**Office management**

What QC department want from Office management?

1. Ultimate rating –wise zone-wise report.
2. Digital checklist- evidence uploading real-time.
3. Outlet- code and scanner.
4. The audit checklist will open only if you scan the outlet code and go to that outlet.
5. Segregate parameter- wise report i.e. Uniform followed- Not followed, Hygiene maintained- Not maintained, Product quality maintained- not maintained etc. 10-15 Parameters.
6. Outlet visit frequency report.
7. Outlet audit visit report – findings report access once- time FRM, FS and CCTV.











