

DATE 01/02/2023



# MONTHLY RECONCILIATION PLAN

ADVANCING INTERNATIONAL STRATEGIES

PRESENTED BY: DARREN NELSON  
WENDLE MOTORS

# MONTHLY RECONCILIATION PLAN

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## **SPECIFIC**

Create and organize a plan to reconcile monthly

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## **MEASURABLE**

Last day of month

- Dollar value of parts received but not invoiced
- Credits due for parts returned
- Cores returned for credit/credit not received
- Dirty cores on hand
- Work in progress
- Price updates
- Bin count adjustments
- Outside purchases
- NPN
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## **ATTAINABLE**

Parts Secretary (Kathy)

Parts Manager (Darren)

Office Manager

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## **RELAVANT**

Obtain a balance between Financial statement inventory dollar and Parts Department physical inventory. To be completed once month

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## **TIMEBOUND**

Monthly Reconciliation to be completed once a month

