

## Authority Levels and Privileges.

Role:	Foreman
System Usage:	Issue material requisition notes (MRN)
Role Description:	Forman should be responsible for construction process. Forman has privileges to issue and handle the Material Requisition Notes (MRN).

Role:	Site Engineer
System Usage:	Issue material requisition notes (MRN) and make approvals of Purchase Orders (PO) and Store requisition notes (SRN).
Role Description:	Site Engineer should be responsible for all Store Requisition Notes (SRN) and Purchase Orders (PO). Site Engineer has privileges to make approvals for all the notes previously mentioned.

Role:	Store Keeper
System Usage:	Create Store requisition notes (SRN), Goods issued note (GIN) and Goods received note (GRN).
Role Description:	When goods issues for the construction process store keeper should issue a Goods Issue Note (GIN) and the items in the store is getting low store keeper is responsible for issue a Store Requisition Note (SRN). When goods received, store keeper has privileges to issue Goods Received Note (GRN).

Role:	Procurement Officer
System Usage:	Purchase orders (PO) are issued per supplier by the Procurement Officer.
Role Description:	When the orders are purchasing, Purchase Order (PO) notes are issued by the Procurement Officer. Procurement Officer has privileges to make Purchase Order (PO) notes for each an every suppliers one by one.

Role:	Project Manager
System Usage:	Store requisition notes (SRN) and Purchase Order (PO) are approved by Project Manager.
Role Description:	Project Manager has privileges to view Store Requisition Note (SRN) and Purchase Order (PO) notes, And make approvals for that notes issued by employees. And also Project Manager has privileges to get a summary report of project that handled by the Project Manager.

Role:	CEO
System Usage:	Store requisition notes (SRN) and Purchase Order (PO) are approved by CEO.
Role Description:	CEO has privileges to view Store Requisition Note (SRN) and Purchase Order (PO) notes, And make approvals for that notes issued by employees. And also CEO has privileges to generate a summary report of every notes issued by the employees.