

# Planning Logic Document

Date	19 JUNE 2025
Team ID	LTVIP2025TMID31579
Project Name	To Supply Le over Food to Poor
Maximum Marks	

## 1. Lease Lifecycle Overview

Understanding the stages involved in the food donation lifecycle is crucial for effective management. The key stages are:

- **Initiation:**
  - Identifying food donation needs from donors and recipients.
  - Negotiating terms of food donation agreements.
- **Execution:**
  - Finalizing agreements between donors and recipients.
  - Documenting food items available for donation.
- **Administration:**
  - Managing food donations, including tracking and compliance.
  - Handling logistics for food pickup and delivery.
- **Renewal/Termination:**
  - Making end-of-term decisions regarding ongoing food donation partnerships.
  - Evaluating the need for renewals or terminations of agreements.

## 2. Core Functional Modules

Plan your food donation management around these modules:

### 2.1. Food Donation Setup & Onboarding

- Define food types available for donation (e.g., perishable, non-perishable).
- Record parties involved (donors, recipients).
- Define donation terms (pickup times, quantity, and conditions).
- Document attachments (contracts, food safety certifications).

### 2.2. Donation Management

- Schedule food pickups and deliveries.
- Automate notifications and reminders for donors and recipients.
- Handle late fees and adjustments for logistics.

### 2.3. Compliance & Obligations

- Monitor key dates (pickup schedules, food safety inspections).
- Track compliance with food safety regulations and local laws.
- Manage critical clauses (liability, food safety standards).

#### **2.4. Reporting & Audit**

- Generate financial reports (e.g., total donations, outstanding pickups).
- Maintain compliance logs for audits.
- Create audit trails for all changes and documents.

### **3. Data & Document Management**

- Centralized digital repository for all food donation records.
- Document version control to track changes in agreements and records.
- Secure access roles and permissions to protect sensitive information.

### **4. Integrations**

- Integrate with ERP/Accounting systems for financial tracking.
- Connect with CRM systems if tied to customer donations.
- Utilize email and notification services for real-time updates.
- Integrate with logistics platforms for efficient food delivery management.

### **5. Automation & Alerts**

- Automated reminders for upcoming food pickups and donations.
- Smart escalation for urgent food donation requests.
- Exception alerts for missed pickups or compliance issues.

### **6. Compliance with Standards**

- Adhere to local food safety regulations and guidelines.
- Ensure compliance with relevant food donation laws.
- Implement tracking for food safety certifications and inspections.

### **7. User Experience (UX) Planning**

- Develop a user-friendly dashboard with key performance indicators (KPIs).
- Ensure mobile accessibility for users managing food donations on the go.
- Create an intuitive user interface for adding and editing food donation details.

### **8. Future-Proofing**

- Design the system to be scalable, supporting hundreds or thousands of food donations.
- Incorporate AI/ML features for predictive analytics in food donation trends.

- Ensure compliance with environmental, social, and governance (ESG) standards.

## **9. Conclusion**

The Planning Logic Document outlines the essential components and strategies for effectively managing the "To Supply Leftover Food to Poor" project. By focusing on the food donation lifecycle, core functional modules, compliance, and user experience, the project aims to create a sustainable and impactful system for food donation and redistribution.