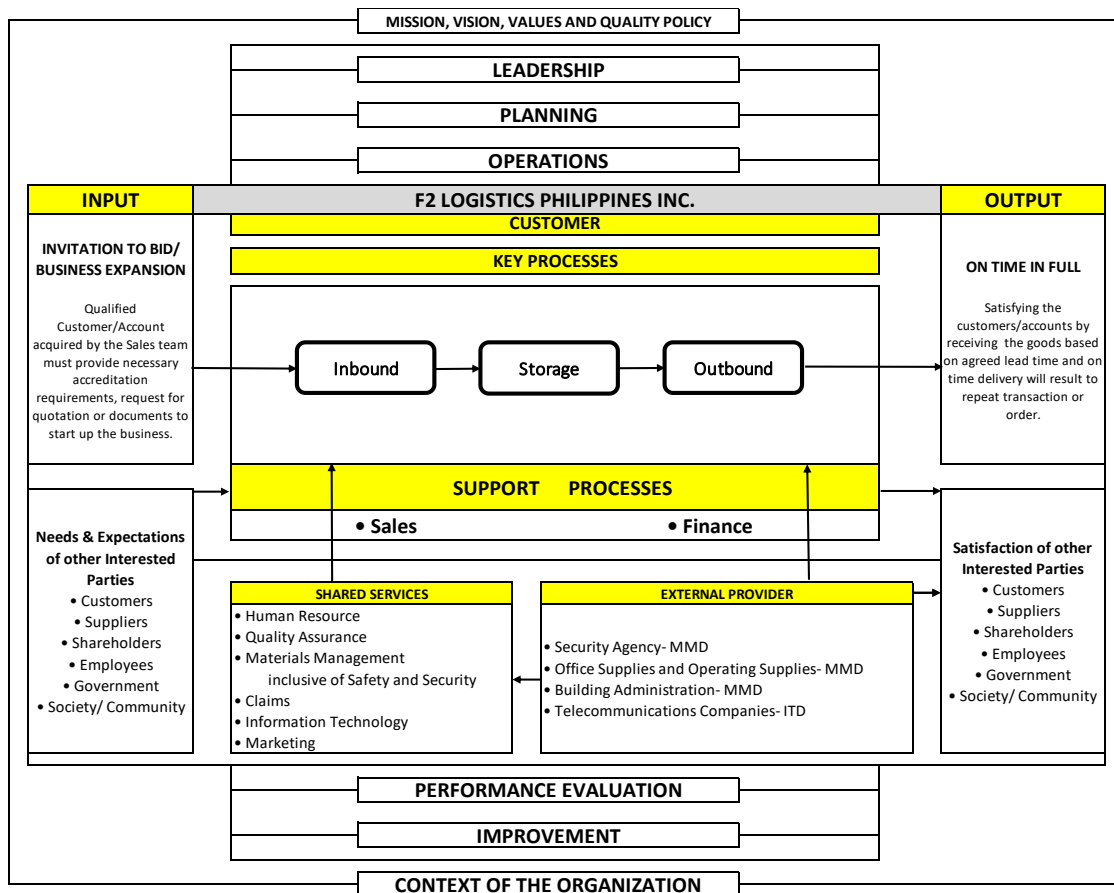




<h1>Business Process - Warehousing</h1> <h2>Quality Manual</h2>		Document Number: QM-11.18
Department: F2 JWSL – Davao & Cebu	Effective Date: January 18, 2022	Revision No 2


Business Process (Warehousing)



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Input- Process- Output (IPO) Matrix

INPUT	KEY PROCESS	OUTPUT
Advance Shipment Notice from Coordinator/ Account Representative	Inbound	Gate Pass to Trucker; Received Items in good condition
Transfer form of stocks	Storage	Validation/ Updating and encoding to the system
Preparation of Picklist and order	Outbound	Daily Trip Report (DTR) and Delivery Receipt (DR)

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