

| NEELIKON FOOD DYES AND CHEMICALS LIMITED | | | | |
|--|------------------------------|------------------|--|----------------|
| Issue No: 01 | Date of Issue: 05/02/2026 | Rev. No: 2 | Date of Rev. : 05/02/2026 Due Date of Rev. : 05/02/2028 | Page 1 of 6 |
| Dept. : Management Representative | | Title : demo1399 | | Doc. No: s-102 |

DEMO1399

prepare a prototype (flow + structure) for a Document Management System (DMS) based on your detailed workflow (Creator → Approver → Issuer → Controlled Access).

- System Flow Chart (process steps)
- Module-wise Functionality (dashboard, upload, approval, issuance, access control)
- Database Design (sample schema)
- User Role Permissions
- Technology suggestion for development

Creator Login

Fill Doc Info (a–g fields)

Upload Word Doc (No header/footer)

Send to Approver (Notify)

Approver reviews doc (with header/footer)

Approve Document Decline (add remark)

Add remarks, Goes back to Creator

select sharing dept.

Send to Issuer (MR)

Issuer reviews doc (header/footer)

Issue Final Copy Decline (add remark)

Add Issue remark Goes back to Creator

Convert to PDF (Final)

Auto Notify All Users

Assign Control Copy Nos

Users View/Print Controlled PDF only

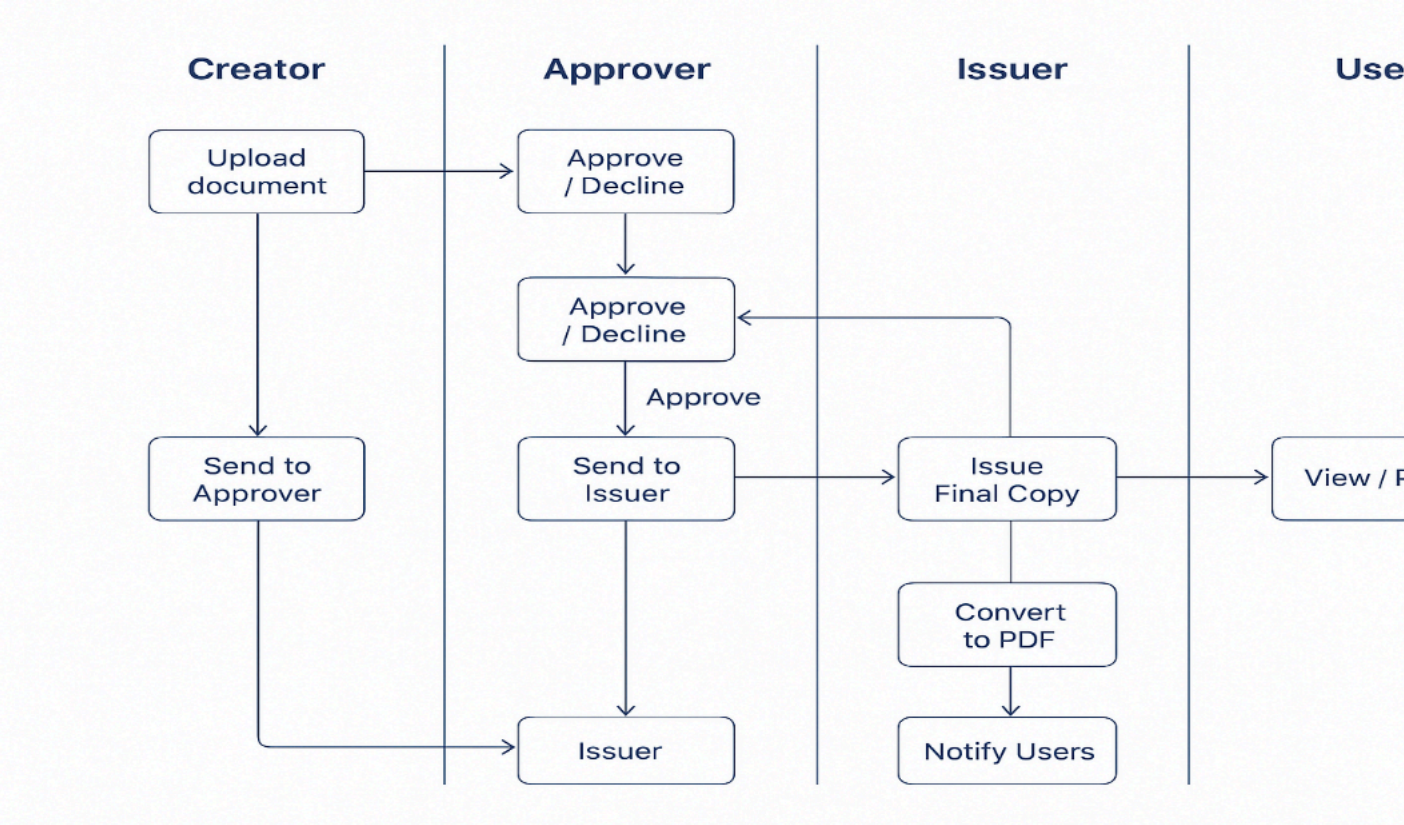
(No download, traceable by User ID)

Responsibility: Module-Wise Functional Prototype Plan

| Prepared by | Approved by | Issued by | Status |
|-------------|---------------|-------------|--------|
| Priyanka K | John Approver | Jane Issuer | ISSUED |

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| Role | Features |
|----------------|--|
| Creator | Create new document entry, upload Word doc, view pending/returned docs, resubmit |
| Approver | View pending approvals, open doc (auto header/footer), approve/reject, add remarks, assign departments |
| Issuer (MR) | View approved docs, issue/reject, add final remark, track issued documents |
| User/Recipient | View issued documents (PDF only), print with control footer |
| Admin | Manage users, roles, departments, track logs, export reports |



There is some conditions:

- Auto reminders for revision (based on due period)
- Comparison tool (old vs. revised doc)

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- Version history tracking
- Export to Excel logs (per user or document)
- QR code footer for authenticity

About Database table need:
users

| Column | Type | Description |
|------------|--|------------------|
| user_id | INT (PK) | Unique user |
| name | VARCHAR | User name |
| role | ENUM('Creator','Approver','Issuer','User','Admin') | Role |
| department | VARCHAR | Dept name |
| email | VARCHAR | Notification use |

| documents Column | Type | Description |
|---------------------|----------|-----------------|
| doc_id | INT (PK) | Unique document |
| doc_name | VARCHAR | SOP/Format name |
| doc_number | VARCHAR | Unique doc code |
| date_of_issue | DATE | Issue date |
| revision_no | INT | Revision count |
| due_period_years | INT | Review reminder |

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| documents Column | Type | Description |
|---------------------|--|-------------------|
| prepared_by | INT (FK) | Creator ID |
| reason_revision | TEXT | Revision reason |
| file_path | VARCHAR | Uploaded file |
| status | ENUM('Pending','Approved','Declined','Issued') | Current status |
| approver_id | INT (FK) | Assigned approver |
| issuer_id | INT (FK) | Assigned issuer |

document_log

| Column | Type | Description |
|-----------|----------|-------------------------------------|
| log_id | INT (PK) | Log entry |
| doc_id | INT (FK) | Related document |
| user_id | INT (FK) | Who performed action |
| action | VARCHAR | Created, Approved, Declined, Issued |
| remarks | TEXT | Action remarks |
| date_time | DATETIME | Timestamp |

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| document_access Column | Type | Description |
|---------------------------|----------|----------------------|
| doc_id | INT (FK) | Document |
| user_id | INT (FK) | Recipient |
| control_copy_no | VARCHAR | Auto serial copy no. |
| view_access | BOOLEAN | Can view PDF |
| print_access | BOOLEAN | Can print PDF |
| print_date | DATETIME | Track printed date |

| Feature | Creator | Approver | Issuer | Recipient | Admin |
|-------------------------|-----------------|----------|-----------------|-----------|-------|
| Create Doc | ✓ | ✗ | ✗ | ✗ | ✓ |
| Approve Doc | ✗ | ✓ | ✗ | ✗ | ✓ |
| Issue Doc | ✗ | ✗ | ✓ | ✗ | ✓ |
| View PDF | ✓ (Issued only) | ✓ | ✓ | ✓ | ✓ |
| View Previous Revisions | ✗ | ✗ | ✓ (Master copy) | ✗ | ✓ |
| Export Logs | ✓ | ✓ | ✓ | ✗ | ✓ |

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| Layer | Technology |
|---------------------|--|
| Frontend (Web UI) | React.js / Next.js (with Role-based Dashboard) |
| Backend API | Node.js (Express) or ASP.NET Core |
| Database | PostgreSQL / SQL Server |
| File Storage | Local folder or AWS S3 / Supabase Storage |
| Notifications | Email + In-app popup via Socket.io or Supabase Realtime |
| Document Conversion | LibreOffice / Word API → PDF (with watermark + control footer) |
| Audit Logging | Automatic via middleware (store all user actions) |

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