# Application Changes to be made

1. RFC can be mark for previous day only Done
2. Option will be enabling on ISD app. After giving reason of previous day absent. Today’s attendance can be marked. Done
3. Notification will be sent on the application to mark attendance. At 12 pm every day
4. ASM has to approve RFC on within 48 hours. In case ASM fails to do so BM need to approve the same within 24 hours. It will move to branch manager
5. Daikin will share SPOC for ISD management
6. Leave encashment –pending from Daikin
7. Total absent in last 3 days will be shown on dashboard Done
8. On RFC Report dealer name, city and location has to add. Emp code and doc number can be removed.
9. ASM will verify the sale. Within 3 days’ time sales has to verified
10. ISD has to upload all the weekly sales by on or before every Friday. Sale done before Friday cannot be allowed to enter after Friday.
11. SOP for the Target to be set
12. Product to be re-categorise
13. Remove sales qty capping from sales entry. Done
14. Dashboard achievements will the combination of pending and approved sales. Done
15. Counter display client will discuss and share the point

# HR Login / Dashboard

Branch wise No of ISD and region wise attendance

Salary of ISDs monthly salary breakup

RFC status

State wise minimum wages

Challan Documents

Employee information along with EF ESIC etc.

# PPT points to cover

Hiring of ISD

Sales approval at application

Attendance managements

Attendance approval

Performance

BM/AM dashboard

HR Dashboard max 20 days for development

Annual budget information at branch level --pending

16 or 19th next meeting

15-DEC-2022

1. One person to allocate at daikin office for daily work

2. If user does not take week off then what Thrivera does for compensation

3. Brand wise competition entry - model no to be selected from the list Client will provide the data ‘AT COMPETITION ENTRY ISD WILL SELECT MODEL NO FROM THE LIST ALONG WITH PD TYPE,PRODUCT AND PRODUCT TRAN,

4. Target vs achievement - pending 'subject to approval'

5. Application user manual

6. of

7. Document checking and TC acceptance data capture

site in – out is mandatory for ISD

ISD Salary will be generated as per the automated attendance. No manual intervention

RFC to be done within 48 hours

If an ISD upload fake sale. He/she will be terminated

If ISD make 5 continuous absent without any information he or she will be terminated

8. Add company policy at documents

ISD can

9. Client dashboard -

Attendance

Performance

Month wise attendance

Target VS ACHIVE as team mapping

Sales data

Count of ISD without target

No of ISD yesterday, last 3 days, last 5 days, and MTD

Share all reports of last month

DSP and ISD

Screen videos of ISD application and Client.

22-dec-2022

1. Application training – Daikin Buddy (Product training , soft skills )
2. On Boarding
3. Dakin spok – Dakin will push the attendance
4. AWS
5. Dealer creation as ASM level – pending
6. Counter validation while hiring – System will validate while hiring a new ISD on counter. If it is replacement then no approval required else it will go to BM approval. Show historical data and remarks
7. Attendance log and sales log - Done
8. Hiring process Flow chart
9. If increase allotted ISD number then it will be go for RM approval , ASM will request attachment and reason
10. Count of excess ISD dashboard??
11. Daikin and Thrivera Agreement discussion
12. Daikin mobile application uptime
13. DSP attendance validation training, field work,
14. Counter Display Phase 2
15. MOP Phase 2
16. Competition entry Phase 2
17. Cassette as an single category
18. Email Notification list to added on PPT
19. Rename SSR to ISD - Done
20. I am safe to store close - Done
21. Full Name at attendance section -Done
22. Sale count with status - Done
23. Add bullets on every slide
24. Branch wise data - Done
25. Dashboard data update with live data
26. Hiring status at HR dashboard
27. HR reports
    1. Allotted active and pending
    2. Final Attendance report
    3. Incentive report branch wise and region wise
28. Country head dash board , Region and branch wise