Topic: Payroll Documentation	Author: Miguel Vega	Date

Problem Background

Currently at your local supermarket, employees receive a weekly book detailing his/her hours worked, hourly rate, etc. How?
They have to go in and ask the head cashier for it. Then the HC have to go to the office ti retrieve a folder with the entire roster's
book until she finds yours.

Countermeasures

Create a safe network to distribute the documents.

Create a recipient list.

Create an email for automated distribution.

Target

The goal of this project to be reached by May 2022 is to provide a n automatic payroll sender to a specific recipient list of employees
. This way, employees will receive that documentation as soon as Pay Day comes.

Check/Evaluate

If the emails arrive on time and to the correct recipient.

Causes

Waste of time and paper.

Inefficient system.

The need to succesfully receive that documentation as an employee.

Act/Standardize

The whole chain or different chains of supermarkets can provide their employees with a efficient way of receiving their
Payroll confirmation and documentation.