

Inventory Reconciliation, Warnings

File these instructions in the MACS Software User's Manual

Requirements

Operating System: Any
MACS Version: 4.10 or higher

Situation

You are running the INVENTORY RECONCILIATION [WHE\16.24.1] report and get a warning message printed on the report: **INVENTORY TRANSACTION FILE AND ITEM MASTER DO NOT BALANCE**. This message is a warning that the beginning inventory balance from the previous month, plus or minus all inventory transactions does not equal to the ending balance which is currently in the Item Master as the quantity on-hand. This may occur due to the following:

1. *Machine failure:* Your computer experienced faulty performance and resulted in corrupt files.
2. *Power outage or surge of power:* Power outages and surges may result in corrupt files.
3. *File check removing damaged records:* When the files check program encounters damaged records and they are removed as a correcting measure, the removed information could impact the resulting Inventory Reconciliation report.
4. *Rebuilding a file:* When a file is rebuilt as a correcting measure, the program can encounter corrupted records with damaged keys that may be removed during the rebuild.
5. An order may have been *deleted* using ORDER ENTRY/CHANGE [WH\16.5] instead of being *canceled* using ORDER CANCELLATION [WH\16.16].

Solutions

The following steps may be helpful in reconciling the inventory:

1. Verify the ending balance as listed on the report. This can be done accordingly:
 - a) Count the inventory. If the count equals the actual ending balance on the reconciliation report, no further action is required. MACS will use the quantity on hand as your ending balance
 - b) If the ending balance does not correspond with the physical count, enter an adjustment against the item in ADJUSTMENT ENTRY [WHI\16.21.16].
2. Check the monthly inventory transactions to verify that no transactions were missed or posted twice.
3. If you are unable to explain the discrepancy, no further action is required. The beginning balance will be your on hand quantity. Run the report again to get a clean copy with the corrected beginning balance.