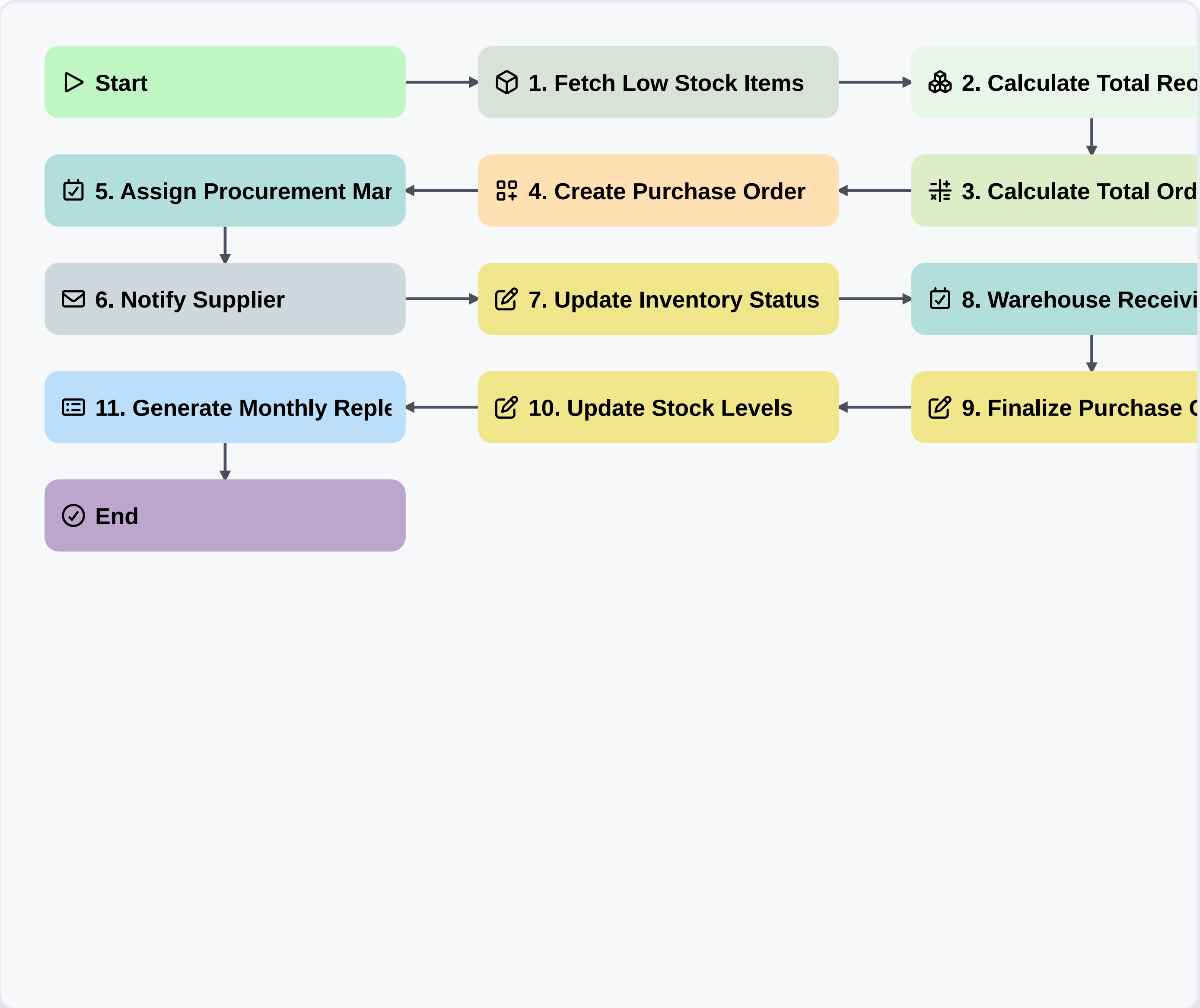
ChecklistGuro

Inventory Replenishment & Reorder Process



Start
Start of the Workflow/Process.

1. Fetch Low Stock Items
Retrieve all entries from the 'Inventory' data model where current quantity is less than the reorder point.

2. Calculate Total Reorder Value
Sum the 'Unit Price' of all items identified in the low stock list to determine the total budget required.

3. Calculate Total Order Cost
Multiply the quantity to be ordered by the unit price for each line item to calculate the subtotal.

4. Create Purchase Order
Generate a new entry in the 'Purchase Orders' data model containing the aggregated order details.

5. Assign Procurement Manager
Create a task for the Procurement Manager to review and approve the newly created Purchase Order.

6. Notify Supplier
Send an automated email to the assigned supplier with the Purchase Order details and requested quantities.

7. Update Inventory Status
Change the status of the identified inventory items from 'In Stock' to 'Reorder Pending'.

8. Warehouse Receiving Task
Create a task for the Warehouse Team to inspect and receive goods once the shipment arrives.

9. Finalize Purchase Order
Update the Purchase Order entry to 'Completed' once the warehouse confirms receipt of goods.

10. Update Stock Levels
Increase the 'Current Quantity' in the Inventory data model based on the received shipment quantities.

11. Generate Monthly Replenishment Report
Create a summary report of all completed reorder processes and total spend for the period.

End
End of the Workflow/Process.