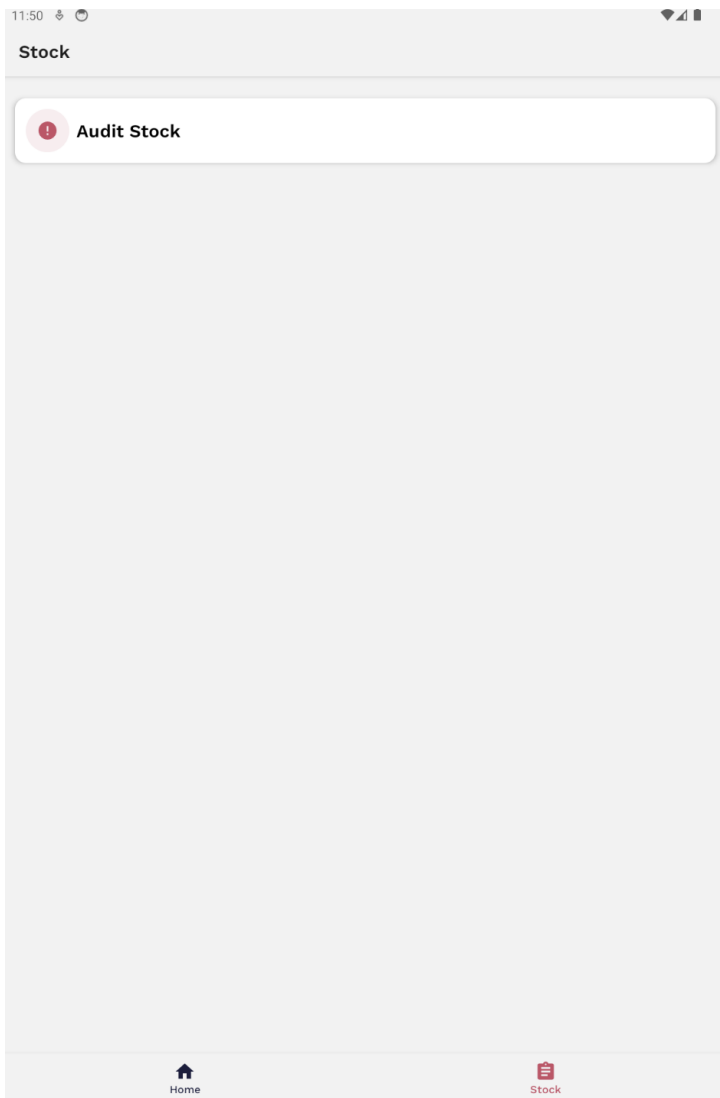# Audit Stock

The **Auditor** will audit / confirm stock that already exists in a given container, it is important to note that a container coordinator needs to be assigned to that container for the auditor to be able to audit.

Additionally, an auditor cannot be assigned to any vehicle / container or till.
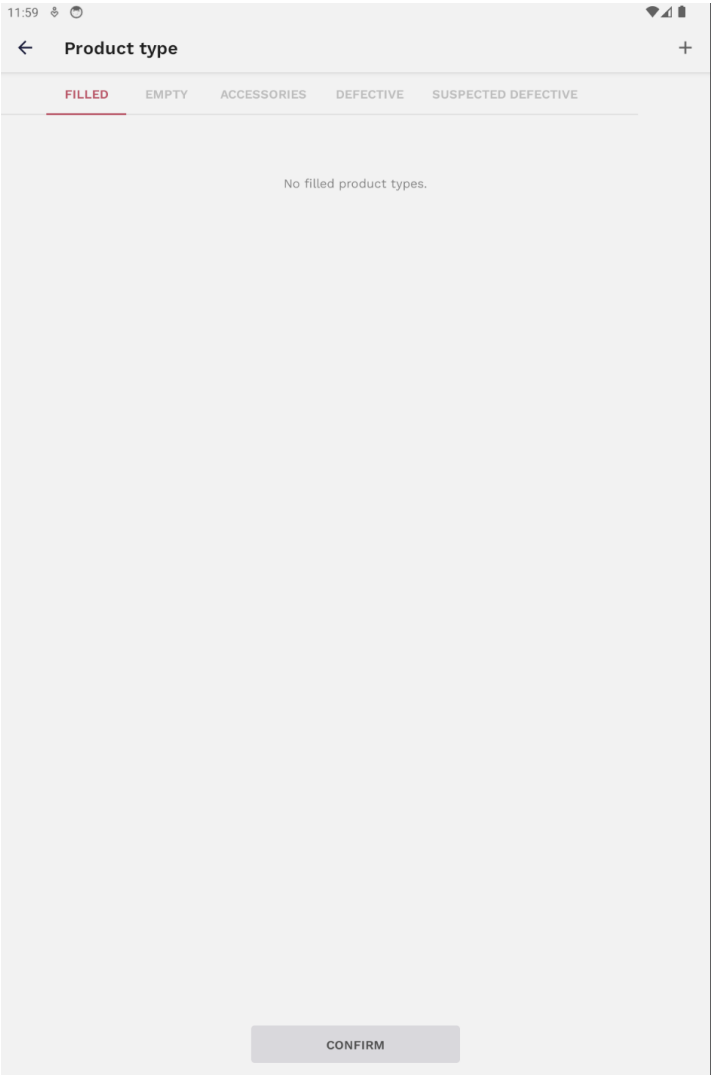
1. **Log in** & **Clock in** with your Auditor Profile
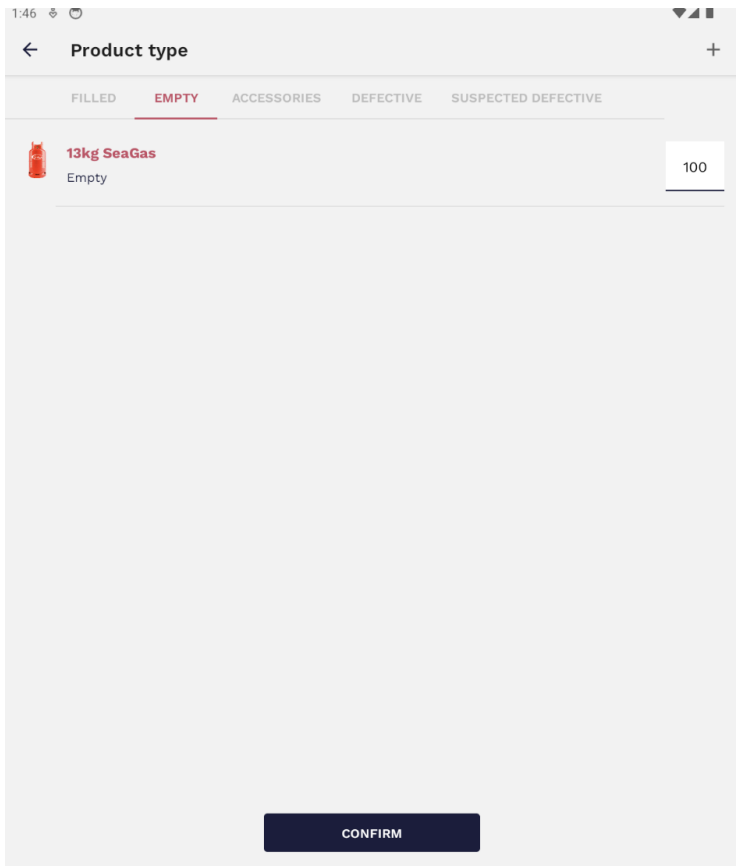2. Click on **Stock** and **Audit Stock**

In the **From** section, type in the container name that needs the stock to be audited.

In the **Product Type** section you will have all the stock for that given container that includes

Filled / Empty / Accessories / Defective / Suspected Defective

In this example, there are only 100 **empty** units of **13Kg SeaGas** in the stock so we will click on empty and write 100 in the **qty** section. So we are auditing / confirming that in stock there is really this amount of units.

Once you click **confirm** the next menu will show you all the items that have been audited, subsequently you can press **report** & the stock will be successfully reported.

From
AMAAN Empty Defectives Yard

Product type
13kg SeaGas   ›

Product Overview

13kg SeaGas
Empty   x 100 units

REPORT

If the stock levels audited don't match with the current stock levels in the container a variance will be generated for the container coordinator responsible for that container.

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