**Claim Sheet Authorization Flow Chart:**

If No Executive

1,2,11,12,13,14,15,16,17,18,19

Sales Officer

Sales Executive

ASM

Dispatch-Level 1

3,4,5,6,7,8,9,10 1,11,12

2,14,15,16,17,18,19

Dispatch-Level 2

Accounts

Sales Head

M.D

2,14,15,16,17,18,19

**Claim Sheet Types with Conversion Mode Table:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Conversion Mode: Credit Note** | | |  | **Conversion Mode: Direct Sales** | | |
| S.I No | Claim Type | Invoice Selection Mandatory? |  | S.I No | Claim Type | Invoice Selection Mandatory? |
| 1 | Weight Loss | Optional |  | 13 | Excess | Yes |
| 2 | Empty Packets Claims | No |  |  |  |  |
| 3 | Price Difference | Yes |  |  |  |  |
| 4 | Special Discount | Yes |  | **Conversion Mode: Sales Return** | | |
| 5 | Primary Scheme | No |  | S.I No | Claim Type | Invoice Selection Mandatory? |
| 6 | Secondary Scheme | No |  | 14 | Sales Return (Full or Part Invoice) | Yes |
| 7 | Free Samples | Yes |  | 15 | Good Stock Returns | Yes |
| 8 | Salesman Subsidy | No |  | 16 | Quality Issue Stock Return | Yes |
| 9 | Institutional Discount | No |  | 17 | Expiry Stock Return | Yes |
| 10 | Sales Promotion Expenses | No |  | 18 | Damages Stock Returns | Yes |
| 11 | Market Shortage | No |  | 19 | Delivery Shortage | Yes |
| 12 | Freight | Yes |  |  |  |  |