

Algorithm For Requisition Dispensing

Step 1: Accessing the Landing Page

1. The user logs into the system.
2. Navigate to the Product Manager.
3. Navigate to the Requisition Dispensing sub-module.
4. The system displays the Landing Page with a table of requisition records.

Step 2: Sanitation Form

1. User clicks on the "Sanitation Form" button.
2. The system displays the fields of the Sanitation Form:
 - 2.1 Area Name
 - 2.1.1 Choose the Area Name (e.g., Dispensing Room) from the dropdown.
 - 2.2 Area Code
 - 2.2.1 Area Code is auto-filled (e.g., FB01/PH/04).
 - 2.3 Cleaned By
 - 2.3.1 Select Cleaned By from the dropdown(e.g., Non Signatory User).
 - 2.4 Valid Till Date
 - 2.4.1 Select the Valid Till Date from the dropdown (e.g., 31/03/2024).
 - 2.5 Cleaning Start Date Time
 - 2.5.1 Select Cleaning Start Date and Time from the dropdown(e.g., 25/03/2024 13:40).
 - 2.6 Cleaning End Date Time
 - 2.6.1 Select Cleaning End Date and Time from the dropdown (e.g., 25/03/2024 13:55).
 - 2.7 Check Date
 - 2.7.1 Select the Check Date from the dropdown(e.g., 31/03/2024).
 - 2.8 Supervised By
 - 2.8.1 Select Supervised By from the dropdown (e.g., Dilip Chaudhary).
 - 2.9 Previous Product(Batch)
 - 2.9.1 Auto-populated the Previous Product (Batch) (e.g., Calsup 500 - 066592).
3. The Second Approval Checkbox contains the following Columns:
 - Product Name
 - Product Code
 - Batch Number
4. Users should be checked/unchecked for the information in the Second Approval Checkbox.
5. Click on the "Save & Notify for Dispensing LC" button.

6. The E-Signature pop-up box should be displayed after the User clicks on the "Save & Notify for Dispensing LC" button.
7. Process to Next Stage
 - 7.1 Continue with:
 - Raise Dispensing LC
 - Dispensing LC Review
 - Exception
 - Dispensing LC Supervisor Approval

Step 3: Dispensing Line Clearance Review

1. After saving the Dispensing Line Clearance, the user clicks on the "Dispensing Line Clearance Review" page.
2. The system displays the Instruction and Area Line Clearance checklist and auto-populates:
 - Instruction
 - Unique Code
 - Checklist Name
 - Observation
 - Result
 - Remarks
 - Expected
3. The User reviews the checklist items.
4. The system displays the Equipment and Equipment Line Clearance checklist and auto-populates:
 - Unique Code
 - Checklist Name
 - Observation
 - Result
 - Remarks
 - Expected
5. The User reviews the checklist items.
6. Perform Checklist Review
 - 4.1 For each checklist item:
 - If Expected == Result == "Yes", mark as "Passed".
 - If Expected != Result != "Yes", mark as "Failed" and highlight.
 - Add remarks if necessary.

7. The footer section of the Dispensing LC Review consists of:
 - Approve button on the rightmost side
 - Send for the Supervisor Review button on the left side of the Approve button.
 - The Revert button is on the left side of the Send for Supervisor Review button.
 - Exception on the leftmost side
8. After the User clicks on the Approve button, the E-Signature pop-up box opens.
9. After the User clicks on the Send for Supervisor Review button, the E-Signature pop-up box opens, and then clicks on the dispensing LC supervisor Approval page.
10. After the user clicks on the Revert button, the system should redirect to the Requisition Dispensing LC page.
11. If any checklist item fails, allow the user to click Exception for justifications or corrective actions.
12. Process to Next Stage
 - 10.1 Continue with:
 - Exception
 - Dispensing LC Supervisor Approval

Step 4: Dispensing LC Supervisor Approval

1. After the exception, click on the Dispensing LC supervisor Approval page to open it.
2. The system displays the Instruction and Area Line Clearance checklist and auto-populates:
 - Instruction
 - Unique Code
 - Checklist Name
 - Observation
 - Result
 - Remarks
 - Expected
3. The supervisor reviews the checklist items.
4. The system displays the Equipment and Equipment Line Clearance checklist and auto-populates:
 - Unique Code
 - Checklist Name
 - Observation
 - Result
 - Remarks
 - Expected
5. The Supervisor reviews the checklist items.

6. Perform Checklist Review

6.1 For each checklist item:

- If Expected == Result == "Yes", mark as "Passed".
- If Expected != Result != "Yes", mark as "Failed" and highlight.
- Add remarks if necessary.

7. Review Notes

- Note mentions: CH004 and CH002 were edited → Already captured
- Note mentions: FB01/PH/M02 was removed → Already captured

8. Check the overall Remarks field.

- If the remarks box is empty, prompt the user to enter remarks before proceeding.

9. The footer section of the Dispensing LC Supervised Review consists of:

- Approve button on the rightmost side
- The revert button is on the left side of the Approve button.
- Exception on the leftmost side

10. After the User clicks on the Approve button, the E-Signature pop-up box opens.

11. After the User clicks on the Revert button, the E-Signature pop-up box opens then the user can move into the Sanitation Form.

12. If any checklist item fails, allow the user to click Exception for justifications or corrective actions.

13. End Process.

Step 5: 2nd Level LC Review

1. After saving the 2nd Level LC, the user clicks on the "2nd Level LC Review" page.

2. The system displays the Instruction and Area Line Clearance checklist and auto-populates:

- Instruction
- Unique Code
- Checklist Name
- 1st Level Result
- 1st Level Remarks
- Observation
- Result
- Remarks
- Expected

3. The User reviews the checklist items.

4. The system displays the Equipment and Equipment Line Clearance checklist and auto-populates:
 - Unique Code
 - Checklist Name
 - 1st Level Result
 - 1st Level Remarks
 - Observation
 - Result
 - Remarks
 - Expected
5. The User reviews the checklist items.
6. Perform Checklist Review
 - 6.1 For each checklist item:
 - If Expected == Result == "Yes", mark as "Passed".
 - If Expected != Result != "Yes", mark as "Failed" and highlight.
 - Add remarks if necessary.
7. The footer section of the 2nd Level LC Review consists of:
 - Approve button on the rightmost side
 - Send for the Supervisor Review button on the left side of the Approve button.
 - The Revert button is on the left side of the Send for Supervisor Review button.
 - Exception on the leftmost side
8. After the User clicks on the Approve button, the E-Signature pop-up box opens.
9. After the User clicks on the Send for Supervisor Review button, the E-Signature pop-up box opens, then sends to the 2nd Level dispensing LC supervisor Approval page open.
10. After the user clicks on the Revert button, the system should redirect to the 2nd Level LC page.
11. If any checklist item fails, allow the user to click Exception for justifications or corrective actions.
12. Process to Next Stage
 - 10.1 Continue with:
 - Exception
 - 2nd Level LC Supervisor Approval

Step 6: Exception

1. User opens the Exception "pop-up box", which contains:
 - A dropdown for Exception Type.

- A textbox for Reference No.
 - A textbox for Remarks
2. User selects or enters values for all exceptions:
 - Select Exception
 - Type Enter Reference No. Auto populated.
 - Enter Remarks
 3. The entered exception displays in the exception pop-up box.
 4. The footer section of the exception pop-up box consists of the "Audit Log" button on the leftmost side and the "Save" button on the rightmost side.
 5. Click on the "Save" button
 - 5.1 Save the exception entries into a database or internal data structure.
 - 5.2 Append new entries or update existing ones if duplicates exist.
 6. Click on the "Audit Log" button.
 - 6.1 Display a history of changes made to the exceptions.
 7. End of Process.