

Child Nutrition Warehouse Transfers Work Instructions (CHN-W002)

- 1. Warehouse Transfers:** A “Warehouse Shipping Report” is generated by the Child Nutrition Secretary. The column on the left side of the report lists the schools that will need to be debited. The Food and Non-Food columns list the amount that will be debited the schools and credited to the warehouse. The following steps will need to be completed to prepare the warehouse report for MUNIS:

ACTUAL WORK INSTRUCTIONS ARE PASSWORD PROTECTED.