

Scope: This work instruction describes the actions to be taken when performing the inventory reconciliation

Equipment: Computer with access to Oracle

General Requirements:

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Inventory Reconciliation	Pictures
1.	Figure 1

I acknowledge that I have read, been trained on, and fully understand the above work instructions and will follow them at all times unless otherwise instructed by my supervisor.

Employee Name (Print)

Employee Signature

Date

Supervisor Signature

Date