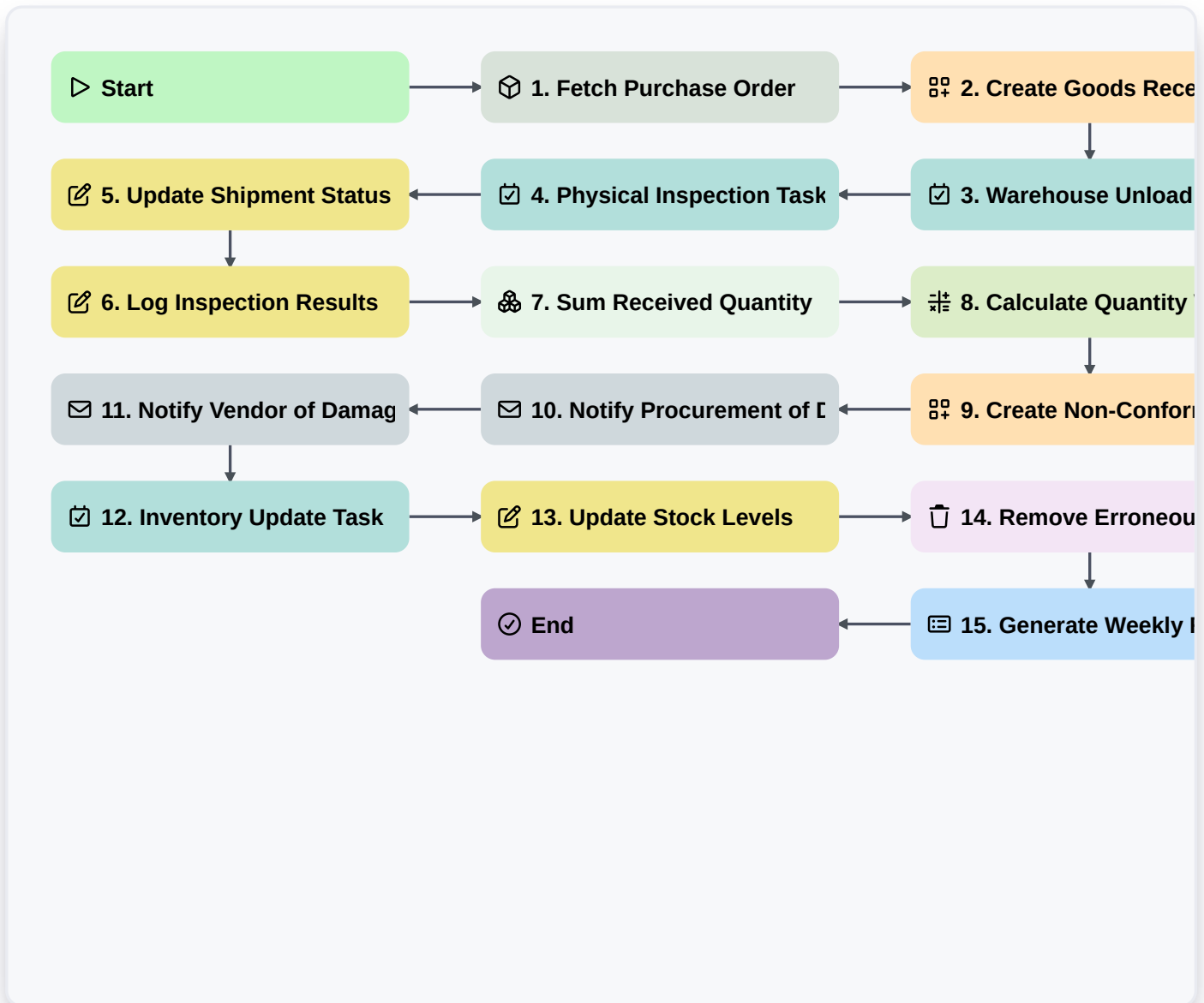


# Goods Receipt And Inspection Process



## ▷ Start

Start of the Workflow/Process.

## 📦 1. Fetch Purchase Order

Retrieve the original Purchase Order entry to verify item details and quantities.

## 📄 2. Create Goods Receipt Record

Create a new entry in the Goods Receipt data model to initiate the receiving process.

## 📋 3. Warehouse Unloading Task

Assign a task to the warehouse operator to physically unload the delivery truck.

## 📋 4. Physical Inspection Task

Assign a task to the Quality Control officer to inspect the goods for damage.

## 📋 5. Update Shipment Status

Update the status of the Purchase Order entry to 'Partially Received' or 'Fully Received'.

## 📋 6. Log Inspection Results

Update the Goods Receipt entry with inspection notes, pass/fail status, and damage descriptions.



### **7. Sum Received Quantity**

Aggregate all items in the Goods Receipt to calculate the total weight or volume received.

### **8. Calculate Quantity Variance**

Subtract the received quantity from the ordered quantity to identify discrepancies.

### **9. Create Non-Conformance Report**

If inspection fails, create a new entry in the Non-Conformance (NCR) data model.

### **10. Notify Procurement of Discrepancy**

Send an email to the Purchasing Department if the received quantity does not match the PO.

### **11. Notify Vendor of Damage**

Send an email to the supplier regarding damaged goods identified during inspection.

### **12. Inventory Update Task**

Create a task to update the stock levels in the main Inventory data model.

### **13. Update Stock Levels**

Update the quantity on hand in the Inventory data model based on the successful receipt.

### **14. Remove Erroneous Entry**

Delete a duplicate or incorrectly created Goods Receipt entry if a mistake was made during input.

### **15. Generate Weekly Receiving Report**

Create a summary report of all goods received and inspection outcomes for the week.

### **End**

End of the Workflow/Process.