

MONTHLY/QUARTERLY INVENTORY REPORT

FACILITY NAME AND LOCATION				PERIOD COVERED	DATE
REPORT OF SCREEN / SAMPLE OF		LOT NUMBER			
POPULATION DATA		TOTAL ACTIVITY ITEMS		TOTAL LOT ITEMS	
COUNT DATES	START	FINISH	LAST LOCATOR TEST (Prior to count date)	DATE	LOCATOR ERROR RATE %

FINDINGS

INCREMENT NUMBER (a)	ITEMS COUNTED (b)	ITEMS WRONG		ITEMS OUT OF TOLERANCE	
		NUMBER (c)	ERROR RATE (d)	NUMBER (e)	ERROR RATE (f)
TOTALS					

ANALYSIS OF INVENTORY ADJUSTMENTS

TOTAL GAINS BY INVENTORY	\$		
+			
TOTAL LOSSES BY INVENTORY	\$		
GROSS ADJUSTMENTS	\$		

ADJUSTMENT RATE	=	$\frac{\text{GROSS ADJUSTMENTS}}{\text{RECORD VALUE OF INCREMENT(S)}}$	=	\$	_____	=	%
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AVERAGE LINE ADJUSTMENT	=	$\frac{\text{GROSS ADJUSTMENTS}}{\text{ITEMS WRONG}}$	=	\$	_____	=	\$	%
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SAMPLE DECISION (Check one)

<input type="checkbox"/> ACCEPTED	<input type="checkbox"/> REJECTED	<input type="checkbox"/> RESAMPLE
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REMARKS

CHIEF, STATISTICAL, SAMPLING BRANCH (Signature)