

MANUFACTURING BUFFER STOCK AUDIT LEDGER

Safety Stock Discrepancy & Inventory Verification Log

AUDIT DATE

FACILITY / WAREHOUSE

LEAD AUDITOR NAME

AUDIT REFERENCE NO.

ITEM / PART NO.	DESCRIPTION	LOCATION / BIN	SAFETY STOCK (MIN)	SYSTEM QTY	PHYSICAL QTY	VARIANCE (+/-)	STOCK STATUS	CORRECTIVE ACTION REQUIRED	AUDITOR INIT.
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AUDITOR SIGNATURE / DATE

INVENTORY CONTROL MANAGER / DATE

PLANT SUPERINTENDENT / DATE