**Monitoring Application Outline**

* Proposed application will be an Android and iOS-based mobile application.
* This application will be used primarily by SDCMU for regular and surprise field visit reporting on PIU/TI/TCs.
* There should be a cumulative inspection/visit schedule visible to all user to avoid duplication.
* PIU/TI/TCs can have access to the observation. This access may be through the TMS instead of direct access to the application.
* Provision may be made to give access to the third-party monitoring agency for reporting.
* Provision may be created to include Capacity Assessment of the TI/TCs and also for reporting Fund Management inspections.
* This will be a role-based access control application.
* Individuals will have own dashboards.
* Top management will have a cumulative dashboard.
* There shall be a super admin in SDCMU.
* The meta data of the application will have real time sync with the existing TMS. Addresses, contact numbers of PIU/TI/TCs with google map locator must be incorporated.
* Standard reporting template/format in English language for every type of reporting (e.g. training monitoring, capacity assessment, fund management assessment etc.) will be inbuilt so that most of the reporting items/fields and respective response options will be in dropdown menu.
* Option should be there, if required, for giving comments in addition to dropdown options for any reporting item/field. There must be a plug-in for text-to-speech to include comments.
* Standard reporting template will have assigned value (marks) for each item/field to quantify the report in order to evaluate the status of the institution being reported on.
* Depending on the point (marks) received the report will have different pathway after submission to take necessary actions.
* Users will have the option to upload photos and short videos for any reporting item/field of reporting during visit with option to add comment to better describe the photograph or video.
* Reports will be presented through interactive graphs and charts and can be printed both in word and pdf format.

**Role Based Access Control**

* When a user logs in the application s/he will have access to the dashboard assigned to the designation.
* Common features (for all):
* Cumulative visit schedule will be shown as an interactive calendar format (date-wise number of visits scheduled which will give details when clicked) by default. The schedule can also be viewed by Industry Association>Location of PIU/TI/TC > Name of PIU/TI/TC with Planned/Tentative date of visit
* Completed number of visit (when clicked will go into detail)
* Pending/Scheduled number of visit (when clicked will go into detail)
* Assignments/Specific responsibilities
* Monitoring status of the assigned IAs. This is the presentation of the report(s) submitted by different officials on that specific IA. Reports may be on PIU or TI/TC. For example, the AEPD having AEOSIB as an assigned IA will find in the dashboard what is the average point of the PIU after being inspected by two officials. And what is the average points of the different TIs. In a column it will have the mentioning of the lowest marks received. This visualization will be interactive so that when clicked will take to the detail of the report. Higher authority will have the cumulative picture.
* Instructions on any report or observation given by higher authority.
* Visit planner tab:

For regular visit, input can be given by the user; for example, type of visit, where to visit, when to visit etc. That information can also be synced from the TMS or centrally IT team can upload the information when an office order is issued. At the entry, the issue date and tentative/scheduled submission date can be considered as the period of visit as it is difficult to decide exact date of visit at that time. Options must be there for the concerned officials to update once the visit date is fixed. This tab will help reduce the chance of duplication.

* Report generating tab:

When clicked the user will find the options to select the Type of reporting and IAs. (it could be all IAs or the only the assigned ones). IAs tab will then lead to the PIU/TI/TCs the detail information of those will be synced from the TMS as mentioned in the outline.

**Documents to prepare**

* Different Report template finalization
* Assigning marks to different reporting item/field depending on the total marks of the report
* Hierarchy protocol detailing