Mr.Jagadeeshwaran- Junior Merchandiser

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| SOP | WHO? | Timeline / Action |
| Responsible for on time shipment follow up | JR Merch | weekly |
| RFID creation & Tag card Creation In Decathlon Portal and Follow UP for Rank2 Supplier | JR Merch | weekly |
| Booking file Preparation and sharing to Ware House Team | JR Merch | weekly |
| Monthly Review Meetings date Preparation and conduct the Meeting | JR Merch | Monthly |
| Shipment Documents Prepartion | JR Merch | weekly |
| Internal order management process like OCN Creation, work order based on production planning given to Merch. | JR Merch | Monthly  |
|  Merch Given Validate PS order and import internal system  | JR Merch | weekly |
| Get approvals from AGM for PS orders to budget. | JR Merch | weekly |
|  Merch Direction following production Against Shipment plan  | JR Merch | Weekly |
| Give direction from Shipment Leader for AS creation  | JR Merch | Weekly |

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|  | Prepared by  | Approved by | Validated by |
| Name | Sri Sandoshkarthika.N | Gangatharan.C | Mr.Dhanraj |
| Designation | Technical Trainer-HR | DGM-HR | AGM Socks |