

# Feeline Apparel Co. / 13 Sep 2018 / Carl Joe **Francisio**

Incomplete General Store Audit

Inspection score	Failed items	Created actions
86.11%	5	0
Branch / Store Name Feeline Apparel Co.		
Conducted Date and Time  13th Sep, 2018 ③ 2:01 PM +0	8	
Inspector / Manager's Full Name Carl Joe Francisio		
Location 310 Glenneyre St, Laguna Beach, CA	x 92651, USA	

Failed items 5 Failed

#### **Audit / PRODUCTS**

Are all product stocks available?

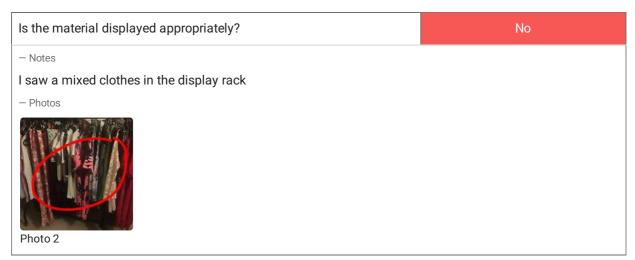
No

Notes
I was looking for small size shirt but no stock available

# Audit / LAYOUT



## **Audit / POS MATERIAL**



# Audit / EMPLOYEES

Do all employees wear appropriate uniform?	No
- Notes	
Rhina forgot to wear her name tag	

#### **Audit / FACILITIES**

Are lighting systems in good condition?	No
- Notes	
There is a busted light at the back of the store	

Audit 5 Failed 86.11%

PRODUCTS 1 Failed

Are all products on display up to date and damage free?	Yes
Do all products meet appropriate branding standards?	Yes
Are all products available for testing and demonstration?	Yes
Are all product stocks available?	No
- Notes I was looking for small size shirt but no stock available	
Does the display observe proper safety protocol?	Yes

LAYOUT 1 Failed

Does the layout of the display work?

No

- Notes

This is unpleasant set-up

- Photos



Photo 1

REFERENCE: Good display layout

[This is an example of how you can use iAuditor to include best practice reference images in your templates to assist with inspections]



Are the shelves fully stocked?	Yes
Is overcrowding not an issue during the showroom's busiest hours?	Yes
Are complementary products displayed together / nearby?	N/A

POS MATERIAL 1 Failed

Is there anough promotional material?

is there chough promotional material:	163	
Is it up to date?	Yes	
Do the branding elements deliver as required?	Yes	
Is the material displayed appropriately?	No	
- Notes		
I saw a mixed clothes in the display rack		
- Photos		

#### **WINDOW DISPLAY**

Does the window display encourage the consumer to step into the showroom?	Yes
Does the window display enable the consumer to visualize the product in their home or office?	Yes
Are displays clean and free from dust?	Yes

## **TRAINING**

Do all employees practice company protocols?	Yes
- Notes All staff adhere to company protocols	
Are all employees aware of emergency procedures?	Yes
Are all employees aware of security procedures?	Yes
Do all employees have undergone proper training regarding safety regulations?	Yes

**EMPLOYEES** 1 Failed

Do all employees wear appropriate uniform?	No
- Notes	
Rhina forgot to wear her name tag	
Are all employees instructed on safe/proper use of products?	Yes
Do all employees have enough knowledge about the products?	Yes

FACILITIES 1 Failed

Are there visible signs that direct the customer to the entrance?	Yes	
Floor coverings in good condition?	Yes	
Are lighting systems in good condition?	No	
- Notes There is a busted light at the back of the store		
Are all cords anchored or covered?	Yes	
Are the entrances and exits unobstructed?	Yes	
Are the shopping carts in good working condition?	Yes	
Is the parking lot clear of debris?	Yes	

## **MATERIAL STORAGE**

Are all materials stored safely?	Yes
Are storage racks and shelves capable of supporting the intended load?	Yes
Are storage racks secured from failing?	Yes

## **ELECTRICAL SYSTEMS**

Are all cord and cable connections intact and secure?	Yes
Are electrical outlets free of overload?	Yes
Is the area around electrical panels and breakers free from obstructions?	Yes
Are high-voltage electrical service rooms kept locked?	Yes

## **COMPLETION**

Other comments / Notes

- Keep track on stock inventory and request for immediate replenish on frequently sold out items
- Keep your display layout pleasing and comfortable for your customers
- Immediately change busted light or damaged items

Inspector / Manager's Full Name and Signature



Carl Joe Francisio 13th Sep, 2018 2:43 PM +08 Photos 2 Photos





Photo 1 Photo 2