

Definitions of Internal References

Viamed Group of Companies

The Viamed Group of Companies consists of Viamed Ltd, Vandagraph Ltd and Vandagraph Sensor Technologies Ltd. Throughout this document, Vandagraph Sensor Technologies Ltd may be abbreviated to VST. This document provides a definition list of terms and internal references used across the companies.

General Reference Terms

Reference	Definition
SRS	Service Returns Sheet
SRN	Service Returns Number
BOX	Supplier Returns Box
RMA	Returns Manufactures Authorisation
Process ID	Rolling Tasks number for any Company

Rolling Issues

A Rolling Issue is displayed in intrastats in the following format:

Issue #{Issue ID}: {Issue Subject} ({Task ID})

Example:

Issue #406139: Stock Figure - Correct Xero To Intrastats (1266)

Part	Meaning
Issue ID	The unique number for that individual issue.
Issue Subject	The brief description of the task or issue.
Task ID	The reference number for the Rolling Task that the issue relates to.

Operating Procedure References

Reference	Definition
VOP	Viamed Group of Companies Operating Procedures
COP	Company Operating Process Procedures
VM3COPxx.xx	Operating procedure or work instruction used for practical, instruction-style documents rather than formal procedure descriptions.
CPM	Company Personnel Manual documents

Document Reference Structure

The first letter identifies the document type. The second and third letters identify the company to which the document relates.

First Letter	Document
P	Purchase Order
Q	Sales Quote
M	Proforma Invoice
C	Sales Order / Confirmation of Order
D	Delivery Note
S	Packing Slip
R	Sales Invoice
T	Sales Credit Note

Company Code	Company
VM	Viamed Ltd
AN	Vandagraph Ltd
ST	Vandagraph Sensor Technologies Ltd

Company Document References

Document Type	Viamed Ltd	Vandagraph Ltd	Vandagraph Sensor Technologies Ltd
Purchase Order	PVM	PAN	PST
Sales Quote	QVM	QAN	QST
Proforma Invoice	MVM	MAN	MST
Sales Order / Confirmation of Order	CVM	CAN	CST
Sales Delivery Note	DVM	DAN	DST
Sales Packing Slip	SVM	SAN	SST
Sales Invoice	RVM	RAN	RST
Sales Credit Note	TVM	TAN	TST

Example: RVM = Sales Invoice for Viamed Ltd; PST = Purchase Order for Vandagraph Sensor Technologies Ltd.

Delivery Number Suffix

Delivery notes and invoices have a dash followed by a number. The number denotes the delivery sequence: -1 is the first delivery, -2 is the second or part delivery, -3 is the third delivery, and so on.