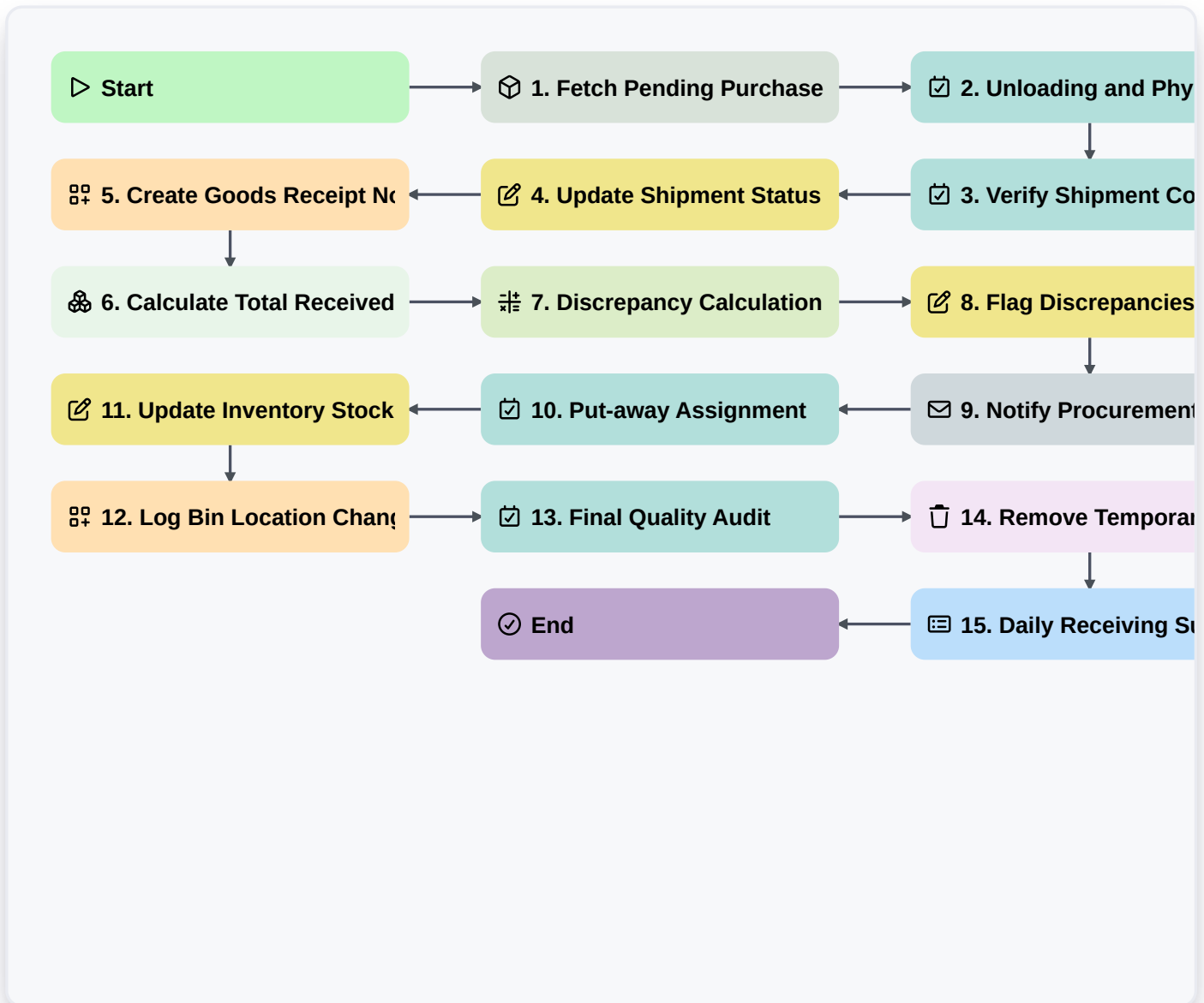


Warehouse Receiving And Put-Away Process



Start

Start of the Workflow/Process.

1. Fetch Pending Purchase Orders

Retrieve all open Purchase Order entries from the PO Data Model that are flagged for receiving.

2. Unloading and Physical Inspection

Create a task for the Dock Clerk to physically unload the shipment and check for visible damage.

3. Verify Shipment Contents

Create a task to cross-reference the physical items received against the digital Purchase Order.

4. Update Shipment Status to 'Received'

Update the status of the matched Purchase Order entry to 'Received' once verification is complete.

5. Create Goods Receipt Note (GRN)

Generate a new entry in the Goods Receipt Data Model to record the specific details of this delivery.

6. Calculate Total Received Quantity

Sum the quantities of all items processed in the current GRN to ensure total volume matches the manifest.



7. Discrepancy Calculation

Calculate the difference between the 'Ordered Quantity' and 'Received Quantity' to identify shortages.

8. Flag Discrepancies

If the discrepancy calculation is greater than zero, update the GRN entry to 'Discrepancy Found' status.

9. Notify Procurement of Shortage

Send an email to the Procurement Department if items are missing or damaged.

10. Put-away Assignment

Create a task for the Warehouse Operator to move items from the receiving dock to their designated storage bins.

11. Update Inventory Stock Levels

Update the existing Product Data Model entries to increase the 'On-Hand Quantity' based on the received amount.

12. Log Bin Location Change

Create a new entry in the Inventory Movement Log to track the movement from 'Dock' to 'Storage Bin'.

13. Final Quality Audit

Create a task for the Quality Supervisor to perform a random spot check on the placed items.

14. Remove Temporary Dock Records

Delete the temporary 'In-Transit' dock staging entries once the put-away is confirmed.

15. Daily Receiving Summary Report

Generate a report at the end of the shift summarizing all GRNs processed, total items received, and total discrepancies found.

End

End of the Workflow/Process.