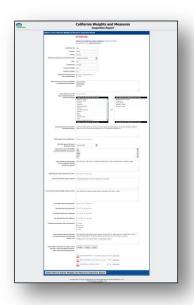
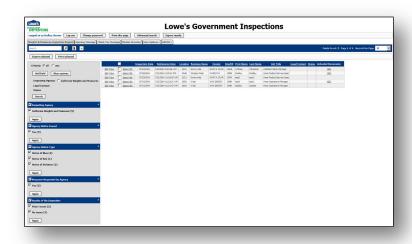


# Compliance Issue Reporting

(California Weights and Measures – Proof-of-Concept)

- (Store) Employee On-Line Submission Form
- (CSC) Digital Administration Platform





#### Software solution developed by:

- Andrew Carusone Collaboration Services
- October 15, 2014



# How valuable to Lowe's... is a lawsuit that's never filed?

How many stores were inspected by a government compliance agency last year?

We don't know because (currently)
 ONLY "Notices-of-Violation" are reported to LEGAL.

Currently, stores *do not report ALL compliance oriented government inspections* and Lowe's does not have a means of collecting and managing this information.

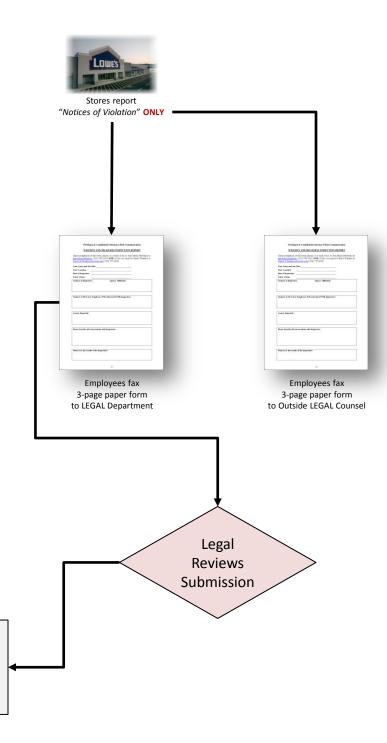
If stores had <u>a seamless way</u> to report ALL compliance related inspections, Lowe's could know...

- Where inspections are occurring the most.
- Which stores are being inspected the most.
- Which items inspectors are targeting the most.
- What our vendors are potentially not telling us.
- What our vendors are potentially not aware of.
- What % of inspections result in a "Notice of Violation".
- Which State Inspectors target Lowe's the most.
- How to better inform store management teams in order to avoid additional "Notices of Violation".
- How to better inform Merchants and Vendors.





### **Current Work Flow**

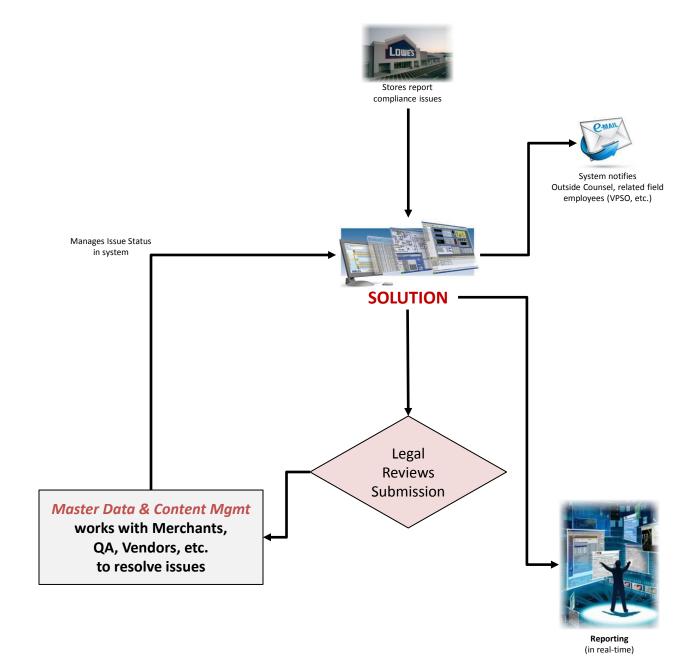


QA, Vendors, etc. to resolve issues

Master Data & Content Mgmt works with Merchants,



### **Potential Future Workflow**





## **The Case for Change**

# Transforming from a paper-form to a digital solution creates great value for Lowe's by...

- Ensuring greater consistency by replacing paper with online, digital forms
- Leveraging in-store mobile technology that enables employees to report compliance issues and government inspections, include supporting photos, inspector provided documents and notices on store mobile devices - right from the sales floor!
- Eliminate mistakes through the use of "required fields", and instant support built right into the form!
- Preservation of "Attorney-Client Privilege" by securely storing information on LEGAL department servers.
- 128-bit platform security ensures information is managed on a "need-to-know" basis. Record changes logged via detailed audit logs
- Select information is automatically shared with key field support employees and outside legal counsel



## The Case for Change

# Transforming from a paper-form to a digital solution creates great value for Lowe's by...

- putting the "business in charge". Almost all solution features would be configured by authorized "Business Administrators" eliminating most IT or vendor dependencies.
- authorized Business Administrators would have the ability to manage user access and group policies.
- reducing time between issue reporting and issue solutions.
- mapping inspection "hot spots" in real-time. "Where are inspections occurring? Who's potentially next?"
- creating a means to analyze trends and critical business elements
- creating the means to capture ALL compliance issues and government inspections – in all 50 states – without having to add additional head count and resources.

# IM POSSIBLE

#### What's Possible?

## It's possible to develop a solution that...

 instantly notifies Store Managers, in same county (or surrounding area), when a store reports an inspection event and provide Store Managers with the list of items targeted, the state inspector's name, etc.



is fully "Mobile Aware". (In other words – USEABLE!)
 Field employees, could have secure access to platform features on authorized mobile devices. "Look and Feel" would be optimized for smart phones and tablets.







**MOBILE VERSION** 



# Lowe's already has the resources and know-how needed to transform this process.

- This challenge can be met with existing intranet resources
- System hardware (Intranet IIS servers, LEGAL SQL Servers, etc.)
  are already in place and more than capable of supporting this
  effort.
- No outside vendors are required.
- No additional IT support is required.
- No PMO is required.
- No additional funding is required.
- No additional headcount is required.

## What is needed to develop a solution?

- Sponsorship The realization of a full business solution (policy, process, technology, communication, training, measurement, etc.) requires better clarity and alignment around decision rights.
- A dedicated resource While Legal reviews compliance reporting, and Content Management responds to issues, this effort requires someone dedicated to "collecting and managing" reported issues.
- Time A "proof-of-concept" is currently under development.
   Release of a production solution by January, 2015 is possible.



# Compliance Issue Reporting

(California Weights and Measures - Proof-of-Concept)

- (Store) Employee On-Line Submission Form
- (CSC) Digital Administration Platform



Currently, store employees are asked to complete and fax a paper document each time an inspection agent identifies themselves to a member of the store management team.

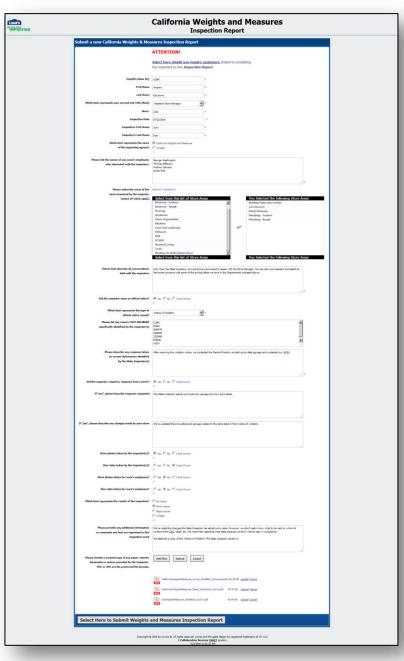
#### This process...

- often fails to capture the details of each inspection event (especially those events where Lowe's is found to be in full compliance)
- often fails to capture complete information related to an inspection event
- often fails to notify critical field support and CSC support employees in a timely manner

Pri	vileged & Confidential Attorney/Client Communication
<u>w</u> 1	EIGHTS AND MEASURES INSPECTION REPORT
amortimer@h	ion of this form, please (1) e-mail or fax to Ann Marie Mortimer auton (213) 532-2103 AND (2) fax or e-mail to Cheryl Windsor alsor@Lowes.com (704) 757-0650.
Your Name and	Job Title:
Store Location:	
Date of Inspect	on:
Today's Date:	
Name(s) of Insp	ectors: 42. Agency Affiliation:
Name(s) of All	owes Employees Who Interacted With Inspectors:
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Area(s) Inspect	ed:
Area(s) Inspect	
Area(s) Inspect	ed:

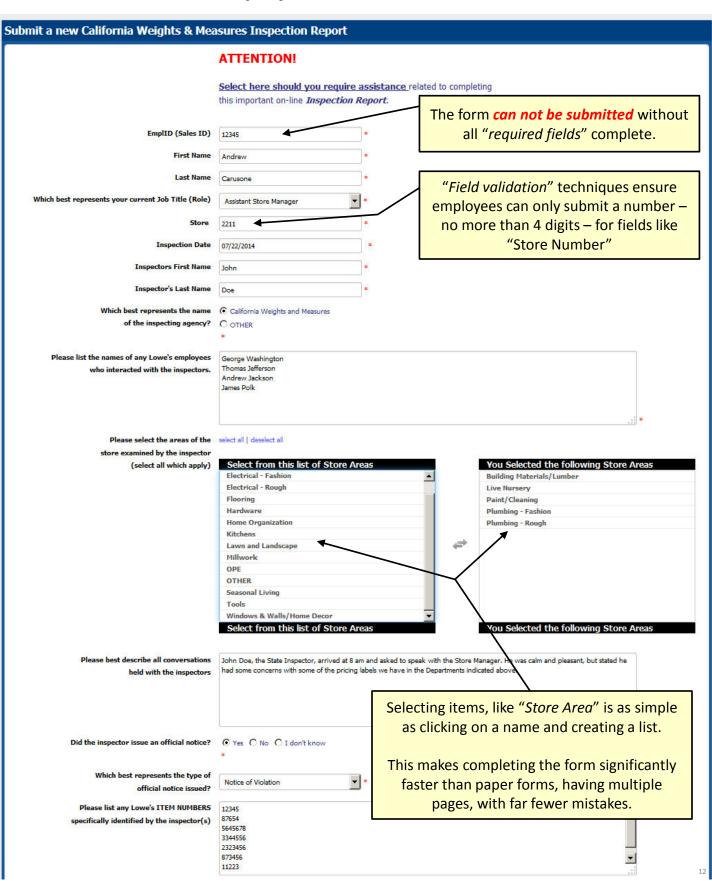
#### The *proposed software solution* promises to...

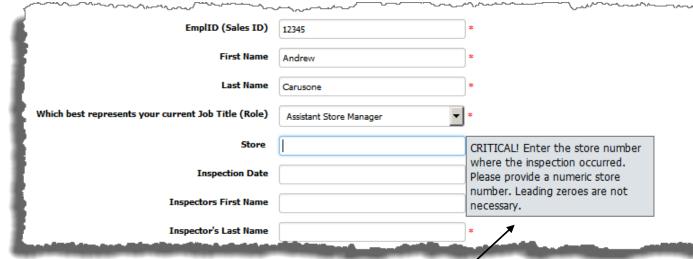
- Make it easier on employees by replacing current paper forms with secure, web-based, highly intuitive equivalents
- Increase security by replacing the use of fax with the use of more secure client/server techniques
- **Eliminate mistakes** and increasing data integrity through the use of "required fields" (no more incomplete forms, partial data, etc.)
- Increase operational awareness by instantly notifying key employees when inspection events are reported



# **Store Employee Experience**

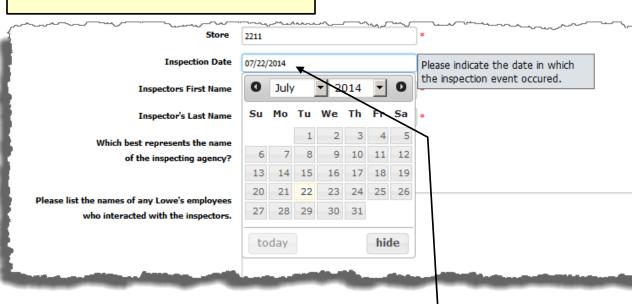
#### Store employee on-line submission form





Employees automatically receive "hints" and support when using the form and selecting fields.

Training, guidance and support is built-in!



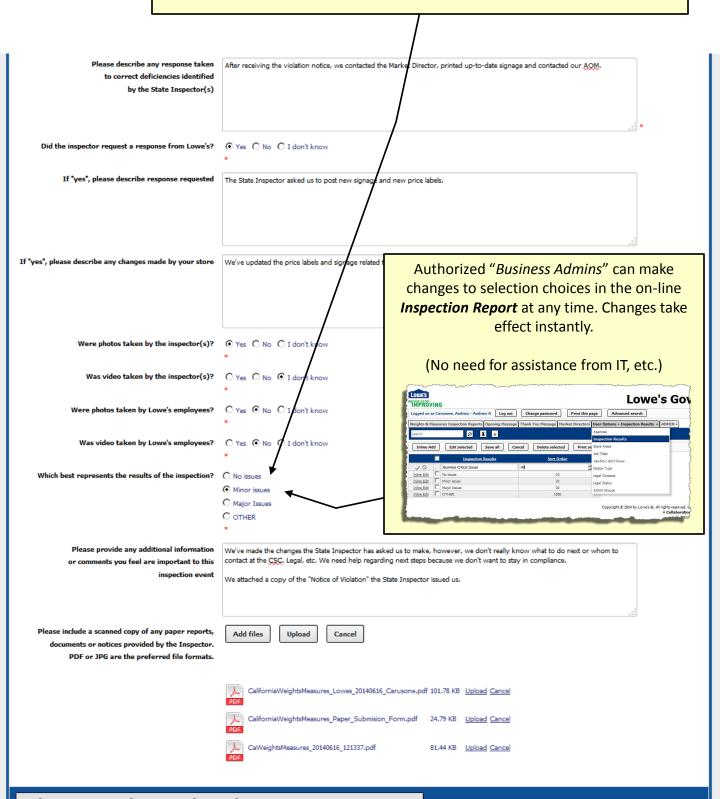
#### Date entry is fast and uniform.

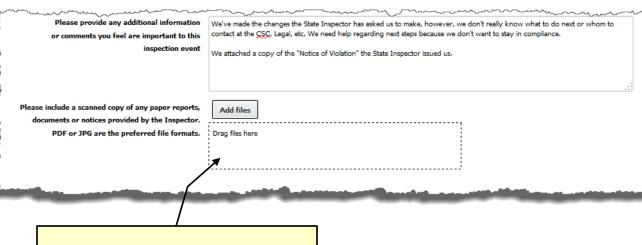
Employees simply pick the appropriate date from a pop-up calendar.

These types of web-based techniques vastly reduce the time needed to submit vital information while reducing mistakes inherent to completing handwritten, paper-based forms.

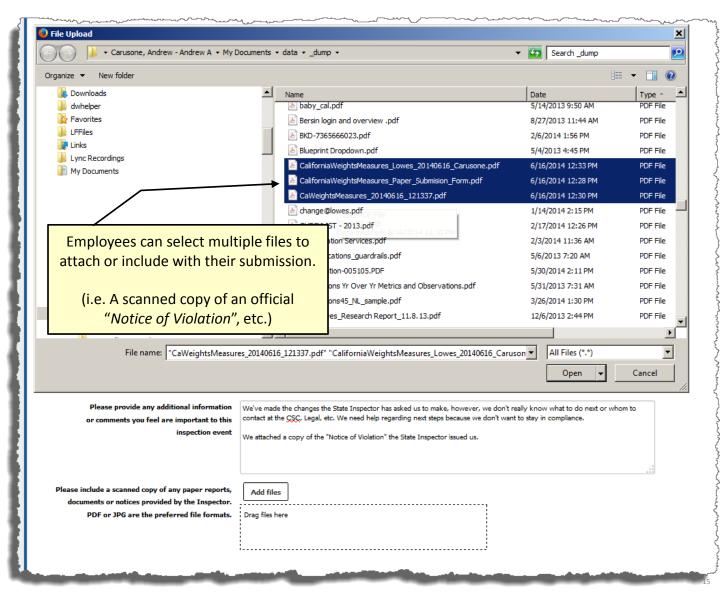
It's how employees expect to work.

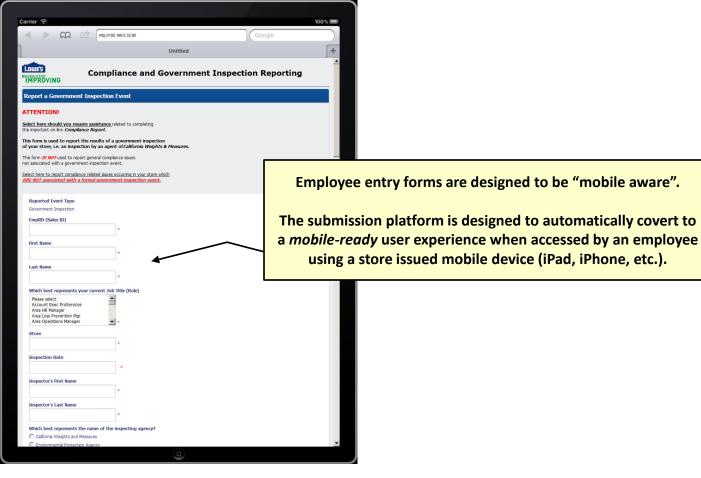
"Business Admins" have complete, real-time control over the choices and options store employees have to choose from in the submission form.



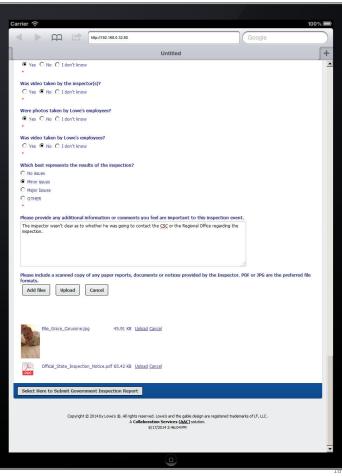


Adding supporting documents to a submission is as simple as "dragging and dropping".





Because the mobile version of the application is "built-in" by design, employees receive the optimum user experience whether they are submitting from a laptop, thin-client terminal or using an iPad directly from the sales floor!

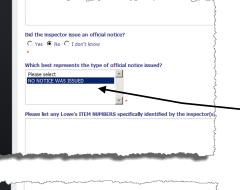




The use of *Dependent Listboxes* for the entry of key information, helps eliminate mistakes while speeding the entry process.

In this example...because the employee indicates "Yes" when asked if an official notice was issued...

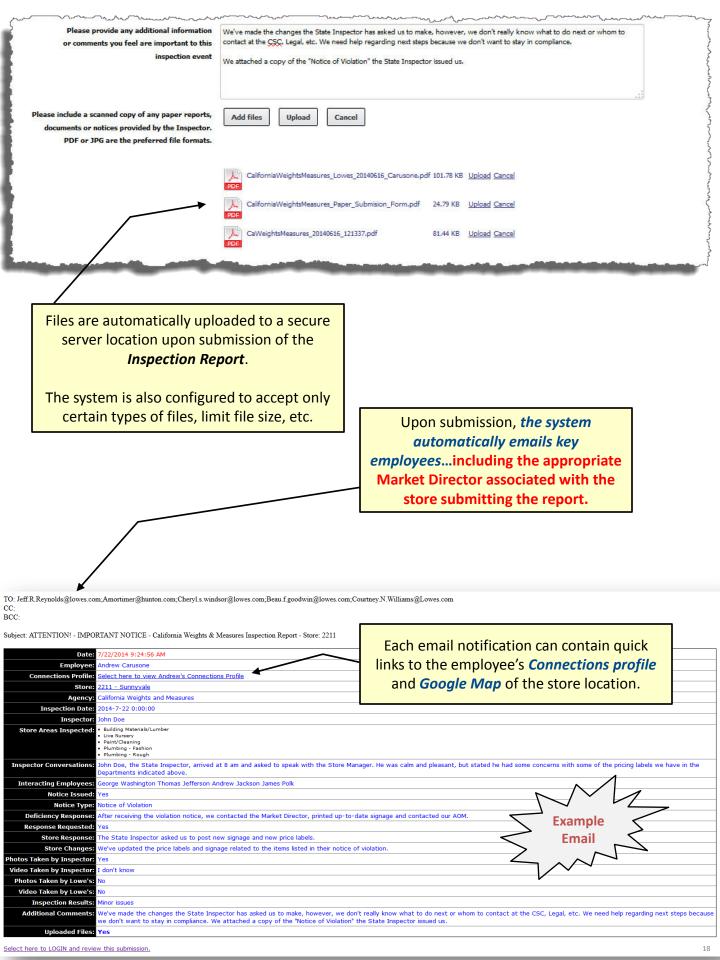
...the list of possible choices for "notice type" is reduced to only those choices the administrator associates with the selection of "Yes" above. This reduces errors and confusion.



Choice automatically change when the employee indicates "No"...



...or "I don't know".





My Profile

Home

Profiles -

Communities -

Apps -

My Network Directory



**Edit My Profile** 

(no status set)

Tags

Add tag(s) to this profile 4

My tags for this profile:

2.0 alpha behavioral

business

blog

clear update

#### Carusone, Andrew Dir Collaboration Serv & Gov

Dept: CSCBU-0321 Learning & Social Col Solution

Cubicle Code: 2W314

Work Location: MOORESVILLE Mooresville CSC NB 5th Floor

Work Phone: +1 704 758 5025

Local Time: 9:26 AM

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Recent Posts

What are you working on right now?



Finke, Erin wrote Jul 3

Happy birthday Andy!

Add comment



Ausura, Maureen wrote Jul 3 (1 comment)

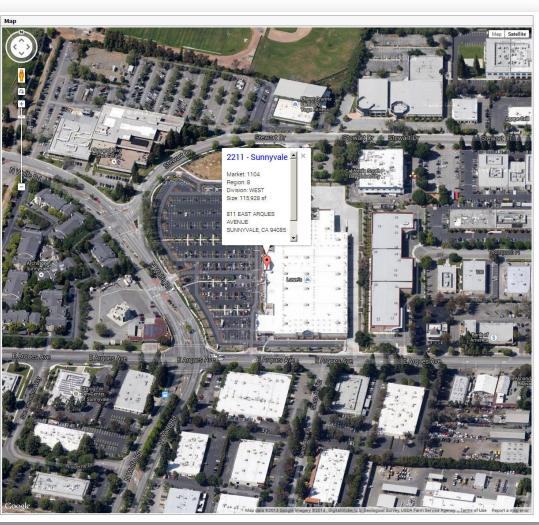
Happy birthday and happy 4th of July



Shah, Nilesh Jul 3 Happy Birthday Andy !!

Write another comment...





# **Business Admin Experience**

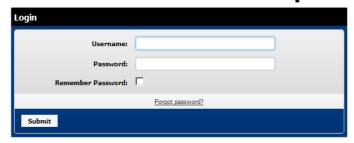
### **Administrative Menu – System Control (Legal)**

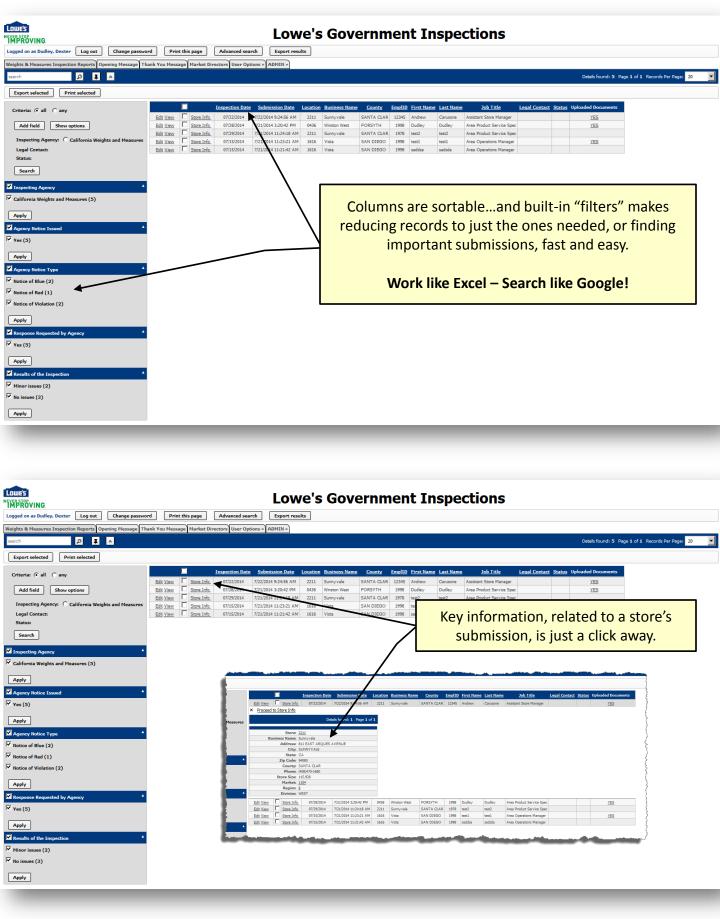
The **Lowe's Government Inspections** Administrative platform is designed to provide authorized "Business Administrators" with real-time access to all information collected through the employee on-line **Inspection Report** submission process.

#### Key features include...

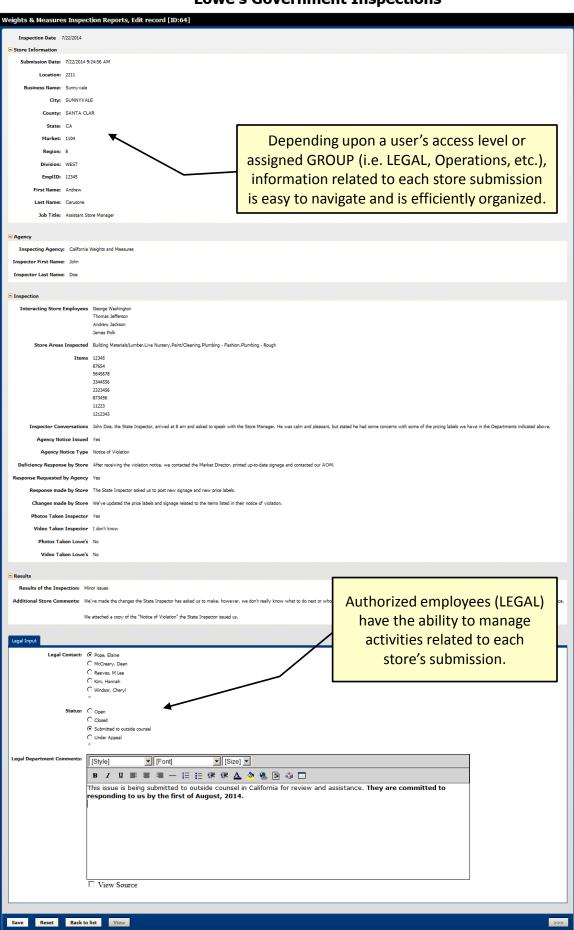
- Password protected, 128 bit platform encryption.
- The ability to set "user group" permissions, in order to restrict the tables and views, pages, and site functionality by user. (Legal decides who sees what.)
- All collected information is accessible in real-time and fully searchable.
- Built-in AJAX functionality makes using the platform user-friendly. Administrators can find information more easily with "Google-like" auto-suggest features. AJAX driven dependent dropdown boxes load much faster and users are able to preview content by simply hovering over links.
- Features like "Forgot Password" make user support easy to manage.

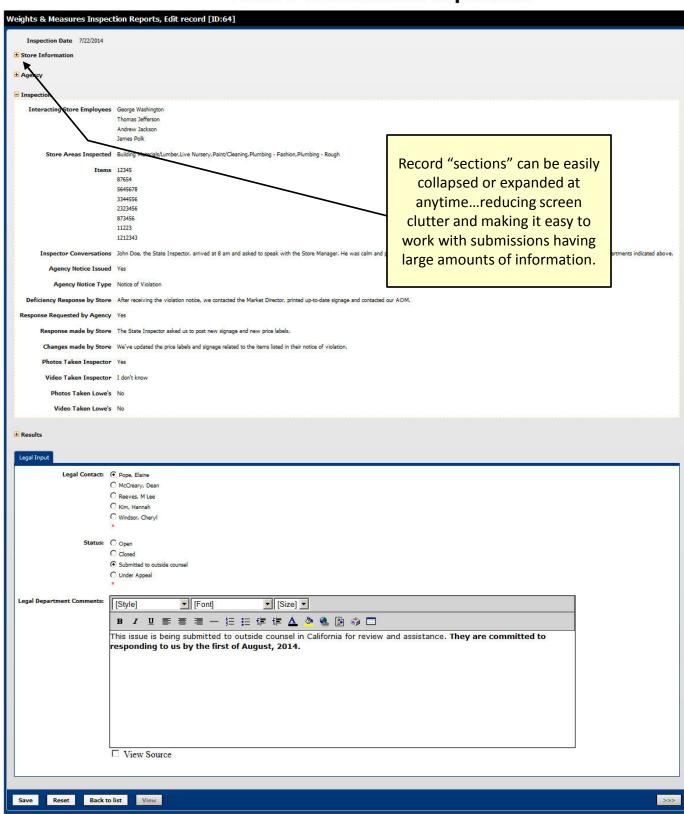


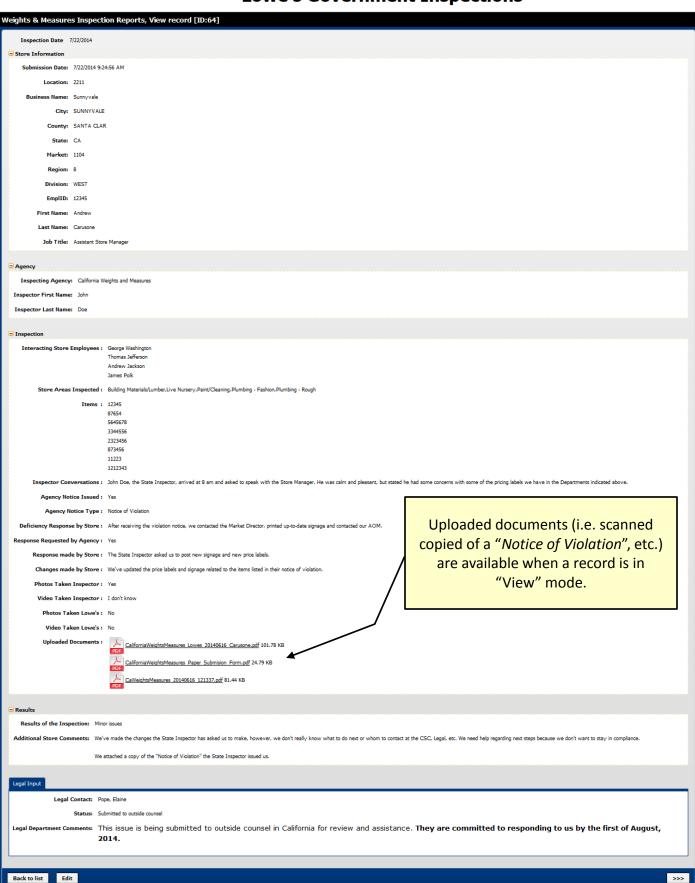






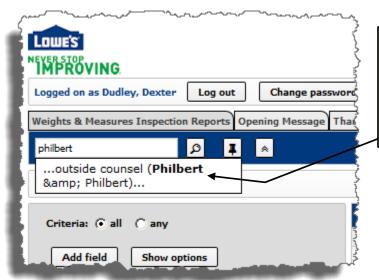








The main menu makes it easy to see which records have attached or uploaded documents.



AJAX (Asynchronous JavaScript and XML) code makes finding what's needed quick and easy.

The system begins searching the moment the user begins to type – just like GOOGLE!

Advanced Search features make the finding of record, or set or records, fast and accurate – regardless of how many inspection reports are eventually submitted and recorded.

