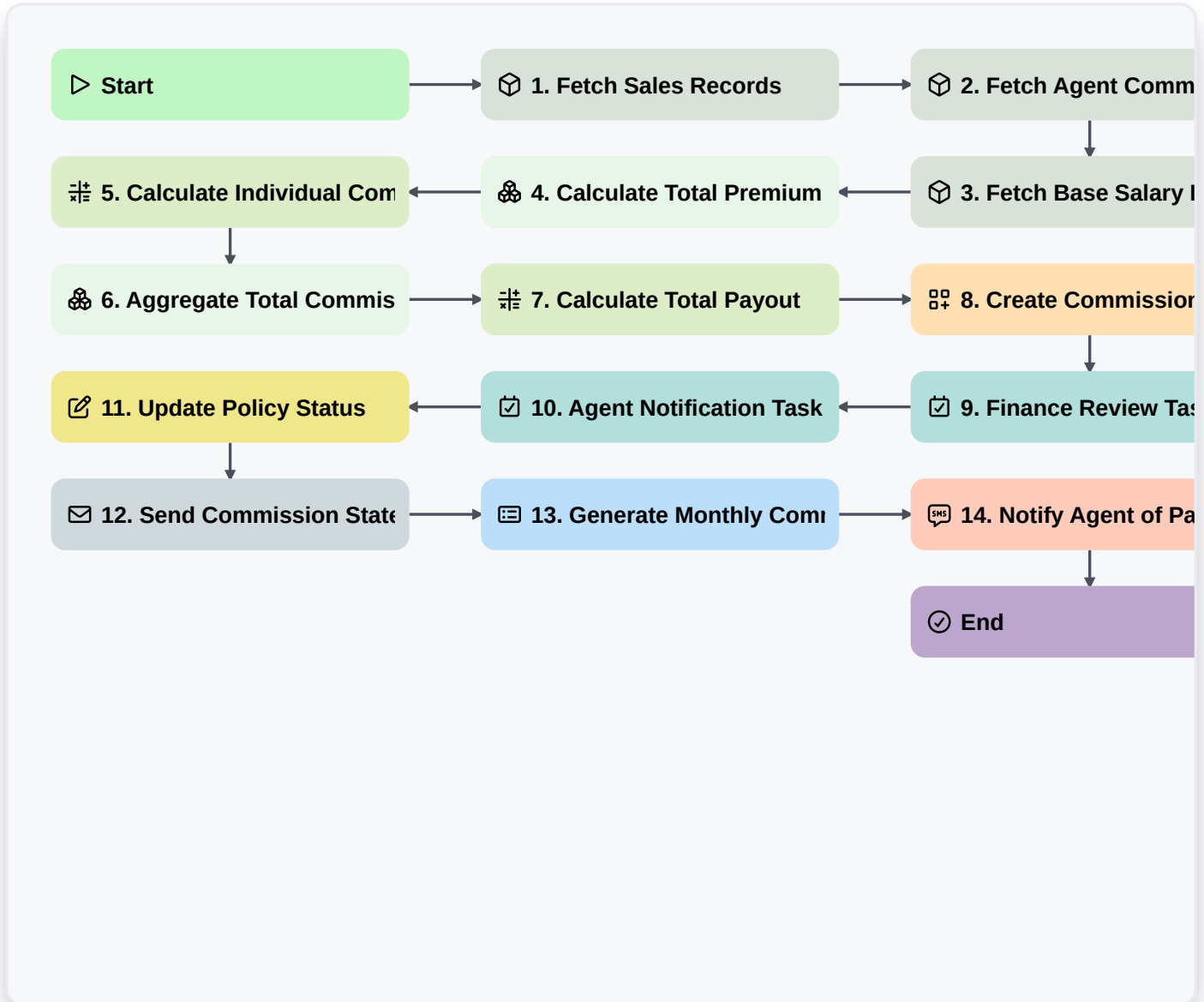


Insurance Agent Commission Calculation Workflow



Start

Start of the Workflow/Process.

1. Fetch Sales Records

Retrieve all completed insurance policy entries for the current period from the Sales Data Model.

2. Fetch Agent Commission Rates

Retrieve the specific commission percentage rates assigned to each agent from the Agent Profile Data Model.

3. Fetch Base Salary Data

Retrieve the fixed monthly base salary entries for the agents from the Payroll Data Model.

4. Calculate Total Premium Volume

Sum the total premium amount from all retrieved sales records to determine the total revenue processed.

5. Calculate Individual Commission Per Policy

Multiply the premium amount of each policy by the agent's specific commission percentage rate.



6. Aggregate Total Commission Earned

Sum all calculated individual commissions to find the total variable pay per agent.

7. Calculate Total Payout

Add the Total Commission Earned to the Agent's Base Salary to get the final payout amount.

8. Create Commission Statement

Create a new entry in the Commission Statements Data Model containing the final calculated totals for the period.

9. Finance Review Task

Create a task for the Finance Manager to review and approve the calculated commission totals.

10. Agent Notification Task

Create a task for the Payroll Clerk to distribute the approved commission statements to agents.

11. Update Policy Status

Update the status of the processed sales entries to 'Commissioned' in the Sales Data Model.

12. Send Commission Statement to Agent

Send an email to the agent's registered email address with the details of their monthly earnings.

13. Generate Monthly Commission Summary Report

Generate a high-level report for management showing total commissions paid vs. total premium collected.

14. Notify Agent of Payout

Send an SMS alert to the agent's phone number informing them that their commission has been processed.

End

End of the Workflow/Process.