

# Standard Operating Procedure

## Determining Secondary Product Locations

Dole & Bailey, Inc.

Implementation Date: 10/19/2023

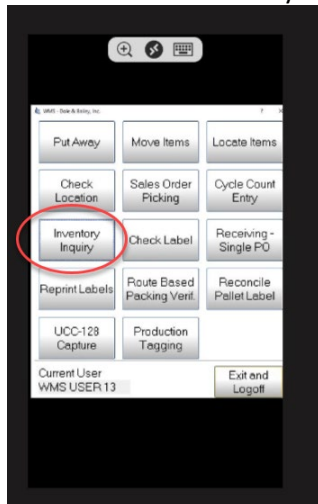
Revision Date: 10/19/2023

Responsible Department: Shipping Department

Frequency: Daily

When attempting to select a product, if the primary location is empty and the system is showing stock, then utilize the scan gun to find secondary locations following these steps.

1. Select Inventory Inquiry from the main menu.



2. Scan or type in the item number, press enter. Then press the button labeled Pieces in the bottom right corner.



- [illegible]

[illegible]