

PROCESSING FLOW

This workflow outlines how we record data in relation to processing of coffee taken into our factory and processed for export.

1A - Processing Cherry coffee

- Cherry intake – OWN CHERRIES
- Record name of person entering information
- Recording lot the box of coffee is from - select from a dropdown menu
- Number of boxes received
- Float result
 - Weight discarded
 - Weight refloated
 - Separate Batch ID needed for this
- Generate Batch ID and date for coffee floated this day - from location X
- Picture of batch uploaded
- Signature of supervisor uploaded.

- Cherry intake – OTHER SUPPLIERS
- Recording lot the box of coffee is from
- Number of boxes received
- Float result
 - Weight discarded
 - Weight refloated
 - Batch ID
- Generate Batch ID and date for coffee floated this day - from location X
- Weight discarded
- Weight refloated
 - Batch ID
- Record name of representative for supplier who is present
- Require signature of representative on final amounts

2 - Drying coffee

- Select ID that is moved to drying (record date and weight) - ID to be selected based on the IDs generated at stage 1

3 - Taken up for resting

- Select ID that is moved to resting (record date, weight and moisture content). This amount is then moved to 'inventory'.

3B - coffee intake – at stage of resting (Parchment)

- Record name of person receiving it and taking responsibility for accuracy of records.
- Give the delivered coffee an automatically generated ID
- Record supplier it came from (from drop down list)
- Record number of bags taken in

- Record total number of kgs
- Record moisture content (3 different measurements taken)
- Record result from 6 kg sample – result that is recorded is an amount in 7 different categories.
- Upload picture of driver and batch of coffee
- Record how long coffee has been rested (need to enter date it was taken up for resting to align with our own process. So this field should be calculated based on date of intake and no of weeks rested.)
- Take picture of signed delivery slip.
- Signature of delivery person needed.
- Signature of supervisor needed.
- Picture of delivery person needed.

4 - Taken out for hulling / grading -CREATION OF NEW ID (EXPORT ID)

- Select ID that is moved from inventory to 'hulling and grading'. Need to record:
 - date it was taken out.
 - Generate new ID these batches are now added to. This is due to the fact that for export of the coffee we could generate a export batch based on several resting IDs – or part of the batches in the storage. So basically a new 'Export ID' Need to be generated at this stage and move all data from sub batches to this overall ID.
 - Hulling and Grading result: Size 1 Size 2 Size 3.... 7 different sizes – weight for each is to be recorded.
 - Record the box/bag numbers it has been sorted into and weight for each box/bag.

5 - Manual sorting

This process includes a large group of manual sorters picking out batches of 2.5 kgs from different ID batches from resting stage for manual sorting. For this stage we therefore need to record:

- Record box / bag ID that is taken out for manual sorting. (partial or full part of batch).
- Record who is given a 2.5 kg selection to sort (from a list of names on a drop down list). Record date and approval by supervisor.
- Total tally summarising all tallys pertaining to the overall batch. How much belongs to each of the 7 categories – measurements in KGS.

Dashboard

A - Option to view batches split via a filter covering:

- dates taken in
- lot it is from
- daily sort tally by name
- Activities by date
- Option to view batches in 'resting' and drill down to get batch information.

Generating IDs

- The IDS has to be printed off at each stage so we can add stickers to bags, boxes etc.
- At each stage we need the option to always add pictures saved specific to each ID
- Once a batch is advanced to an export ID we need to have a way to summarise all the sub batches that form part of this export ID along with all the recorded data pertaining to each batch.

This information should be possible to integrate to other systems via export of excel files or other.

We need to accommodate several users.

- One admin user who has access to everything
- Other users who have access to different stages of the process.
(not crucial in a version 1).