to view PI details

Location	PI No.	Ref No.	PI Date	PO	PO Date	Credit Memo	Audit Status	Matching Status	Action
CENTRAL DISTRIBUTION CENTER	CDC-P4199313	20004972	Sep 25, 2023	SMGM00473864	Aug 25, 2023	NO APPLIED CM	AUDITED	MATCHED	Action ▾
CENTRAL DISTRIBUTION CENTER	CDC-P4197712	20004897	Aug 18, 2023	SMGM00467679	Jun 26, 2023	NO APPLIED CM	AUDITED	MATCHED	Action ▾
CENTRAL DISTRIBUTION CENTER	CDC-P4197723	20004899	Aug 18, 2023	SMGM00471196	Jul 28, 2023	NO APPLIED CM	AUDITED	MATCHED	Action ▾

Purchase Invoice Details

View Purchase Invoice Details

Total Amount : ₱ 231,453.00

Show 10 entries Search:

Item Code	Description	Qty	UOM	Direct Unit Cost	Amount	Remarks	Action
129185	GATORADE BLUE BOLT 500ML	100	CASE	₱ 914.00	₱ 82,260.00		
129186	GATORADE TROPICAL FRUIT 500ML	30	CASE	₱ 914.00	₱ 24,678.00		
129456	GATORADE ORANGE CHILL 500ML	30	CASE	₱ 914.00	₱ 24,678.00		
130812	GATORADE GRAPE 500ML	30	CASE	₱ 914.00	₱ 24,678.00		
142087	GATORADE GRAPE PB 12/1.5L	5	CASE	₱ 1,201.00	₱ 5,404.50		
642458	GATORADE BLUE BOLT 350ML	100	CS24	₱ 715.00	₱ 64,350.00		
643968	GATORADE TROPICAL FRUIT 12x1.5L	5	CS12	₱ 1,201.00	₱ 5,404.50		

Showing 1 to 7 of 7 entries Previous 1 Next

Update Close

LEONARDO DISTRIBUTORS INC. LDI-PPI00002584 2145 A Oct 20, 2023 LDGM00001556 Oct 20, 2023 NO APPLIED CM UNAUDITED PENDING

To upload Credit Memo

20. Click Action button
21. Select Upload Credit Memo

Supplier Name: JOSELITO LIWANAG Location Name: LEONARDO DISTRIBUTORS INC.

Date From: 2023-01-06 Date To: 2024-01-15

GENERATE Search:

Show 10 entries

Location	PI No.	Ref No.	PI Date	PO	PO Date	Credit Memo	Audit Status	Matching Status	Action
LEONARDO DISTRIBUTORS INC.	LDI-PPI00004177	1402	Dec 13, 2023	LDGM00002630	Nov 22, 2023	NO APPLIED CM	UNAUDITED	PENDING	Action
LEONARDO DISTRIBUTORS INC.	LDI-PPI00004156	2148	Nov 28, 2023	LDGM00002220	Nov 7, 2023	NO APPLIED CM	UNAUDITED	PENDING	View Upload CM Tagging/Matching Tag As Audited
LEONARDO DISTRIBUTORS INC.	LDI-PPI00003787	2147	Oct 31, 2023	LDGM00001912	Oct 17, 2023	NO APPLIED CM	UNAUDITED	PENDING	Action
LEONARDO DISTRIBUTORS INC.	LDI-PPI00002584	2145	Oct 20, 2023	LDGM00001685	Oct 4, 2023	NO APPLIED CM	UNAUDITED	PENDING	Action
LEONARDO		2146	Oct 20, 2023	LDGM00001657	Oct 20, 2023	NO APPLIED CM	UNAUDITED	PENDING	Action

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22. Click Choose File to locate Credit Memo (CM) exported from Navision
 23. Click Upload button

Location	PI No.	Ref No.	PI Date	PO	PO Date	Credit Memo	Audit Status	Matching Status	Action
LEONARDO DISTRIBUTORS INC.	LDI-PI00004177	1402	Dec 13, 2023	LDGM00002630	Nov 22, 2023	NO APPLIED CM	UNAUDITED	PENDING	Action ▾

PROFORMA VS PI TAGGING AND MATCHING

➤ ACCOUNTING DEPARTMENT

Tagging and Matching Proforma Vs PI

1. Click **Proforma (per Item) vs. PI (per Item)** submenu

Location	PI No.	Ref No.	PI Date	PO	PO Date	Credit Memo	Audit Status	Matching Status	Action
CENTRAL DISTRIBUTION CENTER	CDC-P4199313	20004972	Sep 25, 2023	SMGM00473864	Aug 25, 2023	NO APPLIED CM	AUDITED	MATCHED	Action ▾
CENTRAL DISTRIBUTION CENTER	CDC-P4197712	20004897	Aug 18, 2023	SMGM00467679	Jun 26, 2023	NO APPLIED CM	AUDITED	MATCHED	Action ▾

2. Select Supplier Name

3. Select Location Name
4. Select Date Range
5. Click **Generate** button to generate the Summary of Payment
6. Click **Action** button
7. Click **Tagging/Matching** button to view Proforma and PI details

The screenshot shows a search interface with the following fields:

- Supplier Name:** JOSELITO LIWANAG (highlighted by a blue box)
- Location Name:** LEONARDO DISTRIBUTORS INC. (highlighted by a blue box)
- Date From:** 2023-01-06
- Date To:** 2024-01-15
- GENERATE** button (highlighted by a blue box)

Below the search bar is a table with columns: Location, PI No., Ref No., PI Date, PO, PO Date, Credit Memo, Audit Status, Matching Status, and Action.

Location	PI No.	Ref No.	PI Date	PO	PO Date	Credit Memo	Audit Status	Matching Status	Action
LEONARDO DISTRIBUTORS INC.	LDI-PPI00004177	1402	Dec 13, 2023	LDGM00002630	Nov 22, 2023	NO APPLIED CM	UNAUDITED	PENDING	Action ▾
LEONARDO DISTRIBUTORS INC.	LDI-PPI00004156	2148	Nov 28, 2023	LDGM00002220	Nov 7, 2023	NO APPLIED CM	UNAUDITED	PENDING	View
LEONARDO DISTRIBUTORS INC.	LDI-PPI00003787	2147	Oct 31, 2023	LDGM00001912	Oct 17, 2023	NO APPLIED CM	UNAUDITED	PENDING	Upload CM
LEONARDO DISTRIBUTORS INC.	LDI-PPI00002584	2145	Oct 20, 2023	LDGM00001685	Oct 4, 2023	NO APPLIED CM	UNAUDITED	PENDING	Tagging/Matching
LEONARDO		2146	Oct 20, 2023	LDGM00001687	Oct 20, 2023	NO APPLIED	UNAUDITED	PENDING	Tag As Audited

On the right side of the table, there are several buttons with icons and labels:

- View
- Upload CM
- Tagging/Matching (highlighted with a blue oval)
- Tag As Audited

8. Select CRF/CV
9. Click Tag PI to tag the selected PI under the CV/CRF
10. Select Vendor Deal
11. Click Matching 1 or Matching 2 Proforma vs PI Successfully (Note: In Matching 1, the Proforma and PI item are side by side (Left side is Proforma, right side is PI) while Matching 2 is Proforma then under is PI and its recommended to use than Matching 1.)

The screenshot shows the 'PRO-FORMA vs PI' window with the following fields:

- CRF/CV :** CRF2302489 (highlighted with a blue oval)
- Date :** 2023-02-16
- Period From:** Anytime
- Period To:** Anytime
- SOP No :** CWO-BOHSOP0000433
- Vendor's Deal:** VD-00000656 (highlighted with a blue oval)

Below these fields are two tables:

- PRO-FORMA SALES INVOICE:**

Location	Pro-forma	Pro-forma Date	Amount	PO No
CDC	0340	2023-02-16	261,750.00	SMGM00453169
- PURCHASE INVOICE:**

Location	PI No	PI Date	Amount	PO No
CDC	CDC-P4189657	2023-03-02	235,575.00	SMGM00453169

At the bottom of the window, there are two large green buttons labeled **Matching 1** and **Matching 2**, separated by a double-headed arrow. Below these buttons are several action buttons:

- Save Variance
- TAG PI
- UNTAG PI
- Close

Proforma vs. PI matching report (per item) using Matching 1

Not secure | 172.16.161.37/cwo/files/Reports/ProformaVsPi/ECOSENTIAL-CDC%20-%20PSIVsP11661156629.pdf

1 of 1 Page view Read aloud Add text Draw Highlight Erase

ECOSENTIAL FOOD CORPORATION
PRO-FORMA SALES INVOICE vs PURCHASE INVOICE - VARIANCE REPORT

PRO-FORMA SALES INVOICE
Fully-Served Item(s) :

Pro forma	Item	Description	UCM	Qty	Net Price (Net of VAT & Disc.)	Net of Disc. Inv. VAT	Discounted Price	Gross Price (Gross of VAT & Disc.)	Net Amount	Discounted Amount	Gross Amount
SO-A4875	322711	Kopala Biscuit 12.5 gr.	xx	800	1,080.34	0.00	1,244.00	1,244.00	800.00	960.00	972.00
SO-A4875	327671	Kopala Biscuit 1x10 Pcs. Pack	xx	800	1,080.34	0.00	1,244.00	1,244.00	800.00	960.00	972.00
SO-A4875	138867	Kopala Biscuit mering 2x100g	xx	800	1,460.01	1,677.01	1,600.00	41,488.37	48,116.17	54,000.00	54,000.00
SO-A4875	328888	Kopala Biscuit 20x100g	xx	800	1,460.01	1,677.01	1,600.00	41,488.37	48,116.17	54,000.00	54,000.00
SO-A4875	329791	Kopala Cappuccino 24x4	xx	200	1,395.75	1,482.39	1,600.00	261,141.36	292,478.19	324,000.00	324,000.00
SO-A4875	329961	Europlex Champi NIA TP 1x4	xx	300	1,201.39	1,347.00	1,482.00	361,018.22	406,346.48	444,000.00	444,000.00
SO-A4875	328899	Kopala Biscuit 27.17 g	xx	800	1,395.75	1,482.39	1,600.00	180,970.69	186,239.17	188,000.00	188,000.00
SO-A4875	328491	Europlex Chocolat 8x 30 g	xx	30	1,460.01	1,677.01	1,600.00	43,844.37	48,116.17	54,000.00	54,000.00
SO-A4875	328497	Europlex Chocolat 24x 10 g	xx	300	1,460.01	1,677.01	1,600.00	43,844.37	48,116.17	54,000.00	54,000.00
SO-A4875	328498	Europlex Vanilla 24x 10 g	xx	200	1,460.01	1,677.01	1,600.00	43,844.37	48,116.17	54,000.00	54,000.00
SO-A4875	328499	Europlex Vanilla 24x 10 g	xx	300	1,460.01	1,677.01	1,600.00	43,844.37	48,116.17	54,000.00	54,000.00
SO-A4875	328501	Kopala Biscuit 17 Biscuit 6x 18 g	xx	500	982.20	1,100.07	1,200.00	486,211.87	569,077.36	685,200.00	685,200.00
SO-A4875	328503	Waldi Coco Crispy 40g ph	xx	50	482.33	540.21	594.00	24,116.00	27,056.19	29,700.00	29,700.00
SO-A4875	322036	Makar Chocolate 30x124g	xx	30	1,096.21	1,227.79	1,330.00	32,848.27	36,852.63	40,300.00	40,300.00
SO-A4875	338071	Fal Choco Wafer 20x 20 g	xx	250	779.33	873.07	960.00	194,811.33	212,261.42	240,000.00	240,000.00
SO-A4875	338082	Fal Choco Wafer 60x 40g	xx	300	482.33	540.21	594.00	144,699.81	142,063.16	176,200.00	176,200.00
SO-A4875	328236	Fox Barley Candy 2x 20g	xx	2	1,114.03	1,244.12	1,360.00	2,221.65	2,484.23	2,700.00	2,700.00
SO-A4875	328369	Waldi Chocolat Wafer 60x 40g	xx	300	482.33	540.21	594.00	144,699.81	142,063.16	176,200.00	176,200.00
SO-A4875	328370	Waldi Chocolat Wafer 20x 10 g	xx	500	982.21	1,100.07	1,200.00	486,211.87	569,077.36	685,200.00	685,200.00
SO-A4875	328381	Fox Barley Candy 2x 20g	xx	60	1,114.03	1,244.12	1,360.00	66,649.32	74,647.44	82,000.00	82,000.00
SO-A4875	328381	Fox Mint Candy 2x 20g	xx	60	1,114.03	1,244.12	1,360.00	66,649.32	74,647.44	82,000.00	82,000.00
SO-A4875	328446	Fox Mint Candy 2x 20g	xx	50	636.29	712.64	783.00	31,814.43	31,632.16	38,000.00	38,000.00
SO-A4875	328424	Kopala Candy 2x 170g	xx	250	636.29	712.64	783.00	159,072.75	176,164.76	195,000.00	195,000.00
SO-A4875	328425	Kopala Cupcakes Candy 2x 4	xx	200	636.29	712.64	783.00	127,207.76	142,538.61	156,750.00	156,750.00
FULLY-SERVED TOTAL : 4262											
FULLY-SERVED/Received Item Count : 23											
PRO-FORMA SALES INVOICE (PSI) Total Item Count : 23											
TOTAL PRO-FORMA SALES INVOICE (PSI) : 4262											
PURCHASE INVOICE Total Item Count : 23											
TOTAL PURCHASE INVOICE (PI) : P 3,743,331.79 P 4,192,531.61 P 5,281,978.00											
TOTAL PURCHASE INVOICE(PI) (Net of Credit Memo) :											
FULLY-RECEIVED TOTAL : P 3,743,331.79 P 4,192,531.61 P 5,281,978.00											

ECOSENTIAL FOOD CORPORATION
PURCHASE INVOICE Total Item Count : 23

TOTAL PURCHASE INVOICE(PI) (Net of Credit Memo) :

SOP No.	Date	Deduction	Amount
SOP0000013	2023-07-20	REC. DISC - 8% (5,199,896.00) CWO DISC - 4% (4,783,504.32) BLO ALLOW - 75% (4,764,768.70)	-19,135.62
		WHT - 1% (4,729,032.83)	-36,735.77
		P 42,223.51	P 413,866.88
		TOTAL SOP Deduction :	P 413,866.88
TOTAL PRO-FORMA SALES INVOICE (PSI) (Gross Amount) : I _{xx} = Y _{xx} X _{xx} K _{xx} R _{xx}			
P 5,281,978.00			

Proforma vs. PI matching report (per item) using Matching 2

June 06, 2023 - 09:01:57 AM

ADVENT MARKETING CORP.
PRO-FORMA SALES INVOICE vs PURCHASE INVOICE - VARIANCE REPORT

Pro-forma Sales Invoice

Pro-forma	P.O. No.	Item	Description	UCM	Qty	Net Price (Net of VAT & Disc.)	Net of Disc. Inv. VAT	Discounted Price	Gross Price (Gross of VAT & Disc.)	Net Amount	Discounted Amount	Gross Amount		
2084646	SMAG08049401	432741	ENSURE GOLD PLANT BASED ALMOND 6x100g	C364	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
2084646	SMAG08049401	459861	EMELAC GAIN PLUS 3x 1-TIERS BOX 6x100g	C364	21.66	7,242.56	8,176.40	8,746.00	102,062.36	245,914.00	210,022.56			
2084646	SMAG08049401	423515	PREDASURE 1x 1 VANILLA BOX 6x100g	C369	10	10,260.43	11,277.84	12,274.00	12,274.00	102,264.30	122,714.00			
2084646	SMAG08049401	427001	PREDASURE 1x 1 VANILLA 6x 1.00g	C364	3.00	8,446.30	9,606.20	10,163.00	20,345.18	28,386.00	30,300.44			
2084646	SMAG08049401	437599	PREDASURE PLUS VANILLA BBH 1x60g	C364	3.00	5,966.73	6,086.12	7,181.45	17,008.25	20,058.50	21,544.86			
2084646	SMAG08049401	175111	ENSURE GOLD VANILLA BBH 400g	C366	50.00	4,917.79	5,507.82	5,916.00	245,884.92	275,391.00	295,001.20			
2084646	SMAG08049401	175112	ENSURE GOLD VANILLA BBH 400g	C366	30.00	10,230.68	11,088.40	12,210.00	347,188.00	346,051.00	346,351.00			
2084646	SMAG08049401	175116	ENSURE GOLD VANILLA BBH 400g x20	C366	5.00	15,957.12	15,957.12	16,742.40	48,985.54	72,401.80	83,711.80			
2084646	SMAG08049401	637662	ENSURE GOLD VANILLA BBH 6x100g	C366	30.00	17,046.64	18,304.24	21,229.00	576,064.63	197,042.40	212,200.44			
2084646	SMAG08049401	160277	ENSURE GOLD CHOCO BBH 400g	C366	1.00	4,917.79	5,507.82	5,916.00	4,917.79	5,507.82	5,916.00			
2084646	SMAG08049401	437292	ENSURE GOLD CHOCO BBH 400g	C366	10.00	10,230.64	11,088.40	12,210.00	102,306.43	114,648.00	123,381.47			
2084646	SMAG08049401	132494	GLUCERNA VANILLA 6x100g	C366	2.00	5,564.79	6,232.56	6,494.00	11,229.57	12,465.12	13,300.86			
2084646	SMAG08049401	132771	GLUCERNA CHOCO 6x100g	C366	1.00	5,564.79	6,232.56	6,494.00	5,564.79	6,232.56	6,494.00			
2084646	SMAG08049401	132772	GLUCERNA CHOCO 6x100g	C366	1.00	1,754.46	1,965.00	2,110.40	1,754.46	1,965.00	2,110.40			
2084646	SMAG08049401	132774	GLUCERNA WHEAT 6x100g	C366	1.00	5,564.79	6,232.56	6,494.00	5,564.79	6,232.56	6,494.00			
2084646	SMAG08049401	132775	GLUCERNA WHEAT 6x100g	C366	1.00	5,564.79	6,232.56	6,494.00	5,564.79	6,232.56	6,494.00			
2084646	SMAG08049401	132776	ENSURE GOLD PLANT BASED ALMOND 6x100g x100	C366	2.00	8,486.09	10,127.40	11,296.00	18,761.14	21,044.02	23,300.00			
PRO-FORMA SALES INVOICE ITEM(S) TOTAL : 151														
Pro-forma Sales Invoice Item Count : 17														
P 1,200,222.16 P 1,344,248.82 P 1,443,876.28														
P/I No.	Date	Reference #	P.O. No.	Item	Description	UCM	Qty	Net Price (Net of VAT & Disc.)	Net of Disc. Inv. VAT	Discounted Price	Unit Price (Gross)	Net Amount	Discounted Amount	Gross Amount
CDC-PN13176	2023-05-23	18211	SMAG08049401	432760	ENSURE GOLD VANILLA 6x100g	C366	3	5,564.79	6,232.56	6,494.00	10,230.67	12,465.12	13,300.84	
CDC-PN13176	2023-05-23	18211	SMAG08049401	180571	GLUCERNA CHOCO 6x100g	C366	1	5,564.79	6,232.56	6,494.00	6,232.56	6,232.56	6,494.00	
CDC-PN13176	2023-05-23	18211	SMAG08049401	432760	ENSURE GOLD VANILLA BBH 400g	C366	50	4,917.79	5,507.82	5,916.00	245,885.00	275,391.20	295,001.50	
CDC-PN13176	2023-05-23	18211	SMAG08049401	175111	ENSURE GOLD VANILLA BBH 400g	C366	30	10,230.65	11,088.40	12,210.00	307,389.05	346,051.07	349,351.10	
CDC-PN13176	2023-05-23	18211	SMAG08049401	180570	GLUCERNA CHOCO 6x100g	C366	1	5,564.79	6,232.56	6,494.00	6,232.56	6,232.56	6,494.00	
CDC-PN13176	2023-05-23	18211	SMAG08049401	182774	GLUCERNA WHEAT 6x100g	C366	1	5,564.79	6,232.56	6,494.00	5,564.79	6,232.56	6,494.00	
CDC-PN13176	2023-05-23	18211	SMAG08049401	182775	GLUCERNA WHEAT 6x100g	C366	2	5,564.79	6,232.56	6,494.00	11,027.84	12,274.00	14,046.00	
CDC-PN13176	2023-05-23	18211	SMAG08049401	182776	ENSURE GOLD PLANT BASED ALMOND 6x100g x 100	C366	2	8,486.09	10,127.40	11,296.00	18,761.14	21,044.02	23,300.00	
CDC-PN13176	2023-05-23	18211	SMAG08049401	678081	SMELAC GAIN PLUS 3x 1-TIERS BOX 6x100g	C364	25	1,282.50	8,156.40	9,740.00	18,262.40	20,909.05	21,622.50	
CDC-PN13176	2023-05-23	18211	SMAG08049401	425518	PREDASURE 1x 1 VANILLA BOX 6x100g	C369	2	10,261.41	11,027.84	12,274.00	20,486.04	22,651.68	24,546.60	
CDC-PN13176	2023-05-23	18211	SMAG08049401	121095	ENSURE GOLD PLANT BASED ALMOND 6x100g x 100	C366	2	8,486.09	10,127.40	11,296.00	18,761.14	21,044.02	23,300.00	

12. Click Tag As Matched to match the Proforma VS PI

The screenshot shows the CWO Monitoring System interface. At the top, there's a navigation bar with links like Home, Master Files, Transactions, Reports, Utility, Testing Area, About, Contact, User's Guide, and a user profile for 'marcel PM'. Below the navigation is a search bar with placeholder 'OS'. The main area is titled 'PRO-FORMA VS PI' and contains two blue buttons: 'Upload PI' and 'Upload PI - Tubigon'. Below these are dropdown menus for 'Supplier Name' (set to 'FOOD INDUSTRIES, INC.') and 'Location Name' (set to 'LEONARDO DISTRIBUTORS INC.'), and date pickers for 'Date From' (2023-01-01) and 'Date To' (2024-05-09). A large blue button labeled 'GENERATE' is centered. To the right, a context menu is open with several options: 'View', 'Upload CM', 'Tagging/Matching' (which is highlighted with a blue oval), 'Tag As Matched' (also circled in blue), and 'Tag As Audited'. Below the menu is a search bar and a table showing one entry. The table has columns: Location, PI No., Ref No., PI Date, PO, PO Date, Credit Memo, Audit Status, Matching Status, and Action. The entry shown is for LEONARDO DISTRIBUTORS INC. with PI No. LDI-PPI00002416, Ref No. 65297/98, PI Date Oct 14, 2023, PO LDGM00001194, PO Date Sep 4, 2023, Credit Memo NO APPLIED CM, Audit Status UNAUDITED, Matching Status PENDING, and Action. A blue speech bubble labeled '12' points to the 'Tag As Matched' option.

13. Click Proceed

This screenshot shows the same CWO Monitoring System interface as the previous one, but with a modal dialog box in the center. The dialog has an exclamation mark icon and the text: 'Changing the status of this PI LDI-PPI00002416 will also change the status of the transaction below.' It contains a table with one row, showing a PO number LDGM00001194. Below the table are two buttons: a green 'Proceed' button with a thumbs-up icon and a grey 'Cancel' button. A blue speech bubble labeled '13' points to the 'Proceed' button. The background table and other elements are visible through the dialog. A blue speech bubble labeled '12' points to the 'Tag As Matched' option in the context menu from the previous step.

HOW TO CHECK PROFORMA VS PI

➤ INTERNAL AUDIT DEPARTMENT

To Tag PI as AUDITED

1. Click **Proforma (per Item) VS PI** submenu

The screenshot shows the CWO Monitoring System interface. At the top, there's a navigation bar with links for Home, Transactions, Reports, About, and Contact Us. The timestamp is 11:48:50 AM and the user ID is 14727-2013. Below the navigation is a secondary menu titled 'PRO-FORMA VS PI'. A blue callout bubble labeled '1' highlights the 'Proforma (per Item) VS PI (per Item)' option, which is circled in red. The main content area has fields for Supplier Name (ADVENT MARKETING CORP.), Location Name (CENTRAL DISTRIBUTION CENTER), Date From (2023-01-01), and Date To (2024-01-18). A 'GENERATE' button is centered below these fields. At the bottom, there's a table with 10 entries showing various transaction details like Location, PI No., Ref No., PI Date, PO, PO Date, Credit Memo, Audit Status, Matching Status, and Action. One row shows 'UNAUDITED' status and 'Action' dropdown.

Location	PI No.	Ref No.	PI Date	PO	PO Date	Credit Memo	Audit Status	Matching Status	Action
CENTRAL DISTRIBUTION CENTER	CDC-P4199313	20004972	Sep 25, 2023	SMGM00473864	Aug 25, 2023	NO APPLIED CM	UNAUDITED	PENDING	Action ▾
CENTRAL DISTRIBUTION CENTER	CDC-P4197712	20004897	Aug 18, 2023	SMGM00467679	Jun 26, 2023	NO APPLIED CM	AUDITED	MATCHED	Action ▾

2. Select Supplier Name
3. Select Location Name
4. Select Date Range
5. Click **Generate** button to generate
6. Click **Action** button
7. Click **Tag As Audited** button

The screenshot shows the same CWO Monitoring System interface after generating results. The 'Supplier Name' is set to 'ADVENT MARKETING CORP.', 'Location Name' is 'CENTRAL DISTRIBUTION CENTER', 'Date From' is '2023-01-01', and 'Date To' is '2024-01-18'. A blue callout labeled '5' points to the 'GENERATE' button. The generated table now includes an additional column for 'Action'. The first row's 'Action' dropdown is highlighted with a blue callout labeled '6'. A red heart icon with the text 'Tag As Audited' is overlaid on the 'Action' button for the first row, with a blue callout labeled '7' pointing to it.

Location	PI No.	Ref No.	PI Date	PO	PO Date	Credit Memo	Audit Status	Matching Status	Action
CENTRAL DISTRIBUTION CENTER	CDC-P4199313	20004972	Sep 25, 2023	SMGM00473864	Aug 25, 2023	NO APPLIED CM	UNAUDITED	PENDING	Action ▾
CENTRAL DISTRIBUTION CENTER	CDC-P4197712	20004897	Aug 18, 2023	SMGM00467679	Jun 26, 2023	NO APPLIED CM	AUDITED	MATCHED	Action ▾
CENTRAL DISTRIBUTION CENTER	CDC-P4197723	20004899	Aug 18, 2023	SMGM00471196	Jul 28, 2023	NO APPLIED CM	AUDITED	MATCHED	Action ▾
CENTRAL DISTRIBUTION CENTER	CDC-P4197186	20004813 B	Jul 22, 2023	SMGM00470528	Jul 24, 2023	NO APPLIED CM	AUDITED	MATCHED	Action ▾

8. Click Yes button to save

Supplier Name: ADVECT MARKETING CORP.

Location Name: CENTRAL DISTRIBUTION CENTER

Date From: 2023-01-01

Date To: 2024-01-18

Change Audit Status to AUDITED ?
You won't be able to revert this!

Location	PI No.	Ref	PI Date	PO	PO Date	Credit Memo	Audit Status	Matching Status	Action
CENTRAL DISTRIBUTION CENTER	CDC-P4199313	20004972	Sep 25, 2023	SMGM00473864	Aug 25, 2023	NO APPLIED CM	UNAUDITED	PENDING	Action ▾
CENTRAL DISTRIBUTION CENTER	CDC-P4197712	20004897	Aug 18, 2023	SMGM00467679	Jun 26, 2023	NO APPLIED CM	AUDITED	MATCHED	Action ▾
CENTRAL DISTRIBUTION CENTER	CDC-P4197723	20004899	Aug 18, 2023	SMGM00471196	Jul 28, 2023	NO APPLIED CM	AUDITED	MATCHED	Action ▾
CENTRAL DISTRIBUTION CENTER	CDC-P4197186	20004813 B	Jul 22, 2023	SMGM00470528	Jul 24, 2023	NO APPLIED CM	AUDITED	MATCHED	Action ▾

9. Click OK button to finalize

Supplier Name: ADVECT MARKETING CORP.

Location Name: CENTRAL DISTRIBUTION CENTER

Date From: 2023-01-01

PI is AUDITED!

Location	PI No.	Ref No.	PI Date	PO	PO Date	Credit Memo	Audit Status	Matching Status	Action
CENTRAL DISTRIBUTION CENTER	CDC-P4199313	20004972	Sep 25, 2023	SMGM00473864	Aug 25, 2023	NO APPLIED CM	AUDITED	PENDING	Action ▾
CENTRAL DISTRIBUTION CENTER	CDC-P4197712	20004897	Aug 18, 2023	SMGM00467679	Jun 26, 2023	NO APPLIED CM	AUDITED	MATCHED	Action ▾