

Stock Mutation Report

Report Module Guide: Stock Mutation Report (BC Stock Mutation Report)

Module Location

Inventory > Bonded Zone > Stock Mutation Report

Module Objective

The **Stock Mutation Report** module is used to generate a stock mutation (movement) report specifically designed for **Customs (BC) reporting purposes**. This report details all inflow and outflow transactions for each item within a specific period, which results in a beginning balance, movements, and an ending balance, according to the format required for Bonded Zone reporting.

1. Report Parameters (Filter)

The main page of this module is a form containing various parameters to generate a specific report.

Here is an explanation for each parameter:

- **Item/Service Category Type:**

- Filter the report for a specific item category (e.g., Raw Material, Finished Good).

- **Type Document BC:**

- Filter transactions by the relevant customs document type.

- **Period:**

- Specify the mutation date range in the **From** and **To** fields that you wish to report.

2. Steps to Generate the Report

Step 1: Set Report Parameters

Define the parameters you need, especially the **Period** and the **Category Type** to be analyzed.

Step 2: Generate the Report

After all parameters are set, click one of the two buttons at the bottom:

- **[Display]:** To preview the mutation report directly on your screen.
- **[Export to MS Excel]:** To download the report data in an Excel file format.

3. Reading the Report (Report Content)

The generated report is a stock mutation report that is ready to be submitted to Customs.

The report will likely display the standard mutation format:

- Beginning Balance

- Total Inflows (during the period)
- Total Outflows (during the period)
- Ending Balance

Each line will detail the movement per item with columns such as Date, Transaction Number, Item/Service Code, and other details.

Tips & Important Notes

- This report is a recapitulation of the data recorded in the **Goods Inflow Report** and the **Goods Outflow Report**.
- Maintaining the accuracy of this mutation report is crucial for audits and **compliance** with Bonded Zone regulations.
- This module is a crucial monthly work tool for the **Exim (Export-Import)** team.

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