



Approval Board Training

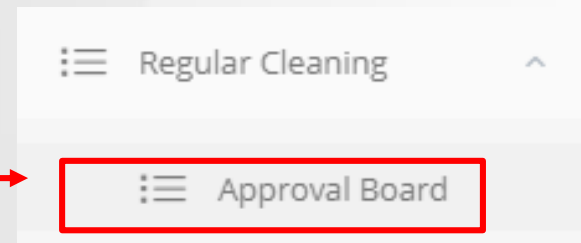
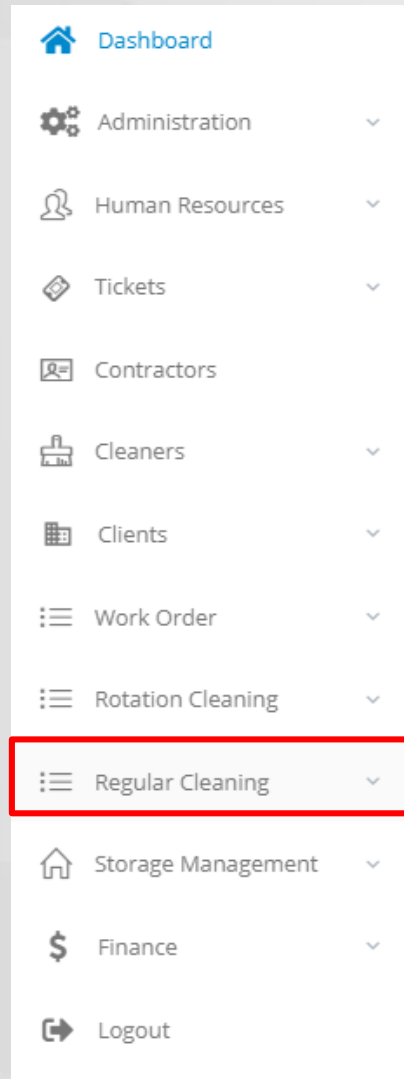
06/08/2019



Welcome to
QCC Training!



Open the Approval Board in Boomerang



Access The Filters



Approval Board

Client

Please select one or start typing

Portfolio

Please select one or start typing

Site

Please select one or start typing ▾

Cleaner

Please select one or start typing

City

Please select one or start typing

State

Please select one or start typing ▾

 Search

 Reset Filter

You can select all the options together or separately

Approval Board

Client

Please select one or start typing

Portfolio

Please select one or start typing

Site

Please select one or start typing

Cleaner

Please select one or start typing

City

Adelaide

State

Please select one or start typing

Search

Reset Filter

10

records per page

Search...

Approval Board

Client

GJK

Portfolio

Please select one or start typing

Site

Please select one or start typing

Cleaner

Please select one or start typing

City

Adelaide

State

Please select one or start typing

Search

Reset Filter









10

records per page

Search...

The Approval Board will show all the discrepancies between Time Allocated and GPS information in the site and the registered information in the check-in and check-out.

Available Start Time	Available End Time	Total Hours	Frequency
16:00	16:00	5.75	Weekdays



Cleaner	Site Reference	Date Start	Date Finish	Total Hours	Total Payable	Distance From Site on Start	Distance From Site on Finish	Hourly Rate From	Status	Action
Gilmar Briquesi Barbosa da Silva	Level 9 & 10	01/08/2019 19:33:25	01/08/2019 23:47:30	4.23		23.985533	1297.059018		Under Analysis	 
Gilmar Briquesi Barbosa da Silva	Level 9 & 10	05/08/2019 00:00:00	05/08/2019 22:19:09	2.41	49.40	129.494858	41.537932	Cleaner In Site	Under Analysis	 
Jonas Pereira Lima Neto	NAB Branch & Business Centre - Adelaide	06/08/2019 00:00:00	06/08/2019 21:29:27	3.42	68.40	47.895412	98.860309	Cleaner In Site	Under Analysis	 
Marina Lopes Pereira Sergio	Level 9 & 10	01/08/2019 00:00:00	05/08/2019 11:19:35	87.17	1743.40	99.30274	75.613234	Cleaner In Site	Under Analysis	 

Type of the site	Reference / Building	
Office	Level 9 & 10	
Unit	Address Number	Street Address
	400	King William
City	State	ZipCode
Adelaide	South Australia	5000
Latitude	Longitude	Distance Allowed On GPS
-34.933503	138.600782	50



You can Approve the information or Reject


Cleaner	Site Reference	Date Start	Date Finish	Total Hours	Total Payable	Distance From Site on Start	Distance From Site on Finish	Hourly Rate From	Status	Action
Gilmar Briquesi Barbosa da Silva	Level 9 & 10	01/08/2019 19:33:25	01/08/2019 23:47:30	4.23		23.985533	1297.059018		Under Analysis	<div><input checked="" type="checkbox"/></div> <div><input type="checkbox"/></div>
Gilmar Briquesi Barbosa da Silva	Level 9 & 10	05/08/2019 00:00:00	05/08/2019 22:19:09	2.47	49.40	129.494858	41.537932	Cleaner In Site	Under Analysis	<div><input checked="" type="checkbox"/></div> <div><input type="checkbox"/></div>
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Marina Lopes Pereira Sergio	Level 9 & 10	01/08/2019 00:00:00	05/08/2019 11:19:35	87.17	1743.40	99.30274	75.613234	Cleaner In Site	Under Analysis	<div><input checked="" type="checkbox"/></div> <div><input type="checkbox"/></div>


- To Approve, press the button  and fill the Comment to justify the approval and  .

Approve Hours

Comment

Training test

 Save


 Close


- To Reject, press the button  and fill the Comment to justify the rejection and  .

Reject Hours

Comment

Training test

 Save

 Close



Pay attention to the QCC payment date and keep your Approval Board clean!

It is important to remind that the total hours in the time allocated in the site and in the approval Board have to be turn into decimal number.

Example:

1:15(one hour and fifteen minutes) = 75 minutes

$75/60 = 1.25$

All this information has to be approved as soon as possible and will be the evidence of cleaners payment and clients charge. At the End of implementation, all the cleaners payment will be based on the check-in and check-out information and the approvals and rejections discrepancies.



Important information:

The Total Payable will be based on the hourly rate registered in Boomerang, so it is important to fill the correct amount.



Today we have 4(four) places to insert the cleaner hourly rate:

- 1 - in the Financial Settings in the site;
- 2 - if the cleaner is working as a contractor we will have the contractor's hourly rate in the contractor's setup;
- 3 - in the cleaner's setup;
- 4 - in the cleaner's tab in the site;

We established the order above to consider the correct hourly rate, keep the setup updated.

The Total Payable will be based on the hourly rate registered in Boomerang, so it is important to fill the correct amount.



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Thank you
for watching the
QCC Training!

