

Inventory Loss Report – Summary Assessment

Report Date: June 18, 2024

Report No: INV-LS-0245

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Department: Warehouse Operations

Location: Central Distribution Center

Reporting Period: June 1 – June 15, 2024

Summary of Inventory Loss

Item Code	Description	Quantity Lost	Unit of Measure	Loss Type	Estimated Value (USD)	Remarks
A101	LED Monitor 24"	5	pcs	Damaged	750.00	Water damage during transit
B214	Wireless Mouse	12	pcs	Theft	168.00	Missing after stock count
C309	Laptop - 15.6"	2	pcs	Obsolescence	940.00	Outdated models, unsellable
D730	USB Flash Drive 32GB	20	pcs	Misplaced	160.00	Location not traceable
Total Estimated Value					2,018.00	

Assessment and Recommendations

The reported losses for the period primarily involve theft, misplaced goods, and damage attributable to transit issues. Security checks should be intensified, and staff training on inventory handling must be reinforced. Regular inventory counts and tighter access controls are recommended.

Important Notes:

- This report documents inventory discrepancies for the referenced period and location only.
- Further investigation may be required to pinpoint causes and prevent recurrence.
- Loss valuations are based on latest available purchase price and may not represent replacement costs.
- All incidents of inventory loss should be reported promptly and accurately for compliance purposes.
- This document may be used for insurance or audit review; ensure accuracy before filing.