August 26, 2022

Lanka tools Pvt ltd

Kandy

SRI LANKA

UAT Sign -off

V1. Build001

# 1.0 Project Team

|  |  |  |
| --- | --- | --- |
| Name | Designation | Signature |
| Bhathiya Kannangara | Project Manager/Developer |  |
| Imanka Jayasiriwardena | Startup Manager/Developer | Text  Description automatically generated with low confidence |
| Layan Perera | Quality Manager/Developer |  |
| Ruwanthi Narampanawa | Scheduling Manager/ Technical writer |  |
| Uthpala Rajapaksa | Risk Manager/Technical writer |  |

# 2.0 Sign-Off

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Release No | Item | Name | Signature | Date |
| V1.0Build:0001 | **1.Admin login** :  Admins must use the admin username and the password to log in to the system. Admins have the fully access to every function that would be handle through the system. Admins will be able to generate reports within the time period they need. | Mr H.F Athaf | **……………………….** | 26/08/2022 |
|  | **2.Employee attendance**:  Employees can mark their attendance (in and out) through the employee attendance interface. Employees cannot edit the time and the date it will system generate the current time and the data. | Mr H.F Athaf | **……………………….** | 26/08/2022 |
|  | **3.Employee management**:  Admins can manage the employees by add/update/ removing employees to the system.(when adding and new employee to the system admin should assign a position and schedule) | Mr H.F Athaf | **……………………….** | 26/08/2022 |
|  | **4.Position Management :**  Admin can add update and remove job role and the hourly rate. | Mr H.F Athaf | **……………………….** | 26/08/2022 |
|  | **5.Schedule Management:**  Admin can add update remove employees working hours (Shifts) | Mr H.F Athaf | **……………………….** | 26/08/2022 |
|  | **6. Payroll Management :**  Employees salary is calculated based on the working hours and hourly rate. Admins can view the salaries of each employee and generate pay slips and total budget | Mr H.F Athaf | **……………………….** | 26/08/2022 |

I have reviewed the features and functions for the Lanka Tools Business management system and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved

**……………………….**

H.F Athaf

Date : 26/08/2022

Founder & CEO

Lanka Tools (Pvt) Ltd