



## Inventory Count Questionnaire

**Assigned Location/s:**

**Date:**

i. Were all the items in a countable state within your assigned location/s Yes / No

ii. Were all the items counted Yes / No

iii. If not, which item codes were not counted and why:

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iv. Did palletised inventory have MASIPO (Materials identification poster) which clearly distinguished them from one another? Yes / No

v. Was FIFO (First In First Out) respected, was stock organised in a FIFO manner? Yes / No

vi. If not, which item codes were not counted and why:

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vii. Did the inventory count start (time) as planned Yes / No

viii. If not. What time did it start and why:

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Other relevant comment if any:

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I sincerely acknowledge that I have answered all the questions truly and commented honestly.

Signatures of all parties involved in the count.

**Name of Independent Counter:**.....

**Signature**.....

**Name of Stock Holder:**.....

**Signature**.....