

CIS International Pvt Ltd

OPR for Preparation of Weekly Shipment Efficiency Review Of CIS Group

TFI, SIAM, Indonesia , China

SUBJECT	OPR for Preparation of Weekly Shipment Efficiency Review of CIS Group
DEPARTMENT	Audit
RECORDER (Name and Designation)	Shehabdeen, Audit Executive
APPROVED BY	
CREATED DATE	05/01/2019
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Introduction

This OPR was prepared for the purpose of set up a proper process that gives guidelines for Preparing **Weekly Shipment Efficiency Review of CIS Group**

(TFI, SIAM, Indonesia, China)

Objective

The objective of the **Weekly Shipment Efficiency Review Of CIS Group** is to Analysis the packing list and invoices of the **CIS Group** and purpose of this analysis to find the Over weighted that the standard weight per box and whether Bags have been used more than standard and help to reduce the additional cost and increase the profit of the company.

When it comes to **Weekly Shipment Efficiency Review** 3 components to be considered.

1. weight per Box
2. Quantity per Box
3. Freight Cost per Kg

Sales Analysis Report will be Analyzed for TFI, SIAM, Indonesia, China.

- Final Packing list for the week of TFI, SIAM, Indonesia, China – Finance Dept and Marketing Dept Via Mail.

AutoSave 493 Live Fish Proforma Invoice 2019-04-24 - Compatibility Mode - Excel Shehabdeen Mohamed - Audit & Analysis

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	A	B	C	D	E	F	G	H	I	J	K	L	M	N
21	FRESH WATER - NON RESTRICTED (0301 11 90)						Gross Weight - 1610.35kg / Net Weight - 1548.35kg							
22	193-20904	SLTI	104371-LK001	13.30	1	60*45*31	ASSORTED MALE GUPPY	POECILIA RETICULATA	4.5cm	30CM	7	100	700	
23	193-20904	SLTI	104371-LK001	13.30	2	60*45*31	ASSORTED MALE GUPPY	POECILIA RETICULATA	4.5cm	30CM	7	100	700	
24	193-20904	SLTI	104371-LK001	13.35	3	60*45*31	ASSORTED MALE GUPPY	POECILIA RETICULATA	4.5cm	30CM	7	100	700	
25	193-20904	SLTI	104371-LK001	13.35	4	60*45*31	ASSORTED MALE GUPPY	POECILIA RETICULATA	4.5cm	30CM	7	100	700	
26	193-20904	SLTI	104371-LK001	13.45	5	60*45*31	ASSORTED MALE GUPPY	POECILIA RETICULATA	4.5cm	30CM	7	100	700	
27	193-20904	SLTI	104371-LK001	13.65	6	60*45*31	ASSORTED MALE GUPPY	POECILIA RETICULATA	4.5cm	30CM	7	100	700	
28	193-20904	SLTI	104371-LK001	13.80	7	60*45*31	ASSORTED MALE GUPPY	POECILIA RETICULATA	4.5cm	30CM	7	100	700	
29	193-20904	SLTI	104371-LK001	13.80	8	60*45*31	ASSORTED MALE GUPPY	POECILIA RETICULATA	4.5cm	30CM	7	100	700	
30	193-20904	SLTI	104371-LK001	13.80	9	60*45*31	ASSORTED MALE GUPPY	POECILIA RETICULATA	4.5cm	30CM	1	100	100	
31	193-20904	SLTI	104371-LK001			60*45*31	ASSORTED MALE GUPPY	POECILIA RETICULATA	3.5cm	30CM	6	150	900	
32	193-20904	SLTI	104371-LK001	13.65	10	60*45*31	ASSORTED MALE GUPPY	POECILIA RETICULATA	3.5cm	30CM	7	150	1050	
33	193-20904	SLTI	104371-LK001	13.55	11	60*45*31	ASSORTED MALE GUPPY	POECILIA RETICULATA	3.5cm	30CM	7	150	1050	
34	193-20904	SLTI	104371-LK001	13.50	12	60*45*31	ASSORTED MALE GUPPY	POECILIA RETICULATA	3.5cm	30CM	7	150	1050	
35	193-20904	SLTI	104371-LK001	13.70	13	60*45*31	ASSORTED MALE GUPPY	POECILIA RETICULATA	3.5cm	30CM	7	150	1050	
36	193-20904	SLTI	104371-LK001	13.70	14	60*45*31	ASSORTED MALE GUPPY	POECILIA RETICULATA	3.5cm	30CM	7	150	1050	
37	193-20904	SLTI	104371-LK001	13.85	15	60*45*31	ASSORTED MALE GUPPY	POECILIA RETICULATA	3.5cm	30CM	7	150	1050	
38	193-20904	SLTI	104371-LK001	13.60	16	60*45*31	ASSORTED MALE GUPPY	POECILIA RETICULATA	3.5cm	30CM	7	150	1050	
39	193-20904	SLTI	104371-LK001	14.15	17	60*45*31	ASSORTED MALE GUPPY	POECILIA RETICULATA	3.5cm	30CM	7	150	1050	
40	193-20904	SLTI	104371-LK001	14.00	18	60*45*31	ASSORTED MALE GUPPY	POECILIA RETICULATA	3.5cm	30CM	7	150	1050	
41	193-20904	SLTI	104371-LK001	14.25	19	60*45*31	ASSORTED MALE GUPPY	POECILIA RETICULATA	3.5cm	30CM	7	150	1050	

PACKING LIST INVOICE COST # 500

- All Freight invoice for the week which are related to the invoices.

Photos - 100.jpg

See all photos Add to a creation

INVOICE

INVOICE NO. : IN19040013
VAT REGISTERED NO. : 0113596003618
TRADER CODE NO. :
DATE : 17/04/2019
TERM : 30 days
DUE DATE : 17/05/2019
SHIPMENT NO : SE19040009-01
OBL NO. : 20537189946
HBL NO. :

INVOICE TO : SIAM TROPICAL FISH CO.,LTD.
ADDRESS : 14 SOI PHAHOLYOTHIN 55/2, PHAHOLYOTHIN ROAD
NIHWANG ANUSAWAREE KHET BANGKHEN BANGKOK 10220

A/C CODE :

CONTAINER NO /SEAL : LIVE TROPICAL FISH
FEEDER VESSEL : NH80R
OCEAN VESSEL : NH80R
ETA : 14/04/2019
ETD : 14/04/2019
DEST. : LOS ANGELES, CA, U.S.A.

QUANTITY : 93 BOXEX
WEIGHT : 1707.5 KGS.

DESCRIPTION	EXCH RATE	NON VAT	VAT
AIRFREIGHT CHARGE	THB 180,995.00/UNT X 1.000 UNT	180,995.00	
EXPORT SURCHARGES (W/H 3%)	THB 29,028.00/UNT X 1.000 UNT		29,028.00
FUEL & CRISIS CHARGES	THB 43.00/ X 1,707.500	73,422.50	
AIRWAY BILL FEE (W/H 3%)	THB 562.00/ X 1.000		562.00
CUSTOMS CLEARANCE (W/H 3%)	THB 1,000.00/ X 1.000		1,000.00
CUSTOMS FEES	THB 200.00/ X 1.000	200.00	
CUSTOMS OVERTIME	THB 200.00/ X 1.000	200.00	
CUSTOMS INSPECTION (W/H 3%)	THB 200.00/ X 1.000		200.00
TRANSPORTATION CHARGE (W/H 3%)	THB 1,800.00/ X 3.000		5,400.00
SUB-TOTAL		254,817.50	36,190.00
VAT			2,533.30
TOTAL DUE IN THAI BAHT			293,540.80

(BAHT: TWO HUNDRED NINETY-THREE THOUSAND FIVE HUNDRED FORTY AND 80 / 100)
TOTAL NET/INCL.ING TAX AMOUNT : 3,085.70

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Process involved in preparation

1. And need to confirm that all invoices Have been shipped or not based on the shipment evaluation report
2. Working 1 (W1) – Review of Pack per box and weight per bag verification

Detail Break up											
Fresh Water											
Order No	Common Name	scientific Name	Size	Bag Size	No. of Bags	Qty per Bag	Standard	Difference	Total Difference	Total QTY	Weight per box
Invoice # 487											
193-20904	ASSORTED MALE GUPPY	POECILIA RETICULATA	4.5cm	30CM	7	100	100	-	-	700	13.5
193-20904	ASSORTED MALE GUPPY	POECILIA RETICULATA	4.5cm	30CM	7	100	100	-	-	700	13.30
193-20904	ASSORTED MALE GUPPY	POECILIA RETICULATA	4.5cm	30CM	7	100	100	-	-	700	13.35
193-20904	ASSORTED MALE GUPPY	POECILIA RETICULATA	4.5cm	30CM	7	100	100	-	-	700	13.35
193-20904	ASSORTED MALE GUPPY	POECILIA RETICULATA	4.5cm	30CM	7	100	100	-	-	700	13.45
193-20904	ASSORTED MALE GUPPY	POECILIA RETICULATA	4.5cm	30CM	7	100	100	-	-	700	13.65
193-20904	ASSORTED MALE GUPPY	POECILIA RETICULATA	4.5cm	30CM	7	100	100	-	-	700	13.5
193-20904	ASSORTED MALE GUPPY	POECILIA RETICULATA	4.5cm	30CM	7	100	100	-	-	700	13.80
193-20904	ASSORTED MALE GUPPY	POECILIA RETICULATA	4.5cm	30CM	7	100	100	-	-	700	13.5
193-20904	ASSORTED MALE GUPPY	POECILIA RETICULATA	4.5cm	30CM	1	100	100	-	-	100	13.80
193-20904	ASSORTED MALE GUPPY	POECILIA RETICULATA	3.5cm	30CM	6	150	150	-	-	900	
193-20904	ASSORTED MALE GUPPY	POECILIA RETICULATA	3.5cm	30CM	7	150	150	-	-	1,050	13.5
193-20904	ASSORTED MALE GUPPY	POECILIA RETICULATA	3.5cm	30CM	7	150	150	-	-	1,050	13.55
193-20904	ASSORTED MALE GUPPY	POECILIA RETICULATA	3.5cm	30CM	7	150	150	-	-	1,050	13.5
193-20904	ASSORTED MALE GUPPY	POECILIA RETICULATA	3.5cm	30CM	7	150	150	-	-	1,050	13.70
193-20904	ASSORTED MALE GUPPY	POECILIA RETICULATA	3.5cm	30CM	7	150	150	-	-	1,050	13.70
193-20904	ASSORTED MALE GUPPY	POECILIA RETICULATA	3.5cm	30CM	7	150	150	-	-	1,050	13.85
193-20904	ASSORTED MALE GUPPY	POECILIA RETICULATA	3.5cm	30CM	7	150	150	-	-	1,050	13.60

3. Copy the details of Common Name, Scientific Name, Size, Bag Size, No of Bags and QTY per Bag relevant to Fresh Water and paste it in to Working 1 relevant areas
4. Then according to the “Standard” fill up the Standard QTY per bag column in working 1. Automatically it will give the packing inefficiencies if there is any.
5. Then copy the “Total QTY” of fresh water from packing List and paste it in the Working 1.
6. Copy “GW per Box” from Packing list respective to Fresh Water and past it in to “Actual Weight per Box column and fill up the “Standard Weight per Box” column with 9Kg per box for Betta and 13Kg for other fresh water.

Excess Bags Used = Actual Bags Used – (Actual fish QTY sent/Standard QTY per bag)

7. Table 01 is to record pack per bag inefficiencies if there is any. Calculations are as follows.

**Excess Kgs Sent = Excess Bags
Used*(13/7)**

13 – Weight per Box
7 – No. of bags per Box

**Cost Incurred for Excess Bags = Excess
Kgs Sent*13.5**

13.5 – Packing rate per Kg

8. Working 2 is to check whether

- No. of cartons as per Invoice Vs. as per Packing list matches
- Weight as per Invoice Vs. as per packing list matches
- Freight Rate as per Invoice matches updated Freight Rate as per Logistic
- Recalculate the accuracy of total freight cost (Packing List Vs Invoice)
- Recalculate the accuracy of total freight cost (Invoice Vs Logistic)

Finally, is there are any issues, those should be mentioned in the summery sheet under respective checklist line item.

AutoSave

Weekly Shipment Efficiency review of CIS Group by Audit - period from 19 April to 25 April of 2019 - Excel

Shehabdeen Mohamed - Audit & Analysis

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9. Finally, is there are any issues, those should be mentioned in the summery sheet under respective checklist line item

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Weekly Shipment Efficiency Review of CIS Group - Period From 19,April to 25,April of 2019

Check List

Prepared By : Shehabdeen Sanoos - Audit Executive

Reviewed By : Suja - Lead Internal Auditor

Prepared Date : 04.23.2019

Period : 04.19.2019 - 04.25.2019

Audit Note #	Audit Procedure	Work Done	Tropical Fish Internationals (Pvt) Ltd	SIAM TROPICAL FISH CO., LTD
			Shipment Date: April, 20, 2019 Invoice No: 01493 TFI	Shipment Date: April, 20, 2019 Invoice No: 044/2019 SIAM - 193
1	Check the Invoice to ensure there are any deviations from the standard packing method. 1) QTY per Bag 2) Gross Weight per Box	✓	1) 49 Boxes were over weighed that the standard weight per box. 2) 03 Bags have been used more than standard for packing that what expected as per standard.	1) Over weighed that the standard weight per box - No Lapses Found 2) 03 Boxes have been used more than standard for packing that what expected as per standard.
2	Check whether shipped fish quantities were up to the standard size as to ensure quality product is being transferred	✓	No Lapses Found	No Lapses Found
3	Check - No. of cartons as per Invoice Vs. as per Packing list matches	✓	No Lapses Found	No Lapses Found
4	Check - Weight as per Invoice Vs. as per packing list matches	✓	TOTAL kgs as per packing list v as 1610Kgs. However in the Invoice it indicate as 1622 Kgs. Difference was 11 Kgs	Weight as per packing list is not available
5	Check - Freight Rate as per Invoice matches updated Freight Rate as per Logistic	✓	No Lapses Found	No Lapses Found
			Freight Cost (4.08) as per invoice is as per the	Weight and Freight cost recorded in final SIAM

work 01 SL & TL W1 W2 W3

10. Updated Packing Verification should be sent to Farm Manager and Lead internal Auditor through ETF in every Friday

http://cis.eteknowledge.com/RC_OwnerPanel.aspx

OwnerPanel

eTropicalFish.Com

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Report Code	Report Name	Day	Supervisor	Send By/Status	Report Date
ACLPD	Audit Control Log For Finance Department	FRI	Suja Mohamad	U Pending	05/10/2019
BPMMS	BETTA PROJECT MONITORING SYSTEM	THU	Suja Mohamad	U Pending	05/09/2019
BPMR	Betta Project Progress Monitoring Report	THU	Suja Mohamad	U Pending	05/09/2019
FWHOFR	Fresh Water Monthly Orderfill Report	13	Suja Mohamad	U Pending	
SWMOR	Salt Water Monthly Orderfill Report	13	Suja Mohamad	U Pending	
TFISQAR	Weekly Shipment Efficiency Review of CIS Group	MON	Suja Mohamad	U Pending	05/06/2019

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