

**Salescare (A Sales & Channel Management System**

Software Requirement Specification (SRS)

2022

3/16/2022

Newgen Technology Ltd.

Md. Abdul Hamid

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# Document History

|  |  |  |  |
| --- | --- | --- | --- |
| **Version #** | **Revision Date** | **Reason** | |
| 1.0 | 16/03/2022 |  | |
| 2.0 | 06/04/2022 | Trade Discount. Overriding Discount Policy updated | |
| 2.1 | 07/04/2022 | Addition of Stock Transfer | |
| 2.2 | 09/04.2022 | Sales Return workflow changed by Customer | |
| 2.3 | 12/04/2022 | Vehicle Setup profile added | |
| 2.4 | 24/04/2022 | Damage Declaration Workflow Added | |
| 2.5 | 08/05/2022 | Credit Note Workflow Added | |
| 2.5 | 09/05/2022 | Sales Invoice updated | |
| 2.5 (2) | 15/05/2022 | Payment Adjustment with Invoice Formula Changed as per  Customer’s new business rules | |
| 2.6 | 17/05/2022 | Inter Store Stock Movement Workflow, Multiple Order attachment in Delivery Challan | |
| 2.7 | 25/05/2022 | 1 | Changes in Distributor Profile – Added Multi-Granter and Proprietor facility |
| 2 | Adding new Validation in Sales Booking |
| 3 | Month wise Sales & Collection Budget Setup Update – Budget could be created by Distributor or Location or Sales Officer |
| 4 | Batch No creation formula added |
| 5 | Payment Collection Workflow changed (New Workflow changed by Mr. Sabbir)   1. Payment Collection 2. Payment Receive Approval 3. Invoice Mapping with Approved Payment 4. ORD Commission Calculation & Adjustment through Credit Note |
| 2.8 | 06/06/2022 | 1 | Batch No Generation Workflow |
| 2 | ORD Commission Calculation formula – VAT added |
| 3 | Field added in Batch no generation |
| 4 | Validation removed from Production Receive |
| 5 | New Filed added in Production Receive, Store and Rate |
| 6 | Picking List Field Name Changed |
| 7 | Sales Return – Field added |
| 8 | Mode of Payment – ‘Advance’ is being dropped during Booking Entry |
| 9 | New Validation of Delivery challan loading is being added in Sales Invoice |
| 10 | Rate retrieval formula is being changed for Sales Return, Stock Transfer Receive and Stock Transfer Receive Return |

# Background

Based on the requirement received from Mr. Palash (AGM – Babylon IT), a meeting was called on December 11, 2021 at Babylon Agriscience Office with GCFO, COOBASL, Finance Controller and IT AGM and mangers. During the meeting a brief overview of Current and Proposed system presentation was given including a High end Fit-GAP analysis between the systems.

Babylon Agriscience Ltd. wants to make a tailor fit of our current application software which will make a major workflow changes due to new business. This new changes will make direct impact on current system which will require restructuring features, changes in reports and logics etc.



Sales

Booking



Material

Planner



Sales Order



Reservation



Picking List



Sales

Invoice



Delivery

Challan



Invoice

Acknowledg

ement

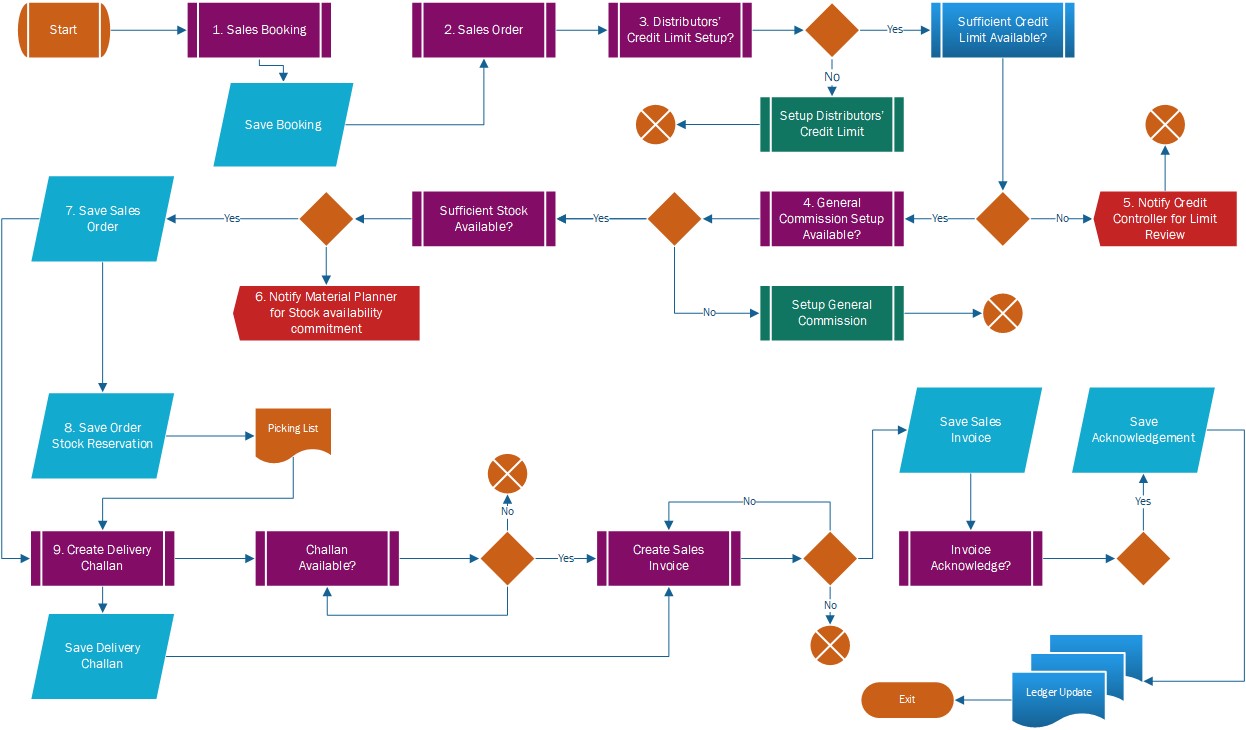


Payment

Collection

*Figure 1 Proposed System Workflow (Order To Payment) -Revised*

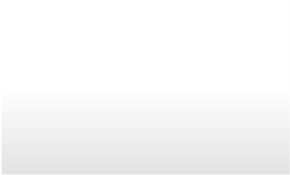
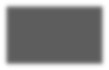
# Proposed System Order to Delivery Workflow



# System Overview

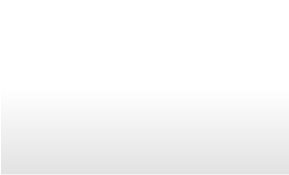
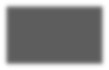
## Modules

According to the Customers’ requirement below list of modules that will be delivered. This Solution is a blend of Mobile and Web based Application. A comprehensive role based Dashboard will be provided to make the data visibility.

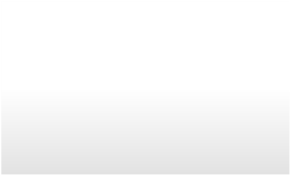
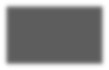


Sales &

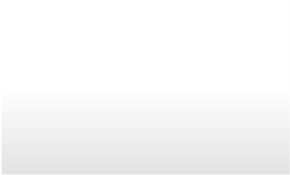
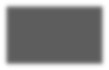
Collection



Supply Chain

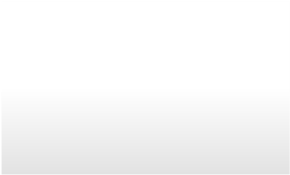
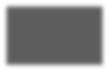


SM Tour Plan

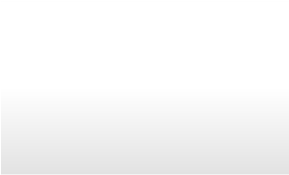
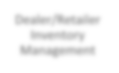
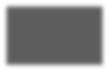


Market

Analysis



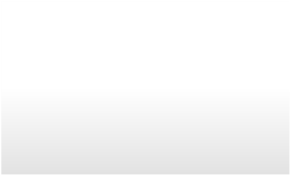
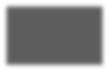
Crop Calendar



Dealer/Retailer

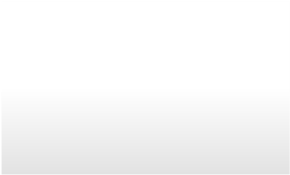
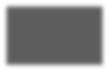
Inventory

Management



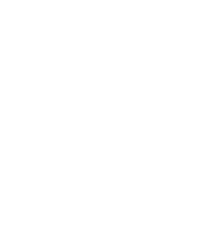
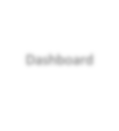
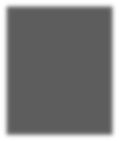
User

Management



Master Data

Configuration



Dashboard

*Figure 2 System Modules*

*Figure*

*3*

*Module*

*Plan*

MobileApp

Sales & Collection

Dealer/Retailer Inventory

Crop Calander

SM Tour Plan

Market Analysis

Dashboard

WebApp

User Management

Configuration

Sales & Collection

Supply Chain

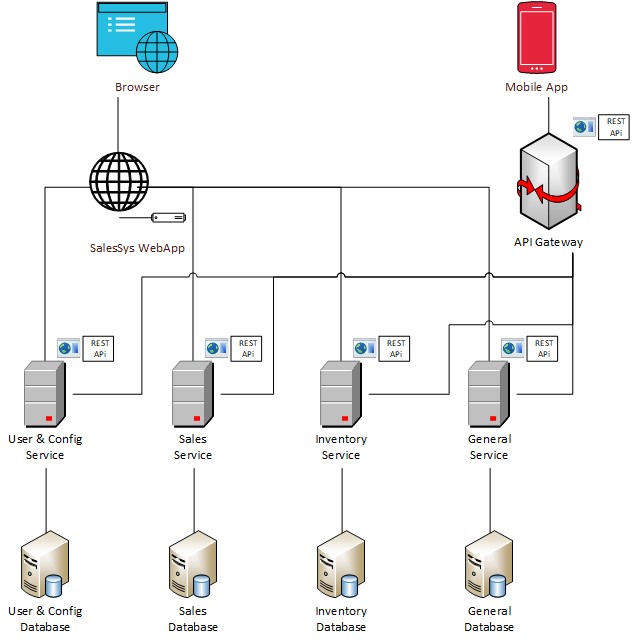
Dashboard

# List of Features (According to the Scope of Delivery)

|  |  |  |
| --- | --- | --- |
| **Module** | **Feature** | **Type of Application** |
| **Feature for SAAS Subscription** | | |
| User Management | [Company Profile](#_1.1._Company_Profile) | WebApp |
| [User Role Setup](#_1.2._User_Profile) | WebApp |
| User Profile (Role & Access Permission) | WebApp |
| Activity Tracking (for New/Edit/Delete) | WebApp |
| Log In/Out History | WebApp |
| Master Data Configuration | [Location Tree Setup](#_2.1._Location_Profile) | WebApp |
| [Location Type](#_2.1._Location_Profile) | WebApp |
| [Location Profile](#_2.1._Location_Profile) | WebApp |
| Bank Profile | WebApp |
| Branch Profile | WebApp |
| [Bank Account Profile](#_2.13._Bank_Account) | WebApp |
| Currency Profile | WebApp |
| Designation Profile | WebApp |
| [Depot Profile](#_2.5._Depot_Profile) | WebApp |
| Depot Mapping with Company | WebApp |
| [Fiscal Year Setup](#_2.6._Fiscal_Year) | WebApp |
| [Semester Setup](#_2.7._Semester_Setup) | WebApp |
| Store Setup | WebApp |
| [Team Profile](#_2.2._Team_Profile) | WebApp |
| [Distributor Profile](#_2.3._Distributor_Profile) | WebApp |
| Distributor Company Mapping |  |
| Invoice Nature Setup | WebApp |
| Unit of Measurement Setup |  |
| [Pack Size Profile](#_2.4._Product_Profile) | WebApp |
| [Product Category Type Setup](#_2.4._Product_Profile) | WebApp |
| [Product Category Setup](#_2.4._Product_Profile) | WebApp |
| [Product Profile](#_2.4._Product_Profile) | WebApp |
| [Product Trade Price Setup](#_2.14._Product_Trade) | WebApp |
| VAT Setup |  |
| [Trade Discount Setup](#_2.8._Trade_Discount) | WebApp |
| [Overriding Discount Setup (ORD)/ Commission](#_3.15._ORD_Commission) | WebApp |
| [Payment Book Setup](#_2.10._Payment_Book) | WebApp |
| [Crop Profile](#_2.12._Crop_Profile) | WebApp |
| [Agriculture Season Setup](#_2.11._Agriculture_Season) | WebApp |
| Vehicle Setup | WebApp |
| Import Invoice | WebApp |
| Sales & Collection | [Month wise Sales & Collection Budget Setup](#_3.1._Month_wise) | WebApp |
| [Credit Limit Proposal](#_3.3._Credit_Limit) | WebApp |
| [Credit Limit Proposal Dynamic Approval Path Setup](#_3.4._Credit_Limit) | WebApp |
| Credit Limit Proposal Approval | MobileApp |
| [Credit Limit Setup](#_3.5._Credit_Limit) | WebApp |
| [Sales Booking](#_3.6._Sales_Booking) | MobileApp |
| [Sales Booking Dynamic Approval Path Setup](#_3.7._Sales_Booking) | WebApp |
| Sales Booking Approval | MobileApp |
| [Sales Order](#_3.9._Sales_Order) | WebApp |
| [Sales Invoice](#_3.10._Sales_Invoice) | WebApp |
| [Invoice Acknowledgement](#_3.11._Invoice_Acknowledgement) | MobileApp |
| [Payment Collection](#_3.12._Payment_Collection) | MobileApp |
| [Payment Receive Approval](#_3.13._Payment_Receive) | WebApp |
| [Invoice Mapping with Approved Payment](#_3.14._Invoice_Mapping) | WebApp |
| [ORD Commission Calculation & Adjustment through Credit Note](#_3.15._ORD_Commission) | WebApp |
| [Sales Return Proposal](#_3.16._Sales_Return) | MobileApp |
| Sales Return Proposal Approval | MobileApp |
| [Sales Return Approval Path Setup](#_3.17._Sales_Return) | WebApp |
| [Sales Return](#_3.18._Sales_Return) | WebApp |
| [Sales Return QA & Stocking](#_3.19._Return_QA) | WebApp |
| [Credit/Debit Note](#_3.20._Credit/Debit_Note) | WebApp |
| [Credit/Debit Note Multi-Layer Approval Path Setup](#_3.21._Credit/Debit_Note) | WebApp |
| **SMS Notification – Sales, Payment, Distributor Statement** | WebApp |
| Order Confirmation Notification (SM/Depot/Dealer) | Web & Mobile App according to the |
| Order Delivery Notification (SM/Depot) |
| Payment Receive Notification (SM/Dealer) |
| Outstanding with OD Notification (SM/Dealer) |
| Supply Chain | [Material Planning](#_3.8._Material_Receive) | WebApp |
| [Batch No Generation & QR Code Printing](#_4.1._Batch_No) | WebApp |
| [Production Receive Information](#_4.2._Production_Receive) | WebApp |
| Batch wise Stock Valuation | WebApp |
| [Picking List](#_4.3._Picking_List) | WebApp |
| [Delivery Challan](#_4.4._Delivery_Challan) | WebApp |
| [Stock Transfer](#_4.5._Stock_Transfer) | WebApp |
| [Stock Transfer Approval Path Setup](#_4.6._Stock_Transfer) | WebApp |
| Stock Transfer Approval | MobileApp |
| [Stock Transfer Receive](#_4.7._Stock_Transfer) | WebApp |
| [Stock Transfer Receive Return](#_4.8._Stock_Transfer) | WebApp |
| [Stock Transfer Receive Return Approval](#_4.9._Stock_Transfer) | WebApp |
| [Damage Declaration](#_4.10._Damage_Declaration) | WebApp |
| [Damage QA Checking & Report Attachment](#_4.11._Damage_QA) | WebApp |
| [Damage Declaration Final Approval](#_4.12._Damage_Declaration) | WebApp |
| [Inter Store Stock Movement](#_4.13._Inter_Store) | WebApp |
| Depot wise Opening Stock Import | WebApp |
| Vehicle Capacity Utilization Information | WebApp |
| Market Analysis | Zone & Product wise Competitor Price, Discount and Commission Information | MobileApp |
| Price & Value Comparison Analysis | WebApp |
| Distributor Inventory | Invoice wise Current Stock Update | MobileApp |
| Crop Calendar | Territory wise Crop Harvesting Plan | WebApp |
| Dashboard | Sales & Collection Analytics | Web & Mobile App according to the |
| Finished Goods Stock Analytics |
| Tour Plan |
| Crop Colander |

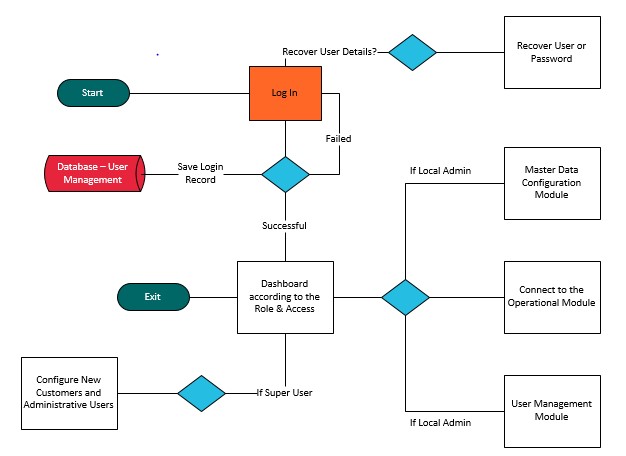
# Deployment Architecture

Babylon Sales Management System is a Micro service based Sales Management System.



*Figure 4 Deployment Architecture*

# Application Activity Workflow for connecting to a Module (WebApp)

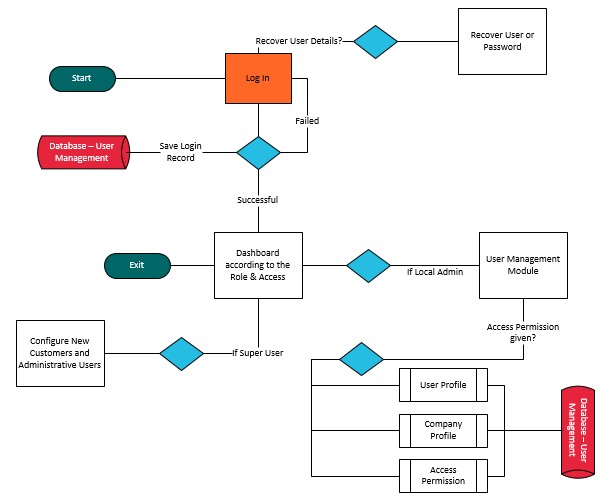


*Figure 5 System Activity Workflow*

* System allows authorized personnel to Log-In to the system to for Data entry or Report checking.
* A successful login will keep track of Log-In History in the Database.
* After Login System will lead the Users to the Dashboard where Modules will be visible according to the Roles and Access Permission.
* A Super User will connect to the System to configure new Customers and their Administrative Users for Local configuration according to their expectations.
* If the Log-In User is a Local Administrator, they can see two more modules additionally (Master Data Configuration Module and User Management Modules) besides all other modules
* A regular User can connect to the system which allows them to access modules according to the Role and Access Permission given them.
* During Log-off the system will also keep track of the User Log Out History in the Database.

# User Management Module

In ‘User Management Module’, an Authorized user will get a set of features to perform the desired activities (View, Add, Edit, Delete, Print etc.). A Super User will also create new Customers and Users through this System.



*Figure 6 Activity Workflow of User Management Module*

## 1. Scope of User Management Module

This module will be used for configuring all User Related Data. System Administrator (Local Administrator) will have access in this module to make the configurations.

### 1.1. Company Profile

|  |  |  |
| --- | --- | --- |
| Scope ID | : | **SID/21/1.1/001** |
| Name of Scope | : | Company Profile |
| General Description of the Scope | : | Unit/Company Profile will be created by the Local Administrator |
| Business Required | : | * Local Administrator will be able to Create a Unit/Company for the Subscribed Master Company. * Local Admin will not able to Delete Company   Profile.   * Super Admin Can Deactivate a Company. After Deactivating Users will be not able to connect to the Web Application and Mobile Application. |
| Data Dictionary | : | **See Table 1.1** |
| Report Required | : |  |

**Data Dictionary**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Company ID | Numeric | Yes |  | 8 | Yes |  |
| Parent Company ID | Numeric | Yes |  | 8 | Yes |  |
| Company Name | Text | Yes |  | 128 |  |  |
| Address | Text | Yes |  | 512 |  |  |
| Phone N o | Text | No |  | 128 |  |  |
| Email Address | Text | No |  | 128 |  |  |
| Web Address | Text | No |  | 128 |  |  |
| Logo | Image | No |  |  |  | Png, jpeg, jpg etc. |
| Last Edited By | Text | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Status | Bool | Yes | True/False | NA |  | Active by Default |
| Inactive By | Text | Yes |  | 16 |  |  |
| Inactive Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **Table Name 1.1** | |  |  |  |

### 1.2. User Profile

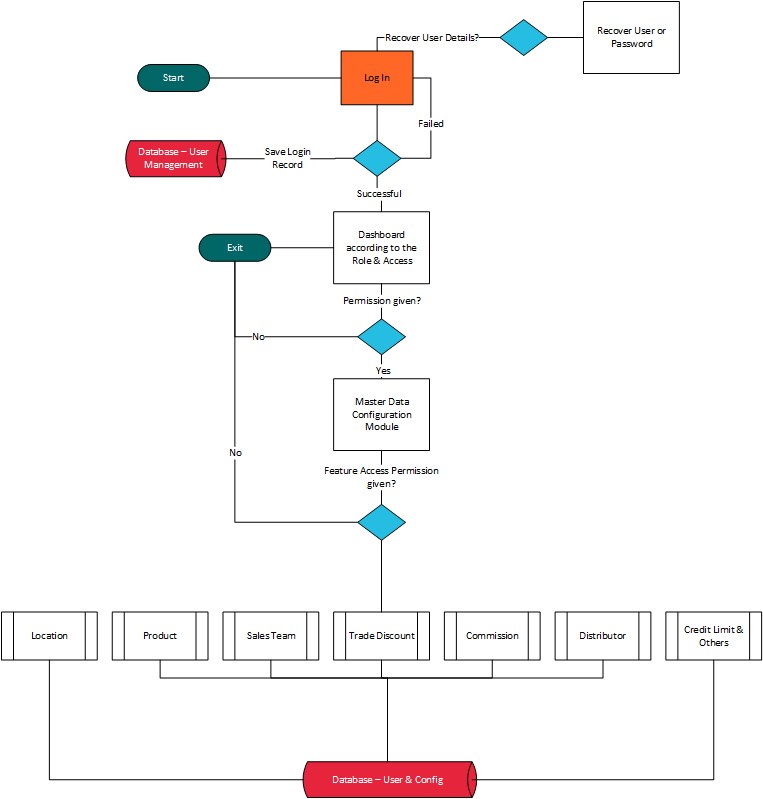
|  |  |  |
| --- | --- | --- |
| Scope ID | : | **SID/21/1.2/001** |
| Name of Scope | : | User Profile |
| General Description of the Scope | : | In this feature Users for the System will be created. A Super user can only create a Local Admin for a selected  Company. Later Local Admin can create other Users for the  Company as required |
| Business Required | : | * A Super User can create a Local Admin with full access Permission. A Local Admin can be * A Local Admin can create all of the Users required for the Company. * User can be deleted from the Local Admin * Deletion will be Soft delete * Inactive User will be not able to connect to the system |
| Data Dictionary | : | **See Table 1.2** |
| Report Required | : |  |

**Data Dictionary**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| **User ID** | **Numeric** |  |  | **8** | Yes |  |
| Company ID | Numeric | Yes |  | 8 | Yes |  |
| Parent Company ID | Numeric | Yes |  | 8 | Yes |  |
| User Name | Text | Yes |  | 16 |  |  |
| Team ID | Numeric | Yes |  | 8 |  |  |
| Cell Number | Text | Yes |  | 16 |  |  |
| Email ID | Text | Yes |  | 128 |  |  |
| Password | Text | Yes |  | 16 |  | Encrypted |
| Role ID | Numeric | Yes |  | 4 |  | Feature  Access  Permission |
| Access Permission | Numeric | Yes |  | 4 |  | Feature wise  Crud  Operation  Access  Permission |
| Picture | Image | No |  |  |  | Png, jpeg, jpg etc. |
| Last Edited By | Text | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Inactive | Bool | Yes | True/False | NA |  |  |
| Inactive By | Text | Yes |  | 16 |  |  |
| Inactive Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **Table Name 1.2** | |  |  |  |

# Master Data Configuration Module

In ‘Master Data Configuration Management Module’, an Authorized user will get a set of features to perform the desired activities (View, Add, Edit, Delete, Print etc.). Configuration will be take in place referencing the Parent Company.



## 2. Scope of Master Data Configuration Module

This module will be used for configuring all Master Data. System Administrator or Authorized Users will have access in this module.

### 2.1. Location Profile

|  |  |  |
| --- | --- | --- |
| Scope ID | : | **SID/21/2.1/001** |
| Name of Scope | : | Zone Profile |
| General Description of the Scope | : | BASL has three layers for specifying a Location. Zone is the 1st Layer of a given location. Any User having administrative privileges can create, edit or delete any Zone. Users will also get a List of Zones for Crud operations. |
| Business Required | : | * User will not able to Delete a Zone if it is linked in 2nd layer. * Sales Team Members Name need to be show in a   list (Dropdown List Control) to link the Zonal Manager with the Zone.   * Deletion will be Soft Delete. |
| Data Dictionary | : | See Table 2.1.1 |
| Report Required | : | List of Zones in a PDF Format |

**Data Dictionary**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Zone ID | Numeric | Yes |  | 4 | Yes |  |
| Parent Company ID | Numeric | Yes |  | 6 | Yes |  |
| Zone Name | String | Yes |  | 128 |  |  |
| Zonal Manager ID | Numeric | Yes |  | 4 |  | Team ID |
| Status | Bool | Yes | True/False |  |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Last Edited By | String | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  |  | **Table 2.1.1** |  |  |  |

|  |  |  |
| --- | --- | --- |
| Scope ID | : | **SID/21/2.1/002** |
| Name of Scope | : | Area Profile |
| General Description of the Scope | : | Area is the 2nd Layer of a given location. Any User having administrative privileges can create, edit or delete any Area.  Users will also get a List of Area for Crud operations. |
| Business Required | : | * Zone Name need to be show in a list (Dropdown List Control) to link the Zone with Area. * Sales Team Members Name need to be show in a   list (Dropdown List Control) to link the Area Manager with the Zone.   * User will not able to Delete an Area if it is linked in 3nd layer. * Deletion will be Soft Delete. |
| Data Dictionary | : | See Table 2.1.2 |
| Report Required | : | List of Area in a PDF Format |

**Data Dictionary**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Area ID | Numeric | Yes |  | 4 | Yes |  |
| Zone ID | Numeric | Yes |  | 4 | Yes |  |
| Parent Company ID | Numeric | Yes |  |  | Yes |  |
| Area Name | String | Yes |  | 128 |  |  |
| Area Manager ID | Numeric | Yes |  | 4 |  | Team ID |
| Status | Bool | Yes | True/False |  |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Last Edited By | String | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  |  | **Table 2.1.2** |  |  |  |

|  |  |  |
| --- | --- | --- |
| Scope ID | : | **SID/21/2.1/003** |
| Name of Scope | : | Territory Profile |
| General Description of the Scope | : | Territory is the last Layer of a given location. Any User having administrative privileges can create, edit or delete any Territory. Users will also get a List of Territory for Crud operations. |
| Business Required | : | * Area Name need to be show in a list (Dropdown List Control) to link the Area with Territory. * Sales Team Members Name need to be show in a   list (Dropdown List Control) to link the Territory Manager.   * User will not able to Delete Territory if it is linked in other Profiles. * Deletion will be Soft Delete. |
| Data Dictionary | : | See Table 2.1.3 |
| Report Required | : | List of Territory in a PDF Format |

**Data Dictionary**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Territory ID | Numeric | Yes |  | 4 | Yes |  |
| Area ID | Numeric | Yes |  | 4 | Yes |  |
| Parent Company ID | Numeric | Yes |  |  | Yes |  |
| Territory Name | String | Yes |  | 128 |  |  |
| Territory Manager ID | Numeric | Yes |  | 4 |  | Team ID |
| Status | Bool | Yes | True/False |  |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Last Edited By | String | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **Table 2.1.3** | |  |  |  |

### 2.2. Team Profile

|  |  |  |
| --- | --- | --- |
| Scope ID | : | **SID/21/2.2/001** |
| Name of Scope | : | Team Profile |
| General Description of the Scope | : | Team Members are one of the key stakeholder of the whole system. A member could be a Sales Team Personnel or Depot Personnel or Factory Personnel or Finance Personnel. |
| Business Required | : | * Team Members Name need to be show in a list (Dropdown List Control) to link the Reporting To . * Department Names need to be show in a list (Dropdown List Control) to link the Department for the personnel. * Section Names need to be show in a list   (Dropdown List Control) to link the Section for Selected Department for the personnel.   * Designation Names need to be show in a list (Dropdown List Control) to link the Designation for the personnel. * User will not able to Delete Salesman if it is linked in other (ex. Zone, Area, Location, Depot etc.)  Deletion will be Soft Delete. |
| Data Dictionary | : | See Table 2.2 |
| Report Required | : | List of Team in a PDF Format |

**Data Dictionary**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Team ID | Numeric | Yes |  | 12 | Yes |  |
| Parent Company ID | Numeric | Yes |  | 6 | Yes |  |
| Personnel Name | String | Yes |  | 128 |  |  |
| Reference No | String | Yes |  | 16 |  |  |
| *Department* | String | *Yes* |  | *128* |  |  |
| *Section* | String | *Yes* |  | *128* |  |  |
| *Designation* | String | *Yes* |  | *128* |  |  |
| Reporting To | Numeric | Yes |  | 12 |  |  |
| Mobile | String | Yes |  | 16 |  |  |
| Picture | Image | No |  |  |  |  |
| Email | String | No |  | 128 |  |  |
| Status | Bool | Yes | True/False |  |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Last Edited By | String | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  |  | **Table 2.2** |  |  |  |

### 2.3. Distributor Profile

|  |  |  |
| --- | --- | --- |
| Scope ID | : | **SID/21/2.3/001** |
| Name of Scope | : | Distributor Profile |
| General Description of the Scope | : | Distributors are one of the main stakeholder of the whole system. Distributors are actually the customers who buy the products from the business. |
| Business Required | : | * Distributor Name need and other details need to be added. * Territory Names need to be show in a list   (Dropdown List Control) to link the Distributor for the Territory ID.   * Sales Officer Name need to be show in a list (Dropdown List Control) to link the Distributor for the Team ID. * User will not able to Delete Distributor if it is linked in other Profiles. * Deletion will be Soft Delete. * Distributor Type is a parameter, which will define the nature of the distributor to enjoy different benefits. * For a distributor there could be one or more than one Granter and Proprietor. |
| Data Dictionary | : | See Table 2.3, 2.4, and 2.5 |
| Report Required | : | List of Distributor in a PDF Format |

**Data Dictionary**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Distributor ID | Numeric | Yes |  | 12 | Yes |  |
| Parent Company ID | Number | Yes |  | 6 |  |  |
| Distributor Name | String | Yes |  | 128 |  |  |
| Proprietor Name | String | Yes |  | 128 |  |  |
| Contact No | String | Yes |  | 128 |  |  |
| Distributor Photo | Image | No |  |  |  |  |
| Distributor Type | String | Yes |  | 32 |  | Silver, Gold, Platinum etc. |
| Email ID | String | No |  | 128 |  |  |
| Trade License No | String | No |  | 128 |  |  |
| Pesticide License No | String | No |  | 128 |  |  |
| Seed License No | String | No |  | 128 |  |  |
| VAT Registration No | String | No |  | 128 |  |  |
| TIN Registration No | String | No |  | 128 |  |  |
| Territory ID | Numeric | Yes |  | 4 |  |  |
| Team ID | Numeric | Yes |  | 12 |  |  |
| Ship To Address | String | Yes |  | 512 |  |  |
| Bill To Address | String | Yes |  | 512 |  |  |
| Bank Name | String | Yes |  | 128 |  |  |
| Branch Name | String | Yes |  | 128 |  |  |
| Geo Latitude | Numeric | Yes |  | (18,18) |  |  |
| Geo Longitude | Numeric | Yes |  | (18,18) |  |  |
| Radius | Numeric | Yes |  | (18,18) |  |  |
| Cheque No | String | Yes |  | 16 |  |  |
| Cheque Type | String | Yes |  | 12 |  |  |
| Cheque Amount | Decimal | Yes |  | (18,2) |  |  |
| Granter Name | String | Yes |  | 128 |  |  |
| Granter NID | String | Yes |  | 128 |  |  |
| Granter Father Name | String | Yes |  | 128 |  |  |
| Granter Mother Name | String | Yes |  | 128 |  |  |
| Granter Contact No | String | Yes |  | 128 |  |  |
| Granter Address | String | Yes |  | 512 |  |  |
| Granter Photo | Image | Yes |  |  |  |  |
| Status | Bool | Yes | True/False |  |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Last Edited By | String | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **T** | **able 2.3** |  | | |

**Data Dictionary - Proprietor**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Distributor ID | Numeric | Yes |  | 12 | Yes |  |
| Parent Company ID | Numeric | Yes |  | 6 |  |  |
| Proprietor Name | String | Yes |  | 128 |  |  |
| Proprietor NID | String | Yes |  | 128 |  |  |
| Proprietor Father  Name | String | Yes |  | 128 |  |  |
| Proprietor Mother Name | String | Yes |  | 128 |  |  |
| Proprietor Contact No | String | Yes |  | 128 |  |  |
| Proprietor Address | String | Yes |  | 512 |  |  |
| Proprietor Photo | Image | Yes |  |  |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **Table 2.4** | |  |  |  |

**Data Dictionary - Granter**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Distributor ID | Numeric | Yes |  | 12 | Yes |  |
| Parent Company ID | Numeric | Yes |  | 6 |  |  |
| Granter Name | String | Yes |  | 128 |  |  |
| Granter NID | String | Yes |  | 128 |  |  |
| Granter Father Name | String | Yes |  | 128 |  |  |
| Granter Mother Name | String | Yes |  | 128 |  |  |
| Granter Contact No | String | Yes |  | 128 |  |  |
| Granter Address | String | Yes |  | 512 |  |  |
| Granter Photo | Image | Yes |  |  |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **T** | **able 2.4** |  | | |

### 2.4. Product Profile

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/2.4/001 |
| Name of Scope | : | Pack-size Profile |
| General Description of the Scope | : | Pack-size is a Parameter for the Finished Product. All pack sizes need to be created first to link with products during product profile entry. |
| Business Required | : | * User will not able to Delete Pack-size if it is linked to Product Profiles. * Deletion will be Soft Delete. |
| Data Dictionary | : | See Table 2.4.1 |
| Report Required | : | List of Pack-size in a PDF Format |

**Data Dictionary**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Serial No | Numeric | Yes |  | 3 | Yes | 1 |
| Parent Company ID | Numeric | Yes |  |  | Yes |  |
| Description | String | Yes |  | 16 |  | 10 ml x 40 |
| Basic Unit | String | Yes |  | 12 |  | Ml |
| Pack Size | Decimal | Yes |  | (4,2) |  | 10 |
| Outer Size | Decimal | Yes |  | (4,2) |  | 40 |
| Status | Bool | Yes | True/False |  |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Last Edited By | String | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  |  | **Table 2.4.1** |  |  |  |

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/2.4/002 |
| Name of Scope | : | Product Category Profile |
| General Description of the Scope | : | Product Category is another Parameter for the Product. Category will have a specific Portfolio Manager. Single Portfolio Manager may linked with multiple Category. |
| Business Required | : | * User will not able to Delete Product Category if it is linked in Finished Product Profiles. * Deletion will be Soft Delete. |
| Data Dictionary | : | See Table 2.4.2 |
| Report Required | : | List of Product Category in a PDF Format |

**Data Dictionary**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Category ID | Numeric | Yes |  | 3 | Yes | 1 |
| Parent Company ID | Numeric | Yes |  | 8 | Yes |  |
| Category Name | String | Yes |  | 128 |  |  |
| Portfolio Manager ID | String |  |  |  |  | Team ID |
| Status | Bool | Yes | True/False |  |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Last Edited By | String | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  |  | **Table 2.4.2** |  |  |  |

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/2.4/003 |
| Name of Scope | : | Product Sub Category Profile |
| General Description of the Scope | : | Product Sub Category is another Parameter for the Finished Product. |
| Business Required | : | * Product Category Name need to be show in a list (Dropdown List Control) to link the Category ID. * User will not able to Delete Product Sub Category if it is linked in Finished Product Profiles. * Deletion will be Soft Delete. |
| Data Dictionary | : | See Table 2.4.3 |
| Report Required | : | List of Product Sub Category in a PDF Format |

**Data Dictionary**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Sub Category ID | Numeric | Yes |  | 8 | Key |  |
| Category ID | Numeric | Yes |  | 8 | Key |  |
| Parent Company ID | Numeric | Yes |  | 8 | Key |  |
| Sub-Category Name | String | Yes |  | 32 |  |  |
| Status | Bool | Yes | True/False |  |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Last Edited By | String | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **Table 2.4.3** | |  |  |  |

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/2.4/004 |
| Name of Scope | : | Product Profile |
| General Description of the Scope | : | Product is another key Profile for the System. This will be the Product for which Sales & Inventory will be managed. |
| Business Required | : |  Product Sub-Category Name need to be show in a list (Dropdown List Control) to link the Sub Category ID. |
|  |  | * User will not able to Delete Product if it is linked in Finished Product Profiles. * User will not able to Delete Product if it is linked in Finished Product Profiles. * Deletion will be Soft Delete. |
| Data Dictionary | : | See Table 2.4.4 |
| Report Required | : | List of Finished Product in a PDF Format |

**Data Dictionary**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Product SKU | Numeric | Yes |  | 12 | Yes |  |
| Sub Category ID | Numeric | Yes |  | 8 | Yes |  |
| Parent Company ID | Numeric | Yes |  | 8 | Yes |  |
| Company ID | Numeric | Yes |  | 4 | Yes |  |
| Product Name | String | Yes |  | 16 |  |  |
| Serial No (Pack Size) | Numeric | Yes |  | 8 |  |  |
| Measurement  Unit | String | Yes |  | 16 |  |  |
| VAT % | Numeric | No |  | (3,2) |  |  |
| Expiry Days | Numeric |  |  |  |  |  |
| Minimum Stock | Numeric | Yes |  | 8 |  |  |
| Status | Bool | Yes | True/False |  |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Last Edited By | String | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **Table 2.4.4** | |  |  |  |

### 2.5. Depot Profile

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/2.5/001 |
| Name of Scope | : | Depot Profile |
| General Description of the Scope | : | Deport in an important Profile for the System. Goods are sending to Depot from Central Wear House. Sales delivery, Sales return will be performed form Depot. Depots are located in an Area/Region. A Depot In-Charge is the head of a depot. |
| Business Required | : | * Area Name/Region need to be show in a list (Dropdown List Control) to link the Area ID. * Team Name need to be show in a list (Dropdown List Control) to link the Depot Manager ID. * User will not able to Delete Depot if it is not linked with Sales. * Deletion will be Soft Delete. |
| Data Dictionary | : | See Table 2.5.1 |
| Report Required | : | List of Deport in a PDF Format |

**Data Dictionary**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Depot ID | Numeric | Yes |  | 8 | Yes |  |
| Parent Company ID | Numeric | Yes |  | 8 | Yes |  |
| Area ID | Numeric | Yes |  | 8 | Yes |  |
| Depot Name | String | Yes |  | 128 |  |  |
| Depot Manager ID | Numeric | Yes |  | 8 |  | Team ID |
| Address | String | No |  | 512 |  |  |
| Contact Number | String | Yes | True/False | 16 |  |  |
| Status | Bool | Yes | True/False |  |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Last Edited By | String | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  |  | **Table 2.5.1** |  |  |  |

### 2.6. Fiscal Year Setup

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/2.6/001 |
| Name of Scope | : | Fiscal Year Setup |
| General Description of the Scope | : | Fiscal Year in an important Setup for the operation. Babylon Agriscience Annual Sales Period is 1st July to 30th June |
| Business Required | : | * User will not able to Delete Fiscal Year if it is linked in with other Profiles. * Deletion will be Soft Delete. |
| Data Dictionary | : | See Table 2.6.1 |
| Report Required | : | List of Fiscal Year in a PDF Format |

**Data Dictionary**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Fiscal Year ID | Numeric | Yes |  | 8 | Yes |  |
| Parent Company ID | Number | Yes |  |  | Yes |  |
| Fiscal Year Name | String | Yes |  | 1 |  | 2021 – 2022 |
| Start Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| End Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Status | Bool | Yes | True/False |  |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Last Edited By | String | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **Table 2.6.1** | |  |  |  |

### 2.7. Semester Setup

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/2.7/001 |
| Name of Scope | : | Semester Setup |
| General Description of the Scope | : | Semester in an important Setup for the operation. Babylon Agriscience Annual Sales Period is 1st July to 30th June, which is being divided into two semesters, as follow –     1. **Semester 1** – July to December 2. **Semester 2** – January – To June |
| Business Required | : | * User will not able to Delete Fiscal Year if it is linked in with other Profiles. * Deletion will be Soft Delete. |
| Data Dictionary | : | See Table 2.7.1 |
| Report Required | : | List of Semester in a PDF Format |

**Data Dictionary**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| **Semester ID** | Numeric | Yes |  | 8 | Yes |  |
| Parent Company ID | Numeric | Yes |  |  | Yes |  |
| Fiscal Year ID | Numeric | Yes |  | 8 | Yes |  |
| Semester Name | String | Yes |  | 16 |  | Jul- Dec (17-18) |
| Start Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| End Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Status | Bool | Yes | True/False |  |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Last Edited By | String | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  |  | **Table 2.7.1** |  |  |  |

### 2.8. Trade Discount Setup

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/2.8/001 |
| Name of Scope | : | Trade Discount Setup |
| General Description of the Scope | : | Through Trade Discount Policy, Distributor will get a Discount during Invoice issue.    As per the Business rules company (BADL/BASL) will give TD for each Invoice Nature (Advance or Cash or Credit) for specific Product in a Semester. TD could be calculated by Calculation Type (e.g. either % or Amount) as per the requirement of the Business. Ex.     |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Company** | **Semester** | **Invoice Nature** | **Product** | **Calculation Type** | **Value** | | BASL | Semester 1, 21-22 | Advance | Fix Two  10 ml x  40 | % | 10 | | BASL | Semester 1, 21-22 | Cash | Fix Two  10 ml x  40 | % | 10 | | BASL | Semester 1, 21-22 | Advance | Bina-10 2 kg x 1 | Amount | 5 | | BASL | Semester 1, 21-22 | Cash | Bina-10 2 kg x 1 | Amount | 3 |         **Trade Discount Setup**     1. Select Unit (BASL/BADL) 2. Select Semester 3. Select Product (Bina-10 2 kg x 1/ Fix Two 10 ml x 40 etc.) 4. Select Invoice Nature (Advance/Cash/Credit) 5. Select Calculation Type (% or Amount) 6. Enter Value for the Calculation Type |
| Business Required | : | * Company Name need to be show in a list (Dropdown List Control) to link the Company ID. * Semester Name need to be show in a list (Dropdown List Control) to link the Semester ID. * Product need to be show in a list (Dropdown List Control) to link the Product SKU. * Invoice Nature need to be selected * Calculation Type need to be Selected (Percentage or Amount) to enter the value. * Inactive Discount will not show in the Sales Invoice. * Lastly created Discount for the Semester will be show in the Sales Invoice according to the Invoice Nature or Payment Method. * Approval needed for Trade Discount entry. * User will not able to Delete Trade Discount if it is Approved. * Deletion will be Soft Delete. |
| Data Dictionary | : | See Table 2.8.1 |
| Report Required | : | Trade Discount List Report |

**Data Dictionary**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Yes** | **Notes** |
| Discount ID | Numeric | Yes |  | 8 | Yes |  |
| Semester ID | Numeric | Yes |  | 8 | Yes |  |
| Parent Company ID | Numeric | Yes |  |  | Yes |  |
| Payment Method ID/ Invoice Nature ID | Numeric | Yes |  | 8 | Yes | Advance/  Cash/  Credit |
| Company ID | Numeric | Yes |  | 8 | Yes |  |
| Product SKU | Numeric | Yes |  | 3 | Yes |  |
| Calculation Type | String | Yes |  | 12 |  | Percentage/ Amount |
| Entry Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Discount Value | Numeric | Yes |  | (4,2) |  |  |
| Status | Bool | Yes | True/False |  |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Last Edited By | String | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Approved | Bool | Yes | True/False | NA |  |  |
| Approved By | String | Yes |  | 16 |  |  |
| Approval Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **Table 2.9.1** | |  |  |  |

### 2.9. Overriding Discount Setup (ORD)/ Commission

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/2.9/001 |
| Name of Scope | : | Overriding Discount Setup (ORD)/ Commission |
| General Description of the Scope | : | This is another very important prerequisite setup for Payment Collection. To encourage Distributor for early payment a commission policy is being declared, ORD will be applicable on **Credit Sales Only** during Payment Receive Approval.    ORD Rule will be setup in the system according to the Invoice Nature (Credit or Cash or Advance) for a given period in a semester. This Setup will be updated in the system for each Company (BADL/BASL).     |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Company** | **Semester** | **Invoice Nature** | **From Day** | **To Day** | **ORD %** | | BASL | Semester 1, 21-22 | Credit | 1 | 30 | 10 | | BASL | Semester 1, 21-22 | Credit | 31 | 60 | 10 | | BASL | Semester 1, 21-22 | Credit | 61 | 90 | 5 | |
|  |  | **Overriding Discount (ORD) Setup**     1. Select Unit (BASL/BADL) 2. Select Semester 3. Select Invoice Nature (Advance/ Cash/ Credit) 4. Enter From Day 5. Enter To Day 6. Enter ORD % |
| Business Required | : | * Company Name need to be show in a list (Dropdown List Control) to link the Company ID. * Semester Name need to be show in a list (Dropdown List Control) to link the Semester ID. * Invoice Nature need to be show in a list   (Dropdown List Control) to link the Invoice Nature ID/ Payment Method ID.   * Approval needed for ORD entry * User will not able to Delete ORD if it is Approved  Deletion will be Soft Delete. |
| Data Dictionary | : | See Table 2.9.1 |
| Report Required | : | Overriding Discount Report |

**Data Dictionary**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Yes** | **Notes** |
| ORD ID | Numeric | Yes |  | 8 | Yes |  |
| Semester ID | Numeric | Yes |  | 8 | Yes |  |
| Parent Company ID | Numeric | Yes |  | 8 | Yes |  |
| Company ID | Numeric | Yes |  | 8 | Yes |  |
| Payment Method ID/ Invoice Nature ID | Numeric | Yes |  | 8 | Yes |  |
| Entry Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| From Day | Numeric | Yes |  | 4 |  |  |
| To Day | Numeric | Yes |  | 4 |  |  |
| ORD % | Numeric | Yes |  | (4,2) |  | 10 |
| Status | Bool | Yes | True/False |  |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Last Edited By | String | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Approved | Bool | Yes | True/False | NA |  |  |
| Approved By | String | Yes |  | 16 |  |  |
| Approval Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **Table 2.9.1** | |  |  |  |

### 

### 2.10. Payment Book Setup

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/2.10/001 |
| Name of Scope | : | Payment Book Setup |
| General Description of the Scope | : | SRO are giving Payment Slip to the Distributors after receiving payments. For this Slip Payment Book need to be setup in the Software. |
| Business Required | : | * Each Book will have 50 Pages * Currently BASL is maintaining 5-digit receipt no, but this need to be increase. * Book No will be Company based. * User will not be able to Delete Payment Book if it is being used in a Payment Collection  Deletion will be Soft Delete. |
| Data Dictionary | : | See Table 2.10.1 |
| Report Required | : | Payment Book Register |

**Data Dictionary**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Attribute N** | | **ame** | **Data Ty** | | **pe** | **Required** | | | **Format** | **Max Field Size** | **Key** | |  | **Notes** |
| Book No | |  | Numeric | |  | Yes | | |  | 8 | Key | |  |  |
| Parent Comp | | any ID | Numeric | |  | Yes | | |  | 8 | Key | |  |  |
| Territory ID | |  | Numeric | |  | Yes | | |  | 8 | Key | |  |  |
|  | Company ID |  |  | Numeric |  |  | Yes |  |  | 8 |  | Key |  |  |
| Issue Date | |  | Date Time | |  | Yes | | | dd/mm/yyyy | NA |  | |  |  |
| From MPR | | No | Numeric | |  | Yes | | |  | 8 |  | |  |  |
| To MPR No | |  | Numeric | |  | Yes | | |  | 8 |  | |  |  |
| Status | |  | Bool | |  | Yes | | | True/False |  |  | |  |  |
| Entry By | |  | String | |  | Yes | | |  | 16 |  | |  |  |
| Last Edited | | By | String | |  | Yes | | |  | 16 |  | |  |  |
| Last Edit Da | | te | Date Time | |  | Yes | | | dd/mm/yyyy | NA |  | |  |  |
| Is Deleted | |  | Bool | |  | Yes | | | True/False | NA |  | |  |  |
| Deleted By | |  | String | |  | Yes | | |  | 16 |  | |  |  |
| Deletion Dat | | e | Date Time | |  | Yes | | | dd/mm/yyyy | NA |  | |  |  |
|  | |  | | | **Table 2.10.1** | | | | |  |  | |  | |

### 2.11. Agriculture Season Setup

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/2.11/001 |
| Name of Scope | : | Agriculture Season Setup |
| General Description of the Scope | : | Agriculture Season will be created for Crop Calendar. Crop calendar |
| Business Required | : | * User will not be able to Delete, if it is being used in a Payment * Deletion will be Soft Delete. |
| Data Dictionary | : | See Table 2.12.1 |
| Report Required | : | Season List |

**Data Dictionary**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Season ID | Number | Yes |  | 8 | Yes |  |
| Parent Company ID | Number | Yes |  | 8 | Yes |  |
| Season Name | String | Yes |  | 128 |  |  |
| Season Type | String | Yes |  | 128 |  |  |
| From Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| To Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Last Edited By | String | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **Table 2.11.1** | |  |  |  |

### 2.12. Crop Profile

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/2.12/001 |
| Name of Scope | : | Crop Profile |
| General Description of the Scope | : | Crop Profile will be created for Cropping Plan. |
| Business Required | : | * User will not be able to Delete Crop Profile if it is being used in a Plan * Deletion will be Soft Delete. |
| Data Dictionary | : | See Table 2.12.1 |
| Report Required | : | Crop Name List |

**Data Dictionary**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | | | | **Data Type** | | | **Required** | | | **Format** | **Max Field Size** | | | **Key** | **Notes** |
| Crop ID | | | | Number | | | Yes | | |  | 8 | | | Yes |  |
| Parent Company ID | | | | Number | | | Yes | | |  | 8 | | | Yes |  |
|  | Crop Nam | e |  |  | String |  |  | Yes |  |  |  | 128 |  |  |  |
|  | Crop Type |  | |  | String |  |  | Yes |  |  |  | 128 |  |  |  |
| Entry By | |  | | String | |  | Yes | | |  | 16 | | |  |  |
| Last Edite | | d By | | String | |  | Yes | | |  | 16 | | |  |  |
| Last Edit | | Date | | Date Ti | | me | Yes | | | dd/mm/yyyy | NA | | |  |  |
| Is Deleted | |  | | Bool | |  | Yes | | | True/False | NA | | |  |  |
| Deleted By | |  | | String | |  | Yes | | |  | 16 | | |  |  |
| Deletion D | | ate | | Date Ti | | me | Yes | | | dd/mm/yyyy | NA | | |  |  |
|  | |  | | | | **Table 2.12.1** | | | | |  | | | | |

### 2.13. Bank Account Profile

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/2.13/001 |
| Name of Scope | : | Bank Account Profile |
| General Description of the Scope | : | Bank Account Profile is a Setup, Bank account will be used during Payment received |
| Business Required | : | * User will not be able to Delete Bank Account Profile if it is being used * Deletion will be Soft Delete. |
| Data Dictionary | : | See Table 2.13.1 |
| Report Required | : | Bank List |

**Data Dictionary**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Account No | String | Yes |  | 128 | Yes |  |
| Parent Company  ID | Numeric | Yes |  | 8 | Yes |  |
| Bank Name | String | Yes |  | 128 |  |  |
| Branch Name | String | Yes |  | 128 |  |  |
| Creation Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Last Edited By | String | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **Table 2.13.1** | |  |  |  |

### 2.14. Product Trade Price/ MRP Setup

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/2.14/001 |
| Name of Scope | : | Product Trade Price Setup |
| General Description of the Scope | : | This will be a setup feature. Through this process Trade Price will be declared for products. This will be a list of price, in which latest price will be considered during Order placement |
| Business Required | : | * VAT Included – In case of Trade Price (TP) includes VAT will be deducted for VAT Payment according to the % declared in Product Setup. * Lastly Updated TP will be picked during order placement. * Once a new TP added for a selected Product SKU system will automatically inactive the previous TP. * User will not be able to Delete TP Profile if it is being used * Deletion will be Soft Delete. |
| Data Dictionary | : | See Table 2.14.1 |
| Report Required | : | * Product Price List (see Report Layout 8) * Product Price Change History (see Report Layout 9) |

**Data Dictionary**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Product SKU | Numeric | Yes |  | 12 | Yes |  |
| Parent Company ID | Numeric | Yes |  | 8 | Yes |  |
| Setup Date | Date Time | Yes | dd/mm/yyyy | NA | Yes |  |
| VAT Included | Bool | Yes | True/False | NA |  |  |
| Trade Price | Currency | Yes | 0.00 | (5,4) |  |  |
| Entry By | Text | Yes |  | 16 |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | Text | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **Table 2.14.1** | |  |  |  |

### 2.15. Vehicle Setup

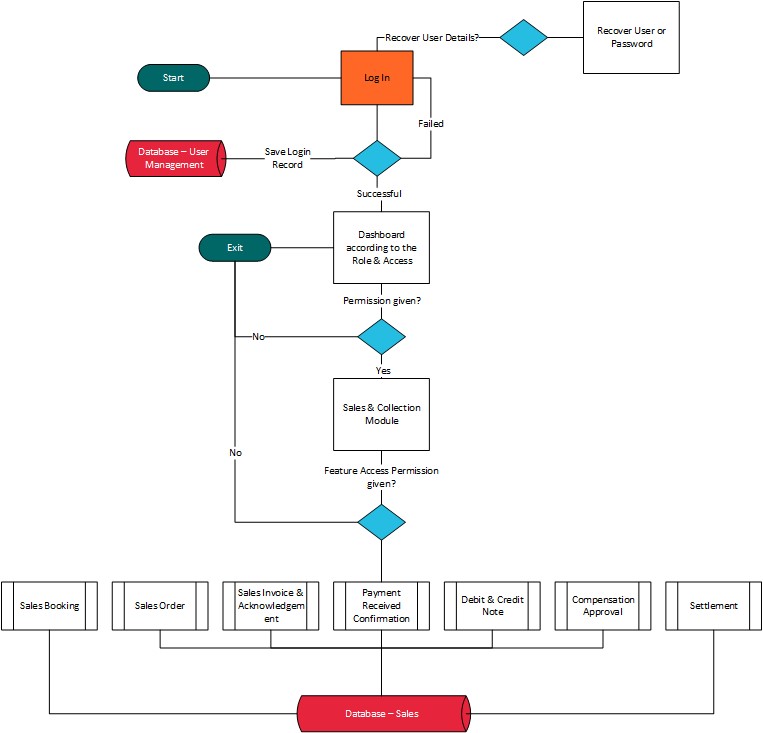
|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/2.15/001 |
| Name of Scope | : | Vehicle Setup |
| General Description of the Scope | : | For Product movement, delivery Vehicle details is required. We need a simple setup for vehicle. |
| Business Required | : | * User will not be able to Delete Vehicle if it is being used in a Stock Transfer and Delivery program. * Deletion will be Soft Delete. |
| Data Dictionary | : | See Table 2.15.1 |
| Report Required | : | Vehicle List |

**Data Dictionary**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Vehicle  Registration No | Numeric | Yes |  | 8 | Key |  |
| Parent Company ID | Numeric | Yes |  | 8 | Key |  |
| Vehicle Type | String | Yes |  | 128 |  |  |
| Weight Capacity | Numeric | Yes |  | 8 |  |  |
| Height | Numeric | Yes |  | 8 |  |  |
| Width | Numeric | Yes |  | 8 |  |  |
| Depth | Numeric | Yes |  | 8 |  |  |
| Status | Bool | Yes | True/False |  |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Last Edited By | String | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **Table 2.10.1** | |  | | |

# Sales Management Module

‘Sales Management’ is the core module of this system. It will have blended features of **MobileApp** and **WebApp**. Some of its features will have **MLA** according to the defined business. A brief workflow of this system is defined as below –



*Figure 7 Sales Module Workflow*

## 3. Scope of Sales Module

### 3.1. Month wise Sales & Collection Budget/Target Setup

|  |  |  |  |
| --- | --- | --- | --- |
| Scope ID | : | SID/21/3.1/001 | |
| Name of Scope | : | Month wise Sales Budget/Target | |
| General Description of the Scope | : | This will be a budgetary Setup for Month Wise Product Sales Target for a given Distributor. After Annual Meeting Sales & Budget will be finalized and Approved. This will be updated in the system by Finance Controller/Credit Controller or designated staff.    During the budget entry Distributor wise Monthly Sales Volume and Unit Price will be entered for each and every product which Distributor agreed to sales. Once the Budget is being entered someone responsible will approve it to make it freeze.    During the Budget entry Lastly entered Trade Price will load as a default. User can change the rate as per the Budget Approval.    Lastly updated Manufacturing Price (MP) will also come from the setup which User can also change as per the Budget Approval. | |
| Business Required | : | Budget entry will have two section (Master and Details). In the Master Section general Budget related data need to be captured. And in the other section product, rate, volume etc. will be captured to make the Budget entry for the Distributor.    Master Section -     * Company Name need to be show in a list (Dropdown List Control) to link the Company ID. * Once Budget is Approved it will be locked for Edit. * User will not be able to Delete Budget if it is Approve. * Select Budget Type * Deletion will be Soft Delete.     Detail Section –   * If Budget Type is Selected as ‘Distributor’ then   ’Distributor Name need to be show in a list  (Dropdown List Control) to link the Distributor ID.   * If Budget Type is Selected as ‘Location’ then   Location Name need to be show in a list  (Dropdown List Control) to link the Location ID.   * If Budget Type is Selected as ‘Sales Officer’ then   Sales Officer Name need to be show in a list  (Dropdown List Control) to link the Sales Office ID.   * Product Name need to be show in a list   (Dropdown List Control) to link the Product SKU. Products will be loaded on the basis of the selected Company.   * Once Product Name is selected system will get the lastly added active Trade Price form the Trade Price Setup database. User can overwrite the Price if required. * Once Product Name is selected system will get the lastly added Receive Price form the Production Receive database. * User will enter the volume | |
| Data Dictionary | : | See Table 3.1.1, See Table 3.1.2 | |
| Report Required | : |  | Sales Budget Report (see Report Layout 3) |

**Data Dictionary – Master**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Attribute** | | **Name** | **Data Typ** | | **e** | **Requi** | | **red** | **Format** | **Max Field Size** | | **Key** | **Notes** |
| Budget No | |  | Numeric | |  | Yes | |  |  | 8 | | Yes |  |
| Parent Co  ID | | mpany | Numeric | |  | Yes | |  |  | 8 | |  |  |
| Company | | ID | Numeric | |  | Yes | |  |  | 8 | |  |  |
| Distributo | | r ID | Numeric | |  | Yes | |  |  | 12 | |  |  |
|  | Fiscal Year |  |  | Numeric |  |  | Yes |  |  |  | 8 |  |  |
| Budget Da | | te | Date Tim | | e | Yes | |  | dd/mm/yyyy | NA | |  |  |
| Budget Ty | | pe | String | |  | Yes | |  |  |  | |  | Distributor/Location/SO |
| Entry By | |  | String | |  | Yes | |  |  | 16 | |  |  |
| Approved | |  | Bool | |  | Yes | |  | True/False | NA | |  |  |
| Approved | | By | String | |  | Yes | |  |  | 16 | |  |  |
| Approver Comments | |  | String | |  | No | |  |  | 512 | |  |  |
| Is Deleted | |  | Bool | |  | Yes | |  | True/False | NA | |  |  |
| Deleted By | |  | String | |  | Yes | |  |  | 16 | |  |  |
| Deletion | | Date | Date Tim | | e | Yes | |  | dd/mm/yyyy | NA | |  |  |
|  | |  | | |  | | | **Table 3.1.1** | |  | |  |  |

**Data Dictionary – Detail**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Budget No | Numeric | Yes |  | 8 | Yes | 211001 |
| Product SKU | Numeric | Yes |  | 12 | Yes |  |
| Budget Month | Date Time | Yes | mm/yyyy | NA | Yes | Jan, 2022 |
| Distributor ID | Numeric | No |  | 12 | Yes |  |
| Location ID | Numeric | No |  |  | Yes |  |
| Sales Officer ID | Numeric | No |  |  | Yes |  |
| Sale Price | Currency | Yes | 0.00 | (5,4) |  |  |
| Manufacturing Price |  |  |  |  |  |  |
| Quantity | Decimal | Yes |  | 8 |  |  |
|  |  | **Table 3.1.2** | |  |  |  |

### 3.2. Month wise Sales Payment Collection Budget Setup

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/3.2/001 |
| Name of Scope | : | Month wise Sales Payment Collection Budget Setup |
| General Description of the Scope | : | This will be a budgetary Setup for Month Wise Payment Collection for a given Distributor. After Annual Meeting Collection Budget will be finalized and Approved. This will be updated in the system by Finance Controller/Credit Controller or designated staff.    During the budget entry Distributor wise Monthly Payment will be entered for each and every Distributor. Once the Payment Collection Budget is being entered, someone responsible will approve it to make it freeze.  Budget entry will have one section (Master). In the Master Section general Budget related data need to be captured.    **Master Section -**     * Company Name need to be show in a list (Dropdown List Control) to link the Company ID. * Once Budget is Approved it will be locked for Edit. * User will not be able to Delete Budget if it is Approve. * Select Budget Type * Deletion will be Soft Delete.     Detail Section –   * If Budget Type is Selected as ‘Distributor’ then   ’Distributor Name need to be show in a list  (Dropdown List Control) to link the Distributor ID.   * If Budget Type is Selected as ‘Location’ then   Location Name need to be show in a list  (Dropdown List Control) to link the Location ID.   * If Budget Type is Selected as ‘Sales Officer’ then   Sales Officer Name need to be show in a list  (Dropdown List Control) to link the Sales Office ID. |
| Business Required | : | Collection Budget could be provided by 3 types   1. Distributor |
| Data Dictionary | : |  |
| Report Required | : |  |

### 3.3. Credit Limit Proposal

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/3.3/001 |
| Name of Scope | : | Credit Limit Proposal |
| General Description of the Scope | : | Credit Limit will be added for each Distributor during the start of a semester. In the middle of the semester if any change need to be done in the Credit Limit that need to be approach through a Proposal which is actually called  ‘**Credit Limit Proposal’**. |
|  |  | If ***Sales Officer*** need to request to change Credit Limit then he/she need to create a Proposal first through MobileApp, which will be approve through a dynamic MLA process. If Proposal is approved, then credit controller will setup the new Credit Limit in the system through **Credit Limit Setup** program. |
| Business Required | : | * Distributor Name need to be show in a list (Dropdown List Control) to link the Distributor ID. * Proposal Date will be Date of Creation. * Proposal Notes and Proposed Amount will be entered by the user. * Deletion will be Soft Delete.     **Proposal Approval**    According to the Approver Path setup priority (1st, 2nd, 3rd etc.) Approver will get notification for Approval in the MobileApp. During the Approval in the MobileApp he/she can see the proposed amount initially the proposed amount, and Approver’s Proposed Amount.     * During the MLA, any approver can propose an Amount (increase/decrease) if necessary. In this case this amount will show to the new Approver by his/her name. * Approver can ***Accept or Reject*** the Proposal. In case of the last approver’s approval this proposal will be visible to the Credit Controller for creating a new Credit Limit. |
| Data Dictionary | : | See Table 3.3.1 and Table 3.3.2 |
| Report Required | : | Letter of Proposal in PDF |

**Data Dictionary**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Proposal No | Numeric | Yes |  | 8 | Yes |  |
| Parent Company ID | Numeric | Yes |  | 8 | Yes |  |
| Distributor ID | Numeric | Yes |  | 12 | Yes |  |
| Proposal Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Proposed By | String | Yes |  | 16 |  | Team No  of the Sales  Officer |
| Proposal Notes |  | Yes |  | 512 |  |  |
| Proposed Amount | Numeric | Yes |  | (12,2) |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **Table 3.1.1** | |  |  |  |

**Data Dictionary - Proposal Approval**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Proposal No | Numeric | Yes |  | 8 | Yes |  |
| Parent Company ID | Numeric | Yes |  | 8 | Yes |  |
| Approver ID | Numeric | Yes |  | 12 | Yes |  |
| Approval Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Approval Status | String | Yes |  | 16 |  | Accept/Reject |
| Approver Comments |  | Yes |  | 512 |  |  |
| Proposed Amount | Numeric | Yes |  | (12,2) |  |  |
|  |  | **Table 3.1.2** | |  |  |  |

### 3.4. Credit Limit Proposal Approval Path

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/3.4/001 |
| Name of Scope | : | Credit Limit Proposal Approval Path |
| General Description of the Scope | : | This is a Setup, through which Credit Limit Proposal will be Approve in a MLA process. |
| Business Required | : | * Personnel Name need to be show in a list (Dropdown List Control) to link the Approver ID. (see Team Profile) * Select Approver Level (1,2,3 etc.) meaning 1st, 2nd, 3rd etc. * Enter Amount Range * Select wither Final Approver or Not. This is very important. As if Proposed Amount falls in a Range and Approver is Final Approver then after his approval the Credit Proposal will show to Credit Controller for new Credit Limit Setup. |
| Data Dictionary | : | See Table 3.4 |
| Report Required | : |  |

**Data Dictionary**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Approver ID | Numeric | Yes |  | 8 | Yes |  |
| Parent Company ID | Number | Yes |  |  | Yes |  |
| Approval Level | Numeric | Yes | dd/mm/yyyy | 2 |  |  |
| Approver ID | String | Yes |  | 12 |  | Team ID |
| Start Range | Decimal | Yes |  | (12,2) |  |  |
| End Range | Decimal | Yes |  | (12,2) |  |  |
| Is Final Approver | Bool | Yes | True/False |  |  |  |
| Entry By | Text | Yes |  | 16 |  |  |
| Last Edited By | Text | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | Text | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  |  | **Table 3.4** |  |  |  |

### 3.5. Credit Limit Setup

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/3.5/001 |
| Name of Scope | : | Credit Limit Setup |
| General Description of the Scope | : | In every new semester Distributor wise credit limit will be created according to the business needs.    A credit Limit could be created in two ways – 1. Directly during the Semester Start  2. Through receiving a Credit Limit change Proposal      **Directly During the Semester Start –**    Credit Controller will get a List of Credit Limit and he/she will create Limit according to the list.    **Through receiving a Credit Limit change Proposal –**  In a Semester Credit Controller will not able to create a Credit Limit for a Distributor more than once without an approved Proposal. |
| Business Required | : | * Semester Name need to be show in a list   (Dropdown List Control) to link the Semester ID.   * Distributor Name need to be show in a list (Dropdown List Control) to link the Distributor ID. * Proposal No need to be show in a list (Dropdown List Control) to link the Proposal No. Once any Proposal is tagged with a Credit Limit then it will not show again. * Enter Credit Limit, in case of selecting a Proposal lastly approved amount will load automatically from the Proposal. * Once a new Limit is saved, lastly active Limit Status will be changed to InActive automatically. * Once a new limit is created it need to be approved by a concern approver who has access. * Deletion will be Soft Delete. |
| Data Dictionary | : | See Table 3.5 |
| Report Required | : | Dealer wise Credit Limit Report, No of Limit Increase by Distributor, No of Limit Decrease by Distributor |

**Data Dictionary**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Limit ID | Numeric | Yes |  | 8 | Yes |  |
| Distributor ID | Numeric | Yes |  | 12 | Yes |  |
| Semester ID | Numeric | Yes |  | 8 | Yes |  |
| Parent Company ID | Number | Yes |  |  | Yes |  |
| Proposal No | Numeric | No |  | 8 | Yes |  |
| Entry Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Credit Limit | Decimal | Yes |  | (12,2) |  |  |
| Status | Bool | Yes | True/False |  |  |  |
| Entry By | Text | Yes |  | 16 |  |  |
| Last Edited By | Text | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Approved | Bool | Yes |  |  |  |  |
| Approved By | Text | Yes |  | 16 |  |  |
| Approval Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | Text | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  |  | **Table 3.5** |  | | |

### 3.6. Sales Booking

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Scope ID | : | SID/21/3.6/001 | | | |
| Name of Scope | : | Sales Booking | | | |
| General Description of the Scope | : | This is the initiation of a Sales operation. SO will enter the Sales Booking for a Distributor.     * SO will connect to the MobileApp using his/her credential to access this feature * In the entry screen SO will select the Unit/Company, Distributor, Semester, Salesman for the Booking along with other selection. * After Selecting the Master part SO will select the Product and Booking Quantity and Trade Price (TP). * After saving the Booking if Credit Limit for the Distributor is insufficient then system will ask him to create a Credit Limit Proposal. | | | |
| Business Required | : | * Company Name need to be show in a list   (Dropdown List Control) to link the Company ID.   * Distributor Name need to be show in a list   (Dropdown List Control) to link the Distributor ID.   * Semester Name need to be show in a list   (Dropdown List Control) to link the Semester ID. If possible then load the semester automatically according to the current date.   * Semester Name need to be show in a list   (Dropdown List Control) to link the Semester ID.   * SO ID need to be fill automatically, as User Name is linked with a Team Profile it will load SO ID from there. * Selected Distributor is located in a Territory, which is linked with an Area, so Depot Name need to be show in a List (Dropdown List Control) for this Area. * During Saving ‘Rejected’ flag will be false. * During Booking Saving system will check the   Available Credit Limit for the Distributor. If Limit exceed then system will ask the user to create a new Credit Limit Proposal for the Distributor. And Booking will be flagged as Holded.   * Rejected Booking will not show in the Preview List * Deletion will be Soft Delete regarding proper access permission. * **Distributor Current Balance will be Show as –**    1. Opening Balance   2. Total Sales   3. Total Payment Collection | | | |
|  | **d. Formula = (Opening + Sales) –** | |  |
|  | **(Payment Collection + Return)** |
|  |  | * **Current Balance + Sales Price in Booking > Credit Limit,** otherwise system will hold the Sales Booking and move it to Credit Limit Proposal.     **Detail Section**     * Category Name need to be show in a list   (Dropdown List Control).   * Product Name need to be show in a list (Dropdown List Control) for the selected Category and Company. * Trade Price will be selected automatically for the selected Product, which will be saved as rate. * SO will enter the Quantity and Free quantity. * Sales Booking will be not allowed for Distributors’ who has no Granters in the setup.     **Sales Responsible Tracking**  We need to track the ZM, RM, TM and Portfolio Manager during Sales Booking, based on the Tracking Sales related reports will be falls under their achievements.    **Sales Booking Approval**  Sale Booking will be approved through a dynamic MLA path. Approvers will Approve the Booking through MobileApp.     |  |  | | --- | --- | | In case of Booking is not Hold it will show red color in the | | | approval list |  |   Once last approver will approve the Booking it will send notification to the Depot In-charge for Booking to Order conversion. | | | |
| Data Dictionary | : | See Table 3.6.1, 3.6.2, 3.6.3 and 3.6.4 | | | |
| Report Required | : | * Booking Sheet (Location and Date duration wise) – WebApp * Booking Register (Location, Distributor and Date duration wise) - WebApp | | | |

**Data Dictionary – Master Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Booking No | Numeric | Yes |  | 12 | Yes | Auto |
| Parent Company ID | Numeric | Yes |  | 8 |  |  |
| Company ID | Numeric | Yes |  | 8 |  |  |
| Booking Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Required Date of Del | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Distributor ID | Numeric | Yes |  | 12 |  |  |
| Semester ID | Numeric | Yes |  | 8 |  |  |
| Payment ID | Numeric | Yes |  |  |  | Cash/Credit |
| SO ID | Numeric | Yes |  | 8 |  |  |
| Depot ID | Numeric | Yes |  | 8 |  |  |
| Notes | Text | No |  | 256 |  |  |
| Entry By | Text | Yes |  | 16 |  |  |
| Hold | Bool | Yes |  |  |  |  |
| Hold Reason | Text | Yes |  | 32 |  |  |
| Rejected | Bool | Yes | True/False | NA |  |  |
| Rejected By | Text | Yes |  | 16 |  |  |
| Rejection Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Reject Notes | Text | No |  | 256 |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | Text | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **Table 3.6.1** | |  | | |

**Data Dictionary – Detail Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| **Booking No** | Numeric | Yes |  | 12 | Yes |  |
| **Product SKU** | Numeric | Yes |  | 12 | Yes |  |
| Parent Company ID | Numeric | Yes |  | 8 |  |  |
| Rate | Decimal | Yes |  | (6,2) |  | Trade Price |
| Quantity | Number | Yes |  | 8 |  |  |
| Free Quantity | Number | No |  | 8 |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | Text | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Delete Reason | Text | No |  | 256 |  |  |
|  |  | **Table 3.6.2** | |  |  |  |

**Data Dictionary - Approval**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Booking No | Numeric | Yes |  | 12 | Yes | Auto |
| Parent Company ID | Numeric | Yes |  | 8 |  |  |
| Approver ID | Numeric | Yes |  | 12 | Yes |  |
| Approval Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Approval Status | String | Yes |  | 16 |  | Accept/Reject |
| Approver Comments |  | Yes |  | 512 |  |  |
|  |  | **Table 3.6.3** | |  |  |  |

**Data Dictionary – Responsible**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| **Booking No** | Numeric | Yes |  | 12 | Yes |  |
| **Team ID** | Numeric | Yes |  | 12 | Yes |  |
| Parent Company ID | Numeric | Yes |  | 8 |  |  |
|  |  | **Table 3.6.4** | |  |  |  |

### 3.7. Sales Booking Approval Path Setup

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/3.7/001 |
| Name of Scope | : | Sales Booking Approval Path Setup |
| General Description of the Scope | : | This is a Setup, through which Sales Booking will be Approve in a MLA process. |
| Business Required | : | * Personnel Name need to be show in a list (Dropdown List Control) to link the Approver ID. (see Team Profile) * Select Approver Level (1,2,3 etc.) meaning 1st, 2nd, 3rd etc. * Enter Amount Range * Select wither Final Approver or Not. This is very important. As if Proposed Amount falls in a Range and Approver is Final Approver then after his approval the Booking will show to Depot In-charge for Sales Order conversion. |
| Data Dictionary | : | See Table 3.7 |
| Report Required | : |  |

**Data Dictionary**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Approver ID | Numeric | Yes |  | 8 | Yes |  |
| Parent Company ID | Number | Yes |  |  | Yes |  |
| Approval Level | Numeric | Yes | dd/mm/yyyy | 2 |  |  |
| Approver ID | String | Yes |  | 12 |  | Team ID |
| Start Range | Decimal | Yes |  | (12,2) |  |  |
| End Range | Decimal | Yes |  | (12,2) |  |  |
| Is Final Approver | Bool | Yes | True/False |  |  |  |
| Entry By | Text | Yes |  | 16 |  |  |
| Last Edited By | Text | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | Text | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  |  | **Table 3.7** |  |  |  |

### 3.8. Material Receive Plan (MRP)

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/3.8/001 |
| Name of Scope | : | Material Receive Plan (MRP) |
| General Description of the Scope | : | In case of insufficient balance between Booking Quantity and Available Stock, Depot Incharge will create a Ticket for Material Planner referencing Sales booking for a Material availability deadline.     * Booking Details with Insufficient Stock Product will show in his screen. * MP will make the stock availability plan so that Booking could be converted to Order. * Material Planner will be able to decline the product availability so that Depot Incharge can reject the booking. |
|  |  | * In case of Product removal from Booking email need to be send to all a given group email id. * Deletion will be Soft Delete. |
| Business Required | : | * If any Booking Product shows insufficient Stock (Current Stock-Blocked Stock) then Material Plan Ticket could be created for that product.   **Note: Blocked Stock = Sales Order created but Delivery Challan not created**   * Depot In-charge will be able to initiate the process through creating a ticket (Status of the Ticket will be **‘Request’**). * This Ticket will show in the dashboard of the Material Planner. * Material Planner could check the availability of the product on the concern depot. * If it is possible to make the product available, then he/she will mark the status as ‘**Confirm**’ and give a commitment date. * If it is not possible to make the product available, then he/she will mark the status as ‘**Rejected**’ and enter the reason in the notes. |
| Data Dictionary | : | See Table 3.8 |
| Report Required | : | Material Availability Plan |

**Data Dictionary**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Ticket No | Numeric | Yes |  | 12 | Yes |  |
| Booking No | Numeric | Yes |  | 12 | Yes |  |
| Parent Company ID | Number | Yes |  |  | Yes |  |
| Product SKU | Numeric | Yes |  | 12 | Yes |  |
| Ticket Date | Date time | Yes | dd/mm/yyyy |  |  |  |
| Require Date | Date time | Yes | dd/mm/yyyy |  |  |  |
| Ticket Status | bool | Yes |  |  |  | Request/ Confirm/ Reject |
| Commitment/ Reject Date | Date time | No | dd/mm/yyyy |  |  |  |
| Notes |  |  |  |  |  |  |
| Entry By | Text | Yes |  | 16 |  |  |
| Entry Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Last |  |  |  |  |  |  |
|  |  |  | **Table No 3.** | **8** |  |  |

### 3.9. Sales Order

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/3.9/001 |
| Name of Scope | : | Sales Order |
| General Description of the Scope | : | This is an WebApp based operational feature. In this program concern personnel (Depot-Incharge) can convert Sales Booking to a Sales Order.     In the dashboard of the Depot In-Charge pending Approved Sales Booking list (not converted to Order) will show in an ascending order. |
|  |  | * He/she can select the booking to make the sales order. * During making the sales order if any of the product of the Booking stock is insufficient then it Request for MP ticket button will be enabled. Depot Incharge will create a Ticket for the commitment.     o After requesting through the Ticket if MP declined to make the product available then **color** will be changed for that product and Depot In-charge can only delete it from the booking. In this case a notification should be raised to inform all about the reject.   * Depot Incharge can make multiple Sales Order (Product by Product) for the same Booking if required. * Once a Booking is converted then Stock of that particular product will be locked meaning Current Stock Balance + Order Quantity will be consider as a new Current Stock. |
| Business Required | : | * Depot In-Charge will select the Booking from the pending list. If there is no dispute, then he/she can convert the booking to order. * User can delete a Sales Order if proper access permission is being given. * Deletion of Order will be Soft Delete. * Delivery date could not be less than Order Date. * Order Date could be current or future than the current system date. * Sales Order Date could not be more than current date and less than Booking Date. |
| Data Dictionary | : | See Table 3.9 |
| Report Required | : | * Order Sheet – Order wise, Distributor wise * Depot Reservation Sheet – Product wise |

**Data Dictionary – Master Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Order No | Numeric | Yes |  | 12 | Yes | Auto |
| Parent Company ID | Numeric | Yes |  | 8 |  |  |
| Company ID | Numeric | Yes |  | 8 |  |  |
| Booking No | Numeric | Yes |  | 12 | Yes | Auto |
| Order Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Delivery Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Last Edited By | String | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |

**Data Dictionary – Detail Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Order No | Numeric | Yes |  | 12 | Yes | Auto |
| Booking No | Numeric | Yes |  | 12 | Yes |  |
| Product SKU | Numeric | Yes |  | 12 | Yes |  |
| Rate | Decimal | Yes |  | (6,2) |  | Booking Price |
| Quantity | Number | Yes |  | 8 |  |  |
| Free Quantity | Number | Yes |  | 8 |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Delete Reason | String | No |  | 256 |  |  |

### 3.10. Sales Invoice

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/3.10/001 |
| Name of Scope | : | Sales Invoice |
| General Description of the Scope | : | This is an WebApp based operational feature. In this program concern SCM can Create a Sales Invoice referencing the Delivery Challan. |
| Business Required | : | * SCM/Depot In-charge will select the Depot first during creating the Sales Invoice * Then need to select the Company. * After selecting the Company, SCM responsible will select the Distributor to load all of the pending Delivery Challans. * SCM responsible then select the Delivery Challan which will load all of the details of the Challan including the Product list with rate mentioned in Sales Order.      * 1. During Delivery Challan Product is selecting on the bases of batch no, for this reason similar product will be sum up to show the total quantity in the invoice.      * 1. Trade Discount will automatically flow from the system and adjusted with Total Product Price.      * SCM responsible then select the Mode of Payment, remarks etc.      * Trade Discount business will flow from the Trade Discount Setup according to the selected Company, Product, Semester and Mode of   Payment etc..     * Product Price will be come from Sales Order. * There should be a Terms & Condition Template, this will be selected for the Invoice. * Deletion will be soft delete, which will be enable if proper access permission is available * Deletion could not be possible if Invoice is being acknowledge by the Distributor. |
|  |  | * Invoice Date could not be more than current date and less than delivery challan date. * Initially Is Accepted will be false. Once invoice is being acknowledge it will be changed to true. * If VAT Is inclusive, then it will not have added in the Payable Amount. Otherwise VAT will be added. * Mode of Payment will flow from Booking. * Delivery Challan Loading –   All Challans which has same Mode of Payment in during Booking entry will be loaded according to the selection of the Mode of Payment during invoice entry. |
| Data Dictionary | : | See Table (3.10.1), (3.10.2) |
| Report Required | : | * Sales Invoice * Sales Register (By SRO/ Distributor/ Location/ Depot) * Product wise Sales Register * Profitability Analysis Report (Location/ Distributor/ Product wise) * Invoice wise Aging Analysis (All or Location/ Distributor/ Product wise) * Receivable Analysis (All or Location/ Distributor/ Product wise) * Dealer wise Credit Limit report * Distributor Performance Report (Commitment vs Actual) – Semester wise * SRO Performance Report (Commitment vs Actual)   – Semester & Location wise |

**Data Dictionary – Master Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Invoice No | Numeric | Yes |  | 12 | Yes | Auto |
| Parent Company ID | Numeric | Yes |  | 8 | Yes |  |
| Company ID | Numeric | Yes |  | 8 |  |  |
| Mode of Payment / Invoice Nature | Text | Yes |  | 16 |  | **Cash/Crdit** |
| Invoice Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Invoice Amount | Numeric | Yes |  | (18,2) |  |  |
| Discount Amount | Numeric | Yes |  | (18,2) |  |  |
| VAT Amount | Numeric | Yes |  | (18,2) |  |  |
| Payable Amount | Numeric | Yes |  | (18,2) |  |  |
| Notes | Text | No |  | 128 |  |  |
| Entry By | Text | Yes |  | 16 |  | Hamid |
| Last Edited By | Text | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Accepted | Bool | Yes | True/False | NA |  | True/False |
| Accepted By | Text | Yes |  | 16 |  | Saifur |
| Acceptance Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Reference Doc | Binary | No |  |  |  | PDF, Image |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | Text | Yes |  | 16 |  | Leon |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **Table 3.10.1** | |  |  | |

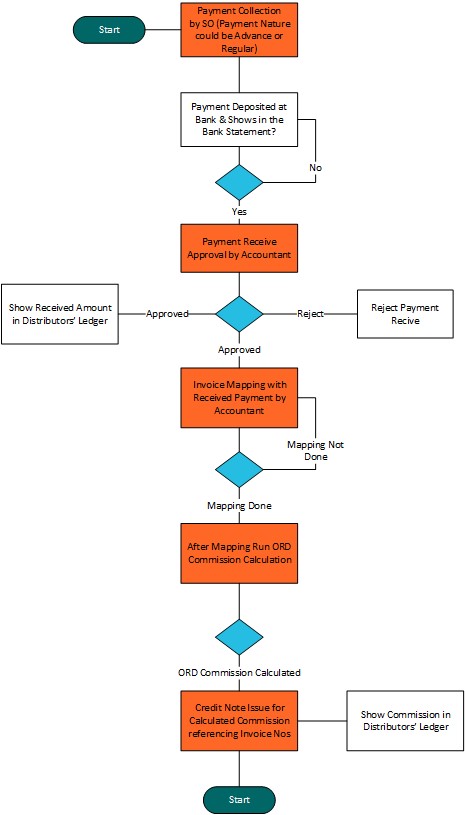
**Data Dictionary – Detail Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Invoice No | Numeric | Yes |  | 12 | Yes |  |
| Challan No | Numeric | Yes |  | 12 | Yes |  |
| Product SKU | Numeric | Yes |  | 12 | Yes |  |
| Discount ID | Numeric | Yes |  | 8 |  |  |
| Quantity | Number | Yes |  | 8 |  |  |
| Free Quantity | Number | Yes |  | 8 |  |  |
| Rate | Number | Yes |  | (18,2) |  |  |
| VAT | Number | Yes |  | (18,2) |  |  |
| Discount | Number | Yes |  | (18,2) |  |  |
| Total Amount | Number | Yes |  | (18,2) |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | Text | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Delete Reason | Text | No |  | 256 |  |  |
|  |  | **Table 3.10.2** | |  |  |  |

### 3.11. Invoice Acknowledgement

|  |  |  |  |
| --- | --- | --- | --- |
| Scope ID | : | SID/21/3.11/001 | |
| Name of Scope | : | Invoice Acknowledgement | |
| General Description of the Scope | : | This is an MobileApp based operational feature. In this program concern SRO will confirm the Goods Delivery and Invoice Handover Acceptance from the Customer after delivering the goods.     * SO will search his pending invoices to be deliver at Distributor Points. * Select Invoice for delivery confirmation, scan the acceptance copy and import into the system. * Acknowledgement Data will be updated in Sales   Invoice (Accepted, Accepted By, Acceptance Date and Reference Doc). | |
| Business Required | : |  Once Invoice is being acknowledge, Sales will be recognized and Distributor Ledger will be impacted. | |
| Data Dictionary | : | See Table (3.11) | |
| Report Required | : | * Sales Invoice * Sales Register (By SRO/ Distributor/ Location/ Depot) * Product wise Sales Register | |
|  |  |  | Profitability Analysis Report (Location/ Distributor/ Product wise) |
|  |  |  | Invoice wise Aging Analysis (All or Location/  Distributor/ Product wise) |
|  |  |  | Receivable Analysis (All or Location/ Distributor/ Product wise) |
|  |  |  | Dealer wise Credit Limit report |
|  |  |  | Distributor Performance Report (Commitment vs Actual) – Semester wise |
|  |  |  | SRO Performance Report (Commitment vs Actual)  – Semester & Location wise |

### 3.12. Payment Collection



*Figure 8 Payment Collection & Ledger Adjustment Workflow*

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/3.12/001 |
| Name of Scope | : | Payment Collection |
| General Description of the Scope | : | This will be an MobileApp feature, through which SO will update payment information. Payment Update will have 2 natures –     * Advance Payment Collection * Regular Payment Collection     For both cases SRO will collect the payment amount, provide a provide a Money receipt and update collection details in the system.    During the data entry SO will follow the below steps –     1. Select Company 2. Select Distributor 3. Enter Money Receipt Book No, Money Receipt No, Payment Nature, Payment Type and Amount etc. |
| Business Required | : | Payment Collection entry could not be deleted by the SO. In case of deletion they have to inform A&F.    **Data Visualization for Payment Receive** |
|  |  | |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **Payment No** | **Money**  **Receipt No** | **Date** | **Nature** | **Type** | **Distributor** | **Amount** | | 10001 | 25012 | 12/05/22 | Regular | TT | Kalam Ent. | 25000 | | 10001 | 25012 | 12/05/22 | Regular | TT | Kalam Ent. | 2300 |      1. Money Receipt No should be validated in Payment   Book   1. During Money Receipt No entry, system will check duplicate, meaning user will be not able to enter same Number. 2. Approval Status will be ‘**Pending’** during Saving any Money Receipt.       *Figure 9 Money receipt Sample* |
| Data Dictionary | : | See Table (3.12) |
| Report Required | : |  |

**Data Dictionary – Master Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Payment No | Numeric | Yes |  | 12 | Yes | Auto |
| Parent Company ID | Numeric | Yes |  | 8 | Yes |  |
| Company ID | Numeric | Yes |  | 8 |  |  |
| Book No | Numeric | Yes |  | 8 |  |  |
| Money Receipt No | String | Yes |  | 128 |  |  |
| Payment Date | Date Time |  | dd/mm/yyyy | Na |  |  |
| Distributor ID |  |  |  |  |  |  |
| Payment Nature | String | Yes |  | 16 |  | Advance, Regular |
| Payment Type | String | Yes |  | 8 |  | Cash/ TT/  DD/  Cheque/ Online |
| Reference No | String | Yes |  | 64 |  |  |
| Amount | Numeric | Yes | (12,2) | 12 |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Reference Doc | Binary | No |  |  |  | PDF, Image |
| Remarks | String | No |  | 256 |  |  |
| Approval Status | String | Yes |  | 16 |  | Pending/  Approved/ Reject |
| Reject Reason | String | No |  | 256 |  |  |
| Approve Date | Date Time | No | dd/mm/yyyy | NA |  |  |
| Approved By | String |  |  |  |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **Table 3.11** | |  | | |

### 3.13. Payment Receive Approval

|  |  |  |  |
| --- | --- | --- | --- |
| Scope ID | : | SID/21/3.13/001 | |
| Name of Scope | : | Payment Receive Approval | |
| General Description of the Scope | : | This will be a Web app feature, through which Accountant will approve payments once it is being deposited in Bank and shows in the Bank Statement.      During the data entry Accountant will follow below activities –    1. Select Company | |
|  |  | 2. | Show List of Payments which is not being Approved |
|  |  | 3. | Give facility to approve by selecting the Payments from the List. |
| Business Required | : | 1. | Once payment is being approved it will show in the distributors’ ledger (Debit) referencing the Money Receipt No. |
|  |  | 2. | SMS need to be send to the Distributors’ mobile no confirming the acknowledgement of the payment. |
|  |  | 3. | In case of Rejection of any Payment Rejection Reason need to be entered by the Accountant. |
|  |  | 4. Rejection of Any Payment need to be notified to the SO and Distributor through SMS referencing the Money Receipt No.    **Data Visualization for Payment Receive Approval**       |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **Payment No** | **Money**  **Receipt No** | **Payment Date** | **Nature** | **Type** | **Distributor** | **Amount** | | 10001 | 25012 | 12/05/22 | Regular | TT | Kalam Ent. | 25000 | | 10001 | 25012 | 12/05/22 | Regular | TT | Kalam Ent. | 2300 |     **Data Visualization for Distributor’s Ledger**       |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Date** | **Description** | **Debit** | **Credit** | **Balance** | | 05/05/2022 | Sales (Invoice No 207) | - | 30,000.00 | 30,000.00 | | 12/05/2022 | Payment Received (25012) | 25,000.00 |  | 5,000.00 | | 13/05/2022 | Payment Received (25013) | 2,300.00 |  | 2,700.00 | | 15/05/2022 | Credit Note Issue for Commission ( Credit Note No CNN 01) | 2,472.53 |  | 227.47 | | 15/05/2022 | Credit Note Issue for Commission ( Credit Note No CNN 01) | 227.47 |  | 0.00 | | **Total** |  | **30,000.00** | **30,000.00** | **0.00** | | |
| Data Dictionary | : | See Table (3.12) | |
| Report Required | : | Payment Register by Approval Status (Pending/ Approved/ Reject) | |

### 3.14. Invoice Mapping with Approved Payment

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/3.14/001 |
| Name of Scope | : | Invoice Mapping with Approved Payment |
| General Description of the Scope | : | This will be a Web app feature, through which Accountant will map approve payment with Invoices.      During the data entry Accountant will follow below activities –     1. Select Company 2. Show List of Approved Payments which has balance yet to settle. 3. Select Invoices which has outstanding balance yet to map with a payment. 4. Map Invoice with a Money Receipt. |
| Business Required | : | 1. Once Invoice is being mapped with Money Receipt it will make impact in Invoice History report or Aging Report.      1. Adjustable Amount need to show for each Invoice      * 1. **Current Invoice Balance Formula** = Invoice Amount – (Total Payment Adjusted + Total Commission   Adjusted)   * 1. **Adjustable Amount Formula** = Current Invoice   Balance – Commission on Current Invoice Balance   * 1. **Commission on Current Invoice Balance** =   (Current Invoice Balance – VAT) – (Current Invoice  Balance – VAT) x (100% - ORD Rate %)     1. **ORD Commission for Commission on Adjustable Amount will be calculated after deducting VAT for the Invoices.** 2. Commission on Adjustable Amount need to show for each   Invoice   * 1. **Commission on Adjusted Amount Formula** = Adjusted Amount / (100% - ORD Rate%) – Adjusted Amount.      1. Invoice Elapsed Days will be calculated between the **Invoice Date and Payment Receive Approval Date**. Ex. Invoice Date = 05/05/2022, Approval Date = 13/05/2022 then**, Elapsed Days = 8.** 2. **ORD Rate** will be retrieved based on the Elapsed Days from the ORD Setup. 3. Adjusted Amount could not be more than Adjustable Amount.       **Data Visualization for Invoice Mapping with Approved Payment** |
|  |  | |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **Payment**  **Receive No** | **Money**  **Receipt No** | **Payment Amount** | **Approval Date** | **Invoice No** | **Invoice**  **Amount** | **Commission on Invoice**  **Amount** | **Adjustable Amount** | **Adjusted Amount** | | 10001 | 25012 | 25,000 | 12/05/ 2022 | 207 | 30,000 | 2,700.00 | 27,300.00 | 25,000 | | 10002 | 25013 | 4,500 | 13/05/2022 | 207 | 2,527 | 227.47 | 2,300.00 | 2300 | |
| Data Dictionary | : | See Table (3.14.1) |
| Report Required | : | Invoice Mapping Register |

**Data Dictionary – Master Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Payment No | Numeric | Yes |  | 12 | Yes | Auto |
| Parent Company ID | Numeric | Yes |  | 8 | Yes |  |
| Company ID | Numeric | Yes |  | 8 | Yes |  |
| Invoice No | Numeric | Yes |  | 12 | Yes |  |
| Mapping Date | Date Time |  | dd/mm/yyyy | Na |  |  |
| Adjusted Amount | Currency | Yes |  | 128 |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **Table 3.14.1** | |  |  |  |

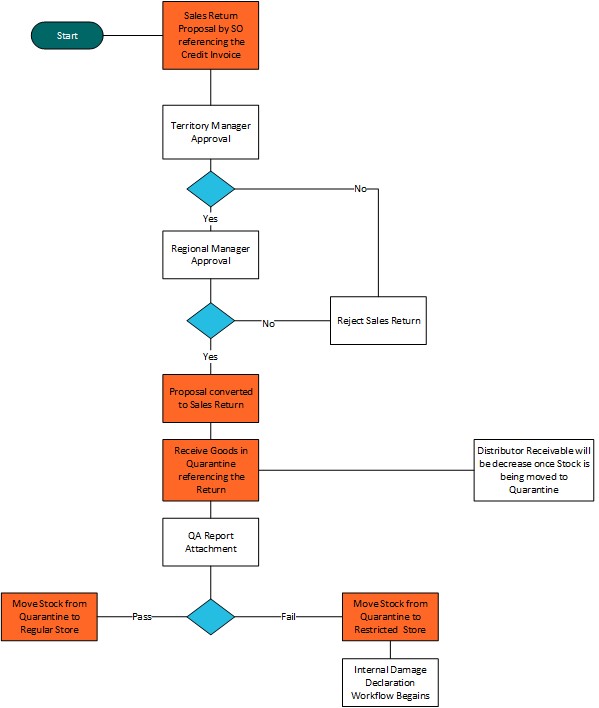
### 3.15. ORD Commission Calculation & Adjustment through Credit Note

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/3.15/001 |
| Name of Scope | : | ORD Commission Calculation & Adjustment through Credit Note |
| General Description of the Scope | : | This will be a Web app feature, through which Accountant will calculate the ORD Commission for the Payment which is being mapped with an Invoice.      During the data entry Accountant will follow below activities  –     1. Select Company 2. Show list of Invoices which is being linked with Payment (Money Receipt) 3. Run ORD Commission Calculation Process, this will calculate Commission for each Transaction. 4. Create Credit Note for each Transaction.     ***Notes: Can we make a link between Invoice & Money Receipt for Credit Note for ORD Commission.*** |
|  |  |  |
| Business Required | : | 1. **ORD Commission will be calculated after deducting VAT for the Invoices.** 2. Commission on Adjustable Amount need to show for each Invoice   a. **Commission on Adjusted Amount Formula** = Adjusted Amount / (100% - ORD Rate%) – Adjusted Amount.     1. Invoice Elapsed Days will be calculated between the   **Invoice Date and Payment Receive Approval Date**. Ex. Invoice Date = 05/05/2022, Approval Date = 13/05/2022 then**, Elapsed Days = 8.**   1. **ORD Rate** will be retrieved based on the Elapsed Days from the ORD Setup. 2. **Once Accountant Save the Commission it will create Credit Note directly from this process.**       **Data Visualization for Invoice Mapping with Approved**  **Payment**     |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **Payment**  **Receive No** | **Money**  **Receipt No** | **Payment Amount** | **Approval Date** | **Invoice No** | **Adjusted Amount** | **Commission on Adjusted**  **Amount** | | 10001 | 25012 | 25,000 | 12/05/ 2022 | 207 | 25,000 | 2,472.53 | | 10002 | 25013 | 4,500 | 13/05/2022 | 207 | 2300 | 227.47 | |
| Data Dictionary | : | See Table (3.15.1) |
| Report Required | : | Credit Note Register |

**Data Visualization for Invoice wise ORD Commission Calculation**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Payment**  **Receive No** | **Money**  **Receipt No** | **Payment**  **Amount** | **Approval**  **Date** | **Invoice No** | **Invoice**  **Amount** | **VAT** | **Commission**  **on Invoice**  **Amount** | **Adjustable**  **Amount** | **Adjusted**  **Amount** | **Commission**  **on Adjusted**  **Amount** |
| 10001 | 25012 | 25,000 | 12/05/2022 | 207 | 30,000 | 300 | 2,673.00 | 27,327.00 | 25,000 | 2,442.86 |
| 10002 | 25013 | 3,000 | 13/05/2022 | 207 | 2,557 | - | 230.14 | 2,327.00 | 2,327 | 230.14 |

### 3.16. Sales Return Proposal



*Figure 10 Sales Return Workflow*

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/3.16/001 |
| Name of Scope | : | Sales Return Proposal |
| General Description of the Scope | : | Sold Product could be return by the Distributors. Sales  Return will be initiated through a Sales Return Proposal (SRO) which will be created by the SO referencing an Invoice. This is a MobileApp based feature.    After the initiation SRP will move through a MLA process which could move the SRP towards next step of activity or  reject. In case of Rejection a notification should be send to the initiating SO. ing the data entry SO will follow the below steps –     * Select Company * Select Distributor * Select Sales Invoice (Loaded for the selected Company and Distributor) * Select Delivery Challan for the selected Invoice * Select Product for the Delivery Challan 6. Select Batch No for the Product and Delivery Challan * Enter Return Quantity.   **Very Important Note**    There might be possibility to take return partial quantity of a packet, for an example, in a 40 KG Rice Seed packet, 20 KG returned by the Distributor.      Sales Return Proposal will be created through 2 section    **Master Section**     * + Distributor Names need to be show in a list (Dropdown List Control) to link with the Distributor ID.   + Company Names need to be show in a list (Dropdown List Control) to link with the Company ID.   + Sales Invoice need to be show in a list (Dropdown List Control) to link with the Sales Invoice No.   **Detail Section**   * Once Sales Invoice is being selected all Delivery Challan for this Invoice will be Loaded in the list (Dropdown List Control) to link with the Challan No**.** * After Selecting the Challan Product Names need to be show in the list (Dropdown List) to link with the Product SKU. * After selecting the Product SKU, Batch No will be show in the list (Dropdown List) to link the Batch No * Select Quantity Intact Type (By MC or By Inner Packet or By Base Unit of Measurement) * After selecting the Intact Type, Quantity need to be entered according to the Intact Type.   E.g. if Master Carton is selected and entered quantity is 5 then 5 x outer pack will be added. If Inner Packet is selected and entered quantity is 5 then 5 pack will be added.  **Notes in all cases Inner Pack and Base Quantity will be saved for further uses.** |
| Business Required | : | * Distributor (Active & Inactive) should be filtered for the Logged-In SO. * Invoice should be filtered by the selected Company and Distributor. * Only Acknowledged Invoices need to be show in the list. * Sales Return Rate will be the mention Rate in the Invoice.     Approval Path will be multi-layer approval according to the MLA setup. Approval will be MobileApp based. |
| Data Dictionary | : | See Table 3.16.1, 3.16.2, 3.16.3 |
| Report Required | : |  |

**Data Dictionary – Master Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Return Proposal No | Numeric |  |  | 12 | Yes |  |
| Invoice No | Numeric | Yes |  | 12 | Yes |  |
| Parent Company ID | Numeric | Yes |  | 8 | Yes |  |
| Company ID | Numeric | Yes |  | 8 | Yes |  |
| Distributor ID | Numeric | Yes |  | 8 |  |  |
| Proposal Date | Date Time |  | dd/mm/yyyy | NA |  |  |
| Return Reason | String | Yes |  | 16 |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **Table 3.16.1** | |  |  |  |

**Data Dictionary – Detail Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Return Proposal No | Numeric |  |  | 12 | Yes |  |
| Challan No | Numeric | Yes |  | 12 | Yes |  |
| Product SKU | Numeric | Yes |  | 12 | Yes |  |
| Batch No | String | Yes |  | 16 | Yes |  |
| Parent  Company ID | Numeric | Yes |  | 8 | Yes |  |
| Quantity | Number | Yes |  | (18,2) |  |  |
| Inner Packet | Number | Yes |  | 12 |  |  |
| Rate | Number | Yes |  | (18,2) |  | Will be flow from  Mapped  Invoice |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | Text | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Delete Reason | Text | No |  | 256 |  |  |
|  |  |  | **Table 3.16.2** |  | | |

**Data Dictionary - Approval**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Return Proposal No | Numeric |  |  | 12 | Yes |  |
| Parent Company  ID | Numeric | Yes |  | 8 |  |  |
| Approver ID | Numeric | Yes |  | 12 | Yes |  |
| Approval Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Approval Status | String | Yes |  | 16 |  | Accept/ Reject |
| Approver Comments |  | Yes |  | 512 |  |  |
|  |  | **Table 3.16.3** | |  |  |  |

### 3.17. Sales Return Proposal Approval Path Setup

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/3.14/001 |
| Name of Scope | : | Sales Return Proposal Approval Path Setup |
| General Description of the Scope | : | This is a approver Setup, through which Sales Return Proposal will be Approve in a MLA process. |
| Business Required | : | * Personnel Name need to be show in a list (Dropdown List Control) to link the Approver ID. (see Team Profile) * Select Approver Level (1,2,3 etc.) meaning 1st, 2nd, 3rd etc. * Enter Amount Range * Select wither Final Approver or Not. This is very important. |
| Data Dictionary | : | See Table 3.17 |
| Report Required | : |  |

**Data Dictionary**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Approver ID | Numeric | Yes |  | 8 | Yes |  |
| Parent Company ID | Number | Yes |  |  | Yes |  |
| Approval Level | Numeric | Yes | dd/mm/yyyy | 2 |  |  |
| Start Range | Decimal | Yes |  | (12,2) |  |  |
| End Range | Decimal | Yes |  | (12,2) |  |  |
| Is Final Approver | Bool | Yes | True/False |  |  |  |
| Entry By | Text | Yes |  | 16 |  |  |
| Last Edited By | Text | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | Text | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  |  | **Table 3.17** |  |  |  |

### 3.18. Sales Return

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/3.18/001 |
| Name of Scope | : | Sales Return |
| General Description of the Scope | : | Sales Return is a WebApp based feature. After getting MLA based Approval Sales Return Proposal need to be converted to Sales Return by the Depot In-charge.    Depot incharge will get a view which will show all pending proposal need to be converted into Sales Return alone with all details. He will make pick up plan from distribution point. And during receive make the entry according to the below workflow.    **System Workflow**     * Select Company * Select Depot * Select Sales Return Proposal No * After Selecting the Proposal Products will be loaded, select Store Location of the Product (Initially Quarantine Store will be selected). |
| Business Required | : | * Logged-In Depot In-charge/Store Personnel can see only related depots. * Sales Return Proposal No will be loaded according to the selected Depot. * During receiving the return, each products status will be **‘Received’.** * **For Stocking Return Rate will be ‘Rate’ mentioned in the Delivery Challan for the respecting Product.** * **Initially Returned Stock will be moved to Quarantine. After QA report it could be moved to Restricted or Regular Store.** * During the receive QA Status will be **In Progress, later on according to the QA check responsible could mark it Pass or Fail.** * Once Sales Return is being entered Distributor’s Ledger will be updated (Cost of the Return referencing the Invoice No) |
| Data Dictionary | : | See Table 3.18.1, 3.18.2 |
| Report Required | : |  |

**Data Dictionary – Master Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Return No | Numeric | Yes |  | 12 | Yes |  |
| Return Proposal No | Numeric | Yes |  | 12 | Yes |  |
| Parent Company ID | Numeric | Yes |  | 8 | Yes |  |
| Company ID | Numeric | Yes |  | 8 | Yes |  |
| Distributor ID | Numeric | Yes |  | 8 |  |  |
| Return Date | Date Time |  | dd/mm/yyyy | 512 |  |  |
| Return Notes | String | No |  | 16 |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **Table 3.18.1** | |  | | |

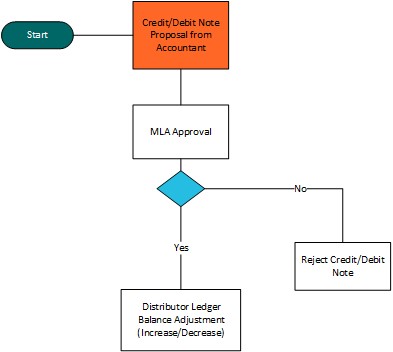
**Data Dictionary – Detail Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Return No | Numeric | Yes |  | 12 | Yes |  |
| Return Proposal No | Numeric |  |  | 12 | Yes |  |
| Challan No | Numeric | Yes |  | 12 | Yes |  |
| Product SKU | Numeric | Yes |  | 12 | Yes |  |
| Batch No | String | Yes |  | 16 | Yes |  |
| Parent  Company ID | Numeric | Yes |  | 8 | Yes |  |
| Store ID | Numeric | Yes |  | 8 | Yes |  |
| Quantity | Number | Yes |  | (18,2) |  |  |
| Inner Pack |  |  |  |  |  |  |
| Rate | Number | Yes |  | (18,2) |  | Will be flow from Sales  Return  Proposal |
| Status | String | Yes |  | 8 |  | Received/  QA Check/ Stored |
| QA Status | String | No |  | 12 |  | In Progress /Pass/Failed |
| QA Report | File | No |  |  |  | Doc/pdf/excel |
| QA Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| QA By | Text | Yes |  | 16 |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | Text | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Delete Reason | Text | No |  | 256 |  |  |
|  |  | | **Table 3.18.2** |  |  |  |

### 3.19. Return QA & Stocking

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/3.19/001 |
| Name of Scope | : | Sales Return QA |
| General Description of the Scope | : | Quality Control responsible will be able to see the list of Returned Products for QA check status update.    **Workflow for QA**     * Return Product which has Status of **Received** and QA Status is **In Progress** will show in a list for QA feedback update. * After verification QA can mark the product QA status to **Pass** or **Fail.** |
|  |  | * QA need be able to upload QA reports for the Product. * Once the QA feedback is received, Status will be changed to **QA Check** from **In Progress.**     **Workflow for Stocking**    Once QA is being done, Return Products will be show in a list for Store In-charge/ Depot Manager to select the final store location (**Regular/ Restricted**) according to the QA status.     * Return Product which has Status of **QA Check** and QA Status is not **In Progress** will show in a list with Product and QA Feedback details. * Responsible will mark the final location according to the QA feedback (e.g. Regular for Pass or Restricted for Fail) * Status will be changed to **Store** from **QA Check. In case of Pass stock will move to Regular Store otherwise it will move to restricted.** |
| Business Required | : |  |
| Data Dictionary | : | See Table 3.19.1, 3.19.2 |
| Report Required | : |  |

### 3.20. Credit/Debit Note



*Figure 11 Credit Note Workflow*

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/3.20/001 |
| Name of Scope | : | Credit/Debit Note |
| General Description of the Scope | : | In case of Distributor’s claim for any external damage of goods or compensation Credit Note will be issue and approve to settle the issue.    And Debit Note will be issued in case of any adjusted (Rate Changed, Invoice revise etc.) imposed by the Company.    Credit/Debit Note is a straight workflow –     1. Credit/Debit Note Proposal Entry 2. MLA by concerns (Finance Controller, Unit Head, CFO etc.)     **Credit Note/Debit Note Proposal Entry**    Finance Accountant will initiate the workflow by creating a Proposal. During the entry he/she will mention the type of the Note (Credit or Debit). |
|  |  | According to the nature of the type of the Note Debit or Credit impact will be make on Distributor’s ledger.    **Multi-Layer Approval (MLA)**    Credit/Debit Note Proposal will move through a MLA path for approval. MLA path will be configuring on the basis of a range.    Once Proposal is being marked as ‘Approved’, it will make immediate adjustment on Distributor’s ledger (Decrease or Increase the Balance according to the Type of the Note). |
| Business Required | : | * Distributors list need to show for logged in SO. * Need to give facility to search invoice list (which is being acknowledged) for a given period referencing the Distributor. (In case of adjustment any Special Discount, Commission etc. which has a linking with an Invoice) * Note Type will be Debit and Credit. For a Debit Note Distributor Balance will be Increase. For a Credit Note Distributor Balance will be Decrease. * Reference Documents (Word, Excel, PDF, Image etc.) could be uploaded if required. * Once final Approval is being given, Distributor Outstanding Balance will be increase/ decrease as per the Type. * In a Multi-Layer Approval, the Note could be rejected at any stage, in that case it will not move up to the next stage of Approval or Ledger Adjustment. |
| Data Dictionary | : | See Table 3.20.1 and 3.20.2 |
| Report Required | : | * Credit Note Proposal * Credit Note Register |

**Data Dictionary – Master Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Note No | Numeric | Yes |  | 12 | Yes | Auto |
| Parent Company ID | Numeric | Yes |  | 8 | Yes |  |
| Company ID | Numeric | Yes |  | 8 | Yes |  |
| Entry Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Distributor ID | Numeric | Yes |  | 8 |  |  |
| Invoice No | Numeric | No |  | 12 |  |  |
| Type of Note | String | Yes |  | 8 |  | Debit/ Credit |
| Reason | String | Yes |  | 128 |  | Can we  Provide a  List of  Reason to Pick |
| Amount | Numeric | Yes |  |  |  |  |
| Doc | File | No |  |  |  | Word,  Excel,  PDF, |
|  |  |  |  |  |  | Image etc. |
| Notes | String | No |  | 512 |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Last Edited By | String | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Approval Status | String | Yes |  | 16 |  | Pending/  Approved  /Reject |
| Approved By | String | Yes |  | 16 |  |  |
| Approval Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **Table 3.20.1** | |  |  | |

**Data Dictionary - Approval**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Note No | Numeric | Yes |  | 12 | Yes |  |
| Parent Company  ID | Numeric | Yes |  | 8 |  |  |
| Approver ID | Numeric | Yes |  | 12 | Yes |  |
| Approval Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Approval Status | String | Yes |  | 16 |  | Accept/ Reject |
| Approver Comments |  | Yes |  | 512 |  |  |
|  |  | **Table 3.20.2** | |  |  |  |

### 3.21. Credit/Debit Note Multi-Layer Approval Path Setup

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/3.21/001 |
| Name of Scope | : | Credit/Debit Note Multi-Layer Approval Path Setup |
| General Description of the Scope | : | This is a approver Setup, through which Credit/Debit Note will be Approve in a MLA process. |
| Business Required | : | * Personnel Name need to be show in a list (Dropdown List Control) to link the Approver ID. (see Team Profile) * Select Approver Level (1,2,3 etc.) meaning 1st, 2nd, 3rd etc. * Enter Amount Range * Select wither Final Approver or Not. This is very important. |
| Data Dictionary | : | See Table 3.21 |
| Report Required | : |  |

**Data Dictionary**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Approver ID | Numeric | Yes |  | 8 | Yes |  |
| Parent Company ID | Number | Yes |  |  | Yes |  |
| Approval Level | Numeric | Yes | dd/mm/yyyy | 2 |  |  |
| Start Range | Decimal | Yes |  | (12,2) |  |  |
| End Range | Decimal | Yes |  | (12,2) |  |  |
| Is Final Approver | Bool | Yes | True/False |  |  |  |
| Entry By | Text | Yes |  | 16 |  |  |
| Last Edited By | Text | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | Text | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  |  | **Table 3.21** |  |  |  |

### SMS Notification – Sales, Payment, Distributor Statement

**SMS Notification – Sales**

SMS will be triggered after giving Acknowledgment of a Sales Invoice

**SMS Notification – Payment**

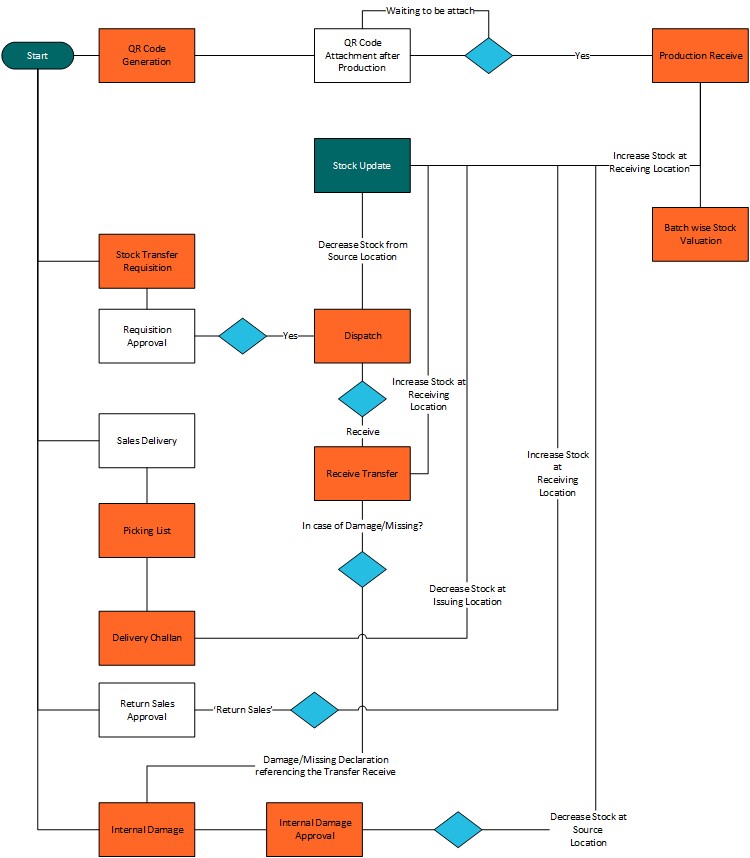
SMS will be triggered after giving approval of a Payment Collection

**SMS Notification – Distributor Statement**

SMS will be triggered each month to send distributor Statement

# Supply Chain Management

‘Supply Chain’ is another core module of this system. It will have blended features of **MobileApp** and **WebApp**. Some of its features will have **MLA** according to the defined business. A brief workflow of this system is defined as below –



*Figure 12 Supply Chain Management Workflow*

## Scope of Supply Chain Management

### 4.1. Batch No Generation & QR Print

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/4.1/001 |
| Name of Scope | : | Batch No Generation & QR Print |
| General Description of the Scope | : | This is an WebApp based operational feature. In this program concern Production Supervisor Can generate a Batch for the Product. After generating the Batch, they can Print QR Code for the Packets. 2 (Two) types of QR Code will be printed through the system –     * Inner Packet QR (IQR) Code * Master Carton QR (MQR) Code       **Inner Packet QR Code (IQR)**    IQR will be printed for Inner Packet of the Product.    **Master Carton QR Code (MQR)**    A Master Carton will be filled by few Inner Packet as per the Carton requirements. MQR will be printed for the Master Carton. All Inner packet filled in the Master Carton will be identical according to the MQR Code.    **Batch Production**  Production is Batch wise. QR Codes will be identical according to the Batch.    **Production Batch Generation Workflow –**     * Select Products * Select/ Enter Material Consignment No * Select Production Date (Current Date as default) * Batch No will be generated Automatically. Batch No generation formula -   1. Batch No Generation: Material Consignment No – Product SKU – Day –   Month – Year   * 1. Sample: xxxxxx – xxxxxxxx – dd – mm - yyyy:   000113 -000005 - 24 – 05 - 2022   * Expiry Date = Production Date + Expiry Days (Comes from Product Profile for the selected product) * Select Supervisor (Employee Names)   During QR Print, generated Batch No need to be select first then -   1. Enter No of IQR 2. Enter No of MQR = IQR/Outer Size (***Outer Size*** will be automatically filled from Product Pack Size (Pack-Size)), it will be a read only field.   –  ***Notes: For 400 packs if 40 is the Carton Quantity (Outer Size) then for each 40 IQR 1 MQR will be printed.*** |
| Business Required | : | * Authorized personnel who have permission can generate and print the QR for IQR and MQR. * Batch No generation formula is –   **Material Consignment No – Product SKU – Day – Month – Year**   * User will enter the Material Consignment No to generate the Batch No     **Data that will be provided in the MQR**    **QR Type: MQR**  **Product Name: Fix 2 10 ml x 40**  **Batch No:** xxxxxx – xxxxxxxx – dd – mm - yyyy  **Production Date: 25/05/2022**  **Expiry Date: 25/5/2023**  **Supervisor: Sayem Ahmed**  **No of IQR = 40**      **Data that will be provided in the IQR**    **QR Type: IQR**  **Product Name: Fix 2 10 ml x 40**  **Batch No:** xxxxxx – xxxxxxxx – dd – mm - yyyy  **Production Date: 25/05/2022**  **Expiry Date: 25/5/2023**  **Supervisor: Sayem Ahmed**  **No of IQR = 1** |
| Data Dictionary | : | See Table 4.1.1 |
| Report Required | : |  QR Code for Inner Pack and QR Code for Master Carton |

**Data Dictionary**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Batch No | String | Yes |  | 32 | Yes |  |
| Parent Company ID | Numeric | Yes |  | 12 |  |  |
| Company ID | Numeric |  |  | 8 |  |  |
| Product SKU | Numeric | Yes |  | 12 |  |  |
| Consignment No | String | Yes |  | 12 |  |  |
| Supervisor Name | String | Yes |  | 128 |  |  |
| Production Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Entry By | Text | Yes |  | 16 |  |  |
| Last Edited By | Text | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | Text | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  |  | **Table 4.1.1** |  | | |

### 4.2. Production Receive

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/4.2/001 |
| Name of Scope | : | Production Receive |
| General Description of the Scope | : | This is an WebApp based operational feature. In this program concern Central Warehouse personnel can receive the Product Master Carton after production.    **Production Receive will have 2 parts, Master Part –**     * Store In-Charge (SIC) need to select the Company for which he is going to receive the product. * After then SIC will select the Depot/ Warehouse.  Receive Date will be current date (as a default).     **Detail Part**     * Product Selection for the receive will be possible through 2 ways.     1. **QR Scan –** during the QR Scan 2 types of QR (MQR and IQR could be scanned by the user.   * + - 1. If scanned QR Type is MQR then for each scan system will add No of IQR mention in the QR Code and sum up.       2. If scanned QR Type is !QR then for each scan system will add 1 Packet and sum up.   2. **Manual Scan** – user can also take the advantage to manually add the products for the receive.   * + - 1. For this case, all active flagged Products will be show in the List. User can select the desire Product from the   List.   * + - 1. Select Entry Type, user will get 2 types of Entry Type (e.g. Master Carton and Inner Packet), they will choose any one of them from the list.       2. Enter quantity. Considering the Entry Type selection system will add the quantity.   E.g. if Master Carton is selected and entered quantity is 5 then 5 x outer pack will be added. If Inner Packet is selected and entered quantity is 5 then 5 pack will be added. |
|  |  | **Notes in all cases Inner Pack and Base Quantity will be saved for further uses.** |
| Business Required | : | * For each product line up, Inner Packet and Quantity in base UOM will be saved.   Conversion of ***Quantity in base UOM =*** ***Inner Packet x Pack Size.***   * Stock will be increase immediately after creating the Delivery Challan for the said product referencing the Batch No. * User will enter Rate during Production Receive Entry. * Deletion of Receive is not recommended but user can delete the Receive entry considering proper access permission, in that case deletion will be soft delete. Stock readjustment also required in this case. |
| Data Dictionary | : | See Table 4.2.1. 4.2.2 |
| Report Required | : | * Production Receive Report * Production Receive Register Report by Depot or all for a given Date Range * Stock Summary Report by Depot or all for a given Date Range |

**Data Dictionary – Master Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Receive No | Numeric | Yes |  | 12 | Yes | Auto |
| Parent Company ID | Numeric | Yes |  | 8 | Yes |  |
| Company ID | Numeric | Yes |  | 8 | Yes |  |
| Receive Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Depot No | Numeric | Yes |  | 4 |  |  |
| Store | String |  |  |  |  | ‘Regular’ |
| Notes | String | No |  | 256 |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Last Edited By | String | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **Table 4.2.1** | |  |  |  |

**Data Dictionary – Detail Table**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | | | **Data Type** | | | **Required** | | | **Format** | **Max Field Size** | | | **Key** | **Notes** |
| Receive No | | | Numeric | | | Yes | | |  | 12 | | | Yes | Auto |
| Parent Company ID | | | Numeric | | | Yes | | |  | 8 | | | Yes |  |
| Product SKU | | | Numeric | | | Yes | | |  | 12 | | | Yes |  |
| Batch No | | | String | | | Yes | | |  | 12 | | | Yes |  |
| Quantity in Pcs (Inner Pack) | | | Number | | | Yes | | |  | 8 | | |  |  |
| Quantity in Base UOM | | | Number | | | Yes | | |  | 8 | | |  |  |
|  | Rate |  |  | Number |  |  | Yes |  |  |  | (18,2) |  |  |  |
| Is Deleted | | | Bool | |  | Yes | | | True/False | NA | | |  |  |
| Deleted By | | | String | |  | Yes | | |  | 16 | | |  |  |
| Deletion Date | | | Date Tim | | e | Yes | | | dd/mm/yyyy | NA | | |  |  |
| Delete Reason | | | String | |  | No | | |  | 256 | | |  |  |
|  | | |  | | **Table 4.2.2** | | | | |  | | | | |

### 4.3. Picking List

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/4.4/001 |
| Name of Scope | : | Picking List |
| General Description of the Scope | : | This is an WebApp based operational feature. In this program concern Depot personnel can Pick the Products for his Delivery Plan.     * Store In-Charge need to select the Company for Sales Order Loading. * Store In-Charge need to select the Depot for Loading the Order List which has Products to be deliver (Order Quantity – Delivery Quantity >0). * Products will show with Current Deliverable Quantity, along with Balance Quantity. * Store In-charge can enter the Picking Quantity. * Store In-charge will Click on the Save Button to generate the Picking List. * Store In-charge can also Edit or Delete the Picking List as required considering proper access permission. |
| Business Required | : | * Store In-Charge can delete a Picking, if have proper access permission. * Deletion of Order will be Soft Delete. |
| Data Dictionary | : | See Table 4.4.1. 4.4.2 |
| Report Required | : | * Picking List – Delivery Location, Distributor, SRO, Product, Quantity. * Picking List – By Depot for a given Date Range |

**Data Dictionary – Master Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Picking ID | Numeric | Yes |  | 12 | Yes | Auto |
| Parent Company ID | Numeric | Yes |  | 8 |  |  |
| Company ID | Numeric | Yes |  | 8 |  |  |
| Picking Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Last Edited By | String | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **Table 4.4.1** | |  |  |  |

**Data Dictionary – Detail Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Picking ID | Numeric | Yes |  | 12 | Yes | Auto |
| Order No | Numeric | Yes |  | 12 | Yes |  |
| Product SKU | Numeric | Yes |  | 12 | Yes | Inner Packet Quantity |
| Quantity | Number | Yes |  | 8 |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Delete Reason | Text | No |  | 256 |  |  |
|  |  |  | **Table 4.4.2** |  |  |  |

### 4.4. Delivery Challan

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/4.5/001 |
| Name of Scope | : | Delivery Challan |
| General Description of the Scope | : | This is an WebApp based operational feature. In this program concern Depot personnel can Create a Delivery Challan against the Sales Order.    **Delivery Challan will have 2 parts, Master Part –**     * Store In-Charge (SIC) will select the Depot first during creating the delivery challan. * SIC need to select the Company need to select the company for which he is going to deliver the product. * After selecting the Company, SIC will select the Distributor * Enter the Vehicle No.  Enter Driver Name. * Enter Driver’s Mobile No.     **Detail Part**     * Select the Sales Order No, here, all pending to deliver Sales Orders will show in the list which has balance delivery quantity >0. * Product Selection for the Challan will be possible through 2 ways. * **QR Scan –** during the QR Scan 2 types of QR (MQR and IQR could be scanned by the user.   1. If scanned QR Type is MQR then for each scan system will add No of IQR mention in the QR Code and sum up.   b.   * 1. If scanned QR Type is !QR then for each scan system will add 1 Packet and sum up.      * **Manual Scan** – user can also take the advantage to manually add the products for the challan.   1. For this case, all pending to deliver Products for the Sales Order will show in the Product List. User can select the desire Product from the List. |
|  |  | 1. After selecting the Product, all available Batch No (Stock Balance >0) will show in the List, user will pick the Batch No according to his desire (Ascending Order). 2. Select Entry Type, user will get 2 types of Entry Type (e.g. Master Carton and Inner Packet), they will choose any one of them from the list. 3. Enter quantity. Considering the Entry Type selection system will add the quantity.   E.g. if Master Carton is selected and entered quantity is 5 then 5 x outer pack will be added. If Inner Packet is selected and entered quantity is 5 then 5 pack will be added.       |  | | --- | | ***There must be a stock availability (Physical) validation for selected Product and Batch No*** |     **Notes in all cases Inner Pack and Base Quantity will be saved for further uses.** |
| Business Required | : | * Stock will be deliver from **Regular Store** Only. * Each product line up, Inner Packet and Quantity in base UOM will be saved.   Conversion of ***Quantity in base UOM =*** ***Inner Packet x Pack Size.***   * **Rate** would be **Weighted Average Rate** of the   Product. This need not to show in the interface.   * In case of multiple batch wise product is being selected, then each batch should be segregated. But in the delivery Challan it would be sum up. * Stock will be decrease immediately after creating the Delivery Challan for the said product referencing the Batch No. * In general delivery challan will be not allow to be delete, in case of emergency this could be possible with proper access permission.     ***Notes: A Vehicle Database would be appreciated.***    ***Questions: Can we create Driver’s Profile in the System?*** |
| Data Dictionary | : | See Table 4.5.1 and 4.5.2 |
| Report Required | : | * Delivery Challan – By Challan No   Same Product with different Batch will be Sum up in each product line.   * Delivery Register – Depot, Location, Distributor wise. |

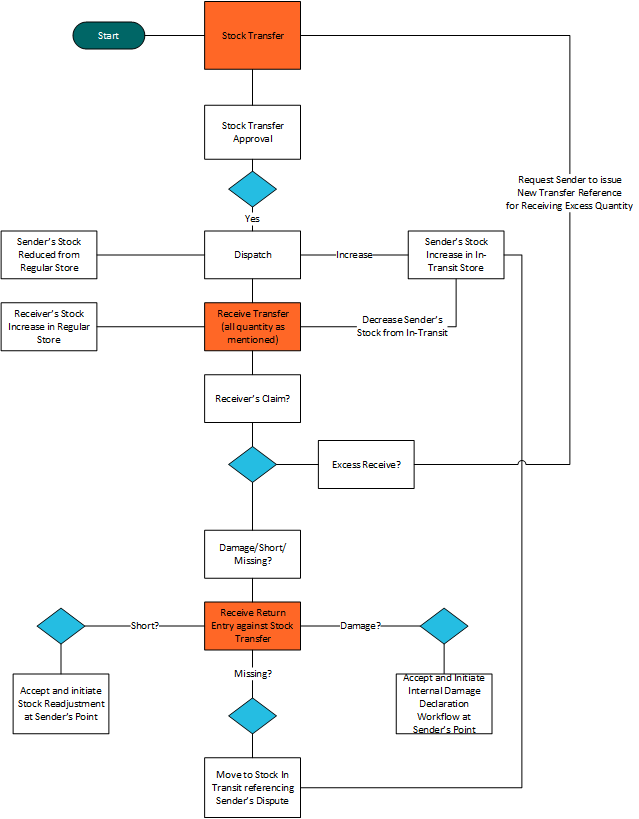
**Data Dictionary – Master Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Challan No | Numeric | Yes |  | 12 | Yes | Auto |
| Parent Company ID | Numeric | Yes |  | 8 | Yes |  |
| Company ID | Numeric | Yes |  | 8 | Yes |  |
| Delivery Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| VAT Challan No | String | No |  | 32 |  |  |
| Vehicle No | String | Yes |  | 32 |  |  |
| Driver’s Name | String |  |  |  |  |  |
| Vehicle Type | String |  |  |  |  |  |
| Driver’s Mobile No | String |  |  |  |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Last Edited By | String | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **Table 4.5.1** | |  |  | |

**Data Dictionary – Detail Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Challan No | Numeric | Yes |  | 12 | Yes |  |
| Order No | Numeric | Yes |  | 12 | Yes |  |
| Product SKU | Numeric | Yes |  | 12 | Yes |  |
| Batch No | String | Yes |  | 12 | Yes |  |
| Store ID | Numeric | Yes |  | 12 |  |  |
| Quantity in Pcs (Inner Pack) | Number | Yes |  | 8 |  |  |
| Quantity in Base  UOM | Number | Yes |  | 8 |  |  |
| Rate | Number | Yes |  | 12,2 |  | W.A.R. |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Delete Reason | String | No |  | 256 |  |  |
|  |  |  | **Table 4.5.2** |  |  |  |

### 4.5. Stock Transfer



*Figure 13 Stock Transfer Workflow*

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/4.6/001 |
| Name of Scope | : | Stock Transfer |
| General Description of the Scope | : | For stock movement between any two location Stock Transfer (***Primarily from Central Warehouse to Depot***, **secondarily from one Depot to another Depot**) need to be created. Source Location authorized responsible who has permission to access the feature or Depot In-charge can create the Transfer.  **Stock Transfer will have 2 parts, Master Part –**   * Select the Company for which he/she is going to transfer the product. * Select the Source Depot (From Location) * Select the Receiving Depot (To Location) * Transfer Note * Select the Vehicle * Enter Driver Name. * Enter Driver’s Mobile No.   **Detail Part**  Product Selection for the Challan will be possible through 2 ways.   * **QR Scan –** during the QR Scan 2 types of QR (MQR and IQR) could be scanned by the user.   a. If scanned QR Type is [MQR](#_QR_Code_Generation) then for each scan system will add No of IQR mention in the QR Code and sum up.  b. If scanned QR Type is [!QR](#_Picking_List) then for each scan system will add 1 Packet and sum up  .   * **Manual Scan** – user can also take the advantage to manually add the products for the challan.  1. For this case, All Active Products (**in case of product is Inactive but has stock should also show**) for the selected Company will show in the list. User can select the Product as required. 2. After selecting the Product, all Batch No (**which has available stock balance in the Depot and Regula Store**) will show in a list referencing the selected product in an ascending order. User can pick the Batch No according to his desire. 3. Select Entry Type, user will get 2 types of Entry Type (e.g. Master Carton and Inner Packet), they will choose any one of them from the list. 4. Enter quantity. Considering the Entry Type selection system will add the quantity.   E.g. if Master Carton is selected and entered quantity is 5 then 5 x outer pack will be added. If Inner Packet is selected and entered quantity is 5 then 5 pack will be added.  ***There must be a stock availability (Physical and Booking) validation for selected Product and Batch No***  **Notes in all cases Inner Pack and Base Quantity will be saved for further users.**  **Stock Transfer Approval**  Stock Transfer Approval is a MobileApp based features. Approvers will get notification for approval according to the approval sequence mentioned in the Approval Path Setup.   * Once **Final approver** gives approval Stock from the source Depot’s **Regular Store** will be reduced and move into the **In-Transit Store.** |
| Business Required | : | * Stock will be reduced from the **Regular Store** only. * For each product line up, **Inner Packet** and **Quantity in base UOM** will be saved.   Conversion of ***Quantity in base UOM =*** ***Inner Packet x*** [***Pack Size***](#_Product_Profile)***.***   * Product Transfer **Rate** would be **Weighted Average Rate** of the Product. This need not to show in the interface. * In case of multiple batch wise product is being selected, then each batch should be segregated. * Transfer will be immediately forward to an [Approval Path](#_Stock_Transfer_Approval) for approval. * Once Stock Transfer is being approved by corresponding MLA final approver, stock adjustment will be done (Decrease Stock from ***Regular*** Store and Increase Stock in ***In-Transit*** Store) and consider for dispatch. * **In case of any stock transfer approval is being rejected, then system will hold Transfer and next approver will not get the notification and such transfer will not show in the list.** * In general, Stock Transfer will be not allowing to delete, in case of emergency this could be possible with proper access permission until it is being approved. |
| Data Dictionary | : | See Table 4.6.1 and 4.6.2, 4.6.3 |
| Report Required | : | * Stock Transfer Challan * Stock Transfer Register – Depot, Product wise |

**Data Dictionary – Master Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Transfer No | Numeric | Yes |  | 12 | Yes | Auto |
| Parent Company ID | Numeric | Yes |  | 8 | Yes |  |
| Company ID | Numeric | Yes |  | 8 | Yes |  |
| Transfer Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| From Depot ID | Numeric | Yes |  | 8 |  |  |
| To Depot ID | Numeric | Yes |  | 8 |  |  |
| Vehicle No | String | Yes |  | 32 |  |  |
| Driver’s Name | String | Yes |  |  |  |  |
| Driver’s Mobile No | String | No |  |  |  |  |
| Transfer Note | String | No |  | 512 |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Last Edited By | String | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **Table 4.6.1** | |  | | |

**Data Dictionary – Detail Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Transfer No | Numeric | Yes |  | 12 | Yes |  |
| Product SKU | Numeric | Yes |  | 12 | Yes |  |
| Batch No | String | Yes |  | 12 | Yes |  |
| Store ID | Numeric | Yes |  | 12 |  |  |
| Quantity in Pcs (Inner Pack) | Number | Yes |  | 8 |  |  |
| Quantity in Base  UOM | Number | Yes |  | 8 |  |  |
| Rate | Number | Yes |  | 18,2 |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Delete Reason | String | No |  | 256 |  |  |
|  |  |  | **Table 4.6.2** |  |  |  |

**Data Dictionary - Approval**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Transfer No | Numeric | Yes |  | 12 | Yes |  |
| Parent Company  ID | Numeric | Yes |  | 8 |  |  |
| Approver ID | Numeric | Yes |  | 12 | Yes |  |
| Approval Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Approval Status | String | Yes |  | 16 |  | Accept/Reject |
| Approver Comments |  | Yes |  | 512 |  |  |
|  |  | **Table 4.6.3** | |  |  |  |

### 4.6. Stock Transfer Approval Path Setup

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/4.7/001 |
| Name of Scope | : | Stock Transfer Approval Path Setup |
| General Description of the Scope | : | This is a approver Setup, through which Stock Transfer will be Approve in a MLA process. |
| Business Required | : | * Personnel Name need to be show in a list (Dropdown List Control) to link the Approver ID. (see Team Profile) * Select Approver Level (1,2,3 etc.) meaning 1st, 2nd, 3rd etc. * Enter Amount Range * Select wither Final Approver or Not. This is very important. |
| Data Dictionary | : | See Table 4.7 |
| Report Required | : |  |

**Data Dictionary**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Approver ID | Numeric | Yes |  | 8 | Yes |  |
| Parent Company ID | Number | Yes |  |  | Yes |  |
| Approval Level | Numeric | Yes | dd/mm/yyyy | 2 |  |  |
| Approver ID | String | Yes |  | 12 |  | Team ID |
| Start Range | Decimal | Yes |  | (12,2) |  |  |
| End Range | Decimal | Yes |  | (12,2) |  |  |
| Is Final Approver | Bool | Yes | True/False |  |  |  |
| Entry By | Text | Yes |  | 16 |  |  |
| Last Edited By | Text | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | Text | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  |  | Table 4.7 |  |  |  |

### 4.7. Stock Transfer Receive

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/4.8/001 |
| Name of Scope | : | Stock Transfer Receive |
| General Description of the Scope | : | Once Stock is being available in a source location, receiving Depot will give acknowledgement entry.    **Stock Transfer will have 2 parts, Master Part –**     Select the Company for which he/she is going to receive the transferred products. |
|  |  | * Select the Receiving Depot (From Location) * Select the Receiving Depot (To Location) * Select the Transfer No from the list which will be filtered by the Company, Source Depot and Receiving Depot.     **Detail Part**  Once the Transfer Challan No is being selected, all products will be populated with related retails (Product SKU, Description, Batch No, Challan Quantity in MC, Inner Packet etc.).    **Notes in all cases Inner Pack and Base Quantity will be saved for further users.** |
| Business Required | : | * Stock will be received at **Regular Store.** * For each product line up, **Inner Packet** and **Quantity in base UOM** will be saved.   Conversion of ***Quantity in base UOM =*** ***Inner Packet x Pack Size.***   * Product Transfer Receive Rate will be the **Transfer Rate** mentioned in the Transfer Note for the Product. This need not to show in the interface. * In case of multiple batch wise product is being selected, then each batch should be segregated. * During saving the Transfer Receive Stock Adjustment for the receive will also take place (Increase Stock in ***Regular*** Store) for the Receiving Depot. * As well as **Stock In-Transit** for the **Sending Depot** will be also reduced. * In general Stock Transfer Receive will be not allow to delete, in case of emergency this could be possible with proper access permission, in that case stock readjustment also required. * System will not allow the user to enter more quantity than mentioned challan quantity. |
| Data Dictionary | : | See Table 4.8.1 and 4.8.2 |
| Report Required | : |  Stock Transfer Receive Register – Depot, Product wise |

**Data Dictionary – Master Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Transfer Receive No | Numeric | Yes |  | 12 | Yes | Auto |
| Parent Company ID | Numeric | Yes |  | 8 | Yes |  |
| Company ID | Numeric | Yes |  | 8 | Yes |  |
| Transfer No | Numeric | Yes |  | 12 | Yes |  |
| Receive Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| From Depot ID | Numeric | Yes |  | 8 |  |  |
| To Depot ID | Numeric | Yes |  | 8 |  |  |
| Receive Note | String | No |  | 512 |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Last Edited By | String | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **Table 4.8.1** | |  | | |

**Data Dictionary – Detail Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Transfer  Receive No | Numeric | Yes |  | 12 | Yes |  |
| Product SKU | Numeric | Yes |  | 12 | Yes |  |
| Batch No | String | Yes |  | 12 | Yes |  |
| Store ID | Numeric | Yes |  | 12 |  |  |
| Quantity in Pcs (Inner Pack) | Number | Yes |  | 8 |  |  |
| Quantity in Base  UOM | Number | Yes |  | 8 |  |  |
| Rate | Number | Yes |  | 18,2 |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Delete Reason | String | No |  | 256 |  |  |
|  |  |  | **Table 4.8.2** |  |  |  |

### 4.8. Stock Transfer Receive Return

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/4.9/001 |
| Name of Scope | : | Stock Transfer Receive Return |
| General Description of the Scope | : | Receiver of a Stock Transfer can create a Receive Return referencing the Transfer. Receive Return could be created for 3 reason with different business rules –   1. Short 2. Missing 3. Damage     **Receive Return workflow for Short**    Suppose Sender’s Transfer Challan Quantity of a Product is 500 MC, but physically sent item is 350 then –   1. Receiver will create a Receive Return for 150 MC which will reduce his (Receiver’s) Transfer Receive Stock from Regular Store. 2. Upon Approval of Sender, his Stock will also reduce for 150 MC.     **Receive Return workflow for Missing**    Suppose Sender’s Transfer Challan Quantity of a Product is 500 MC, and Receiver also received 500 MC but physically 20 MC is missing then – |

|  |  |  |
| --- | --- | --- |
|  |  | 1. Receiver will create a Receive Return for 20 MC which will decrease his (Receiver’s) Transfer Receive Stock from Regular Store. 2. Upon Approval of Sender, his (Sender’s) Stock will increase for 20 MC. But this stock will show in **In-Transit** Store.     **Receive Return workflow for Damage**    Suppose Sender’s Transfer Challan Quantity of a Product is 500 MC, and Receiver also received 500 MC but physically 20 MC is damaged then –     1. Receiver will create a Receive Return for 20 MC which will decrease his (Receiver’s) Transfer Receive Stock from Regular Store. 2. Upon Approval of Sender, his (Sender’s) Stock will increase for 20 MC. This stock will show in **Restricted** Store.     **Stock Transfer Return will have 2 parts,**    **Master Part –**     * Select the Company for which he/she is going to return products. * Select the Receiving Depot (From Location) * Select the Sending Depot (To Location) * Select the Transfer No from the list which will be filtered by the Company, Source Depot and Receiving Depot. * Select Transfer Receive Return Reason (Short/ Missing/ Damage).     **Detail Part**  Once the Transfer Challan No is being selected, all products will be populated with related retails (Product SKU, Description, Batch No, Challan Quantity in MC, Inner Packet etc.).    **Notes in all cases Inner Pack and Base Quantity will be saved for further users.** |
| Business Required | : | * Stock will be issued from **Regular Store.** * For each product line up, **Inner Packet** and **Quantity in base UOM** will be saved.   Conversion of ***Quantity in base UOM =*** ***Inner Packet x Pack Size.***   * Product Transfer Quantity will be entered by the user. During entry quantity could not be more than the quantity mentioned in transfer challan. * Product Transfer Receive Return Rate will be the **Transfer Receive Rate** for the Product. This need not to show in the interface. * In case of multiple batch wise product is being selected, then each batch should be segregated during loading/populating. * During saving the Transfer Receive Return, Stock Adjustment (Reduce Stock Balance) will take place for the sender. * Return could be only possible from Regular Store. * In general Stock Transfer Receive will be not allow to delete once it’s being acknowledge by the |
|  |  | receiver, in case of emergency this could be possible with proper access permission, in that case stock readjustment also required for both sender and receiver’s book  Note Receivers’ Stock will be readjusted only if it’s being approved. |
| Data Dictionary | : | See Table 4.9.1 and 4.9.2 |
| Report Required | : |  Stock Transfer Receive Return Register – Depot, Product wise |

**Data Dictionary – Master Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Transfer Receive Return No | Numeric | Yes |  | 12 | Yes | Auto |
| Parent Company ID | Numeric | Yes |  | 8 | Yes |  |
| Company ID | Numeric | Yes |  | 8 | Yes |  |
| Transfer No | Numeric | Yes |  | 12 | Yes |  |
| Return Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| From Depot ID | Numeric | Yes |  | 8 |  |  |
| To Depot ID | Numeric | Yes |  | 8 |  |  |
| Return Reason | String | Yes |  | 12 |  | Short/ Damage/  Missing |
| Return Note | String | No |  | 512 |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Last Edited By | String | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **Table 4.9.1** | |  |  |  |

**Data Dictionary – Detail Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Transfer  Receive Return No | Numeric | Yes |  | 12 | Yes |  |
| Transfer No | Numeric | Yes |  | 12 | Yes |  |
| Product SKU | Numeric | Yes |  | 12 | Yes |  |
| Batch No | String | Yes |  | 12 | Yes |  |
| Store ID | Numeric | Yes |  | 12 |  |  |
| Quantity in Pcs (Inner Pack) | Number | Yes |  | 8 |  |  |
| Quantity in Base  UOM | Number | Yes |  | 8 |  |  |
| Rate | Number | Yes |  | 18,2 |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Delete Reason | String | No |  | 256 |  |  |
| **Table 4.9.2** | | | | | | |

### 4.9. Stock Transfer Receive Return Approval

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/4.10/001 |
| Name of Scope | : | Stock Transfer Receive Return Approval |
| General Description of the Scope | : | A Receive Return Approval work flow is needed to readjust the Stock of a Sender after getting back of a Transferred Product.    **Receive Return workflow for Short**    Suppose Sender’s Transfer Challan Quantity of a Product is 500 MC, but physically sent item is 350 then –   1. Receiver will create a Receive Return for 150 MC which will reduce his (Receiver’s) Transfer Receive Stock from Regular Store. 2. Upon Approval of Sender, his Stock will also reduce for 150 MC.     **Receive Return workflow for Missing**    Suppose Sender’s Transfer Challan Quantity of a Product is 500 MC, and Receiver also received 500 MC but physically 20 MC is missing then –   1. Receiver will create a Receive Return for 20 MC which will decrease his (Receiver’s) Transfer Receive Stock from Regular Store. 2. Upon Approval of Sender, his (Sender’s) Stock will increase for 20 MC. But this stock will show in **In-Transit** Store.   **Receive Return workflow for Damage**    Suppose Sender’s Transfer Challan Quantity of a Product is 500 MC, and Receiver also received 500 MC but physically 20 MC is damaged then –     1. Receiver will create a Receive Return for 20 MC which will decrease his (Receiver’s) Transfer Receive Stock from Regular Store. 2. Upon Approval of Sender, his (Sender’s) Stock will increase for 20 MC. This stock will show in **Restricted** Store. |
| Business Required | : | * Stock will be returned to **Regular Store or InTransit depending on the Return Reason.** * For each product line up, **Inner Packet** and **Quantity in base UOM** will be saved.   Conversion of ***Quantity in base UOM =*** ***Inner Packet x Pack Size.***   * Product Receive Rate will be the **Weighted Average Rate** for the Product. This need not to show in the interface. * In case of multiple batch wise product is being selected, then each batch should be segregated during loading/populating. * During saving the Transfer Receive Return Approval, Stock Adjustment (Increase Stock Balance) will take place for the Receiver. |
| Data Dictionary | : | See Table 4.10.1 and 4.10.2 |
| Report Required | : |  Stock Transfer Receive Return Register – Depot, Product wise |

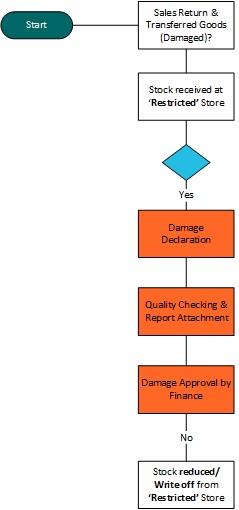
**Data Dictionary – Master Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Transfer Receive  Return Approval No | Numeric | Yes |  | 12 | Yes | Auto |
| Parent Company ID | Numeric | Yes |  | 8 | Yes |  |
| Company ID | Numeric | Yes |  | 8 | Yes |  |
| Transfer Receive Return No | Numeric | Yes |  | 12 | Yes |  |
| Receive Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| From Depot ID | Numeric | Yes |  | 8 |  |  |
| To Depot ID | Numeric | Yes |  | 8 |  |  |
| Return Note | String | No |  | 512 |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Last Edited By | String | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  |  | **Table 4.10.1** | |  |  |  |

**Data Dictionary – Detail Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Transfer  Receive Return  Approval No | Numeric | Yes |  | 12 | Yes | Auto |
| Transfer  Receive Return No | Numeric | Yes |  | 12 | Yes |  |
| Transfer No | Numeric | Yes |  | 12 | Yes |  |
| Product SKU | Numeric | Yes |  | 12 | Yes |  |
| Batch No | String | Yes |  | 12 | Yes |  |
| Store ID | Numeric | Yes |  | 12 |  |  |
| Quantity in Pcs (Inner Pack) | Numeric | Yes |  | 8 |  |  |
| Quantity in Base  UOM | Numeric | Yes |  | 8 |  |  |
| Rate | Numeric | Yes |  | 18,2 |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Delete Reason | String | No |  | 256 |  |  |
|  |  |  | **Table 4.10.2** |  |  |  |

### 4.10. Damage Declaration



*Figure 14 Damage Declaration Workflow*

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/4.11/001 |
| Name of Scope | : | Damage Declaration (Internal Damage) |
| General Description of the Scope | : | Stock placed in Restricted Store could be write off through Damage declaration.    Damage declaration is a straight workflow –     1. Damage Declaration/Entry 2. QA Report Attachment 3. Final Approval for Write off     **Damage Declaration/Entry**  Depot In-charge will declare damaged stock placed in restricted store. |
|  |  | **QA Checking & Report Attachment**  QA team will attach reports for each product line up for the selected products which will be write-off.        **Final Approval for Write-Off**  User who has permission to access the feature/ finance team responsible will approve the damage. During the approval products which is being marked as **“failed”** in **QA checking** will show for write-off. |
| Business Required | : | * Damage declaration could be possible only from ‘**Restricted Store**’ * **Weighted Average Rate (WAR)** will be considered for **Product Rate.** * QA need to be able to attach doc, pdf, excel, image for QA Report. * After Final Approval Stock will be decrease from ‘**Restricted Store**’ * During Saving the Damage entry QA Checking will be marked as **Pending.** * During Saving the Damage Entry **Approval Status** will be **‘Pending’** |
| Data Dictionary | : | See Table 4.11.1 and 4.11.2 |
| Report Required | : |  Damaged Stock Register |

**Data Dictionary – Master Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Damage No | Numeric | Yes |  | 12 | Yes | Auto |
| Parent Company ID | Numeric | Yes |  | 8 | Yes |  |
| Company ID | Numeric | Yes |  | 8 | Yes |  |
| Declaration Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Depot ID | Numeric | Yes |  | 8 |  |  |
| Store ID | Numeric | Yes |  | 12 |  |  |
| Reason | String | Yes |  | 128 |  |  |
| Notes | String | No |  | 512 |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Last Edited By | String | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Approval Status | String | Yes |  | 16 |  | Pending/  QA  Checked/  Approved  /Reject |
| Approved By | String | Yes |  | 16 |  |  |
| Approval Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| **Table 4.11.1** | | | | | | |

**Data Dictionary – Detail Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Damage No | Numeric | Yes |  | 12 | Yes |  |
| Product SKU | Numeric | Yes |  | 12 | Yes |  |
| Batch No | String | Yes |  | 12 | Yes |  |
| Store ID | Numeric | Yes |  | 12 |  |  |
| Quantity in Pcs (Inner Pack) | Numeric | Yes |  | 8 |  |  |
| Quantity in Base  UOM | Numeric | Yes |  | 8 |  |  |
| Rate | Numeric | Yes |  | 18,2 |  |  |
| QA Checking | String | Yes |  | 16 |  | Pending/ Pass/ Fail |
| QA Report | File | No |  |  |  | doc, pdf, excel, image |
| QA By | String | Yes |  | 16 |  |  |
| QA Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Delete Reason | String | No |  | 256 |  |  |
|  |  |  | **Table 4.11.2** |  |  |  |

### 4.11. Damage QA Checking & Report Attachment

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/4.12/001 |
| Name of Scope | : | QA Checking & Report Attachment |
| General Description of the Scope | : | Once Damage is being declared, QA (Role) will get notification for QA Checking and Report attachment. |
| Business Required | : | * All Damage Declaration which has Approval State marked as ‘**Pending**’ will show in a list for User to perform QA activities. * For each Product Line up QA will mark either   **‘Pass’** or **‘Fail’.**   * QA can add the Checking Report for each Product Lines. * During saving QA feedback Damage Declaration,   **Approval Status** will be changed to ‘**QA Checked’.** |
| Data Dictionary | : | See Table 4.11.2 |
| Report Required | : |  Damaged Stock QA Check Report |

### 4.12. Damage Declaration Final Approval

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/4.13/001 |
| Name of Scope | : | Damage Declaration Final Approval |
| General Description of the Scope | : | Once QA Checking for Damage declaration is being done and Approval Status changed to ‘**QA Checking’,** it will move for Final Approval. |
| Business Required | : | * Approver can see all of the product lines including QA Checking Status and Report. * Based on the QA feedback, Approver can either **Approve** or **Reject** the Damage declaration. * In case of All Product Line failed in QA Checking,   Approver can only **‘Reject’** the Damage  Declaration.   * During approval of the Damage Declaration, Only   QA ‘Pass’ product’s stock will be adjusted in the Stock. |
| Data Dictionary | : | See Table 4.11.1 |
| Report Required | : |  Damaged Stock Approval Report |

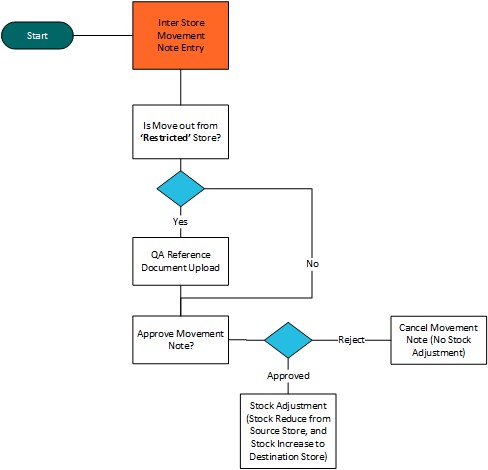
### 4.11. Damage QA Checking & Report Attachment

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/4.12/001 |
| Name of Scope | : | QA Checking & Report Attachment |
| General Description of the Scope | : | Once Damage is being declared, QA (Role) will get notification for QA Checking and Report attachment. |
| Business Required | : | * All Damage Declaration which has Approval State marked as ‘**Pending**’ will show in a list for User to perform QA activities. * For each Product Line up QA will mark either   **‘Pass’** or **‘Fail’.**   * QA can add the Checking Report for each Product Lines. * During saving QA feedback Damage Declaration,   **Approval Status** will be changed to ‘**QA Checked’.** |
| Data Dictionary | : | See Table 4.11.2 |
| Report Required | : |  Damaged Stock QA Check Report |

### 4.12. Damage Declaration Final Approval

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/4.13/001 |
| Name of Scope | : | Damage Declaration Final Approval |
| General Description of the Scope | : | Once QA Checking for Damage declaration is being done and Approval Status changed to ‘**QA Checking’,** it will move for Final Approval. |
| Business Required | : | * Approver can see all of the product lines including QA Checking Status and Report. * Based on the QA feedback, Approver can either **Approve** or **Reject** the Damage declaration. * In case of All Product Line failed in QA Checking,   Approver can only **‘Reject’** the Damage  Declaration.   * During approval of the Damage Declaration, Only   QA ‘Pass’ product’s stock will be adjusted in the Stock. |
| Data Dictionary | : | See Table 4.11.1 |
| Report Required | : |  Damaged Stock Approval Report |

### 4.13. Inter Store Stock Movement



*Figure 15 Inter Store Stock Movement Workflow*

|  |  |  |
| --- | --- | --- |
| Scope ID | : | SID/21/4.14/001 |
| Name of Scope | : | Inter Store Stock Movement |
| General Description of the Scope | : | For any stock movement between any store, Inter Store Stock Movement Note need to be issue by mentioning proper reason for the movement.    Inter Store Stock Movement will only change the physical location of the Products.    **Inter Store Movement Note Entry**  Store In-charge will initiate the workflow by creating a Movement Note referencing the Product SKU and Batch No. In this case, **Weighted Average Rate (WAR)** will be considered for **Product Rate.**    **QA Reference Document Upload** |
|  |  | If any stock moves out from ‘**Restricted**’ Store, then QA **Pass/Fail** status need to be attached with the Movement Note.    **Movement Approval**    Concern Depot In-Charge will either approve or reject the Movement Note. If Movement Note is being Approved, then Stock will be decreases from the source store and increase in destination Store.      **Master Section Entry Workflow**     1. Select Depot 2. Select Movement Note Entry Date 3. Enter Movement Reason     **Detail Section Entry Workflow**     1. Select Source Store 2. Select Destination Store 3. Select Product & Batch No 4. Enter Movement Quantity 5. **Weighted Average Rate (WAR)** will be considered for **Product Rate.** |
| Business Required | : | 1. Once the Movement Note is being Created by Default its Approval Status will be **‘Pending’.** and QA status of the Product will be **‘Pending’, in case of stock Transfer from ‘Restricted Store’ to other store.** 2. **QA Reference Document Upload** is mandatory in case of Stock is Out from ***Restricted*** Store of the selected Depot. 3. If Movement Note is being Approved, then Stock will be decreases from the source store and increase in destination Store of the Depot. 4. **Weighted Average Rate (WAR)** will be considered for **Product Rate.** 5. Deletion will be soft delete, delete could be only allowed if proper access permission is being given. |
| Data Dictionary | : | See Table 4.14.1 and 4.14.2 |
| Report Required | : | * Inter Store Movement Note * Stock Movement Summary |

**Data Dictionary – Master Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Movement No | Numeric | Yes |  | 12 | Yes | Auto |
| Parent Company ID | Numeric | Yes |  | 8 | Yes |  |
| Company ID | Numeric | Yes |  | 8 | Yes |  |
| Entry Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Depot ID | Numeric | Yes |  | 8 |  |  |
| From Store | String | Yes |  |  |  |  |
| To Store | String | Yes |  |  |  |  |
| Reason | String | Yes |  | 128 |  |  |
| Notes | String | No |  | 512 |  |  |
| Entry By | String | Yes |  | 16 |  |  |
| Last Edited By | String | Yes |  | 16 |  |  |
| Last Edit Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Approval Status | String | Yes |  | 16 |  | Pending/  Approved  /Reject |
| Approved By | String | Yes |  | 16 |  |  |
| Approval Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
|  | **Table 4.14.1** | | |  |  | |

**Data Dictionary – Detail Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Attribute Name** | **Data Type** | **Required** | **Format** | **Max Field Size** | **Key** | **Notes** |
| Movement No | Numeric | Yes |  | 12 | Yes |  |
| Product SKU | Numeric | Yes |  | 12 | Yes |  |
| Batch No | String | Yes |  |  |  |  |
| Quantity in Pcs (Inner Pack) | Numeric | Yes |  | 8 |  |  |
| Quantity in Base  UOM | Numeric | Yes |  | 8 |  |  |
| Rate | Numeric | Yes |  | 18,2 |  |  |
| QA Checking | String | Yes |  | 16 |  | Pending/ Pass/ Fail |
| QA Report | File | No |  |  |  | doc, pdf,  excel, image |
| QA By | String | Yes |  | 16 |  |  |
| Is Deleted | Bool | Yes | True/False | NA |  |  |
| Deleted By | String | Yes |  | 16 |  |  |
| Deletion Date | Date Time | Yes | dd/mm/yyyy | NA |  |  |
| Delete Reason | String | No |  | 256 |  |  |
|  |  |  | **Table 4.14.2** |  |  |  |

# Related Formula

## 1. Weighted Average Rate (WAR)

WAR = (Value of All Inwards – Value of All Outwards) / Current Stock Balance

**Example**

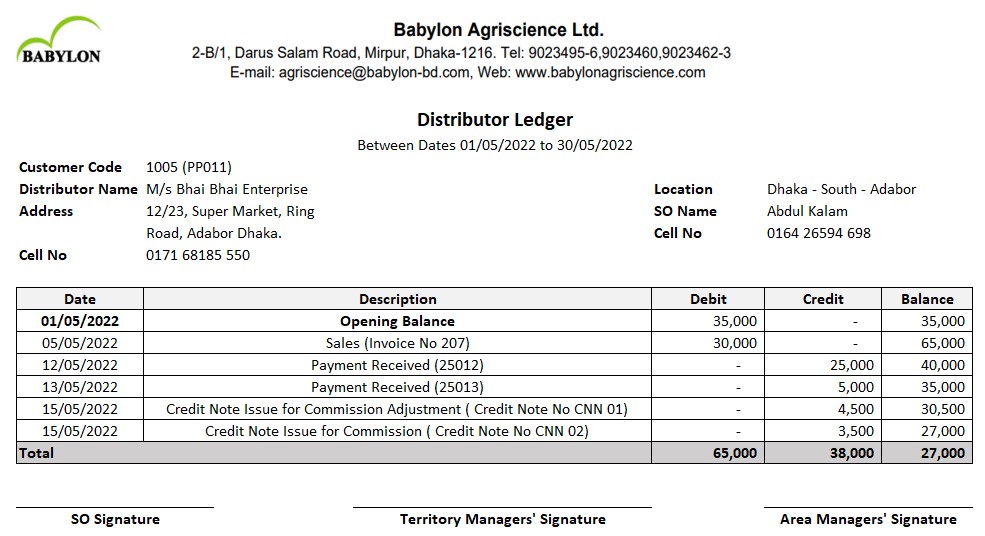
|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | **Receive at CWH** | |  |  |  | **Central Weighted Average Rate Chart** | | | |
| Date | Product | Batch No | Quantity | Rate | Amount | Date |  | WAR |  |
| 18-  May | Fix 2 10x40 ml | 101 | 5,00 0 | 25.000 0 | 125,000.  00 | 18-  May | Fix 2  10x4  0 ml | 25.000 0 | After Batch 101  Receive |
| 19-  May | Fix 2 10x40 ml | 102 | 10,0 00 | 22.500 0 | 225,000.  00 | 19-  May | Fix 2  10x4  0 ml | 23.333 3 | After Batch 102  Receive |
| 21-  May | Fix 2 10x40 ml | 103 | 15,4 00 | 21.000 0 | 323,400.  00 | 20-  May | Fix 2  10x4  0 ml | 23.333 3 | After Transfer Batch  101 |
|  |  |  | |  | 30400  673400 | 21-  May | Fix 2  10x4  0 ml | 22.021 9 | After Batch 103  Receive |
| 22-  May | Fix 2  10x4  0 ml | 22.021 9 | After Transfer Batch  102 |
|  |  | **Transfer to Depot** | |  |  |  | | | |
| Date | Product | Batch No | Quantity | WAR | Amount |
| 20-  May | Fix 2 10x40 ml | 101 | 3,00 0 | 23.333 3 | 70,000.  00 |
| 22-  May | Fix 2 10x40 ml | 102 | 5,00 0 | 22.021 9 | 110,109.  49 |

## 2. Distributors’ Current Balance

**Distributor’s Current Balance =** (Acknowledged Sales Invoices + Approved Debit Notes) – (Sales Return + Authorized Payment Collections + Approved Credit Notes)

# Report Layout/ Formats

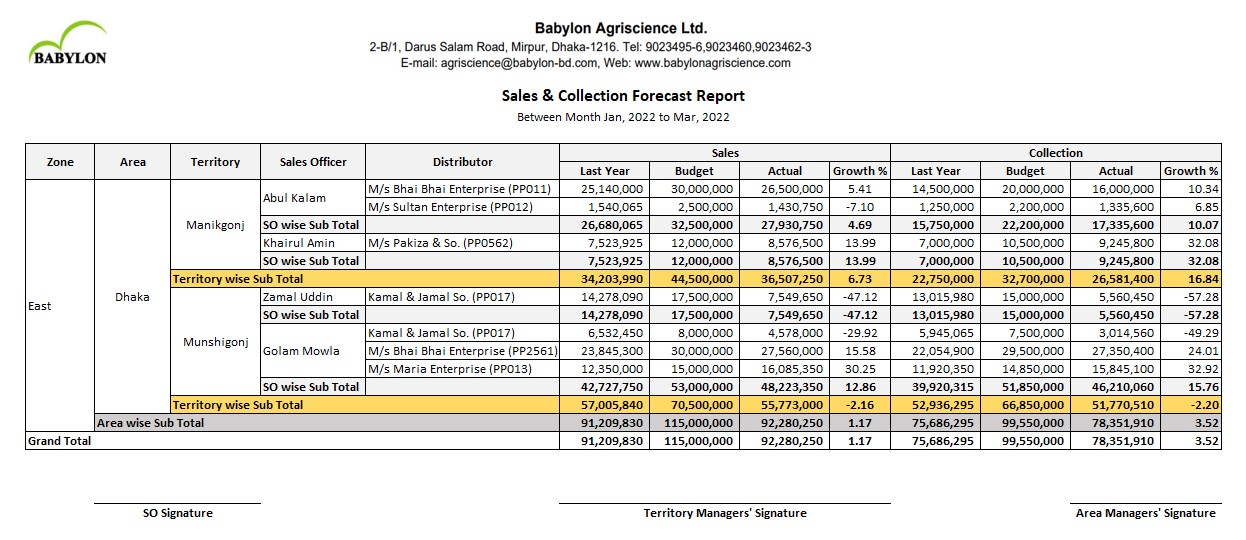
## 1. Distributor Ledger



*Report 1 Distributor Ledger*

|  |  |  |
| --- | --- | --- |
| Scope ID | : | RSID/001 |
| Name of Scope | : | Distributor Ledger |
| General Description of the Scope | : | Above report is called Distributor Ledger. All type of transactions (Sales, Return Sales, Payment, Debit Note, Credit Note etc.) will be show in this report. |
| Business Required | : | 1. **Header:** Current Logged-In Company name need to be show 2. **Date Range Selection:** User will select the Date range for the report preparation 3. **Distributor Selection:** According to the Layer of Authority Location could be filtered by the User, then Distributors will be loaded for selection |
|  |  | 1. **Data:** This report has 2 parts Opening and Transactions.      * 1. **Opening**: Opening Balance will be calculated up to the **From Date**.   2. **Transaction**: Transactions (Sales, Return Sales, Payment, Debit Note, Credit Note etc.) will be loaded for the given Date Range.          1. **Placement of Transactions:**      * 1. **Debit:** Sales, Debit Note will show in Debit section   2. **Credit:** Payment, Credit Note will show in   Credit Section   * 1. **Opening Balance:** if Calculated Opening Balance >0 then it will show in the Debit Section otherwise it will show in the Credit Section  1. **Balance** = Debit – Credit 2. **Running Balance =** (Balance of previous row + Debit) – Credit 3. **Description:** In the Description of a Transaction if it is Debit/Credit Note then Transaction ID and Invoice No (if mapped) need to show. If Transaction is Payment then, Payment ID, Money Receipt No need to show.     **Note: Color & Design will be advising by the UIX team** |
| Report Format | : | *Report 1 Distributor Ledger* |

## 2. Sales & Collection Forecast Report



*Report 2 Sales & Collection Forecast Report*

|  |  |  |
| --- | --- | --- |
| Scope ID | : | RSID/002 |
| Name of Scope | : | Sales & Collection Forecast Report |
| General Description of the Scope | : | Above report is called Sales & Collection Forecast Report. For a given Month duration this report will show the Sales & Collection History to analysis the growth. |
| Business Required | : | 1. **Header:** Current Logged-In Company name need to be show 2. **Month Range Selection:** User will select the Month range for the report preparation 3. **Location Selection:** According to the Layer of Authority Location could be filtered by the User,   User can pick specific location or all location (Either Zone or Area or Territory)   1. **Distributor Selection:** According to the Layer of Authority Distributor could be filtered by the User, User can pick specific Distributor or all Distributor 2. **SO Selection:** According to the Layer of Authority Sales Officer could be filtered by the User, User can pick specific SO or all SO. 3. **Portfolio Selection:** User can also select the Portfolio (Product Category) 4. **Data:** This report has 2 parts Sales and Collection.     a. **Sales Part -**     * 1. **Last Year**: Last Year Sales Value for the Distributor for the same Month duration.   2. **Budget**: Distributor Total Sales Budget Value (All Products) for the given Year and Month Range. iii. **Actual**: Sales Value for Current Month Range for the Distributor.   iv. **Growth %**: = **((Actual - Last Year) x 100)/ Last Year** |

|  |  |  |
| --- | --- | --- |
|  |  | b. **Collection Part –**     1. **Last Year**: Last Year Collection Value for the Distributor for the same Month duration. 2. **Budget**: Distributor Total Collection Budget for the given Year and Month Range. 3. **Actual**: Collection Value for   Current Month Range for the  Distributor (Payment Approved) iv. **Growth %**: = **((Actual - Last Year) x 100)/ Last Year**    User Can Print this Report by either Location or Sales Officer or Distributor or all.    **Note: Color & Design will be advising by the UIX team** |
| Report Format | : | *Report 2 Sales & Collection Forecast Report* |

# Approval

All of the Requirements Clearly documented above according to the Business need.

|  |  |  |  |
| --- | --- | --- | --- |
| **Approver Name** | **Designation** | **Date** | **Comments** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |