

Store Audit

Industry: Retail
Function: Operations / Sales
Periodicity: On demand
Setup time: 30 mins
Investment: Rs 2/ month/ Store
Value: Rs120 min saved/ Audit
 (Report creation, Action plan assignment, tracking)

Overview

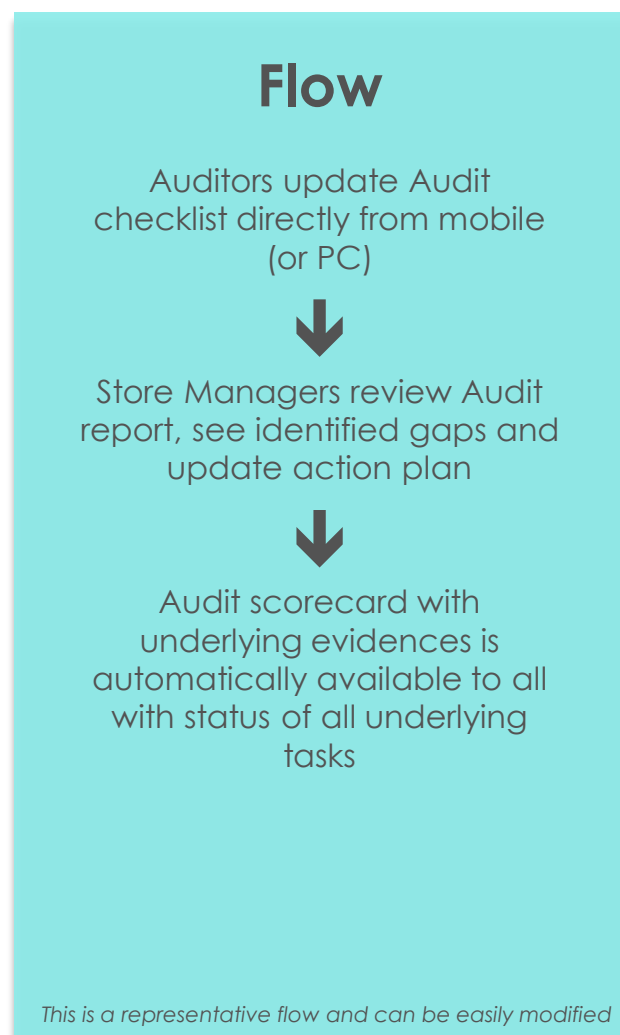
An Audit checklist for auditors to update checklist with evidences from a mobile device. Store managers to review observations, commit actions and auditors to track completion on committed action points.

Salient features

- ✓ Customizable mobile enabled audit checklist
- ✓ Evidences with Date/ Time stamp
- ✓ Automatically generated Audit Scorecard

Benefits

- ✓ Fast, efficient audits
- ✓ Visibility into action points and closures
- ✓ Scorecards build accountability
- ✓ Ability to analyze gaps and plan interventions



Sample

Stock Audit

1) Product Category 1	
1.1) YTD Exception (Last Audit)	<input type="text"/>
1.2) Opening stock for the quarter	<input type="text"/>
1.3) Inward receipts	
1.4) Sales during the quarter	
1.5) Transfers out during quarter	
1.6) Closing stock (physical count)	
1.7) Closing stock (System)	
1.8) Closing stock (auto-calculated)	
1.9) Exception (against system)	
1.10) YTD Exception	
1.11) Exception (against auto-calculated)	

Health & Safety audit

1) Fire Safety		
1.1) Is hand held fire extinguishing appliances available at the store?	<input type="radio"/> Yes	<input type="radio"/> No
1.2) Does the store /Mall have valid fire inspection certificates issued by local Fire service Authority?	<input type="radio"/> Yes	<input type="radio"/> No
1.3) Does the store have details of emergency contact numbers of Police, Fire Brigade, Hospital	<input type="radio"/> Yes	<input type="radio"/> No
1.4) Are adequate emergency lights installed at each floor of the store?	<input type="radio"/> Yes	<input type="radio"/> No
1.5) Is alternate exit provided in each floor and all exits is marked with self illuminating sign identifications	<input type="radio"/> Yes	<input type="radio"/> No
1.6) Is the main door of transparent glass panel with sticker or narrow strip of opaque /translucent film strip across it?	<input type="radio"/> Yes	<input type="radio"/> No
1.7) Are adequate first aid kits located at each floor and marked with signs?	<input type="radio"/> Yes	<input type="radio"/> No

Stores			2015				2016	
			Q1	Q2	Q3	Q4	Q1	Q2
Haryana	Gurgaon	Sample Restaurant ... Sohna Road	66.00	75.00	75.00	80.00	85.00	80.00
Karnataka	Bengaluru	Sample Restaurant ... Koramangala	70.00	80.00	70.00	90.00	90.00	90.00
Maharashtra	Mumbai	Sample Restaurant ... BKC	68.00	70.00	80.00	80.00	80.00	80.00