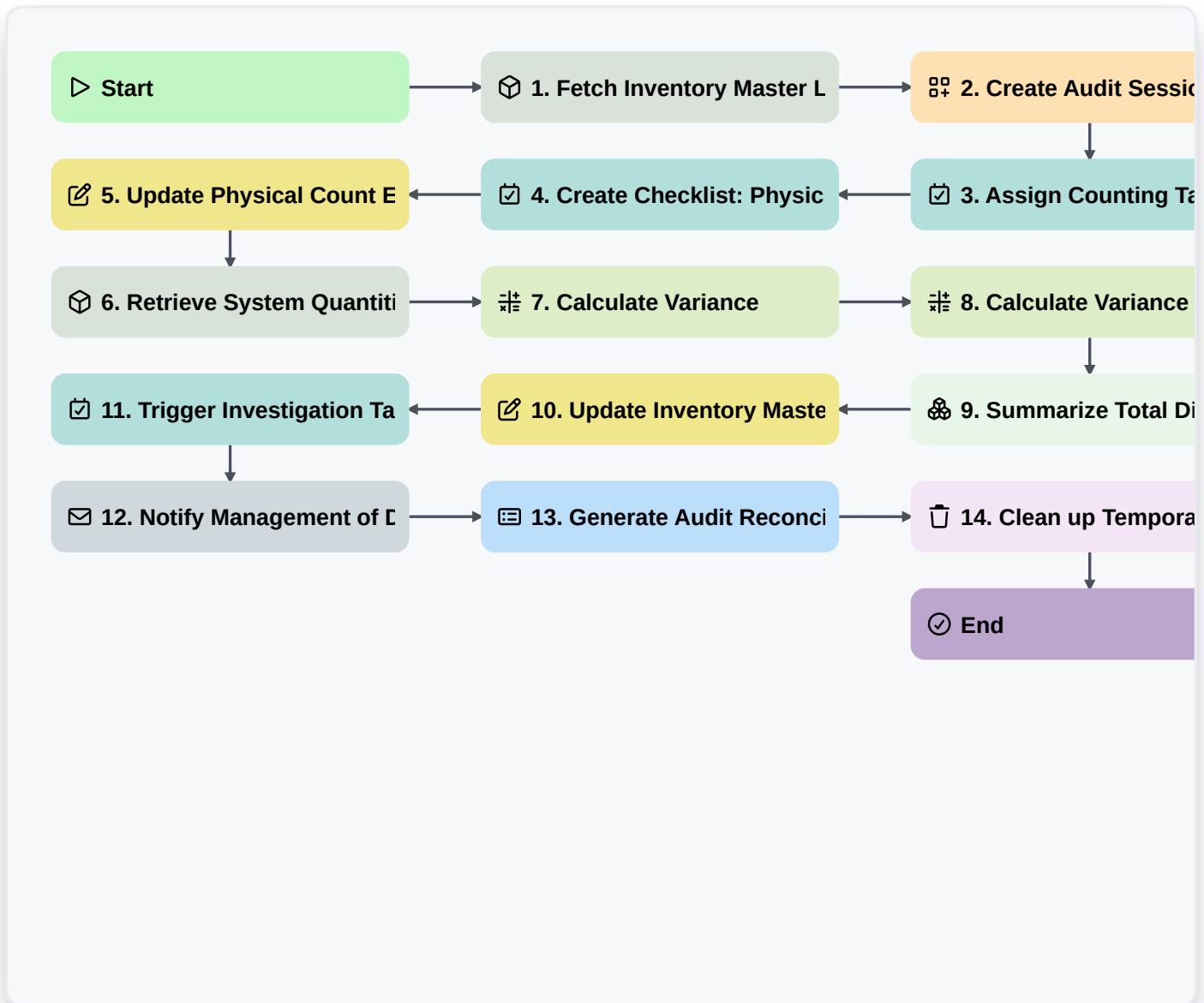


Cycle Counting And Inventory Audit Workflow



▷ Start

Start of the Workflow/Process.

📦 1. Fetch Inventory Master List

Retrieve all active items from the Inventory Data Model to identify which items are due for a count.

🔧 2. Create Audit Session

Initialize a new Audit Session entry that links specific warehouse locations and timestamps to the audit.

📋 3. Assign Counting Task

Generate a task for Warehouse Staff to perform the physical count of items in the assigned zone.

📋 4. Create Checklist: Physical Verification

Attach a checklist to the task containing steps like 'Verify SKU', 'Check Expiry', and 'Inspect Packaging Condition'.

📝 5. Update Physical Count Entry

Record the quantity found during the physical count into the Audit Entry data model.

📦 6. Retrieve System Quantities

Fetch the expected quantities from the Inventory Master Data Model to compare against the physical count.



7. Calculate Variance

Subtract the Physical Count value from the System Quantity value to determine the discrepancy (Variance = System - Physical).

8. Calculate Variance Percentage

Calculate the severity of the error by dividing the Variance by the System Quantity.

9. Summarize Total Discrepancy Value

Sum the monetary value of all discrepancies found during the audit session to assess financial impact.

10. Update Inventory Master Stock Levels

Update the main Inventory Data Model with the new verified quantities to ensure records match reality.

11. Trigger Investigation Task

Create a high-priority task for the Inventory Manager if the variance exceeds a predefined threshold.

12. Notify Management of Discrepancy

Send an automated email to the Finance Department summarizing the total loss or gain detected during the audit.

13. Generate Audit Reconciliation Report

Create a final PDF/Sheet report containing the audit session details, variances, and the 'Authorized' status for record keeping.

14. Clean up Temporary Audit Logs

Delete temporary/draft counting entries once the final audit session is reconciled and closed.

End

End of the Workflow/Process.