

Goods Return Receipt

Module Guide: Goods Return Receipt (Return Receipt)

Module Location

PPIC > Goods Return > Goods Return Receipt

Module Objective

The **Goods Return Receipt** module is a confirmation module used by the warehouse team to state that the leftover material returned from production has been physically received. This is the final step in the internal goods return cycle, which functions as official proof of handover and triggers the addition of stock back into the warehouse.

1. Main View (Receipt List)

The main page of this module displays a list of all receipt confirmation documents that have been created.

View Explanation

- **View:** This page is a history of all return goods receipt confirmations. You can see the **Goods Return Receipt Code, Date**, and the original **Goods Return Code** reference.
- **Filters:** You can search for a specific document by number or **Date** range.

- **Action Buttons:**

- **[New]** (Not visible, but is the primary button): To create a new receipt confirmation document.

2. Steps to Confirm Goods Receipt (Conceptual)

Step 1: Create a New Receipt Document

From the Main View, click the **[New]** button to open the receipt form.

Step 2: Select the Return Reference

On the form that appears, search for and select the **Goods Return Code** that corresponds to the goods you have just received back from production.

Step 3: Verify and Confirm Receipt

1. After you select the reference, the system will display the details of the returned items along with their quantity.
2. Verify that the goods received physically match the data displayed.
3. Click the confirmation button to complete the process.

Workflow & Integrated Business Process

- This module is the **second and final step** in the material return cycle, following **Goods Return** (submission from production).

- By confirming the receipt here, you officially close the return cycle. The system will:
 - **Add the stock quantity back** to the warehouse.
 - Complete the transaction and update the status of the return document.

Tips & Important Notes

- This module serves as a **handover mechanism** to ensure no goods are lost between the production floor and the warehouse.
- This is an important confirmation module for **Warehouse Staff** to ensure inventory data accuracy.

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