

CIS International Pvt Ltd

OPR for Preparation of Monthly 292 - Dc Sales Analysis Report (Customer 292)

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| SUBJECT | OPR for Preparation 292 - Dc Sales Analysis Report (Customer,292) |
| DEPARTMENT | Audit |
| RECORDER (Name and Designation) | Shehabdeen, Audit Executive |
| APPROVED BY | |
| CREATED DATE | 05/01/2019 |
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Introduction

This OPR was prepared for the purpose of set up a proper process that gives guidelines for Preparing **Monthly/Weekly 292 - Dc Sales Analysis Report**.

Objective

The objective of the Monthly/Weekly 292 - Dc Sales Analysis Report is to Analysis the performance level of the distribution center of the 292 customer and help to take effective decision on the Customer Demand and how to improve their requirement.

When it comes to Order Fill Rate there are 2 components to be considered.

1. Betta sales based on the accounting colander
2. Guppy Based on the accounting calendar

Sales Analysis Report will be Analyzed for 292 customers wise

Source Information Needs to be obtained

- Sales details for accounting and general calendar for the period (Form IT)

AutoSave Sales information 2019 March - Read-Only - Excel Shehabdeen Mohamed - Audit & Analysis

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| Customer | TopCategory | Month | Total Qty Shipped | Total Amount |
|----------|-------------|-------|-------------------|--------------|
| 292 | BETTA | March | 195415 | 365193.004 |
| 292 | GUPPY | March | 64500 | 27868.26 |

ACC calander Weekly ACC calander monthly General Calander Monthly

2 of 16 records found

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Process involved in preparation

1. Frist, based on the Account calendar should do the monthly sales Analysis and get the sales value information from the about mention prime source document.
2. And fill the monthly regular sales table based on the Verities.

AutoSave 292 Sales Trend March, 2019 - Excel Shehabdeen Mohamed - Audit & Analysis

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| Month | Average Sales per DC per Week | | | (Increased) / decreased | Weekly Average Sales | Dates | Monthly Sales | | | Financial Weeks |
|--------------|-------------------------------|--------------|--------------|-------------------------|----------------------|------------------------|---------------|---------------|---------------|-----------------|
| | Guppies | Bettas | Total | | | | Guppies | Bettas | Total | |
| January-18 | \$ 1,320.93 | \$ 7,038.82 | \$ 8,359.75 | \$ (2,968.15) | \$ 8,359.75 | 12/29/17 to 2/1/18 | \$ 6,604.65 | \$ 35,194.08 | \$ 41,798.73 | 5 |
| February-18 | \$ 1,368.58 | \$ 5,441.79 | \$ 6,810.38 | \$ 1,549.37 | \$ 6,810.38 | 2/2/18 to 3/1/18 | \$ 5,474.33 | \$ 21,767.17 | \$ 27,241.50 | 4 |
| March-18 | \$ 1,159.83 | \$ 6,142.04 | \$ 7,301.87 | \$ (491.49) | \$ 7,301.87 | 3/2/18 to 3/29/18 | \$ 4,639.32 | \$ 24,568.15 | \$ 29,207.47 | 4 |
| April-18 | \$ 4,358.92 | \$ 8,579.80 | \$ 12,938.72 | \$ (5,636.85) | \$ 25,877.44 | 4/30/18 to 4/26/18 | \$ 34,871.34 | \$ 68,638.42 | \$ 103,509.76 | 4 |
| May-18 | \$ 3,349.40 | \$ 7,506.71 | \$ 10,856.10 | \$ 2,082.62 | \$ 21,712.21 | 4/27/18 to 5/31/18 | \$ 33,493.95 | \$ 75,067.09 | \$ 108,561.04 | 5 |
| June-18 | \$ 3,041.34 | \$ 4,587.10 | \$ 7,628.43 | \$ 3,227.67 | \$ 15,256.87 | 6/1/18 to 6/28/18 | \$ 24,330.71 | \$ 36,696.76 | \$ 61,027.47 | 4 |
| July-18 | \$ 2,982.45 | \$ 5,777.27 | \$ 8,759.72 | \$ (1,131.28) | \$ 17,519.44 | 6/29/18 to 7/26/18 | \$ 23,859.57 | \$ 46,218.17 | \$ 70,077.74 | 4 |
| August-18 | \$ 3,208.72 | \$ 6,153.06 | \$ 9,361.78 | \$ (602.06) | \$ 18,723.56 | 7/27/18 to 8/30/18 | \$ 32,087.16 | \$ 61,530.62 | \$ 93,617.78 | 5 |
| September-18 | \$ 1,468.71 | \$ 8,637.95 | \$ 10,106.66 | \$ (744.88) | \$ 40,426.64 | 8/31/18 to 9/27/18 | \$ 23,499.42 | \$ 138,207.15 | \$ 161,706.57 | 4 |
| October-18 | \$ 1,575.01 | \$ 12,137.54 | \$ 13,712.55 | \$ (3,605.89) | \$ 54,850.21 | 9/28/18 to 10/25/18 | \$ 25,200.21 | \$ 194,200.62 | \$ 219,400.83 | 4 |
| November-18 | \$ 1,317.56 | \$ 9,448.91 | \$ 10,766.48 | \$ 2,946.08 | \$ 43,065.90 | 10/26/18 to 11/29/18 | \$ 26,351.22 | \$ 188,978.28 | \$ 215,329.50 | 5 |
| December-18 | \$ 1,097.91 | \$ 6,655.27 | \$ 7,753.18 | \$ 3,013.30 | \$ 31,012.71 | 11/30/18 to 12/27/18 | \$ 17,566.50 | \$ 106,484.33 | \$ 124,050.83 | 4 |
| January-19 | \$ 1,738.57 | \$ 14,494.20 | \$ 16,232.76 | \$ (8,479.59) | \$ 64,931.06 | 12/28/18 to 01/31/19 | \$ 34,771.38 | \$ 289,883.91 | \$ 324,655.29 | 5 |
| February-19 | \$ 1,801.39 | \$ 17,869.54 | \$ 19,670.93 | \$ (3,438.16) | \$ 78,683.72 | 02/01/19 to 02/28/19 | \$ 28,822.29 | \$ 285,912.58 | \$ 314,734.87 | 4 |
| March-19 | \$ 1,741.77 | \$ 22,824.56 | \$ 24,566.33 | \$ (4,895.40) | \$ 98,265.32 | 03/01/19 to 03/28/2019 | \$ 27,868.26 | \$ 365,193.00 | \$ 393,061.26 | 4 |
| April-19 | | | | | | | | | | |
| May-19 | | | | | | | | | | |
| June-19 | | | | | | | | | | |

Summary Graph Data

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3. After that the current month sales value should find the Average Sales per DC per Week for both betta and guppy
4. Calculate Average Sales per DC per Week

$$\text{DC Weeks} = \text{no of week of the month} * \text{no of the DC}$$

$$\text{Average Sales per DC per Week: } \frac{\text{total sales value}}{\text{DC weeks}}$$

5. And to total Average Sales per DC per Week = Average Sales per DC per Week Betta + Average Sales per DC per Week Guppy.
6. After that the total Average Sales per DC per Week sales should compromise with the previous month sales value

sales value favorable or adverse = DC Average sales on the previous month – Average Sales per DC per Week current month

$$\text{Total Average Sales per DC per Week sales favorable or adverse ratio: } \frac{\text{sales value favorable or adverse}}{\text{DC Average sales on the previous month}} \times 100\%$$

7. The same way needs to calculate other variance as well

- Guppy Average sales per DC Per Week for the month
- Betta Average sales per DC Per Week for the month
- Guppy and Betta total sales month

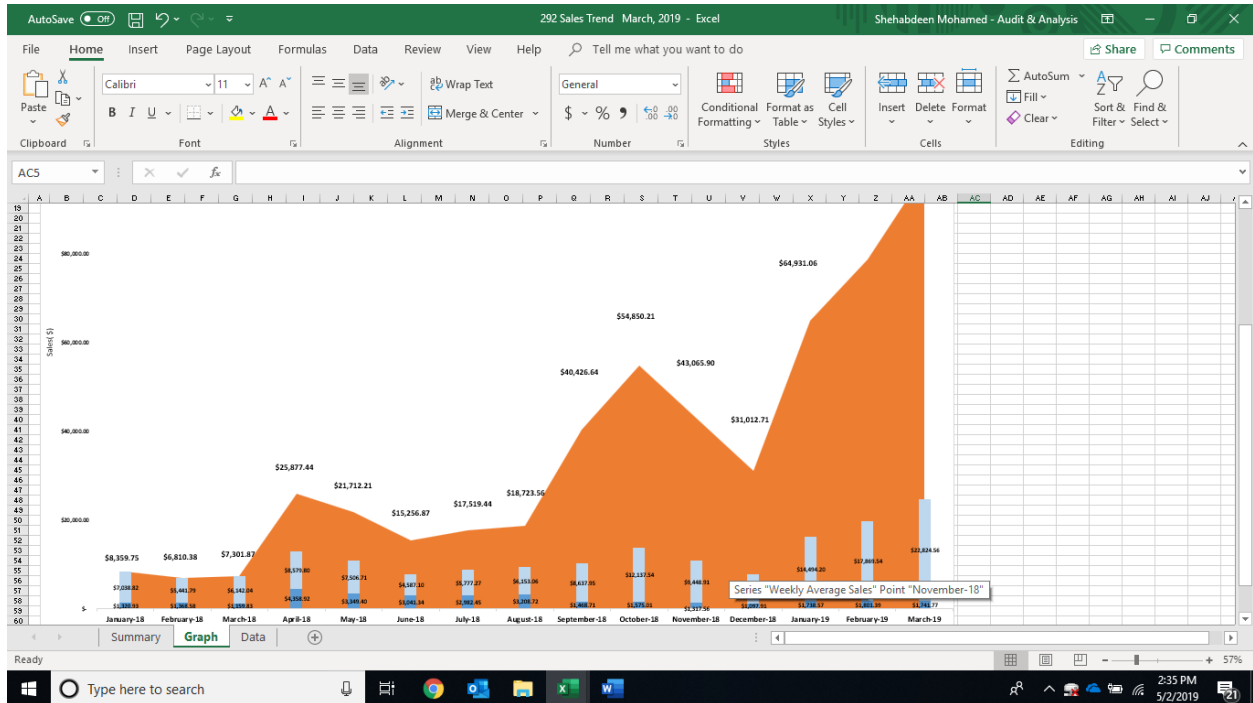
8. Next Should calculate Weekly Average Sales

Total sales value of the Item Wise

Average sales on the week:

No of weeks of the month

9. All date transfer into the Graph



10. Carry out composition analysis on DC Sales and represent number of items relevant for each level and make comments based on analyzed information

