



User Manual

Operational Wastage Management System for Odoo v19.0



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1. Product Specification

The **Odoo Operational Wastage Management System** is a comprehensive Odoo module designed to help businesses track, control, and analyze inventory losses. It provides a structured interface for recording wasted products, identifying root causes (e.g., spoilage, theft, handling errors), and enforcing approval workflows to ensure accountability. By integrating directly with Odoo's Stock and Accounting modules, it ensures that every wasted item is automatically removed from inventory and accounted for financially.

2. Features and Benefits

- **Comprehensive Wastage Tracking:** Empower stakeholders to record detailed wastage events with precision, including product specifics, lots/serial numbers, and quantities, ensuring granular visibility into every inventory loss.
- **Evidence Collection:** Enforce accountability by photo evidence for specific wastage reasons (like Handling Errors or Spoilage), ensuring verifiable proof is captured before valuable stock is written off.
- **Automated & Tiered Approval Workflows:** Streamline operations with configurable cost thresholds that automatically approve low-value requests to save time, while routing high-value losses for mandatory manager review to maintain strict control.
- **Seamless Inventory & Accounting Integration:** Automatically trigger adjustments and financial journal entries immediately upon posting, ensuring that inventory levels and financial statements reflect real-time wastage without manual double-entry.

- **Customizable Reason Management:** Define business-specific wastage reasons with specific behavioural flags, enabling precise categorization and deeper root-cause analysis of inventory shrink.
- **Insightful Reporting & Analytics:** Generate professional PDF reports and utilize dynamic pivot views to analyse wastage trends by product, responsible employee, or reason, empowering data-driven decisions to minimize future losses.

3. Installation

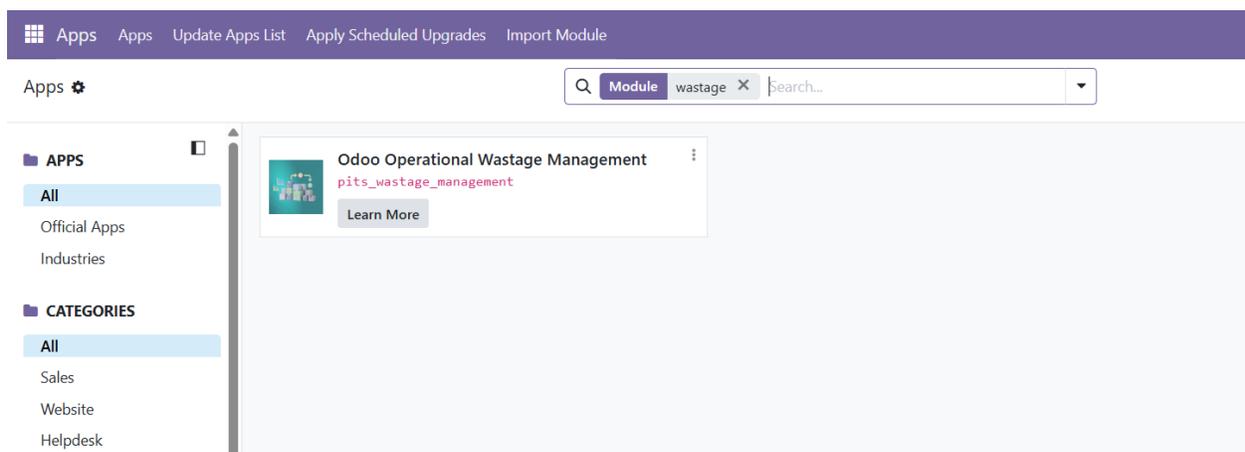


Figure 1 -Installation of Odoo Operational Wastage Management

To install the **Odoo Operational Wastage Management**, follow the steps below:

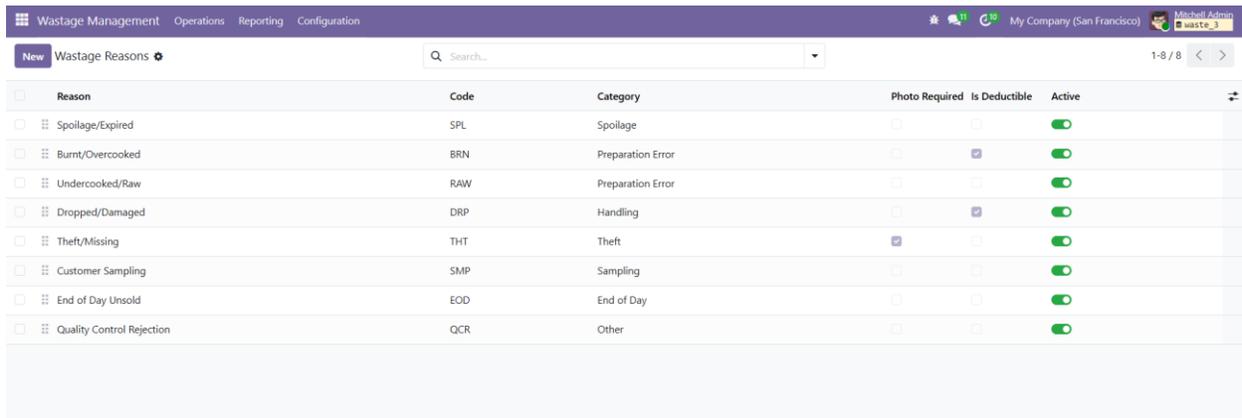
- Copy or upload the **Odoo Operational Wastage Management** module into your Odoo *addons* directory.
- Go to the **Apps** menu in Odoo.
- Click **Update Apps List**.
- Search for **Odoo Operational Wastage Management**.

- Locate the module in the results and click **Install**.

4. Configurations

4.1 Wastage reasons

- Go to **Wastage Management** → **Configuration** → **Wastage Reasons**.
- Create wastage reasons such as *“Spoilage”* or *“Broken”*.
- Enter the **code** and **category** for each reason.
- Enable **Photo Required** if photo evidence should be mandatory for that reason.
- Enable **Is Deductible** if the wastage cost should be deducted from the deductible account or tracked separately.



Reason	Code	Category	Photo Required	Is Deductible	Active
Spoilage/Expired	SPL	Spoilage	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Burnt/Overcooked	BRN	Preparation Error	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Undercooked/Raw	RAW	Preparation Error	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dropped/Damaged	DRP	Handling	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Theft/Missing	THT	Theft	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Customer Sampling	SMP	Sampling	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
End of Day Unsold	EOD	End of Day	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Quality Control Rejection	QCR	Other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Figure 2 -Wastage Reasons

4.2 Threshold Settings

- Go to **Wastage Management** → **Configuration** → **Settings**.
- Set the **Auto-Approval Threshold Amount**.
- Any request with a total cost below this amount will be automatically approved and skip the manual approval step.
- Select a **Deductible Account**, which will be used for wastage reasons marked as deductible.

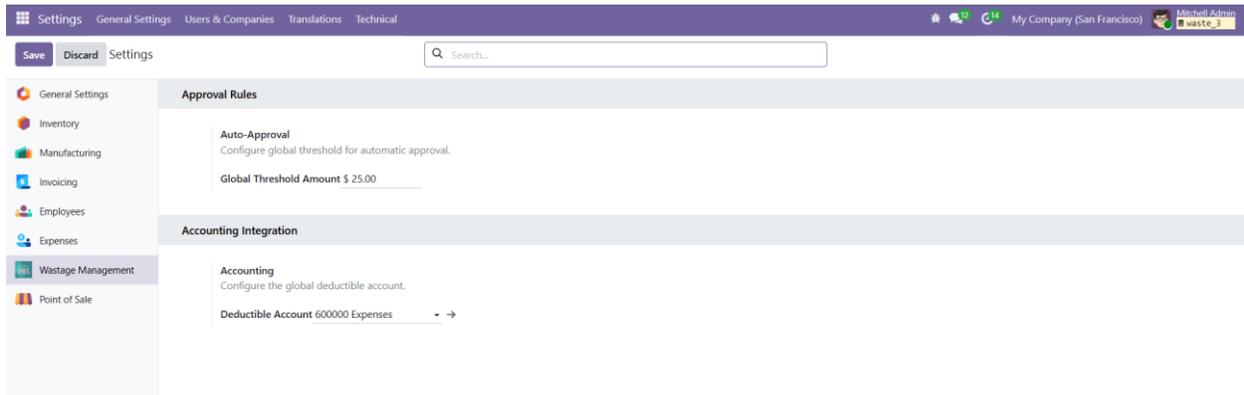


Figure 3 –Wastage Settings

5. Workflow

Creating a Request

- Navigate to **Wastage Management** → **Operations** → **Wastage Requests**.
- Click **New** to create a request.
- Enter the **Source Location** (where the stock is currently stored).
- Enter the **Scrap Location** (where the stock will be moved as wastage).

Create Wastage Lines
✕

Product ?	[E-COM07] Large Cabinet	Wastage Reason ?	Dropped/Damaged
Image ?		Responsible Employee ?	Barty McBly
Quantity ?	1.00 Units	Estimated Unit Cost ?	800.00
Batch/Lot Number ?		Estimated Total Cost ?	800.00

Description & Evidence

NOTES

Wastage details...

EVIDENCE

Evidence

Save & Close
Save & New
Discard

Figure 4 -Wastage lines

- Click **Add a line** in the **Detail Lines** tab.
- Select the **Product** and enter the **Quantity**.
- Units will be shown if **Units of Measure & Packagings** is checked in Inventory settings.
- Choose a **Reason** for the Wastage.
- Select a **Lot/Serial Number**, if applicable.
- If the selected reason requires a photo, attach it in the corresponding line form.
- Click **Save**. The request will be saved in **Draft** status.

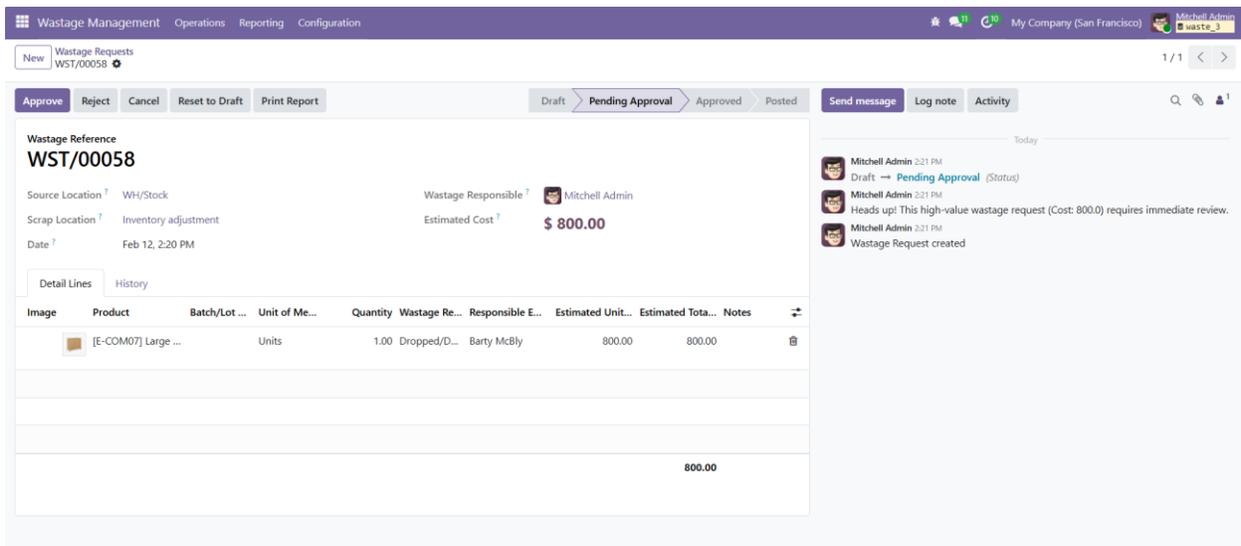


Figure 5 -Wastage Request

Submission & Approval

- **Submit:** Click the **Submit** button.
 - **Scenario A (Low Value):** If the total cost is below the configured threshold, the request is **automatically approved**.
 - **Scenario B (High Value):** If the total cost exceeds the threshold, the request status changes to **Pending Approval**.
- **Review (Manager/Approver):**
 - Navigate to **Wastage Management** → **Operations** → **To Approve**.

- Open the pending request.
- The Approver has permission to delete a product line but does not have permission to edit the product line details.
- Click **Approve** to proceed.

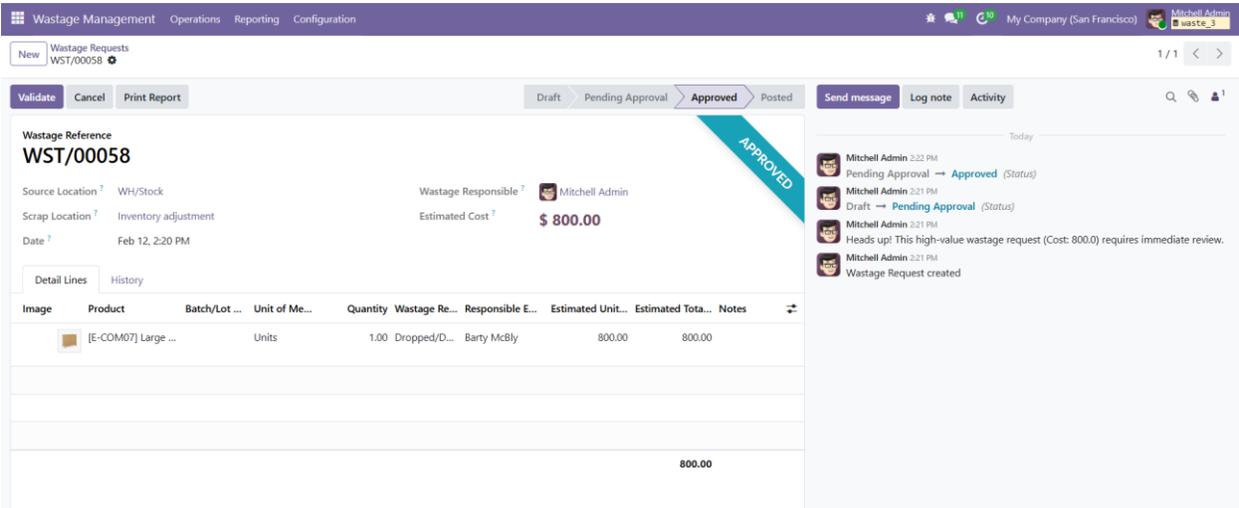


Figure 6 -Approved Wastage Requests

- Once Approved, click **Validate** to make updates in inventory/accounting.

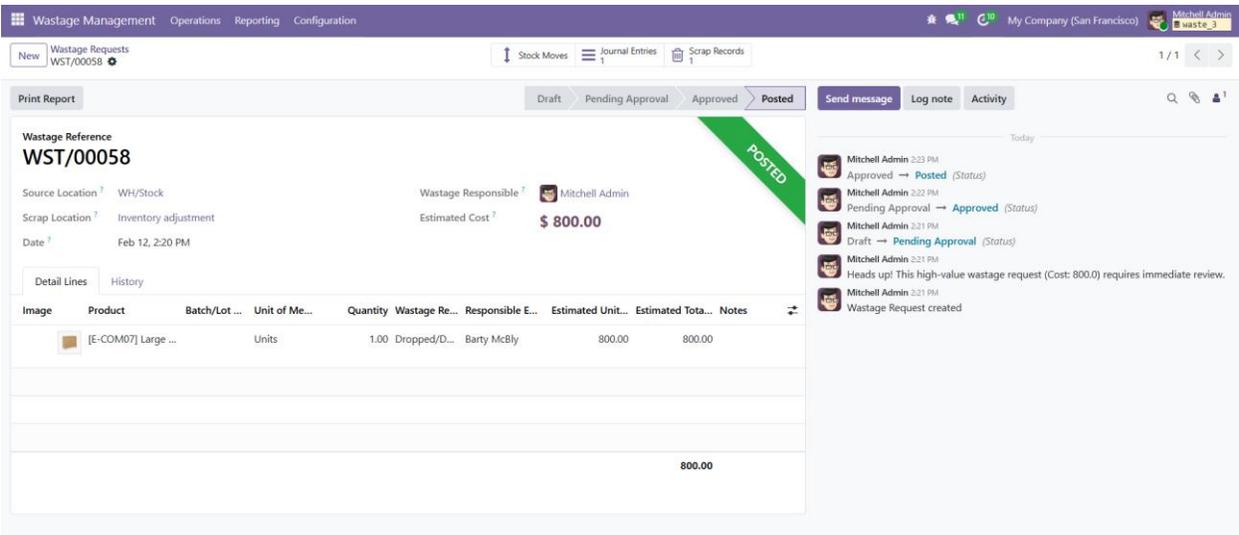


Figure 7 -Posted Wastage Requests

- **Reject:** Click Reject. A popup will appear asking for the rejection reason. Once confirmed, the request moves to the Rejected state and is locked.

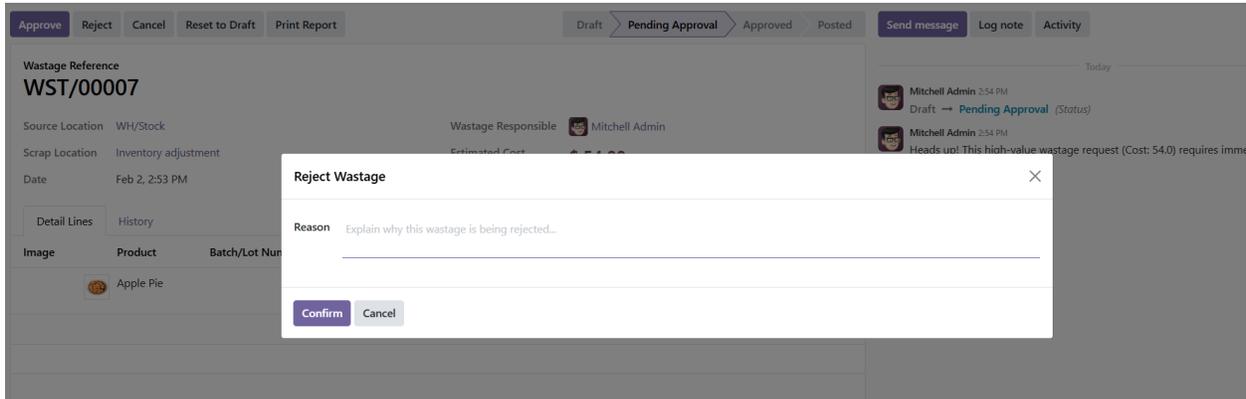


Figure 8 -Reject Wastage Reason

- Wastage Requests allow you to record and manage product losses in POS and Manufacturing due to damage, expiry, or production issues.
- Navigate to Point of Sale → Orders → Wastage Requests. Only POS-related wastage requests are displayed here, and you can select the respective Shop.
- Navigate to Manufacturing → Operations → Wastage Requests to manage manufacturing-related wastage requests.

Stock & Financial Impact

Once a request reaches the **Posted** state:

- **Inventory Updated:** Stock is deducted from the **Source Location**.

Wastage Requests / WST/00058
Moves Analysis

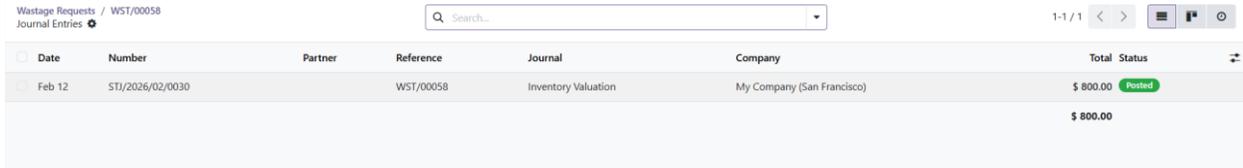
Search: [search...]

1-1 / 1 < >

Date Scheduled	Reference	Product	From	To	Demand	Quantity	Company	Status	
Feb 12, 2:23 PM	SP/00040	[E-COM07] Large Cabinet	WH/Stock	Inventory adjustment	1.00	1.00	My Company (San Francisco)	Done	View
					1.00	1.00			

Figure 9- Move Analysis

- **Accounting Updated:** Corresponding **financial journal entries** are generated.

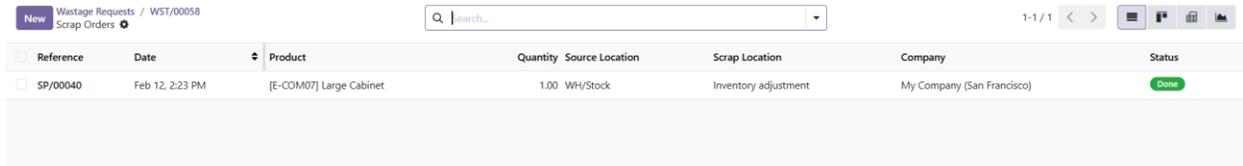


Wastage Requests / WST/00058
Journal Entries

Date	Number	Partner	Reference	Journal	Company	Total	Status
Feb 12	STJ/2026/02/0030		WST/00058	Inventory Valuation	My Company (San Francisco)	\$ 800.00	Posted
						\$ 800.00	

Figure 10 - Journal Entries

- **Traceability:** Smart buttons appear at the top right of the form, allowing you to view the related **Stock Moves, Scrap Records, and Journal Entries.**



New Wastage Requests / WST/00058
Scrap Orders

Reference	Date	Product	Quantity	Source Location	Scrap Location	Company	Status
SP/00040	Feb 12, 2:23 PM	[E-COM07] Large Cabinet	1.00	WH/Stock	Inventory adjustment	My Company (San Francisco)	Done

Figure 11 - Scrap Orders

Reporting & Analytics

PDF Documentation

- **Wastage Request:**
Open a specific wastage request and click **Print** (or use the **Print** menu) → **Wastage Request** to download a structured PDF copy.
- **Wastage Summary:**
In the main list view, select multiple wastage records using the checkboxes. Then click **Print** → **Wastage Summary** to generate a consolidated report for the selected records.

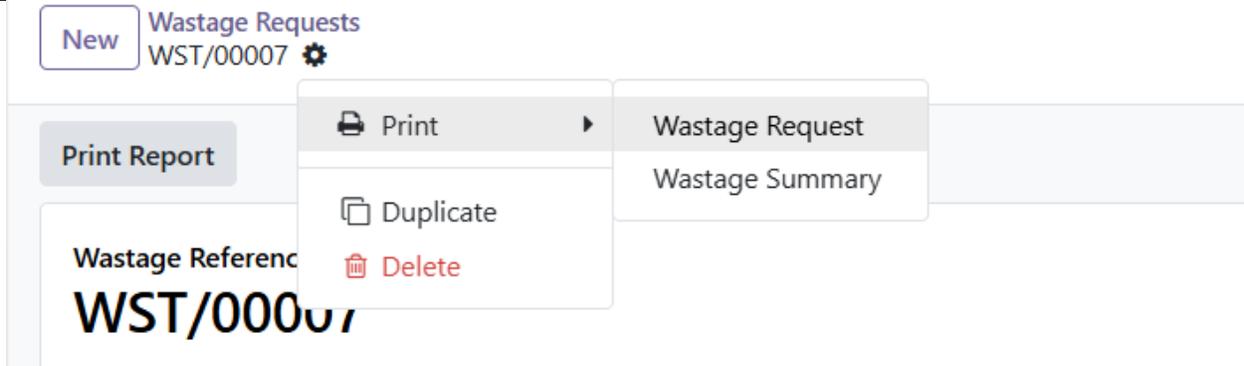


Figure 12 - Print Reports

Interactive Reporting Dashboard

- **Wastage Cost Trends:**
View a line chart of wastage costs over time to identify seasonal spikes or recurring patterns. You can switch to **Pivot View** to generate a spreadsheet-style report for Excel export.

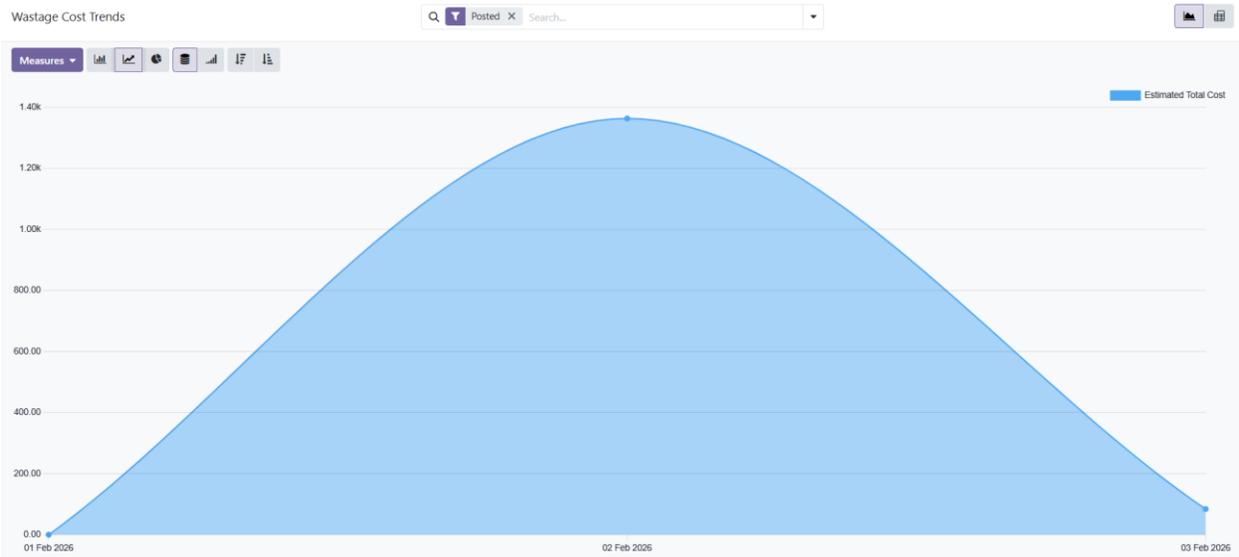


Figure 13 - Wastage Cost Trends

- Wastage by Reason:**
 Access a visual breakdown (Pie or Bar Chart) showing which reasons (e.g., “Spoilage”, “Handling Error”) contribute most to wastage.

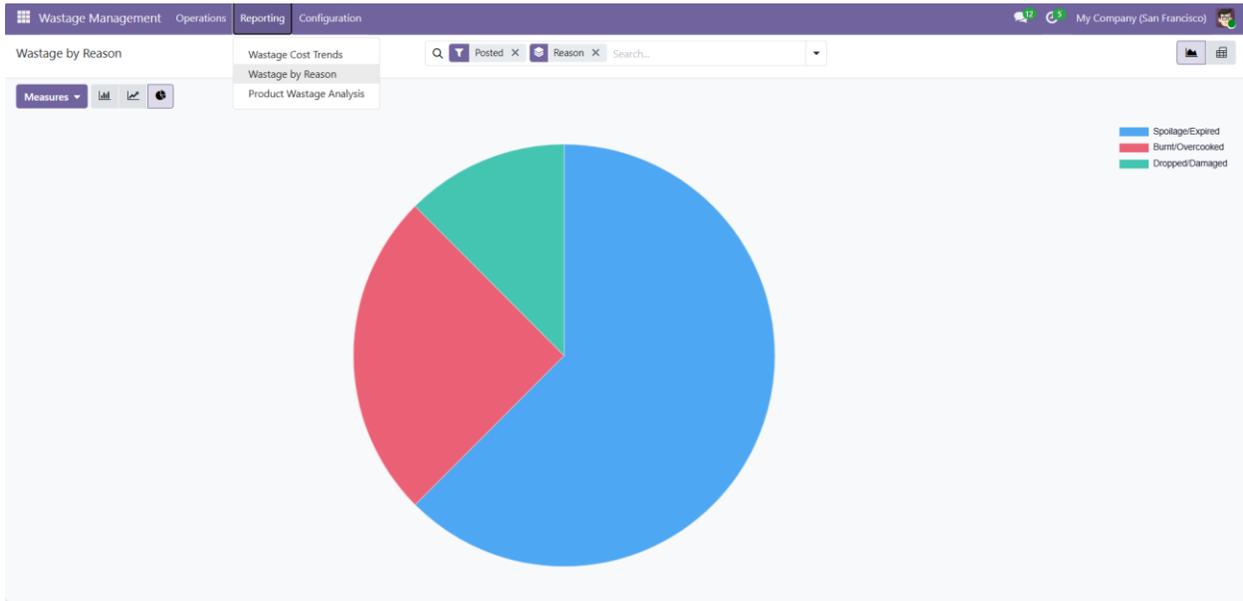
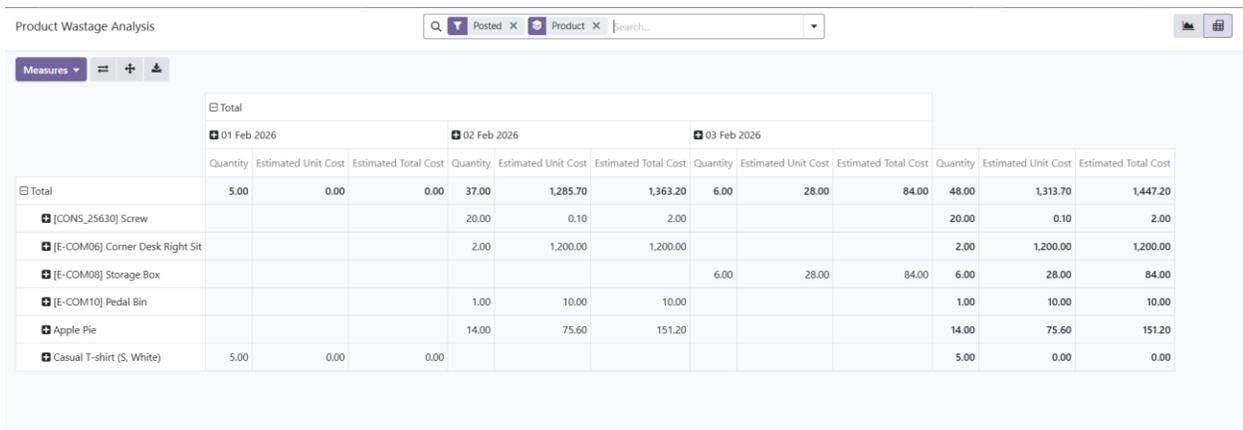


Figure 14 - Wastage by Reason

- Product Wastage Analysis:**
 Identify the most frequently wasted products to prioritize and improve inventory control where it matters most.



The screenshot displays the 'Product Wastage Analysis' report. It contains a table with columns for dates (01 Feb 2026, 02 Feb 2026, 03 Feb 2026) and rows for various products. The table shows the quantity, estimated unit cost, and estimated total cost for each product on each date.

	01 Feb 2026			02 Feb 2026			03 Feb 2026					
	Quantity	Estimated Unit Cost	Estimated Total Cost	Quantity	Estimated Unit Cost	Estimated Total Cost	Quantity	Estimated Unit Cost	Estimated Total Cost	Quantity	Estimated Unit Cost	Estimated Total Cost
Total	5.00	0.00	0.00	37.00	1,285.70	1,363.20	6.00	28.00	84.00	48.00	1,313.70	1,447.20
[CONS_25630] Screw				20.00	0.10	2.00				20.00	0.10	2.00
[E-COM06] Corner Desk Right Sit				2.00	1,200.00	1,200.00				2.00	1,200.00	1,200.00
[E-COM08] Storage Box							6.00	28.00	84.00	6.00	28.00	84.00
[E-COM10] Pedal Bin				1.00	10.00	10.00				1.00	10.00	10.00
Apple Pie				14.00	75.60	151.20				14.00	75.60	151.20
Casual T-shirt (S, White)	5.00	0.00	0.00							5.00	0.00	0.00

Figure 15 - Product Wastage Analysis

6. User Groups

The Wastage Management module includes three primary security groups to control access and workflow:

- **User:** Create wastage records and view their own entries.
- **Approver:** Reviews and decides on all wastage requests.
- **Manager:** Full control over settings and every records.

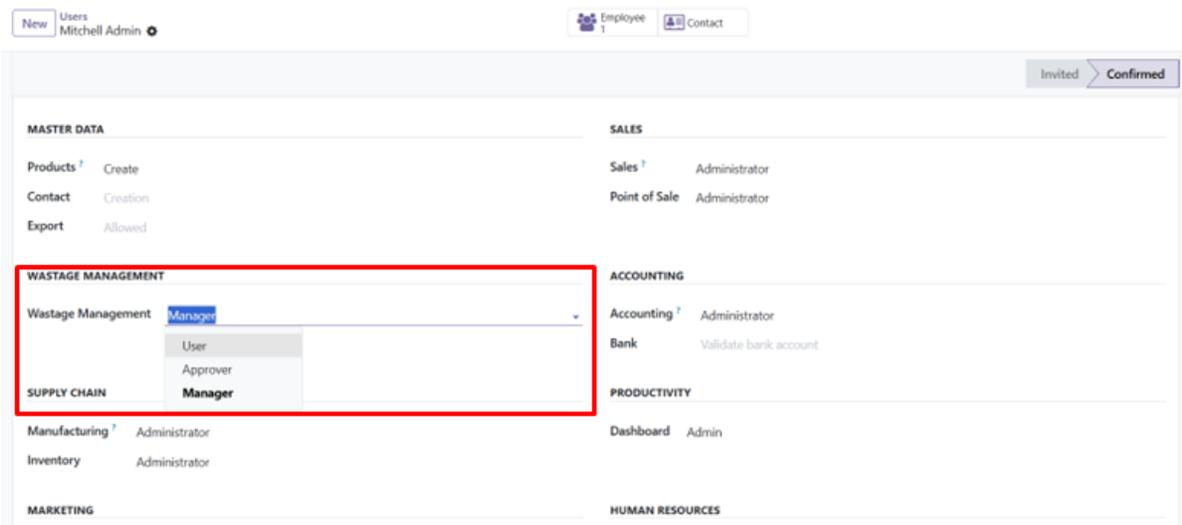


Figure 16 – User Groups

7. Technical Requirements / Compatibility

- Compatible with Odoo Community and Enterprise Editions v19.0

8. Change Log / Release Notes

- Version 1.0.0 – March 2026
 - Initial release.

9. Support

If you have questions, use our contact form at webshopextension.com or email at support@webshopextension.com.