

Unified Rent Collection Checklist

1. Setup & Configuration

- Register with Jenga PGW or Safaricom Daraja.
- Obtain API credentials (Consumer Key, Secret, Passkey if Daraja).
- Configure Paybill/Till or Merchant Code for receiving rent.
- Set up Webhook endpoint (HTTPS, publicly accessible, secure).
- Store credentials securely (e.g., .env or secret manager).
- Update config.js to select provider: JENGA or SAFARICOM.

2. Tenant Management

- Maintain tenant database (Room No, Phone Number, Rent Amount).
- Validate tenant phone numbers in 2547XXXXXXX format.
- Assign unique reference IDs (Rent--).

3. Monthly Batch Trigger

- Schedule batch job (e.g., cron at 9 AM on 1st of each month).
- Loop through all 74 tenants: Call STK Push API (Jenga or Safaricom).
- Send amount, phone, room, reference.
- Log API responses for monitoring.
- Retry failed API calls (3–5 times with backoff).

4. Tenant Interaction

- Tenant receives STK Push Prompt on phone.
- Tenant enters M-PESA PIN and confirms.
- M-PESA processes payment.

5. Provider → System Callback

- Provider (Jenga or Safaricom) sends Callback POST → Webhook.
- Webhook validates payload (status, amount, phone, ref).
- Mark rent as Paid in ledger.
- Generate receipt (SMS/email/WhatsApp).
- Handle failed/cancelled transactions (mark as Unpaid).

6. Reconciliation & Reporting

- Reconcile provider transaction logs vs system ledger.
- Handle duplicates (ignore if reference already exists).
- Update Dashboard & Room Matrix in real time: Paid = Green, Pending = Yellow, Overdue = Red.
- Generate rent collection report (Paid vs Pending).
- Share monthly report with landlord/caretaker.

7. Notifications & Escalations

- Auto-send receipt SMS after successful payment.

- If rent unpaid after 7 days, send reminder SMS.
- If still unpaid after 14 days, escalate to caretaker notification.