Review the Stock Transfer Inquiry

How to Review the Stock Transfer Inquiry in Muhasib ERP

Overview

This guide will help you find a stock transfer, inspect its movement details, and determine whether receipt or correction is required.

You get source-level transfer evidence and its valid next action.

Who can do this

You need access to Stock Transfer Inquiry plus both location and item visibility.

Before you start

Have transfer/reference, date range, source/destination, item, batch/serial, or status.

> Before saving, check that the correct company is open and that you have permission to complete this task.

Where to find it

Back Office → Items & Advanced Inventory → Stock Transfer Inquiry.

Review the Stock Transfer Inquiry

Step 1: Set company/date/location/status filters

Step 2: Search by transfer/reference/item

Step 3: Open the exact transfer

Step 4: Review source, destination, lines, quantities, units, batches/serials, dispatch/receipt, and status

Step 5: Trace both stock ledgers

Step 6: Select authorized receipt or correction action

Check your work

Inquiry/detail agree with Stock Transfer Report and both location balances.

> Take a moment to check your work before closing the window. This small check can save time later.

If something goes wrong

- Search before creating a replacement transfer.
- Escalate if destination stock was consumed before correction.

Related guides

- Review the Stock Transfer Report
- Receive and Verify a Stock Transfer
- Correct or Reverse a Stock Transfer

What to do next

> **Review the Stock Transfer Report**.

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