CMS Electricals Private Limited

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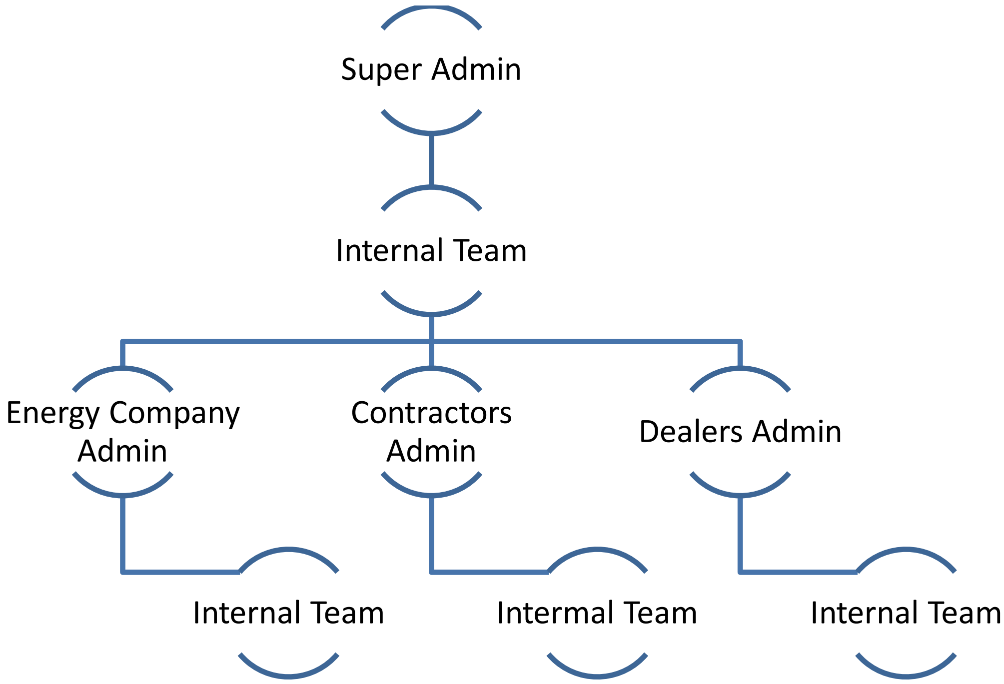


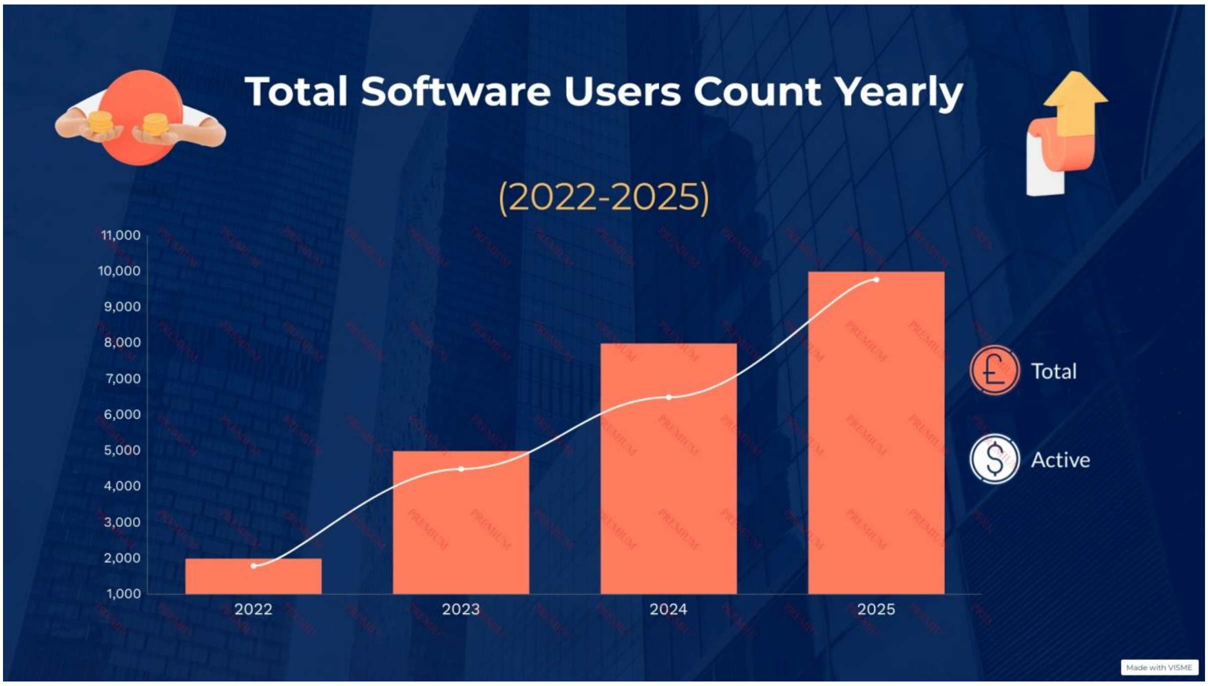
UI Preference

1. Font type will be Bookman Old Style
2. Fonts will be all Caps

Super Admin Panel

Dashboard

1. Users → Total User Count → With Filter for Daily, Weekly, Monthly & Yearly Chart



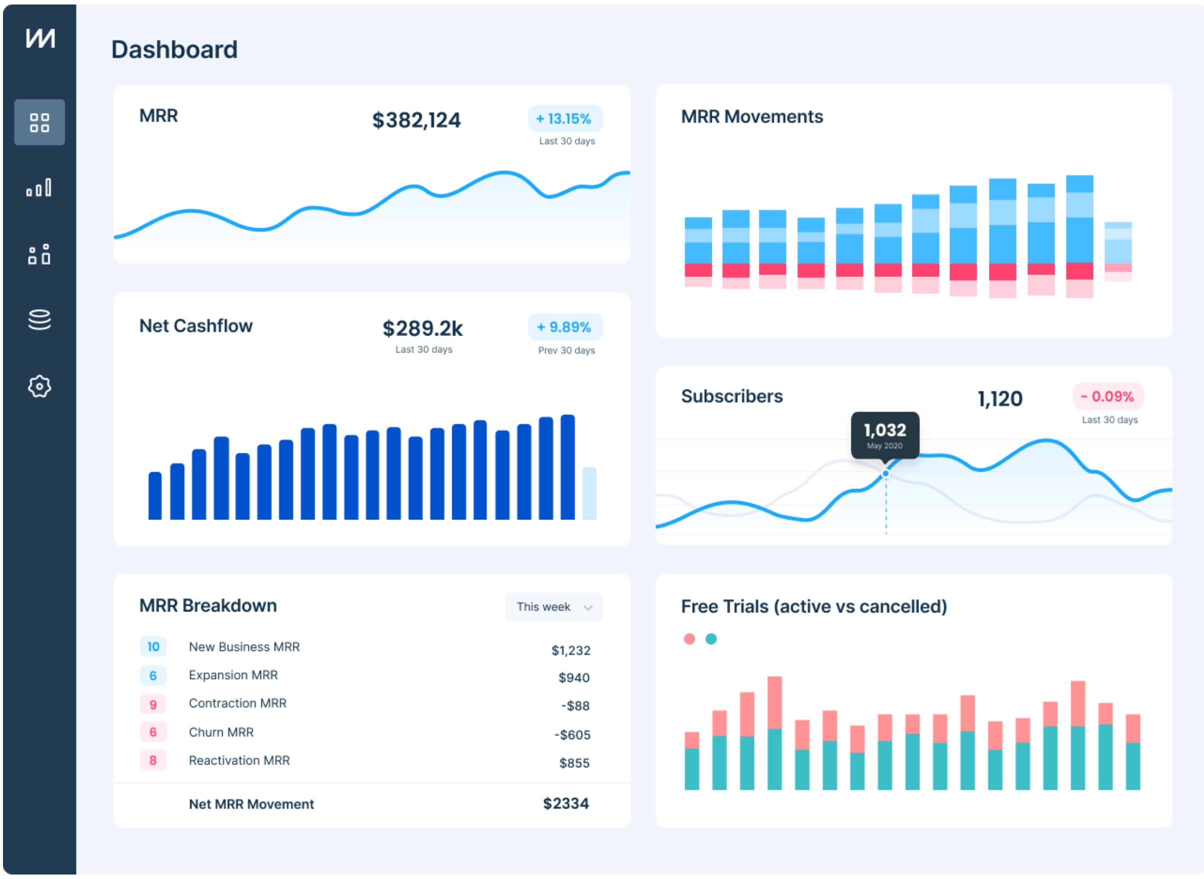
2. Billings → Total Revenue → With Filter for Daily, Weekly, Monthly & Yearly Chart

Analytics

1. Users


132
Active Users
153
New Users this Week
0.39 min
Session Duration this Week
82,7 %
New Sessions this Week
19.6%
28.9%
24.7%
26.8%
Social
Referral
Direct
Organic Search
3872
Sessions this Year
3872
Sessions this Year
BROWSER
SESSIONS
Chrome 3546
Firefox 159
(not set) 110
Safari 31
Internet Explorer 14

2. Billing


Dashboard
MRR
$382,124
+ 13.15%
Last 30 days
MRR Movements
Net Cashflow
$289.2k
Last 30 days
+ 9.89%
Prev 30 days
Subscribers
1,120
- 0.09%
Last 30 days
1,032
MRR Breakdown
This week
10 New Business MRR $1,232
6 Expansion MRR $940
9 Contraction MRR -$88
6 Churn MRR -$605
8 Reactivation MRR $855
Net MRR Movement $2334
Free Trials (active vs cancelled)

Master Data

1. Zones – Create, Read, Update, Delete
2. Regional Offices
    a. Create – Select Zone, Add Regional Office
    b. Read
    c. Update
    d. Delete
3. Sales Area
    a. Create – Select Zone, Select Regional Office, Add Sales Area
    b. Read
    c. Update
    d. Delete
4. District (Optional)
    a. Create – Select Zone, Select Regional Office, Select Sales Area, Add District
    b. Read
    c. Update
    d. Delete
5. Outlets
    a. Create – Select Zone, Select Regional Office, Select Sales Area, Select District (optional), Add Outlet
    b. Read
    c. Update
    d. Delete
6. Energy Company
    a. Create – Create multiple admin panels according to zones & regional office and generate login credentials. Send these login credentials (username [not email] and password) to the registered email address
    b. Read
    c. Update
    d. Delete
7. Energy Company Teams
    a. Create – Select Energy Company, Add Team
    b. Read
    c. Update
    d. Delete
8. Sale Companies – Create, Read, Update, Delete
9. Purchase Companies (Vendors) – Create, Read, Update, Delete
10. Contractors – Create, Read, Update, Delete
11. Dealers – Create – will select outlets coming under the specific dealer, Read, Update, Delete
12. Complaint Types – Create, Read, Update, Delete

User Management

1. Roles & Permissions
    a. Create – Super Admin will be able to create roles and assign them different level of permissions to multiple modules

b. Read
c. Update
d. Delete

2. Users
   a. Create – Select Role, Add User
   b. Read
   c. Update
   d. Delete

Super Admin & Sub – Users

Dashboard

1. Energy Companies → Total Count → With filters for Daily, Weekly, Monthly & Yearly
2. Contractors → Total Count → With filters for Daily, Weekly, Monthly & Yearly
3. Dealers → Total Count → With filters for Daily, Weekly, Monthly & Yearly
4. Sub Users → Total Count → With filters for Daily, Weekly, Monthly & Yearly → These are sub users below Energy Companies, Contractors & Dealers

Software Activation Requests

Each module of Contractor Panel will be activated user-to-user basis, and its activation requests will be shown here. User will be able to approve/reject these activation requests and correspondingly, these modules will be activated on the contractor user's end.

Feedback & Suggestions

1. Create – Users will be able to manually add feedbacks & suggestions
2. Read – Users will be able to view the feedbacks & suggestions
3. Update – Users will be able to add comments to the feedback & suggestions
4. Delete – Users will be able to delete the feedback & suggestions

Contacts

Each user type's listings will be shown here according to the hierarchy with which they were added Create, Read, Update, & Delete. User will be able to approve/reject dealers' onboarding requests from here.

Notifications

Users will be able to send batch notifications on the notification bar / dashboard of the software users. Create, Read, Update, & Delete.

Messages

Users will be able to send private messages to all the software users

Tutorials

Users will be able to upload PDF documents, audio and video links to allow all software users to go through.

Plan & Pricing

1. Create
    a. Select Module(s)
    b. Enter Plan Details
    c. Enter Price Details
2. Read
3. Update
4. Delete

Billings

1. Create
    a. Select User [dropdown from contacts]
    b. Select Module(s) [Available Module dropdown]
    c. Select Plans [Show Plans according to selected module(s)]
    d. Save – On save, an Invoice will be generated which will be sent to the user via email/whatsapp with payment link
2. Read
3. Update
4. Delete

The payment status will automatically be updated when user makes the payment on the payment link. It can also be manually updated by Super Admin / Sub user with option to add manual payments to each invoice.

Backend Update

User Profile Details can be edited.

Energy Company Admin & Sub-User Panel

Dashboard

1. Total Complaint Count → With Filters → Daily, Weekly, Monthly, Yearly, & Financial Year → Choose Contractor
2. Total Complaint Type Count → With Filters → Daily, Weekly, Monthly, Yearly, & Financial Year → Choose Contractor
3. Total Complaint Status Count → With Filters → Daily, Weekly, Monthly, Yearly, & Financial Year → Choose Contractor
4. Top Contractors → List → Calculated according to ratings

Complaints

1. Create – will be able to create and assign the complaints directly to the contractors
2. View
    a. Will be able to view requested complaints and their internal timeline
3. Update
    a. Will be able to update complaint status to "Open"
    b. Will be able to assign complaints to Contractors

Performa Invoice

This section will allow the users to view the Performa Invoice generated by the contractor’s panel and allow them to approve/reject the Performa Invoice.

Contractors

1. View
    a. View list and profiles of all the contractors
2. Refer
    a. Share referral link via email / whatsapp

Outlets

1. Create
    a. Select Zone
    b. Select dependent Regional Office
    c. Select dependent Sales Area
    d. Select dependent district (optional)
    e. Add Outlet Details
2. Read
3. Update
    a. Update Outlet Details
    b. Activate / De-activate Outlet

Dealers

1. Create
    a. Select Outlet(s)
    b. Add Dealer Details
2. Read
3. Update
    a. Approve/Reject Dealer’s Onboarding requests

User Management

1. Roles & Permissions
    a. Create – Admin will add roles and assign multiple module permissions
    b. Read
    c. Update
    d. Delete
2. Users
    a. Create
        i. Select Role
        ii. Add User Details
    b. Read
    c. Update
    d. Delete

Suggestions & Feedbacks

Admin & Sub Users will be able to raise suggestions/feedbacks from this section and receive response as well.

My Profile

View and Update Profile Information

Updates & Notifications

Users will be able to receive updates and notifications sent to them

Internal Communication

Internal communication with contractors and dealers

Reports

Multiple reports will be generated

Refer

This section will allow the user to send application links to dealers and contractors

Complaint Type

Complaint Types – Create, Read, Update, Delete

Contractors Admin & Sub – User Panel

Dashboard

1. Clock In/Clock Out → Employees/Users will be able to log in their hours here. – GEO Fencing to be implemented
2. Total Complaints → With filters for Daily, Weekly, Monthly, Yearly, & Financial Year
3. Total Complaint Types → With filters for Daily, Weekly, Monthly, Yearly, & Financial Year
4. Complaint Status Count → With filters for Daily, Weekly, Monthly, Yearly, & Financial Year
5. Complaint Type Status Count → With filters for Daily, Weekly, Monthly, Yearly, & Financial Year
6. Total Measurement Count → With filters for Daily, Weekly, Monthly, Yearly, & Financial Year
7. Total Measurement Status Count → With filters for Daily, Weekly, Monthly, Yearly, & Financial Year
8. Total Performa Invoice Count → With filters for Daily, Weekly, Monthly, Yearly, & Financial Year
9. Total Performa Invoice Status Count → With filters for Daily, Weekly, Monthly, Yearly, & Financial Year
10. Total Invoice Count → With filters for Daily, Weekly, Monthly, Yearly, & Financial Year
11. Total Invoice Status Count → With filters for Daily, Weekly, Monthly, Yearly, & Financial Year
12. Total Invoice Value → With filters for Daily, Weekly, Monthly, Yearly, & Financial Year

Companies

1. My Company(ies)
    a. Create – Contractor's company details will be entered

    b. Read
    c. Update
    d. Delete
2. Client Companies – Create, Read, Update & Delete
3. Vendor Companies – Create, Read, Update & Delete

Complaints

Open Complaints

1. Create → user can open/create work complaints
2. Read
3. Update → user can change complaint status to request approval for the complaint

Approved Complaints

1. Read →users can view the complaints that have been approved
2. Update → users can allocate these complaints to other sub-users
    a. Default status – due – user can still reject the complaint
    b. Multiple remarks can be updated with a managed timeline
    c. If complaint is approved, it should be auto assigned to the contractor who requested it
    d. If status is working, user cannot reject the complaint

Quotations

1. Create – users will be able to create quotations
    a. User will select the contact/company for whom the quotation is being made
    b. If the quotation is being made for a new contact/company, the same can be added as well through the same panel
    c. Select Outlet (Optional)
    d. User will select the service/items for which the quotation is being made
    e. User will select the applicable tax
    f. User will add notes to add to the quotation (optional)
    g. User will save the quotation
2. Read – users will be able to view the quotation
    a. User will be able to print the quotation
    b. User will be able to send the quotation via email
    c. User will be able to share the quotation via whatsapp
    d. Users will be able to see old copies of the quotation as well as the current revised copy
3. Update
    a. User will be able to update the details of the quotation – the software will keep a copy of the old quotation and show the revised copy.
    b. User will be able to update the status of the quotation as rejected, approved, sent or shared. The default status of the quotation will be new
4. Delete
    a. Admin will be able to delete the quotations that have been created

Purchase Order

1. Create
    a. User will select the PO type (Client/Vendor)
    b. User will select the client/vendor company
    c. User will import the product/item as well as the quantity
    d. User will select the quantity for the item
    e. User will enter any notes if required (optional)
    f. User will save
2. Read
    a. User will be able to view the PO
    b. User will be able to print the PO
    c. User will be able to send the PO via email
    d. User will be able to share the PO via whatsapp
3. Update
    a. User will be able to update the status of the PO
    b. The status of the PO will be sent, in transit, partially received, & received
    c. User will be able to update the security deposit section of the PO
    d. User will be able to update the payment status of the PO
4. Delete
    a. Admin will be able to delete the PO

Billing

Taxes

This section will allow the users to custom name their taxes which can then be added via dropdown to any invoice/po/pi/measurements as and when required.

Measurement Templates

This section will allow the user to create multiple templates for a PO.

Measurements

1. Create – user will be able to create the Measurement after selecting the relevant PO and a measurement template if required and entering the required details – A single PO can have multiple measurements
2. Read
    a. user will be able to view the measurement
    b. user will be able to print the measurement
    c. user will be able to send the measurement via email
    d. user will be able to share the measurement via whatsapp
3. Update – user will be able to make changes to the measurement
4. Delete – Admin will be able to delete the measurement

Performa Invoice

1. Create
    a. User will select the corresponding Measurement(s) {multiple can be selected}
    b. Relevant data will be fetched from the measurement

c. User will add PI details
d. User will save
e. On save, the PI will be displayed on the Energy Company Admin's Panel for approval

2. Read
    a. User will be able to view the PI
    b. User will be able to print the PI
    c. User will be able to send the PI via email
    d. User will be able to share the PI via whatsapp
3. Update
    a. User will be able to make changes to the PI
4. Delete
    a. Admin will be able to delete the PI

Invoices

1. Create
    a. User will select the corresponding PI
    b. Only those PIs will show in the dropdown for whom the Invoice has not been created and those which have been approved by the Energy Company's Admin Panel
    c. Relevant data will be fetched from the PI
    d. User will add Invoice details
    e. User will save
2. Read
    a. User will be able to view the Invoice
    b. User will be able to print the Invoice
    c. User will be able to send the invoice via email
    d. User will be able to share the invoice via whatsapp
3. Update
    a. User will be able to make changes to the invoice

Merge

This section will allow the users to merge multiple invoices together. The user will select the PO, and then select the invoices they want to merge, and then click on merge button. This will make the selected invoices marked as cancelled and the content of the selected invoices will be added and combined to a new invoice will be generated with a new Invoice ID.

Payments

1. Create
    a. User will select the corresponding Invoice
    b. User will add the payment details
    c. User will enter the amount retained by the Energy Company
    d. User will save
    e. According to the payment amount vs invoice amount, the status of the invoice will be updated → Pending, Due, Overdue, Partially Paid, Paid
    f. Multiple payments can be added to a single invoice
2. Read
    a. User will be able to view the payments

3. Update
    a. User will be able to make changes to the payments
4. Delete
    a. Admin will be able to delete the payments

Retained Sum

1. Read
    a. User will be able to view the Retained Sum
2. Update
    a. User will be able to make changes to the retained sum
3. Delete
    a. Admin will be able to delete the retained sum

Product/Service Management

This section will allow the users to add products/services to the dashboard which they can then use while creating PO/invoices if required. User will be able to create, read, update and delete these products/services.

Fund Management

Each user of the contractor panel will have a virtual wallet through which the fund transactions will be tracked. Using this module, the admin will be able to assign funds to the respective users and the users will be able to record their expenses for when they are using the company funds.

Daily Cash

Request Cash

Sub-User: - User will be able to request cash from this section

Assigned-User: - User will be able to view the cash requests and approve/reject the same. If approved, the requested cash amount will be added to the user Balance section

Add Expenses

Sub – User: - User will be able to add the expenses for the cash received

Assigned-User: - User will be able to view the added expenses and approve/reject the same. On approval, no action will be taken. If rejected, the amount should be rolled back to the user balance.

Balance

User will be able to view the remaining balance

Site Items/Goods

Request Items

Sub – User: - This section will allow the user to request items to be purchased

Assigned – User: - User will be able to approve/reject requested items

Company Item Stock

When approved, the items that are purchased will appear in this section

Assign Items

Sub – User: - User will be able to view the assets assigned to him and transfer it to someone else

Assigned – User: - User will be able to assign items from company stock to other users

View Fund Transactions

Admin/designated user will be able to view the fund transactions in the following manner: -

Sl. No.	User Name	Current Balance	View Details

When the Admin/designated user will click on view details, they will be able to view the full list of transactions that have been made so far for the selected user

Human Resource Management

Designation & Permissions

User will be able to add designations (roles) and assign permissions to them for access of modules.

Teams

This section will allow the users to create teams with the team managers as well as team members for each team.

Employees

User will be able to add employees and assign them designation through this module

1. Create
    a. User will add an employee
    b. User will choose the designation to assign to the employee
    c. User will add relevant employee details
    d. User will save
2. Read
    a. User will be able to view individual employee profile
    b. User will be able to view employee activities on software
    c. User will be able to see employee attendance
    d. User will be able to view employee documents
    e. User will be able to view completed and pending task count of employee
    f. User will be able to send login credentials via email/whatsapp
3. Update
    a. User will be able to change employee details
    b. User will be able to enable/disable employee
    c. User will be able to enable/disable employee login
    d. User will be able to change the employee designation
    e. User will be able to change employee login credentials
4. Delete
    a. User will be able to delete the employee
    b. User will be able to delete the employee documents

Attendance

User will be able to view summary of employee attendance

Sl. No.	Employee Name	Total Present (Working Hours)	Total Absent	Total Leaves	Total Half Days (Working Hours)	View Details

Employee will be able to view their own attendance summary

Leaves

Pending Leave Requests

User will be able to see Pending Leave Requests and be able to Approve/Reject them. While approving, user will be able to assign status to each individual days. E.g. Paid Leave, Medical Leave, Earned Leave, Approved Leave without Pay, etc.

Approved Leave Requests

User will be able to see the list of approved leave requests

Rejected Leave Requests

User will be able to see the list of rejected leave requests

Assign Leaves

User (admin, designated user with teams) will be able to assign leaves to other users

Request Leaves

User will be able to apply for leaves.

Payroll

Employee payroll details will be stored during employee creation. Such as EPF no., ESI no., PAN no., bank account details, etc. The Payroll module will include the following sub-sections: -

Payroll Master

This section will allow the user to manage how the payroll will be calculated for any particular employee/designation. E.g. CTC, basic salary, HRA, other allowances (custom fields), TDS, PF deductions, other deductions (custom fields), etc.

Settings: -

1. When is the month starting from for Salary Calculation? Accept input between First to Last day of month
2. How is salary calculated? Accept radio button input from user: -
    a. Hourly Basis (Salary is calculated according to working hours of an employee)
    b. Weekly Basis (Salary is calculated according to working hours of an employee)
    c. Monthly Basis (Salary is calculated by dividing month's total salary with the total days in a month and multiplying with the number of present days and half days)
    d. Fixed Day Basis (Salary is calculated by dividing a month's total salary with 30 and multiplying it with leaves and half days and deducting the amount from the total salary)

e. Working Day Basis (Salary is calculated by dividing the total number of working days in a month and multiplying the amount with the number of present and half days)

Allowances

House Rent Allowance

- 40% of basic – non-metro cities
- 50% of basic – metro cities

Medical Allowance

Medical allowance to be provided to the employee for any particular month. In this section, user can decide to either to provide medical allowances for each individual employee (unique value for every employee), or mark it according to designation (each designation will have a unique value)

Leave Travel Allowance

- Eligible for Tax Exemption
- Only covers domestic travel
- Mode of travel needs to be air, railway or public transport

This section will allow users to provide employees Leave Travel Allowance either individually or collectively

Conveyance

This section will allow users to provide employees travel allowance from work to home and from home to work either individually or collectively

Children Education Allowance

This section will allow users to provide employees CEA either individually or collectively. CEA above Rs. 100.00/- per month per child for a maximum of 2 children is taxable.

Dearness Allowance

This section will allow users to provide employees DA either individually or collectively.

DA = x% of Employee's Basic Salary

Pre-requisites

Also known as fringe benefits. These are non-monetary benefits provided to an employee on the basis of their official position in an organization. This section will allow users to mark the benefits either individually or collectively. E.g. car, phone, internet service, cab service, food service, etc.

Others

This section will allow user to add additional allowances (custom) that they need/want to add to an employee's payroll. This can be done either individually or collectively via designations.

Deductions

Provident Fund

This section will allow the user to provide the PF details for either each individual employee or collectively.

- By Employee:
    - For males: - x% (10-12%) of basic salary + DA
    - For females: - x% (8%) of basic salary + DA for first 3 years, afterward y% (10-12%) of basic salary + DA
- By Employer: -
    - Employee's Provident Fund (EPF) = 3.67% of Employee's basic salary + DA
    - Employee's Pension Scheme (EPS) = 8.33% of Employee's basic salary + DA
    - Employee's Deposit Link Insurance Scheme (EDLIS) = 0.50% of Employee's basic salary + DA
    - EPF Administration Charges = 1.10% of Employee's basic salary + DA
    - EDLIS Administration Charges = 0.01% of Employee's basic salary + DA

**Note: - Employer can decide that if an Employee's basic salary + DA is an amount greater than Rs. 15,000.00/-, whether they want to contribute for the minimum threshold of Rs 15,000.00/- or for the full basic salary + DA*

- Calculation (If basic + DA > 15,000): -
    - EPF = 3.67% of basic + DA + diff
    - EPS = 8.33% of Rs. 15,000.00/-
    - Diff = 8.33% of basic + DA – 8.33% of Rs. 15,000.00/-
    - Employer's total contribution = 12% of basic + DA = (3.67% of basic + DA) + (8.33% of basic + DA) = (3.67% of basic + DA) + (8.33% of Rs. 15,000.00/-) + (diff)

Employees' State Insurance Corporation

This section will allow the user to provide ESIC to their employees, either individually or collectively.

- Applicable to those employees whose Gross Salary <= Rs. 21,000.00/-

Contribution:

- By Employee:
    - 1.0% of gross salary
- By Employer:
    - 4.0% of Employee's gross salary

Professional Tax

This section will allow the user to update the latest Professional Tax as per the Government Updates that is to be deducted from an Employee's Salary. The professional tax will be calculated as per the employee's current address's state.

The user will update the taxes as follows:

- Enable/Disable tax in a state
- Input Ranges and Value.
- E.g.
    - State = Andhra Pradesh
    - Range = From [0] to [14,999]
    - Value = 0

- User can add as many rules as they want

State	Income per Month	Tax Rate/Tax Amount (per month)
Andhra Pradesh	Less than Rs. 15,000	Nil
	Rs. 15,000 to less than Rs. 20,000	Rs. 150
	Rs. 20,000 and above	Rs. 200
Gujarat	Up to Rs. 5999	Nil
	Rs. 6000 to Rs. 8999	Rs. 80
	Rs. 9000 to Rs. 11999	Rs. 150
	Rs 12000 and above	Rs. 200
Karnataka	Up to Rs. 15,000	Nil
	Rs. 15,001 onwards	Rs. 200
Kerala (Half yearly income slabs and half yearly tax payment)	Up to Rs.11,999	Nil
	Rs.12,000 to Rs.17,999	Rs.120
	Rs.18,000 to Rs. 29,999	Rs.180
	Rs.30,000 to Rs. 44,999	Rs.300
	Rs.45,000 to Rs. 59,999	Rs.450
	Rs.60,000 to Rs. 74,999	Rs.600
	Rs.75,000 to Rs. 99,999	Rs.750
	Rs.1,00,000 to Rs. 1,24,999	Rs.1000
	Rs.1,25,000 onwards	Rs.1250
Maharashtra	Up to Rs. 7,500	Nil (for male)
	Up to Rs. 10,000	Nil (for female)
	From Rs. 7,500 to Rs. 10,000	Rs. 175 (for male)
	Rs. 10,000 onwards	Rs. 200 for 11 months + Rs. 300 for 12th month
Telangana	Up to Rs. 15,000	Nil
	Rs.15,001 to Rs.20,000	Rs. 150
	Rs.20,001 onwards	Rs.200
	Up to 5 years (For professionals such as legal practitioners, CA, architects, etc.)	Nil
	Over 5 years (For professionals such as legal practitioners, CA, architects, etc.)	Rs. 2,500 (per annum)
West Bengal	Up to 10,000	Nil
	10,001 to 15,000	Rs. 110
	15,001 to 25,000	Rs. 130
	25,001 to 40,000	Rs. 150
	40,001 and above	Rs. 200

Labor Welfare Fund

This section will allow the users to choose who is eligible for the labor welfare fund and how much contribution is deducted from their Salary.

By Employee: x% of Gross Salary

By Employer: x% of Employee's Gross Salary

National Pension Scheme

This section will allow the user to choose who is eligible for the NPS and how much contribution is deducted for the same.

By Employer: x% of Employee's Basic Salary

By Employee: Fixed Amount x

Advance Salary Deductions

This section will allow user to pay out advance salary to employees and the user will be able to choose the month and amount from which the deductions will be made. Otherwise, it will be counted as a deduction in the salary of the same month in which advance was taken.

e.g. If an employee takes an advance in the month of October, the deduction will be made in the October month's salary.

Others

This section will allow users to add any other types of deductions, either individually or collectively though designations

Time-Sheet

This section will allow the user to keep track of when the employees are clocking in/clocking out and their work duration.

Group Insurance

This section allows the user to update any group policies that applies to the employees, their specific details as well as the designated deduction for the same

Salary Disbursal

This section will allow the users to check individual employee's calculated salary for any particular month. During salary disbursal, user will have the option to add performance bonus of any amount to the salary of an individual employee.

Pay Slip

This section will allow the user to search for any previous month's disbursed salary and generate a payslip for the same.

Employee Promotion/Demotion

This section will allow the user to promote/demote an employee to a new position as well as make adjustments to their payroll as required. The designated hikes will be percentage based and calculated on basic salary.

Employee Resignation

This section will allow the user to disable employees from their workforce via resignation submission where they will enter the resignation submission date, enter the notice period duration, and if all the assigned assets are recovered, generate an FNF statement with the following format:

Full & Final Settlement (Demo Employee #6, February 2022)

ORGANIZATION	Razorpay Software India Pvt Ltd
EMPLOYEE ID	CORP11194
DATE OF BIRTH	13/06/1984
PAN	- N/A -
HIRING DATE	01/04/2021
TITLE	General Manager
UAN	123456789000
ESIC IP	1214141121

DAYS ON LEAVE	0
UNPAID LEAVES	0
LEAVE BALANCE	13

EMPLOYEE ID	CORP11194
LEAVE ENCASHMENT	15
LAST WORKING DAY	23/02/2022
REASON FOR LEAVING	Resignation

BASE SALARY	10,268
ADDITIONS	13,120
DEDUCTIONS	0
GROSS SALARY	23,388

PAYROLL REMARKS	Resignation

EARNINGS	
BASIC SALARY	5,134
HOUSE RENT ALLOWANCE	2,269
SPECIAL ALLOWANCE	715
LEAVE & TRAVEL ALLOWANCE	1,027
ESI EMPLOYER CONTRIBUTION	298
PF EMPLOYER CONTRIBUTION	825
BONUS	10,000
LEAVE ENCASHMENT	3,120
EARNINGS	23,388

DEDUCTIONS	
ESI EMPLOYEE CONTRIBUTION	69
ESI EMPLOYER CONTRIBUTION	298
PF EMPLOYEE CONTRIBUTION	825
PF EMPLOYER CONTRIBUTION	825
PROFESSIONAL TAX	200
DEDUCTIONS	2,217

TDS CALCULATION	
EARNINGS	3,75,162
LESS: EXEMPTIONS	1,400
LESS: STANDARD DEDUCTION	50,000
LESS: OTHER DEDUCTIONS	15,645
TAXABLE INCOME	3,08,117
TOTAL TAX	0
TAX PAID ALREADY	0
TAX PAYABLE	0

NET PAY	
EARNINGS	23,388
LESS: DEDUCTION	-2,217
LESS: ADVANCE SALARY	-9,824
NET PAY	11,347

This is a computer generated statement and does not require a signature.

Employee Retirement
This section will allow the user to retire employees whenever they need to and maintain their benefits for the same.

Employee Tracking
This section will allow the user to track company employees through Mobile App GPS Tracker

Employee Logs
This section will allow the user to view each individual employee activities that takes place on the software/mobile app

Testing
This section will allow the users to create a testing task for other users for any outlet as required.

Create
1. The user will select the outlet for which they desire to create a testing task for
2. The user will enter the required details for the testing
3. The user will save the testing task

View/Edit/Assign
Once the user has saved the task, the user will be able to view, edit and assign the task to other team members

Approve/Reject
The user will be able to receive the testing response for the relevant task and view them under the relevant tasks. Once viewed, the user will be able to either approve or reject the same. If approved, the system will generate a Testing Certificate which will reflect automatically on the outlet's panel.

Survey
This section will allow users to create and post surveys

1. Create: -
    a. The user will be able to create the survey and insert customized fields and their responses (field types) as required. E.g.
        i. Text – short text area max. length 160 characters
        ii. Text Area – long text area – no max. length limits as of now
        iii. Select – user will be able to add options which will come in the drop-down. Survey user will only be able to select one option
        iv. Multi-Select – user will be able to add options which will come in the drop-down. Survey user will be able to select multiple options
        v. Email – the field will be auto validated to accept email entries only
        vi. Date – the field will have date selection calendar for survey users to choose the date from
        vii. Time – the field will have time selection dropdown for survey users to choose from
        viii. Number – the field will be auto validated to accept number entries only.
        ix. External Link – the field will be auto validated to accept url links

x. Phone Number – the field will be auto validated to accept phone number entries
xi. Required check-box – the user will be able to mark the field as required so that the form is not submitted without a response entry in the marked field.

2. Assign: -
   a. The user will be able to assign the form to other sub users
3. View: -
   a. The user will be able to view the response to the survey

Office Inspection

This section will allow the user to view the item and fund transactions that have been made which they will be able to verify and approve or reject. If the user verifies and approves the transaction, the changes will be reflected in the item inventory and user wallet. If the user rejects the transactions, no changes will be made to the item inventory and user wallet and the respective users will be notified of the rejection.

Site Inspection

This section will allow the user to view the item and fund transactions that have been made by the sub-users. User will be able to either approve or reject the transaction post which the relevant changes will be reflected in the inventory or the user wallet.

Images

This section will show the user the jobs/complaints that have been assigned to them. The user will be able to upload before and after images to the complaint that has been assigned to them.

As soon as both the images have been uploaded, an automated template based presentation will be created using the uploaded images

Item Master

User will be able to upload the catalogue (with multiple images) of items that is used by the team

Stock

User will be able to maintain the item stock using this module

Suppliers

This section will allow the users to maintain a list of their suppliers as well as list out the items they offer and the latest prices

Create

1. User will fill in the supplier details
2. User will select the items available with the supplier
3. User will save the supplier details

Read

User will be able to view the supplier details

Update

User will be able to edit and update supplier details

Delete
User will be able to delete the suppliers

Asset Management

Overview
This section will allow the user to view the overall statuses of the available assets, such as: -

1. Total Assets Count
2. Total Assets Assigned
3. Total Assets Available (free)
4. Total Assets for Repair
5. Total Assets for Scrap
6. Total Assets Lost
7. Total Assets Stolen
8. Total Assets Recovered

Assets
This section will allow the user to add, view, edit and delete assets. This section will be further divided as follows: -

All Assets
This section will show the list of all the assets and allow the user to add assets to the system

1. Asset Name
2. Asset Model Number
3. Asset UIN (Unique Identification Number) (Can be IMEI or any other unique code)
4. Asset Price
5. Asset Purchase Date
6. Asset Warranty/Guarantee Period
7. Asset Supplier Name
8. Asset Supplier Number
9. Asset Status (New/Idle/Assigned/Repair Required/Scrapped/Lost/Stolen/Recovered)
10. Additional Notes
11. Upload File(s) (any required files such as bills or warranty/guarantee cards can be uploaded)

In this section, user will be able to edit the assets and change asset status. Deleted assets will automatically have the status changed to Scrapped. For each status change, user will need to add the corresponding notes for the same.

When status is changed to assigned, user will need to select the sub-user to whom the asset is assigned as well as the reason for the same. Assets will also have a timeline where the history of the asset will be maintained.

Idle Assets
This section will show the list of Idle Assets. User will be able to change the status of the asset and assign the asset to another user

Assets Requiring Repair
This section will show the list of assets that require repair and allow the user to view the supplier and warrantee/guarantee details in order to get the device/asset repaired.

Whenever the status of the asset is changed, user will be required to enter the price of the repair as well as any additional notes

Assigned Assets
This section will show the list of assets that have been assigned to a sub user and will allow the user to collect the asset back from the assigned users.

Individual Asset Profile
This section will show all the relevant details of the asset such as:

1. Asset Price
2. Asset Details
3. Total Repair Costs
4. Total Repairs
5. Asset Timeline
6. Current Status

Contacts
User will be able to save Company and Contact Details here

1. Create
2. Read
3. Update
4. Delete

Documents
This section will allow users to manage the company related documents as required

Document Categories & Sub-categories
This section will allow the user to manage the document categories. This section will only be accessible to assigned users and will not be accessible by everyone.

Document Lists
This section will allow the users to add and view documents according to the relevant categories and sub categories

Request Documents
This section will allow the users to request any required documents to be uploaded

Communication
This section will allow the users to communicate to and as required

Internal Communication
This section will allow the users to communicate internally among team members as allowed

External Communication

This section will allow the users to communicate with external users (such as dealers or energy companies)

Reports

This section will generate reports for the users as and when required. This will be dynamic reporting which will allow users to create report templates according to their requirements.

Energy Company Team

This section will allow the users to add officers for regional zones and sales areas and add information for the same accordingly. These officers will be used as selection field when creating complaint request

Task Manager

This section will allow the users to create, assign and update tasks as required

User will be able to create tasks and assign them sub users. Sub users will be able to update the task status and comments. They will also be able to log the hours through starting and stopping timers on the time spent on each tasks.

Outlet Management

This section will allow the users to add and view outlets according to regional areas and sales areas

My Profile

Current session user's profile

Updates and Notifications

User will receive notifications and updates related to the software in this section

Feedbacks

This section will allow users to send feedbacks, suggestions and complaints to the main super-admin of the software

Tutorials

This section will allow the users to view tutorial videos and documents

Subscriptions

The user will be able to manage their software subscriptions using this section.

Dealers Panel

Dashboard

- Total Complaints → With filters for Daily, Weekly, Monthly, Yearly, & Financial Year
- Total Complaint Types → With filters for Daily, Weekly, Monthly, Yearly, & Financial Year
- Complaint Status Count → With filters for Daily, Weekly, Monthly, Yearly, & Financial Year

- Complaint Type Status Count → With filters for Daily, Weekly, Monthly, Yearly, & Financial Year

Complaints

This section will allow the dealers to view all the complaints

New Complaints

This section will allow the users to add and view new complaint requests and check whether they are pending or approved

Assigned Complaints

This section will allow the users to view the complaints that have been assigned to a contractor as well as which contractor it was assigned to.

Completed Complaints

This section will allow the users to view the complaints that have been completed on the contractor end and will be able to add feedbacks and ratings for the same.

Dispending Units

This section will allow the users to add the DU's as required and needed.

My Team

This section will allow users to add users to their panel

Roles and Permissions

This section will allow users to create roles and assign permissions to them

Team

This section will allow the user to add sub users to the panel and assign roles to them

My Outlets

This section will contain the list of outlets that are managed by the Dealer. Dealer will be able to vie and update outlet profiles

Certificates

Testing Certificates

This section will allow the user to view all the testing certificates that are assigned to them

Earthing Certificates

This section will allow the user to view all the earthing certificates that are assigned to them

Feedbacks

This section will allow the user to provide feedbacks and suggestions to the super admin as and when required

My Profile

This section will allow the user to make changes to their profile