

<b>Title : Direct Customer Minor Projects – Functional Requirements Specification</b>  <b>ACNAC Replacement Project – Phase 1</b>	<b>Unique Identifier</b>	<b>240-95447190</b>
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**Table of Contents**

Abbreviations..... 3

Definitions..... 3

**1 DOCUMENT OVERVIEW..... 5**

1.1 Introduction..... 5

1.2 Solution Background and Context..... 5

1.3 Document Purpose..... 5

1.3.1 Reason for the requirement ..... 5

**2 Business Requirements ..... 6**

2.1 Business Problems and Issues ..... 6

**3 Solution Scope..... 6**

3.1 In scope..... 6

3.2 Out of scope ..... 7

3.3 Preconditions that must be in place ..... 7

3.4 Project Prioritisation ..... 7

3.5 Assumptions and Constraints ..... 7

3.6 Inclusions and Exclusions ..... 8

3.7 Solution Risks..... 8

**4 High-Level Design..... 8**

4.1 System Architecture ..... 8

4.2 Application communication diagram ..... 8

4.3 Application function decomposition diagram..... 9

4.4 Below is the K2 Logical Architecture..... 9

**5 Functional Requirement..... 10**

5.1 AS-IS Process ..... 10

5.2 To-Be Process - Direct Customer ..... 11

5.2.1 Quotation Phase – Minor Process..... 19

5.2.2 Manage Customer Response – Minor Process..... 40

5.2.3 Minor Process Connection Phase – Minor Process..... 48

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<b>6</b>	<b>Non-Functional Requirements .....</b>	<b>81</b>
6.1	Transaction Volume .....	81
6.2	Performance Requirements .....	81
6.3	Security Requirements .....	81
6.3.1	Administrator & User Roles .....	81
6.4	Software Quality Attributes.....	83
6.5	History Requirements.....	83
6.6	Archiving Requirements .....	83
6.7	Frequency .....	83
6.8	Dependencies .....	83
6.9	Access Rights (Roles and Profiles).....	84
<b>7</b>	<b>Other Requirements .....</b>	<b>84</b>
<b>8</b>	<b>Functional Design Considerations .....</b>	<b>84</b>
8.1	Interface Data Structure .....	84
8.2	Interface Data Schema .....	84
8.2.1	Sample file .....	84
<b>9</b>	<b>Interface Requirements .....</b>	<b>84</b>
9.1	User Interfaces .....	84
9.2	Hardware Interfaces .....	85
9.3	Software Interfaces .....	85
9.4	Communications Interfaces.....	85
9.5	Module Interfaces.....	85
<b>10</b>	<b>Configuration Changes .....</b>	<b>85</b>
10.1	Before and After Images .....	85
<b>11</b>	<b>Testing Requirements .....</b>	<b>85</b>
11.1	Test Scenarios .....	85
<b>12</b>	<b>Documents to be updated.....</b>	<b>85</b>
<b>13</b>	<b>References.....</b>	<b>85</b>
13.1	Reference Documentation (include reference to test pack).....	85
<b>14</b>	<b>Functional Specification Signoff .....</b>	<b>87</b>

<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	3 of 87

### Document Control Information

Effective from	Amendment	Version Number	Modified By
30 October 2014	Created	0.1	Melidah Sebetsele
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### Approval

This document was reviewed and approved in terms of accuracy and completeness by the following stakeholders:

Divisional / Business Representatives	Date	Signature
Ayesha Hardien	13 May 2015	

### Glossary of Terms

#### Abbreviations

Abbreviation	Description
ACVC	Acquire Customer Value Chain
NACVC	Network Asset Creation Value Chain
CAMMP	Capital Assist, Major and Minor Process
ACNAC	Acquire Customer Network Asset Creation
CC & B	Customer Care & Billing
CRA Form	Concept Release Approval
DRA Form	Definition Release Approval
ERA Form	Execution Release Approval
FRA Form	Finalisation Release Approval
CC&I	Technical Service Centre
FSA	Field Service Area
CSA	Customer Service Area
NPA	Network Planning Area

#### Definitions

Term	Description
Parent Project Forms	This Parent Project Form is the first Form that will be presented to the User to complete when any Major Process Project is

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	4 of 87

	either Initiated, or a Direct Customer Project (Major only) requires the Project Forms to be initiated
Project Forms	These are the project forms currently held in Capital Assist. Capital Assist will not be used as a name in ACNAC.
Customer Forms	This is the name that will be used to refer to the Customer or Standard forms associated with the Minor and Major Direct Customer Process
Jobs	Jobs are created from a Parent project Form. Each Job will have its own CRA DRA etc in the Major processes. Short process projects will only have one Job created per Parent Project.

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	5 of 87

## 1 DOCUMENT OVERVIEW

### 1.1 Introduction

ACNAC is a custom built Workflow system that processes customer applications for supply and other requests for energy, maintenance, refurbishment and strengthening. The application enables both the Minor and Major processes which integrates across both Group Customer Service and Engineering business areas. The system is distributed across seven geographical regions and provides workflow and resource management from quotation to connection of electricity supply requests.

The current version of ACNAC uses the following technologies: Microsoft.Net Framework 3.5, Oracle 11g, SQL Server 2005, SQL Reporting Services 2005, K2.Net 2003 SP4 and IIS 6 Server.

The ACNAC solution is at risk due to ageing and end of life software. It was therefore incorporated into the Project Tools Programme whose main objective is to review all third party applications falling out of support agreements, deployed on outdated and unsupported technology and licensing structure costs not viable any longer.

The outcome of the Project Tools Programme is an approved solution architecture based on Eskom's existing technology landscape which will be delivered through the ACNAC Replacement project.

### 1.2 Solution Background and Context

ACNAC is a custom built Workflow system that processes customer applications for supply and other requests for energy, maintenance, refurbishment and strengthening. The application enables both the Minor and Major processes which integrates across both Group Customer Service and Engineering business areas. The system is distributed across seven geographical regions and provides workflow and resource management from quotation to connection of electricity supply requests.

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The outcome of the Project Tools Programme is an approved solution architecture based on Eskom's existing technology landscape which will be delivered through the ACNAC Replacement project.

### 1.3 Document Purpose

This document defines the functional requirements for Direct Customer Minor Process only.

#### 1.3.1 Reason for the requirement

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	6 of 87

With the constant evolution of technology and system development, a need has arisen in Eskom to evaluate third party tool sets, perform analysis on these various systems, and integrate them into existing enterprise systems.

Eskom then embarked on the exercise to review all third party applications falling out of support agreements, deployed on outdated and unsupported technology and licensing structures costs not viable anymore. Part of this analysis covered the ACNAC system dealing with the electrification process of clients. Within the outcome of the review, ACNAC was prioritised to top of the list of applications to be migrated within the project tools portfolio.

As ACNAC is an in-house developed system and currently on aging infrastructure and software, the decision to merge the system into deployed enterprise systems is underway.

## 2 Business Requirements

- The high level functional requirement is to rewrite all Direct Customer Minor Project workflows on the new platform, K2 Blackpearl, AS-IS with minor changes to the activities.

### 1.1 Business Problems and Issues

Problem/Issue	Impact
Workflow functionality needs to be improved	Longer overall processing times
System relying on ageing Software and Hardware	Increased system downtime, new functionality harder to implement
Deployment of the changes to the decentralised application	Duplication of effort
Reporting capability is inadequate	KPI values may be skewed, reports take long to create and manipulate
No Disaster Recovery and Business Continuity plans in place	Longer system downtimes
Currently using K2 2003 version that is on extended support	
The documents are located at different places	No document management functionality
Currently Patches must be done on 7 different regional servers	
Windows 2003 Operating System is not supported	

## 3 Solution Scope

### 3.1 In scope

- All current ACNAC Direct Customer Minor Project functionality with minor enhancements
- Smartforms as part of the new system
- Dashboards as the landing page for each user login

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	7 of 87

- Centralisation of the system
- Repository for the storage of all completed (historical) data/projects so that it is easily available
- Workflow data and governance approvals
- Smartforms as the Web interface
- Reports currently available in the system
- Integration to applications in the current "As Is" scenario
- Automatic creation of minor quotation letters (new)
- Cost Estimation letters and KPI limits (new)

### 3.2 Out of scope

- Exclude any new functionality that is not already included in the scope
- Development of any new reports
- Verification and validation on K2 Blackpearl

### 3.3 Preconditions that must be in place

- The Conversion of all agreed functionality and data

### 3.4 Project Prioritisation

#### Phase 1

- Migrate the current solution into K2 Blackpearl with minor changes
- Centralisation of the system
- Technical Upgrade
- Integration with CC&B, CC&I and BI

#### Phase 2

- Enhancements to the system (New Functionality)
- Integration to all other applications (as defined in section 4.6) not mentioned in Phase 1
- Major Reporting development in BI

#### Phase 3

Nice to have enhancements and functionality

### 3.5 Assumptions and Constraints

#### The following assumptions will apply:-

- The workflow functionality covered in this document will be developed on the new K2 BlackPearl Platform. This design is dependent on the upgrade of K2 ACNAC
- K2 BlackPearl platform will be fully installed with K2 Smart-forms/Smart Objects to enable rapid solution development.
- K2 BlackPearl platform is operational.
- During the DRA phase gaps were identified on the URS. The URS Document needs to be updated in the ERA phase.
- Integration is not a showstopper in terms of the requirements at this stage.
- Excel Costing sheets templates will be used until a proper financial solution is identified. Costing sheet development will be handled in the next phase.

#### The following Constraints will apply:

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	8 of 87

- Project timelines poses a risk at the moment
- Integration environment and platform

### 3.6 Inclusions and Exclusions

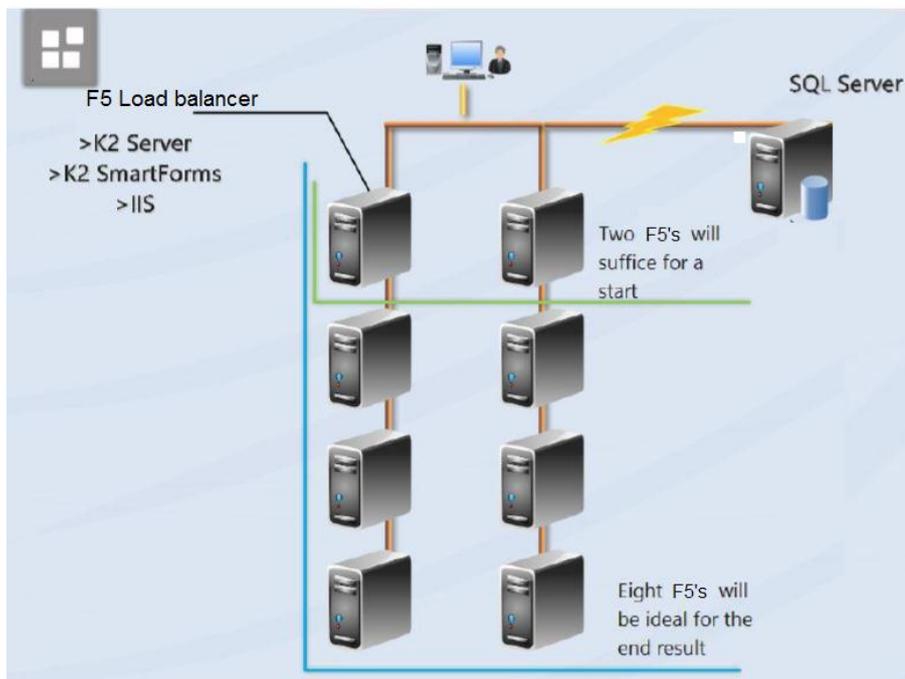
In the setting of this document only the highlighted phases will be included

### 3.7 Solution Risks

- The migration of Projects into the new system
- Sufficient Bandwidth capability and speed of the new K2 Blackpearl
- Minors: Training of users and the timing of the training
- Data conversion and the reconciliation of the data, need to ensure all data are converted correctly
- Reconciling the versions of the different systems as a result of the different versions of the current system being run in the different regions

## 4 High-Level Design

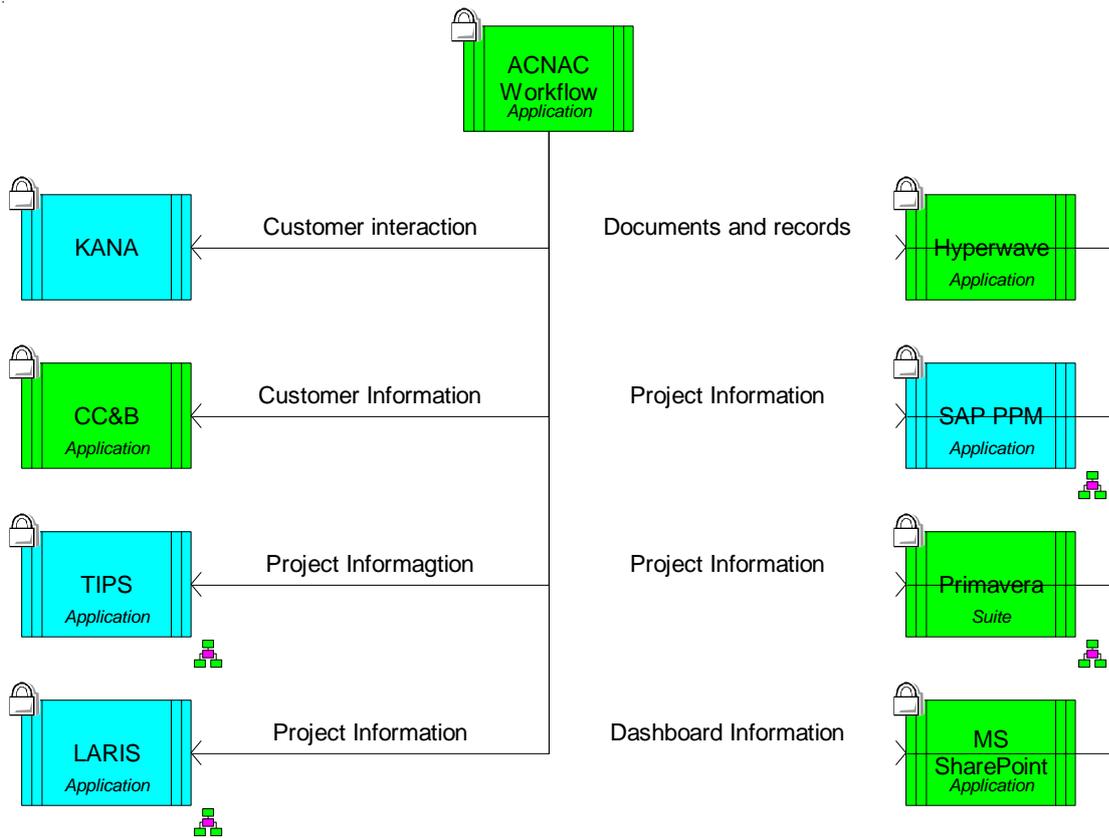
### 4.1 System Architecture



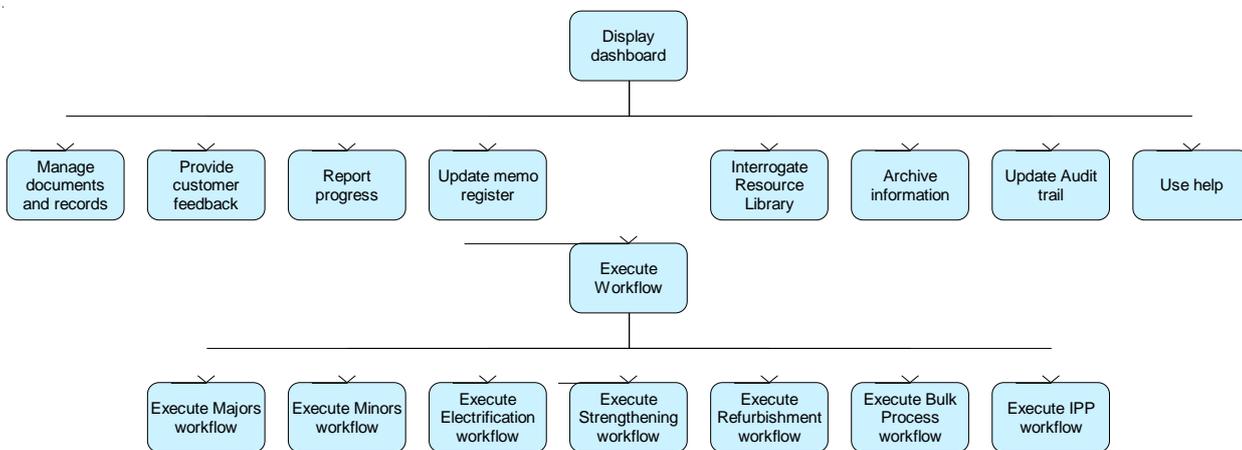
### 4.2 Application communication diagram

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**4.3 Application function decomposition diagram**

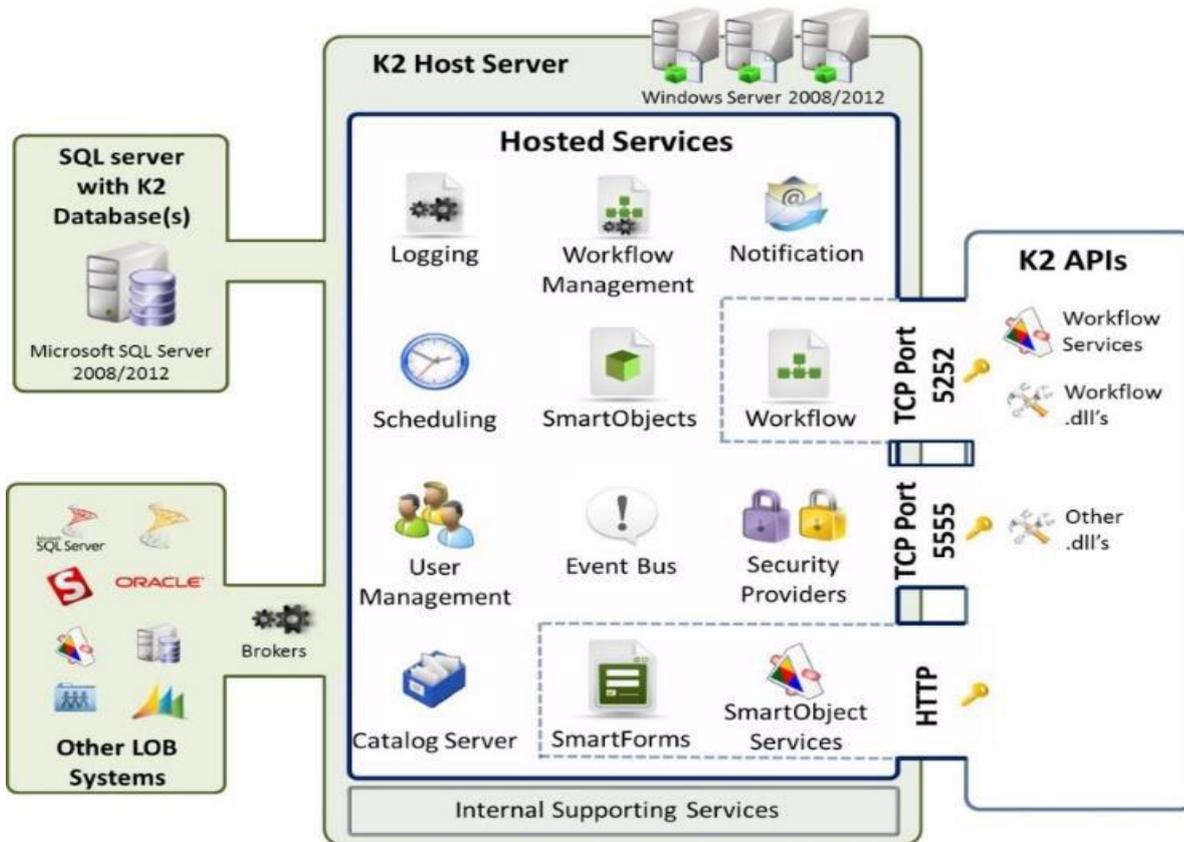


**4.4 Below is the K2 Logical Architecture.**

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	10 of 87



## 5 Functional Requirement

### 5.1 AS-IS Process

The system is currently split into the seven regions through the country, each operating with their own independent ACNAC system. ACNAC provides the users workflow and resource management to assist in the management of quotations and connections of electricity for all regions and targets.

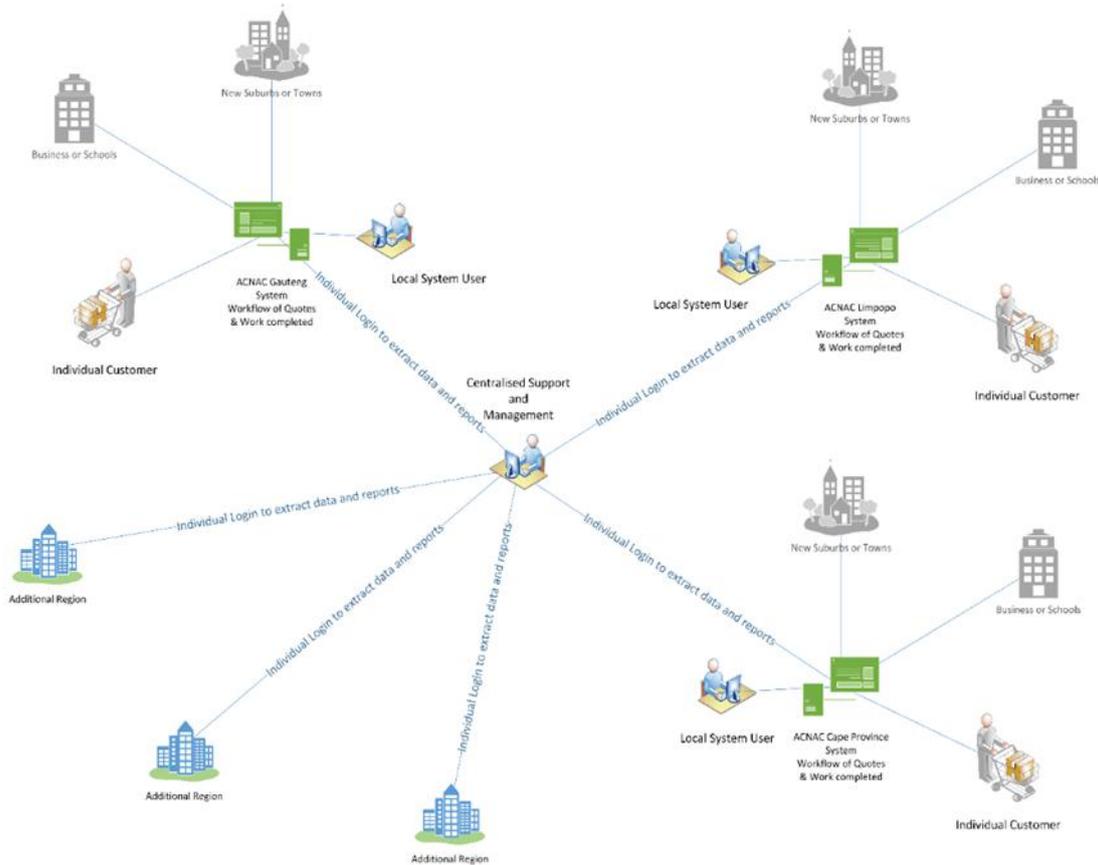
These quotations range from the individual household through to businesses, schools and suburbs / cities.

The current deployment of the ACNAC solution is depicted below and based on the decentralised solution set, making it difficult for the administrator to manage the system and creating disparate data sets.

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<b>Group IT Functional Specification</b>	Unique Identifier:	<b>240-95447190</b>
	Revision:	<b>1</b>
	Page	<b>11 of 87</b>



**Figure 1: High-level overview of current solution**

## 5.2 To-Be Process - Direct Customer

There has always only been one Minor process Modelled in Aris and ACNAC, and that is for the processing of Direct Customer Projects and involves:

- Quotation Phase
- Manage Customer Response Phase
- Connect Phase.
- 

**The Business has defined some limits and criteria for this Minor Direct Customer Process, which at present are as follows:-**

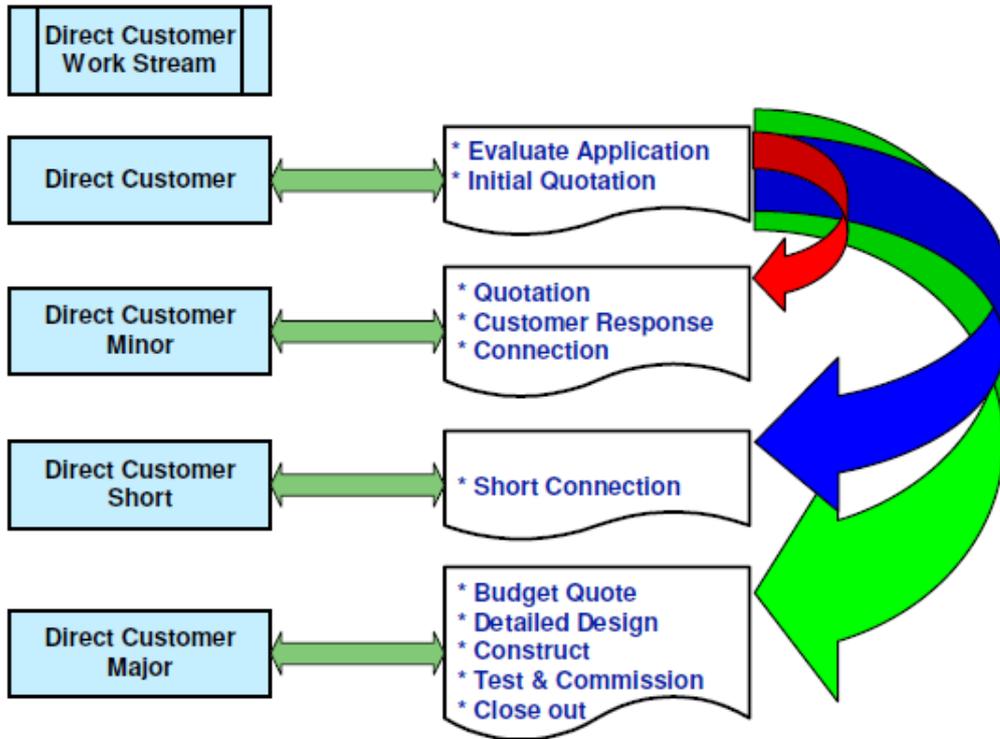
- The provision of a point of Electrical Supply to a single or multiple customers from an existing MV or LV network.
- These projects must not exceed the financial limits stipulated below and must also conform to Eskom's commitment in terms of time to connect as stipulated in our contract with the National Electricity Regulator (NER).

**The current Financial Limits are :-** Overhead Retic <= R1 000 000.  
Underground Retic <= R 1 500 000

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	12 of 87

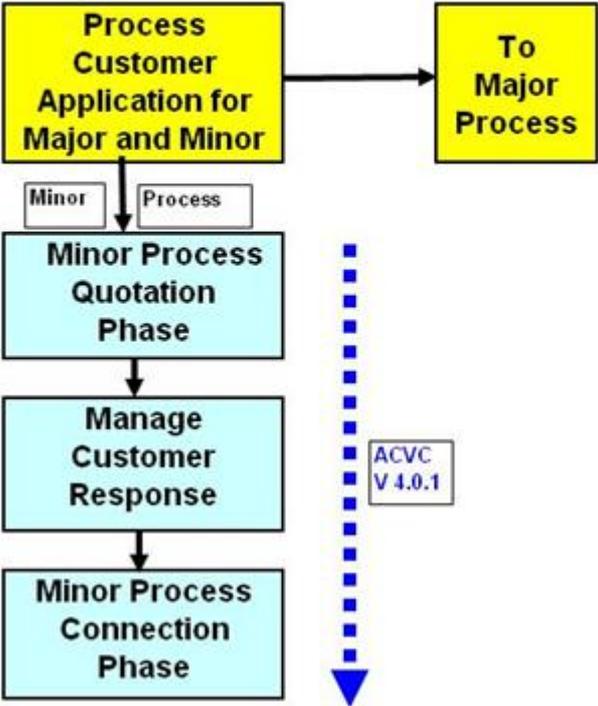


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Group IT Functional Specification	Unique Identifier:	240-95447190
	Revision:	1
	Page	13 of 87

**TOTAL PROCESS FOR DIRECT CUSTOMER  
MINOR PROJECTS**



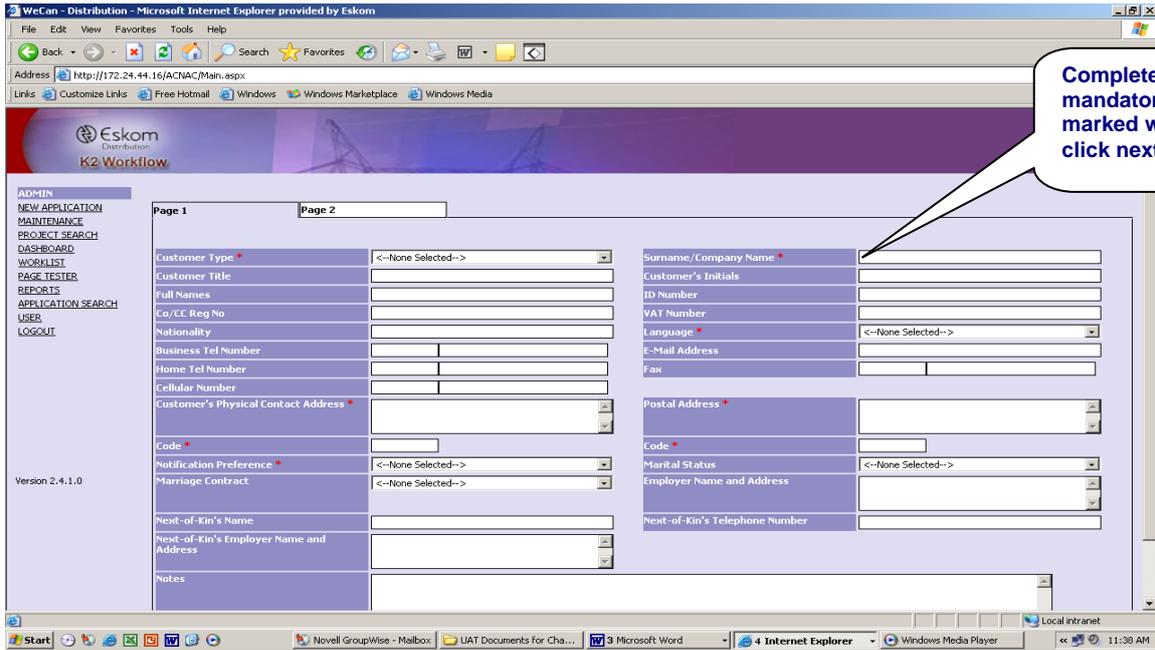
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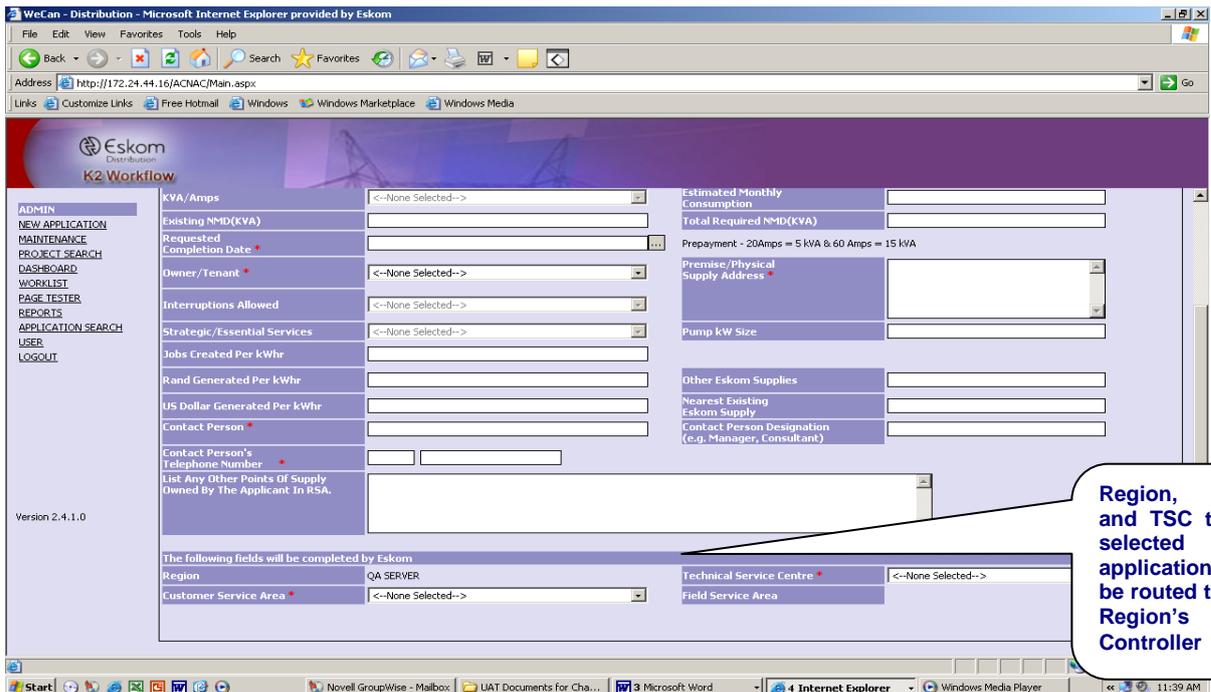
**Customer Application Process on Acnac**

Creating a New Customer Application would normally be carried out by staff at the Contact Centre, Walk-in Centre, or a Customer Exec, Key Customer Exec, KSACS, or any other Staff member who has access to CC&I, and is assigned this role. The Customer Application Form will be completed, and this requires that the Region, CSA and TSC be selected. This selection will route the Application to the appropriate K2 Controller in the selected Region.

**Page1 of Customer Application Form**



**Page2 of Customer Application Form**



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- The Parent Project Form is auto-generated by ACNAC, as soon as the Customer Application Form is submitted. The system carries across some Customer details, and will back trace the Engineering Hierarchy from the TSC selected in the Customer Application Form.
- If the incorrect TSC has been selected, then this will need to be corrected in the Customer Application Form, which must cause a re-trace of the hierarchy on the Project Parent Form.
- The Users will not be able to change any of the hierarchy elements in the Parent Project Forms. This only applies to the Direct Customer related Project Forms.

Page 3 of Application Form includes a new tab of Growth Management (Energy & Demand Forecast).

The Growth management Task Team was established to set up the process and system required to control and manages new and existing Customers applying for additional Capacity at a time when Eskom is very tight on Generating Capacity. The GM Tool needs specific Data about each Application which it will use to rank the customers against a defined set of rules. When spare capacity is forecast, the GM system will allocate energy to the highest ranked customers. ACNAC is the System which records some of this data already, and it is relatively simple to add or change some data fields to accommodate all the data required by the GM Tool. This is to provide the required fields in the current Customer Application, Technical Info and Costing Sheets.

### Energy & Demand Forecast Screen.

**Energy & Demand Forecast** explains the requirements of the Growth Management Tool. GM requires an Energy and Demand forecast for 8 years. This requires two sets of tables to be populated. The two sets of tables to be populated indicate that the Energy Forecast per month for the first 12 months after the supply is made available. The second table is the Energy Forecast per annum for the next 8 years after the supply is made available.

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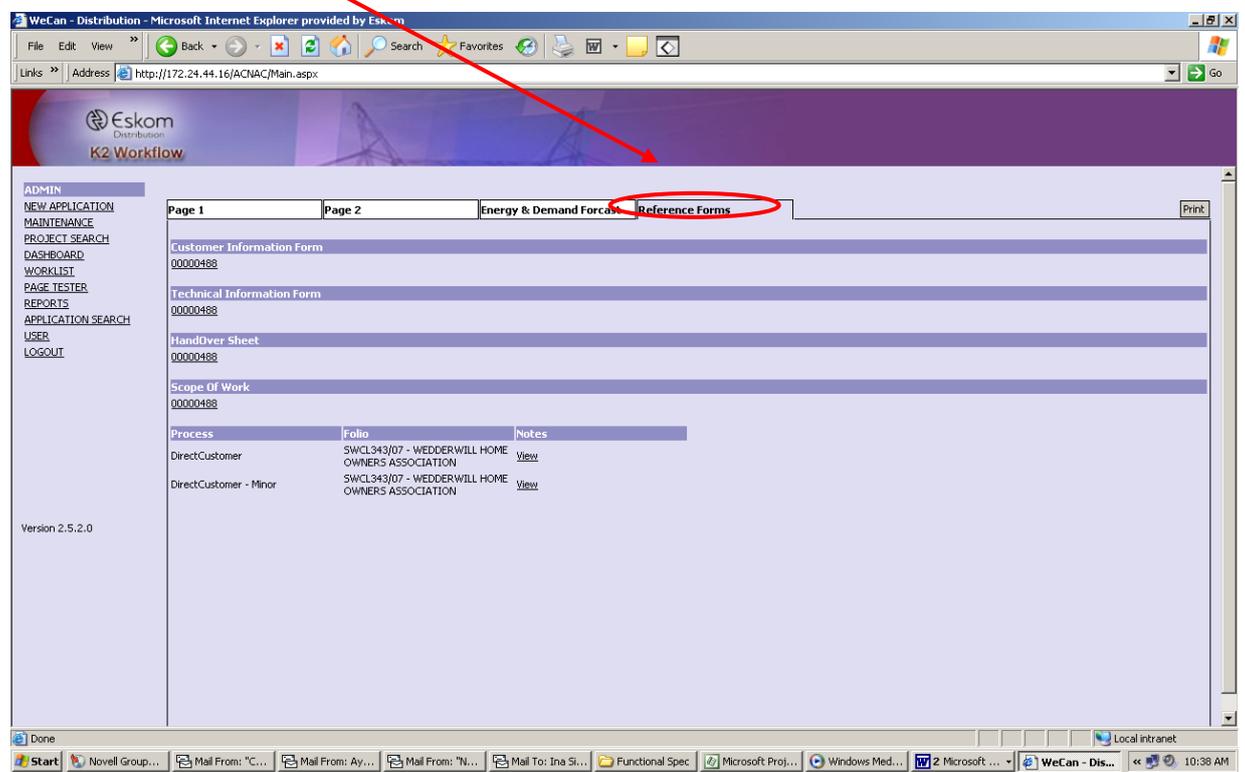
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**Energy Forecast schedules to be captured on the Costing Sheet**

First year of taking the New or Increased NMD												
Month	1	2	3	4	5	6	7	8	9	10	11	12
Energy per Month in kWhrs												

First 8 years of taking the New or Increased NMD								
Year	1	2	3	4	5	6	7	8
Energy per Year in kWhrs	Sum of 1 to 12 above							

**Reference Forms Screen:**



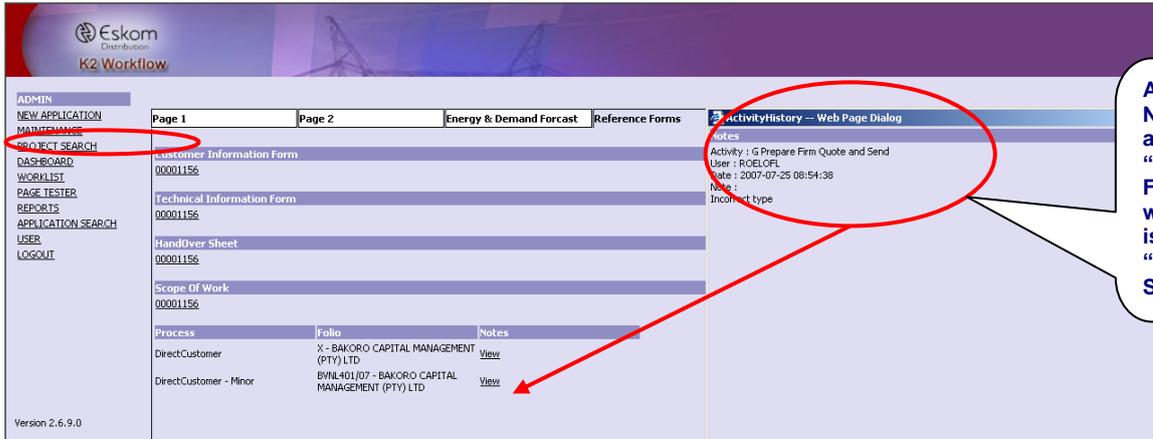
**Changes Made on the Reference Forms Tab:**

- On application search when using Reference Forms Tab it should be read only.
- All previous Form revisions must be visible in the References tab. This was an original Functional Spec requirement and should always have been available.
- Notes inputted by users and K2 controllers are to be visible via the Reference forms, accessible via "Project Search". Doing this, all notes are then always available for any user anywhere in the work flow and not limited to on being on work lists.
- When a user opens a project via project search, he/she opens the "Reference Forms" sheet and on this sheet, he/she is able to view all notes available regarding the project. The notes will indicate all activity notes made by users & K2 controllers. Please make all activity notes entered into the activity notes also

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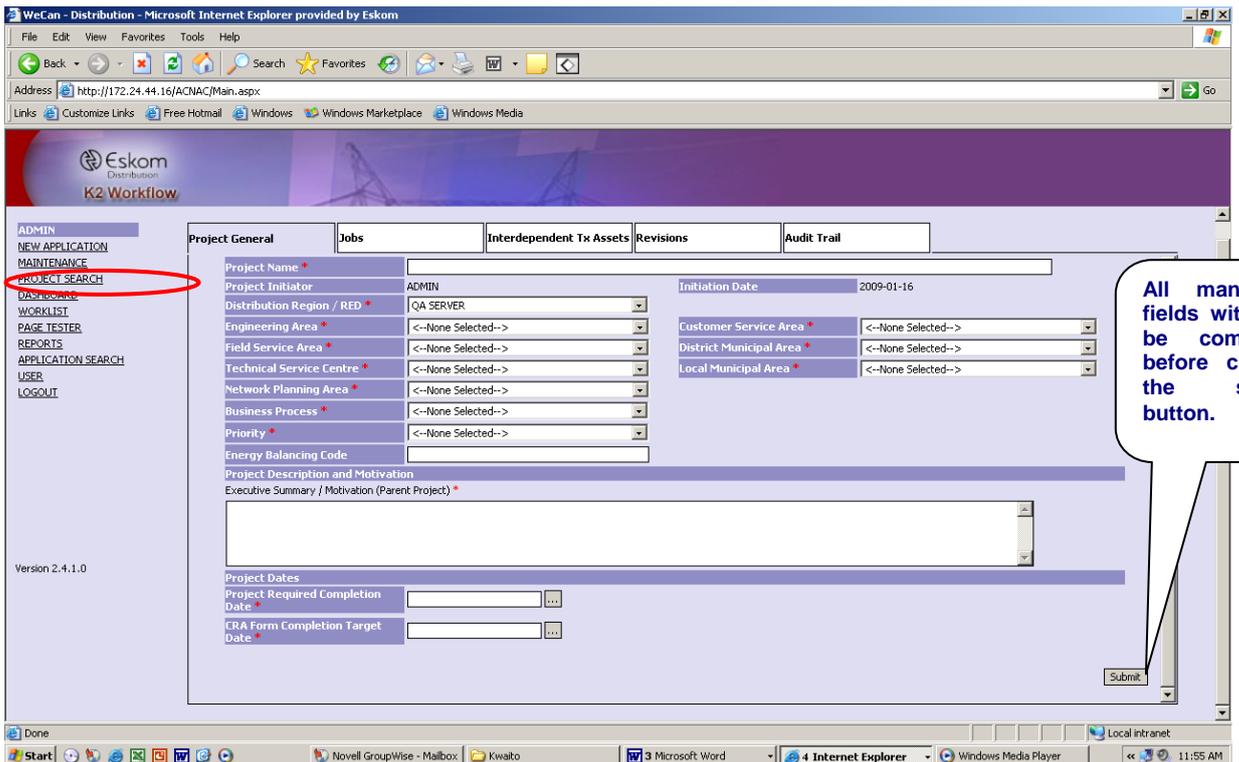
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available when a revision of a form is done. Also make the Activity notes entered while doing a revision available after approval of the revision.



### 8.7. Project Initiation Process

Project is created by clicking Project Search, New Project and then completing Project General Page



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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	18 of 87

### A0 Process Customer Application for Major and Minor

Before the process can follow minor workflow process, the customer application details must be processed to determine whether it a Minor, Major or IPP process Project.

### List of functions

Field Name	Data Field Name	Read - Only	Value Type	Control type	Notes	Validations
Process Info		Yes	Text	Label	<i>Auto populate</i>	
Process		Yes	Text	Textbox	<i>Auto populate</i>	
Activity		Yes	Text	Textbox	<i>Auto populate</i>	
Folio		Yes	Text	Textbox	<i>Auto populate</i>	
Description		Yes	Text	Textbox	<i>Auto populate</i>	
Add/View Activity Notes		No	Text	Link		
New Customer Application Evaluated		No	Text	Checkbox		<b>Mandatory</b>
Received all required information (New Change)		No	Text	Checkbox		<b>Mandatory</b> Only if all required information is checked, enable all other fields, if not, the fields should be locked.
Please select an option		No	Text	Checkbox & NamePicker	<ol style="list-style-type: none"> <li><i>Major Process</i></li> <li><i>Minor Process</i></li> <li><i>IPP Process (New change)</i></li> </ol>	<b>Mandatory</b> <ol style="list-style-type: none"> <li>If Major Process is selected, only "AA Clarify Customer Requirements" will be active.</li> <li>If "Minor Process" is selected, <b>Only</b> "A Evaluate</li> </ol>

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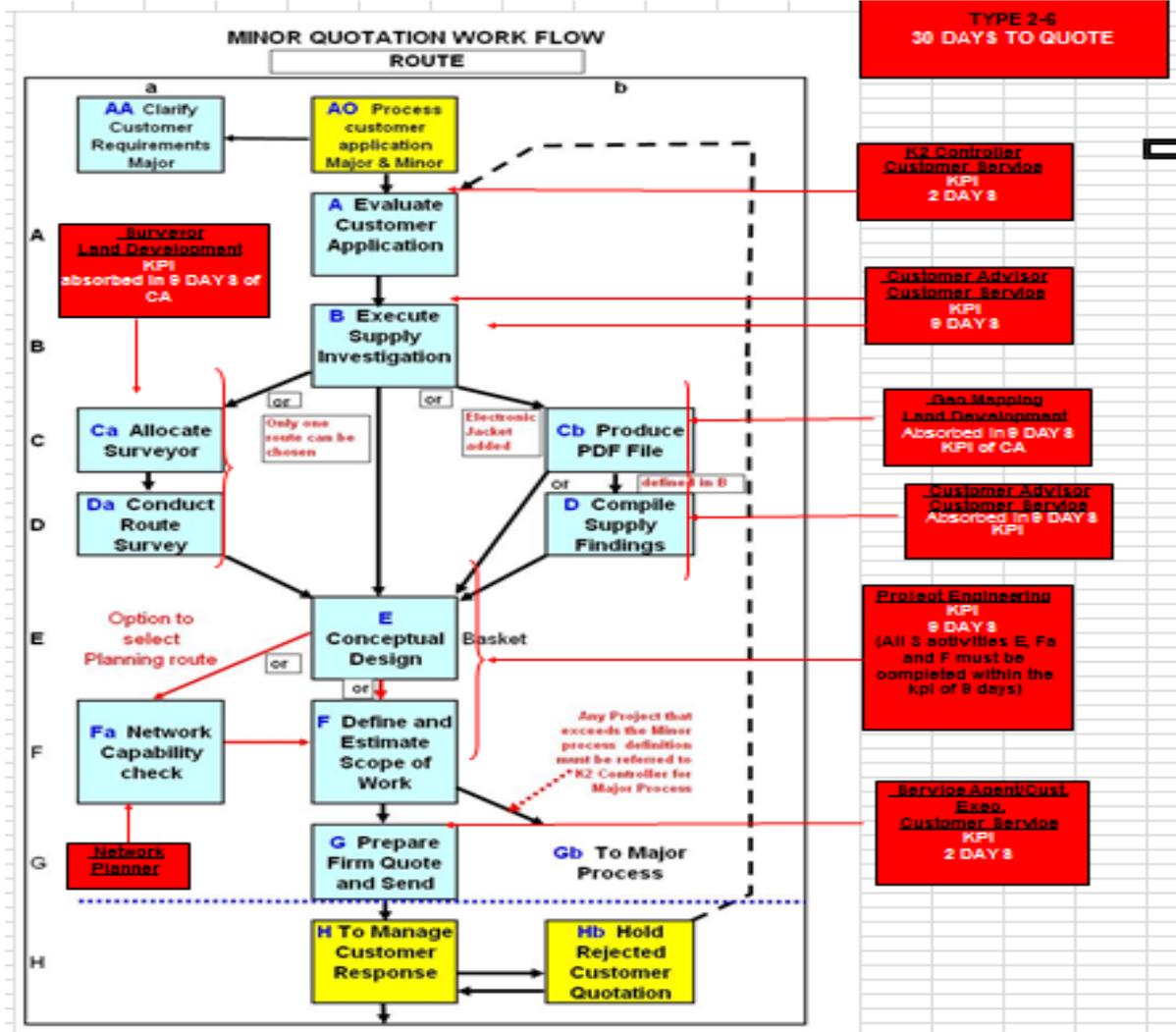
<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	19 of 87

					<b>Application</b> will be active. 3. If "IPP" is selected, you can choose the options <b>"Macro" or "Micro"</b>
<b>AA Clarify Customer Requirements</b>	No	Text	Checkbox & Name Picker		Active and Mandatory only when <b>Major Process</b> is selected
<b>A Evaluate Application</b>	No	Text	Checkbox & Name Picker		Mandatory only when <b>Minor Process</b> is selected
<b>IPP Options</b>	No	Text	Radio Button	1. <i>Macro</i> 2. <i>Micro</i>	Only Mandatory when <b>"IPP Process"</b> is selected
<b>Edit Activity</b>	No		Link		
<b>Customer Application</b>	No		Link		
<b>Help</b>	Yes		Link		

### 5.2.1 Quotation Phase – Minor Process

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5.2.1.1 Quotation Phase - Minor process requirements

Project Phase	ID	Functional Requirement
Planning CRA Phase ( Minor process Quotation Phase)	A	Evaluate Application
	B	Execute Supply Investigation
	Ca	Allocate Surveyor
	Cb	Produce PDF File
	D	Compile Supply Findings
	Da	Conduct Route Survey
	E	Conceptual Design
	Fa	Network Capability Check
	F	Define and Estimate Scope of Work
	G	Prepare Firm Quote and Send
Gb	To major Process	

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	21 of 87

### 5.2.1.1.1 A Evaluate Application

The intents of this activity is to study the details in the Customer Application Form; confirm that the application is a Minor process project; correct **CSA** has been selected , Change Folio Number, Select the correct next user to carry out **Activity B- Execute Supply Investigation**

#### 5.2.1.1.1.1 List of functions – A Evaluate Application

Field Name	Read-Only	Value Type	Control type	Notes	Validations	Field Rules
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>		
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>		
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>		
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>		
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>		
<b>Add/View Activity notes (New change)</b>	No	Text	Link			
<b>Region</b>	No	Text	Drop-down			
<b>Customer Service Area</b>	No	Text	Drop-down		It must be cascaded based on the <b>Region</b> selected	
<b>Technical Service Area</b>	No	Text	Drop-down		It must be cascaded based on <b>Customer Service Area</b> selected	
<b>B Execute Supply Investigation</b>	No	Text	Checkbox & Name Picker		<b>Mandatory</b> When the checkbox is selected, the next user to carry out the next activity should be selected.	
<b>Project Type</b>	No	Text	Drop-down		<b>Mandatory</b>	
<b>Sub Category</b>	No		Drop-down	<i>Auto populate.</i>	<b>Mandatory</b> It must be cascaded based on the <b>Project type</b> selected	
<b>Edit Activity</b>	No		Link			
<b>Customer Application</b>	No		Link			

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	22 of 87

<b>Customer Information Form</b>	No	Link
<b>Technical Information Form</b>	No	Link
<b>Scope of Work</b>	No	Link
<b>Handover Sheet</b>	No	Link
<b>Project Types</b>	Yes	Link
<b>Help</b>	Yes	Link

#### 5.2.1.1.1.2 Drop down lists – A Evaluate Application

Drop-down	Description
<b>Project Type</b>	<ol style="list-style-type: none"> <li>1. Type 1- No MV or LV Infrastructure required.</li> <li>2. Type 2 – Only LV Infrastructure Required</li> <li>3. Type 3 – MV and LV Infrastructure Required</li> <li>4. Type 4 – Negotiated</li> <li>5. Type 5 – Self build’s and Developer Projects</li> <li>6. Type 6 – Line Moves</li> </ol>
<b>Sub Category</b>	<ul style="list-style-type: none"> <li>A – Street Lights</li> <li>B –</li> <li>C – New (HomePower, Homelight) Eskom Funding</li> <li>D- Decrease in Supply</li> <li>I – Increase in Supply</li> <li>L – Line Deviations</li> <li>P – New Prepayment (Homelight) External Funding</li> <li>R – New Rural</li> <li>S – Selfbuilds</li> <li>T – Township Development</li> <li>V – Conversion. PP to Conventional &amp; Visa Versa National &amp; ACVC Reporting</li> </ul>

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	23 of 87

### 5.2.1.1.2 B Execute Supply Investigation

#### 5.2.1.1.2.1 List of functions – B Execute Supply Investigation

Please note the changes to tasks on this activity.

- **Contact Sales if possible Lead** – should be deleted.
- **Network Capacity checked (if required)** to be replaced as “**Network Capacity checked**” only, delete (If required)”
- Add “**Sufficient Network Capacity Available**” checkbox.
- Add “**No Network Capacity available**” checkbox.
- Add “**No Network Capacity Options**” radio buttons.

Field Name	Read - Only	Value Type	Control type	Notes	Validations
Process Info	Yes	Text	Label	<i>Auto populate</i>	
Process	Yes	Text	Textbox	<i>Auto populate</i>	
Activity	Yes	Text	Textbox	<i>Auto populate</i>	
Folio	Yes	Text	Textbox	<i>Auto populate</i>	
Description	Yes	Text	Textbox	<i>Auto populate</i>	
Add/View Activity notes ( <b>New change</b> )	No	Text	Link		
Copy Base Station Files to Pathfinder Directory	No	Text	Button	<i>When you click on the button, it will open the "Copy BaseStation Files" dialog</i>	
Network Capacity checked	No	Text	Checkbox		
Sufficient Network Capacity Available	No	Text	Checkbox		When checkbox is selected, “ <b>No Network Capacity available</b> ” and “ <b>No Network Capacity</b> ”

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	24 of 87

<b>No Network Capacity available</b>	No	Text	Checkbox	1.	<b>Options</b> ” should be greyed out” When checkbox is selected, <b>Sufficient Network Capacity Available</b> ” should be greyed out”
<b>No Network Capacity Options</b>	No	Text	Radio button	2. <i>Stop Quotation</i> 3. <i>Produce Future dated quote</i>	If <b>“Produce Future dated quote”</b> is selected, then proceed with the quote. If <b>“Stop Quotation”</b> is selected, it will end the process.
<b>Import GeoExplorer Files into Scope of Work</b>	No	Text	Button		
<b>Please select an Option</b>	No	Text	Radio Button	1. <i>Survey Required</i> 2. <i>Produce PDF File</i> 3. <i>Investigation Completed by self</i>	1. If <b>“Survey Required”</b> is selected, only ( <b>“Is sharing applicable for this Supply”, “Ca Allocate Surveyor”, and “Project Type”</b> will be active. 2. If <b>“Produce PDF File”</b> is selected, only ( <b>“Is sharing applicable for this Supply”, “Cb Produce PDF file”, D Compile Supply Findings” and “Project Type”</b> , will be active. 3. If <b>“Investigation Completed by self”</b> is selected, , only ( <b>“Is sharing applicable for this Supply”, “E Conceptual Design” and “Project Type”</b> will be active.
Is sharing applicable for this Supply?	No	Text	Radio button	1. <i>Yes</i> 2. <i>No</i>	<b>Mandatory</b>
<b>Ca Allocate Surveyor</b>	No	Text	Checkbox & Dropdown		<b>Mandatory only when survey is required</b> When the checkbox is selected, the next user to carry out the next activity should be selected.
<b>Cb Produce PDF File</b>	No	Text	Checkbox & Name Picker		<b>Mandatory only when “Produce PDF File” is selected.</b> When the checkbox is selected, the next user to carry out the next activity should be selected.
<b>E Conceptual Design</b>	No	Text	Checkbox & Name Picker		<b>Mandatory only when “Investigation Completed by self” is selected.</b> When the checkbox is selected, the next user to carry out the next activity should be selected.
<b>Send direct to E Conceptual Design after Cb</b>	No	Text	Checkbox		

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	25 of 87

<b>Produce PDF File (Do not check PDF)</b>				
<b>E Conceptual Design</b>	No	Text	Checkbox & Name Picker	<b>Mandatory only when "Investigation Completed by self" is selected.</b> When the checkbox is selected, the next user to carry out the next activity should be selected.
<b>D Compile Supply Findings</b>	No	Text	Checkbox & Name Picker	<b>Mandatory only when "Produce PDF File" is selected.</b> When the checkbox is selected, the next user to carry out the next activity should be selected.
<b>Project Type</b>			Drop-down	<b>Mandatory</b>
<b>Edit Activity</b>	No	Text	Link	
<b>Customer Application</b>	No	Text	Link	
<b>Customer Information Form</b>	No	Text	Link	
<b>Technical Information Form</b>	No	Text	Link	
<b>Scope of Work</b>	No	Text	Link	
<b>Handover Sheet</b>	No	Text	Link	
<b>Project Type</b>	No	Text	Link	
<b>Help</b>	No	Text	Link	

#### 5.2.1.1.2.2 Drop down lists – B Execute Supply Investigation

Drop-down	Description
<b>Project Type</b>	<ol style="list-style-type: none"> <li>1. Type 1- No MV or LV Infrastructure required(30 days)</li> <li>2. Type 2 – Only LV Infrastructure Required (60 days)</li> <li>3. Type 3 – MV and LV Infrastructure Required (90 days)</li> <li>4. Type 4 – Negotiated</li> <li>5. Type 5 – Self build's and Developer Projects</li> <li>6. Type 6 – Line Moves</li> </ol>

#### 5.2.1.1.2.3 Buttons – Copy Base Station Files

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**5.2.1.1.2.4 List of Functions– Copy Base Station Files**

Field Name	Read-Only	Value Type	Control type	Notes	Validations
Upload Sever	No	Text	Textbox	<i>Auto populate</i>	
Upload Path	No	Text	Textbox	<i>Auto populate</i>	
Import Path	No	Text	Textbox	<i>Auto populate</i>	
Base Path	No	Text	Textbox	<i>Auto populate</i>	
Archive Path	No	Text	Textbox	<i>Auto populate</i>	
Base Station Date and Time Selections	No	Text	Label		
Base Station Date	No	Date	Calendar		YYYY-MM-DD
Time	No	Text	Label	<i>For values refer to 5.2.1.1.2.5</i>	
Time Selected	No	Text	Checkbox	<ol style="list-style-type: none"> <li><i>Yes- for ticked checkbox</i></li> <li><i>No- for unticked checkbox</i></li> </ol>	
Time Uploaded	No	Text	Checkbox	<ol style="list-style-type: none"> <li><i>Yes – for ticked checkbox</i></li> <li><i>No – for unticked checkbox</i></li> </ol>	
Time Status		Text	Dropdown list	<i>Auto populate</i>	<b>“Status”</b> will be populated once the button <b>“Copy Selected Files”</b>

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	27 of 87

<b>Copy Selected Files</b>	No	Text	Button	is clicked. If the button is clicked, the <b>"Status"</b> for selected times will be populated.
<b>Close</b>	No	Text	Button	If the close button is clicked, it will close <b>"Copy Base Station Files"</b> dialog.

#### 5.2.1.1.2.5 Labels - Copy Base Station Files

Field Name	Value(s)
<b>Time</b>	5 AM 6 AM 7 AM 8 AM 9AM 10 AM 11 AM 12 AM 1 PM 2 PM 3 PM 4 PM 5 PM 6 PM 7 PM
<b>Status</b>	File not found Pending...

#### 5.2.1.1.2.6 Buttons – Import GeoExplorer Files into Scope of Work

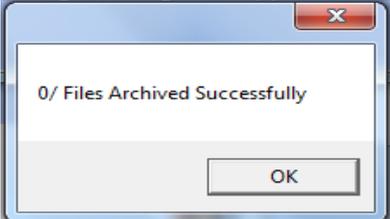
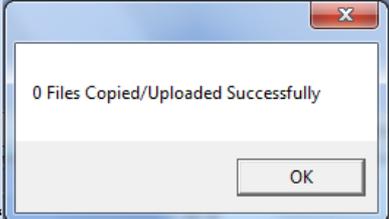
<b>Upload Server</b>	172.29.42.182
<b>Upload Path</b>	PATHFINDER/UPLOAD
<b>Import Path</b>	\
<b>Base Path</b>	\
<b>Archive Path</b>	\
<b>Geo Explorer Files to be Read</b>	<b>Uploaded</b>
<input type="button" value="Archive GeoExplorer Files"/> <input type="button" value="Upload GeoExplorer Files"/> <input type="button" value="Close"/>	

#### 5.2.1.1.2.7 List of Functions– Import GeoExplorer Files into Scope of Work

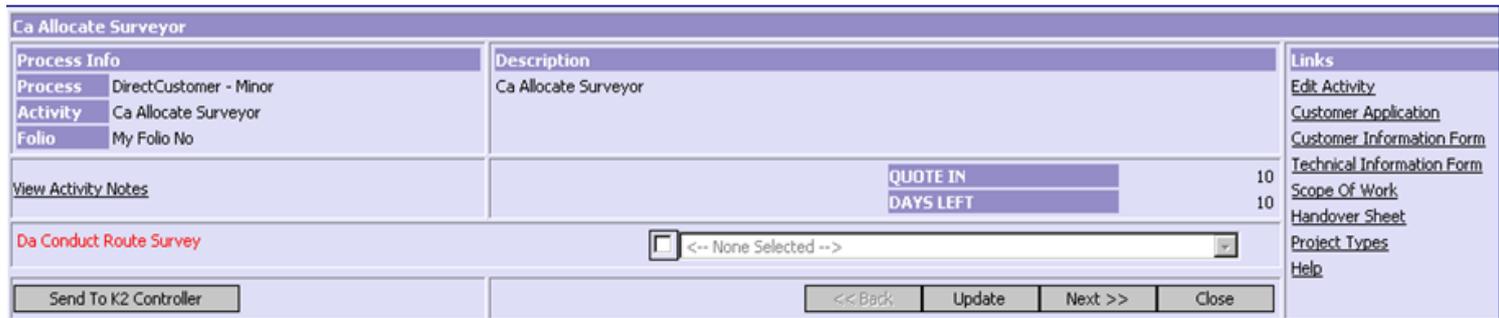
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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	28 of 87

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Upload Server</b>	Yes	Text	Textbox	<i>Auto populated</i>	
<b>Upload Path</b>	Yes	Text	Textbox	<i>Auto populated</i>	
<b>Import Path</b>	Yes	Text	Textbox	<i>Auto populated</i>	
<b>Base Path</b>	Yes	Text	Textbox	<i>Auto populated</i>	
<b>Archive Path</b>	Yes	Text	Textbox	<i>Auto populated</i>	
<b>Geo Explorer Files to be read</b>	No	Text	Textbox	It will list all GeoExplorer Files to be read	
<b>Uploaded</b>				<ol style="list-style-type: none"> <li><i>Yes- if the file is uploaded</i></li> <li><i>No- if the file is not uploaded</i></li> </ol>	
<b>Archive GeoExplorer Files</b>	No	Text	Button		When the button is clicked, the popup dialog message will appear as” 
<b>Upload GeoExplorer Files</b>	No	Text	Button		When the button is clicked, the popup dialog message will appear as”  “And files uploaded will be displayed under “ <b>Geo Explorer Files to be read</b> ”
<b>Close</b>				3.	

### 5.2.1.1.3 Ca Allocate Surveyor



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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	29 of 87

### 5.2.1.1.3.1 List of Functions – Ca Allocate Surveyor

This activity must be combined with activity **Da Conduct Route Survey**

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>	
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Add/View Activity notes (New change)</b>	No	Text	Link		
<b>Quote In</b>	No	Number	Textbox	<i>Auto populate</i>	
<b>Days Left</b>	No	Number	Textbox	<i>Auto populate</i>	
<b>Da Conduct Route Survey</b>	No	Text	Checkbox & Name Picker		<b>Mandatory</b> When the checkbox is selected, the next user to carry out the next activity should be selected.
<b>Edit Activity</b>	No	Text	Link		
<b>Customer Application</b>	No	Text	Link	<i>Link to Customer application form</i>	
<b>Customer Information Form</b>	No	Text	Link	<i>Link to Customer Information Form</i>	
<b>Technical Information Form</b>	No	Text	Link	<i>Link to Technical Information Form</i>	
<b>Scope of Work</b>	No	Text	Link		
<b>Handover Sheet</b>	No	Text	Link		
<b>Project Type</b>	No	Text	Link	<i>Link to names and description of all project types</i>	
<b>Help</b>	No	Text	Link		

### 5.2.1.1.4 Cb Produce PDF File

Cb Produce PDF File		Description	Links
<b>Process Info</b>	<b>Description</b>		
Process: DirectCustomer - Minor	Cb Produce PDF File		<a href="#">Edit Activity</a>
Activity: Cb Produce PDF File			<a href="#">Customer Application</a>
Folio: My Folio No			<a href="#">Customer Information Form</a>
<a href="#">View Activity Notes</a>			<a href="#">Technical Information Form</a>
		QUOTE IN 10	<a href="#">Scope Of Work</a>
		DAYS LEFT 10	<a href="#">Handover Sheet</a>
Export Scope Of Work	<input type="button" value="Export Scope of Work to local directory"/>		<a href="#">Project Types</a>
PDF Files Attached	<input type="checkbox"/>		<a href="#">Help</a>
<input type="button" value="Send To K2 Controller"/>			
		<input type="button" value="« Back"/>	<input type="button" value="Update"/>
		<input type="button" value="Next &gt;&gt;"/>	<input type="button" value="Close"/>

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	30 of 87

#### 5.2.1.1.4.1 List of functions – Cb Produce PDF File

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>	
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Add/View Activity notes (New change)</b>	No	Text	Link		
<b>Quote In</b>	Yes	Number	Textbox	<i>Auto populate</i>	
<b>Days Left</b>	Yes	Number	Textbox	<i>Auto populate</i>	
<b>Sent By</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Export Scope of work</b>	No	Text	Button		
<b>PDF Files Attached</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>Edit Activity</b>	No	Text	Link		
<b>Customer Application</b>	No	Text	Link	<i>Link to Customer application form</i>	
<b>Customer Information Form</b>	No	Text	Link	<i>Link to Customer Information Form</i>	
<b>Technical Information Form</b>	No	Text	Link	<i>Link to Technical Information Form</i>	
<b>Scope of Work</b>	No	Text	Link		
<b>Handover Sheet</b>	No	Text	Link		
<b>Project Type</b>	No	Text	Link		
<b>Help</b>	No	Text	Link		

#### 5.2.1.1.5 D Compile Supply Findings

#### 5.2.1.1.5.1 List of functions – D Compile Supply Findings

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>	
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>	

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	31 of 87

<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Add/View Activity notes (New change)</b>	No	Text	Link		
<b>Quote In</b>	No	Number	Textbox	<i>Auto populate</i>	
<b>Days Left</b>	No	Number	Textbox	<i>Auto populate</i>	
<b>Required Attachments Correct</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>Technical Information Form Correct</b>		Text	Checkbox		<b>Mandatory</b>
<b>E Conceptual Design</b>		Text	Checkbox & Name Picker		<b>Mandatory.</b> When the checkbox is selected, the next user to carry out the next activity should be selected.
<b>Edit Activity</b>	No	Text	Link		
<b>Customer Application</b>	No	Text	Link	<i>Link to Customer application form</i>	
<b>Customer Information Form</b>	No	Text	Link	<i>Link to Customer Information Form</i>	
<b>Technical Information Form</b>	No	Text	Link	<i>Link to Technical Information Form</i>	
<b>Scope of Work</b>	No	Text	Link		
<b>Handover Sheet</b>	No	Text	Link		
<b>Project Type</b>	No	Text	Link		
<b>Help</b>	No	Text	Link		

### 5.2.1.1.6 Da Conduct Route Survey

#### 5.2.1.1.6.1 List of Functions – Da Conduct Route Survey

Please note the changes to the activity:-

This activity must be combined with activity **Ca Allocate Survey**.

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	32 of 87

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>	
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Add/View Activity notes</b> <b>(New change)</b>	No	Text	Link		
<b>Qoute In</b>	No	Number	Textbox	<i>Auto populate</i>	
<b>Days Left</b>	No	Number	Textbox	<i>Auto populate</i>	
<b>Process Required Survey Drawings</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>E Conceptual Design</b>	No	Text	Checkbox & Name Picker		<b>Mandatory</b> . When the checkbox is selected, the next user to carry out the next activity should be selected.
<b>Edit Activity</b>	No	Text	Link		
<b>Customer Application</b>	No	Text	Link	<i>Link to Customer application form</i>	
<b>Customer Information Form</b>	No	Text	Link	<i>Link to Customer Information Form</i>	
<b>Technical Information Form</b>	No	Text	Link	<i>Link to Technical Information Form</i>	
<b>Scope of Work</b>	No	Text	Link		
<b>Handover Sheet</b>	No	Text	Link		
<b>Project Type</b>	No	Text	Link		
<b>Help</b>	No	Text	Link		

#### 5.2.1.1.7 E Conceptual Design

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	33 of 87

### 5.2.1.1.7.1 List of Functions – E Conceptual Design

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>	
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Add/View Activity notes (New change)</b>	No	Text	Link		
<b>Route In</b>	No	Number	Textbox	<i>Auto populate</i>	
<b>Days Left</b>	No	Number	Textbox	<i>Auto populate</i>	The timer should display in working days.
<b>Please select an option</b>	No	Text	Radio Button	<ol style="list-style-type: none"> <li><i>Network Capacity Assessment Required</i></li> <li><i>No Network Assessment Required</i></li> </ol>	If <b>“Network Capacity Assessment Required”</b> is selected, only <b>“Fa Network Capacity Check”</b> will be active. If <b>“No Network Assessment Required”</b> is selected, <b>“F Define and Estimate Scope of Work”</b> will be active.
<b>Conceptual Design prepared from data received</b>		Text	Checkbox		<b>Mandatory</b>
<b>Fa Network Capacity Check</b>		Text	Checkbox & Name Picker		<b>Mandatory if “Network Capacity Assessment Required” is selected.</b> When the checkbox is selected, the next user to carry out the next activity should be selected.
<b>F Define and Estimate Scope of Work</b>		Text	Checkbox & Name Picker		<b>Mandatory if “No Network Assessment Required” is selected</b> When the checkbox is selected, the next user to carry out the next activity should be selected.
<b>Edit Activity</b>	No	Text	Link		
<b>Customer Application</b>	No	Text	Link	<i>Link to Customer application form</i>	

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	34 of 87

<b>Customer Information Form</b>	No	Text	Link	<a href="#">Link to Customer Information Form</a>
<b>Technical Information Form</b>	No	Text	Link	<a href="#">Link to Technical Information Form</a>
<b>Scope of Work</b>	No	Text	Link	
<b>Handover Sheet</b>	No	Text	Link	
<b>Project Type</b>	No	Text	Link	
<b>Help</b>	No	Text	Link	

### 5.2.1.1.8 Fa Network Capacity Check

#### 5.2.1.1.8.1 List of Functions – Fa Network Capacity Check

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<a href="#">Auto populate</a>	
<b>Process</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Activity</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Folio</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Description</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Add/View Activity notes</b> <b>(New change)</b>	No	Text	Link		
<b>Quote In</b>	No	Number	Textbox	<a href="#">Auto populate</a>	
<b>Days Left</b>	No	Number	Textbox	<a href="#">Auto populate</a>	
<b>F Define and Estimate Scope of Work</b>	No	Text	Checkbox & Name Picker		<b>Mandatory.</b> When the checkbox is selected, the next user to carry out the next activity should be selected.
<b>Additional Load Modelled</b>		Text	Checkbox		<b>Mandatory.</b>
<b>Network Capacity Assessed</b>		Text	Checkbox		<b>Mandatory.</b>

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	35 of 87

<b>Please select an option</b>		Text	Radio button	1. Existing Network Capable. 2. Network Solution Proposed.	<b>Mandatory.</b>
<b>Edit Activity</b>	No	Text	Link		
<b>Customer Application</b>	No	Text	Link	<a href="#">Link to Customer application form</a>	
<b>Customer Information Form</b>	No	Text	Link	<a href="#">Link to Customer Information Form</a>	
<b>Technical Information Form</b>	No	Text	Link	<a href="#">Link to Technical Information Form</a>	
<b>Scope of Work</b>	No	Text	Link		
<b>Handover Sheet</b>	No	Text	Link		
<b>Project Type</b>	No	Text	Link		
<b>Help</b>	No	Text	Link		

### 5.2.1.1.9 F Define and Estimate Scope of Work

#### 5.2.1.1.9.1 List of Functions – F Define and Estimate Scope of Work

Note the following changes to the activity:-

- Add **“Pole number confirmed”** checkbox
- Delete the word **Pole Number** on task **“Transformer No/Pole number confirmed”**
- Change **“Update”** button to **“Save”** button.

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	36 of 87

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>	
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Add/View Activity notes (New change)</b>	No	Text	Link		
<b>Route In</b>	No	Number	Textbox	<i>Auto populate</i>	
<b>Days Left</b>	No	Number	Textbox	<i>Auto populate</i>	
<b>Please select an option</b>	No	Text	Radio button	<ol style="list-style-type: none"> <li><i>Continue with minor process</i></li> <li><i>Move to major process</i></li> </ol>	<p>If “Continue with minor process” is selected, only “G prepare Firm Quote and Send”, “Transformer No/Pole number confirmed”, “Additional Network requirements included where required”, “Scope of work completed”, “Material Schedule Added to Jacket or Referenced”, “Project Type”, “Sub Category” and “UrbanRural” will be active</p> <p>If “Move to major process” is selected, only “A0 Process Customer Application, Major and Minor” will be activated.</p>
<b>All Quotations MUST stipulate a Connection Duration. This can be standard 30,60 or 90 days or Negotiated for Type 4</b>	No	Text	Dropdown	<i>30 days</i> <i>60 days</i> <i>90 days</i> <i>Negotiated for Type 4</i>	
<b>G Prepare Firm Quote and Send</b>	No	Text	Checkbox & Name Picker		<p><b>Mandatory only when “Move to major process” is selected,</b></p> <p>When the checkbox is selected, the next user to carry out the next activity should be selected.</p>
<b>A0 Process Customer Application, Major and Minor</b>	No	Text	Checkbox & Name Picker		<p><b>Mandatory only when “Continue with minor process” is selected,</b></p> <p>When the checkbox is selected, the next user to carry out the next activity should be selected.</p>
<b>Transformer number confirmed</b>	No	Text	Textbox		<p><b>Mandatory only when “Continue with minor process” is selected,</b></p>
<b>Pole number confirmed</b>	No	Text	Textbox		
<b>Has</b>	No	Text	Checkbox		<b>If not selected deactivate other fields and</b>

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	37 of 87

transformer been validated in Small World?					continue
Additional Network requirements included where required	No	Text	Checkbox		Mandatory only when “Continue with minor process” is selected,
Scope of Work completed	No	Text	Checkbox		Mandatory only when “Continue with minor process” is selected,
Material Schedule Added to Jacket or Referenced	No	Text	Checkbox		Mandatory only when “Continue with minor process” is selected,
Project Type	No	Text	Dropdown	Auto populate	Mandatory only when “Continue with minor process” is selected,
Sub Category	No	Text	Dropdown	Auto populate	Mandatory only when “Continue with minor process” is selected,
UrbanRural	No	Text	Dropdown		Mandatory only when “Continue with minor process” is selected,
Edit Activity	No	Text	Link		
Customer Application	No	Text	Link	Link to Customer application form	
Customer Information Form	No	Text	Link	Link to Customer Information Form	
Technical Information Form	No	Text	Link	Link to Technical Information Form	
Scope of Work	No	Text	Link		
Handover Sheet	No	Text	Link		
Project Type	No	Text	Link		
Help	No	Text	Link		

#### 5.2.1.1.9.2 Drop down lists - F Define and Estimate Scope of Work

Drop-down	Description
Project Type	<ol style="list-style-type: none"> <li>1. Type 1- No MV or LV Infrastructure required.</li> <li>2. Type 2 – Only LV Infrastructure Required</li> <li>3. Type 3 – MV and LV Infrastructure Required</li> <li>4. Type 4 – Negotiated</li> <li>5. Type 5 – Self build’s and Developer Projects</li> <li>Type 6 – Line Moves</li> </ol>

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	38 of 87

<b>Sub Category</b>	<b>A – Street Lights</b> <b>B –</b> <b>C – New (HomePower, Homelight) Eskom Funding</b> <b>D- Decrease in Supply</b> <b>I – Increase in Supply</b> <b>L – Line Deviations</b> <b>P – New Prepayment (Homelight) External Funding</b> <b>R – New Rural</b> <b>S – Self builds</b> <b>T – Township Development</b> <b>V – Conversion. PP to Conventional &amp; Visa Versa National &amp; ACVC Reporting</b>
<b>UrbanRural</b>	<b>U – Urban</b> <b>R – Rural</b>

### 5.2.1.1.10G Prepare Firm Quote and Send

#### 5.2.1.1.10.1 List of functions – G Prepare Firm Quote and Send

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>	
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Add/View Activity notes (New change)</b>	No	Text	Link		
<b>Quote In</b>	No	Number	Textbox	<i>Auto populate</i>	
<b>Days Left</b>	No	Number	Textbox	<i>Auto populate</i>	
<b>Connection in</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Transformer number noted</b>		Text	Checkbox		<b>Mandatory</b>

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	39 of 87

in Technical Info				
<b>Quotation Prepared and Sent to Customer</b>		Text	Checkbox	<b>Mandatory</b>
<b>H Process Customer Response</b>		Text	Checkbox & Name Picker	<b>Mandatory</b> When the checkbox is selected, the next user to carry out the next activity should be selected.
<b>Edit Activity</b>	No	Text	Link	
<b>Customer Application</b>	No	Text	Link	<a href="#">Link to Customer application form</a>
<b>Customer Information Form</b>	No	Text	Link	<a href="#">Link to Customer Information Form</a>
<b>Technical Information Form</b>	No	Text	Link	<a href="#">Link to Technical Information Form</a>
<b>Scope of Work</b>	No	Text	Link	
<b>Handover Sheet</b>	No	Text	Link	
<b>Project Type</b>	No	Text	Link	
<b>Help</b>	No	Text	Link	

#### 5.2.1.1.11 Gb to major Process

#### 5.2.1.1.11.1 List of Functions – Gb To major Process

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>	
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Add/View Activity notes</b> <b>(New change)</b>	No	Text	Link		

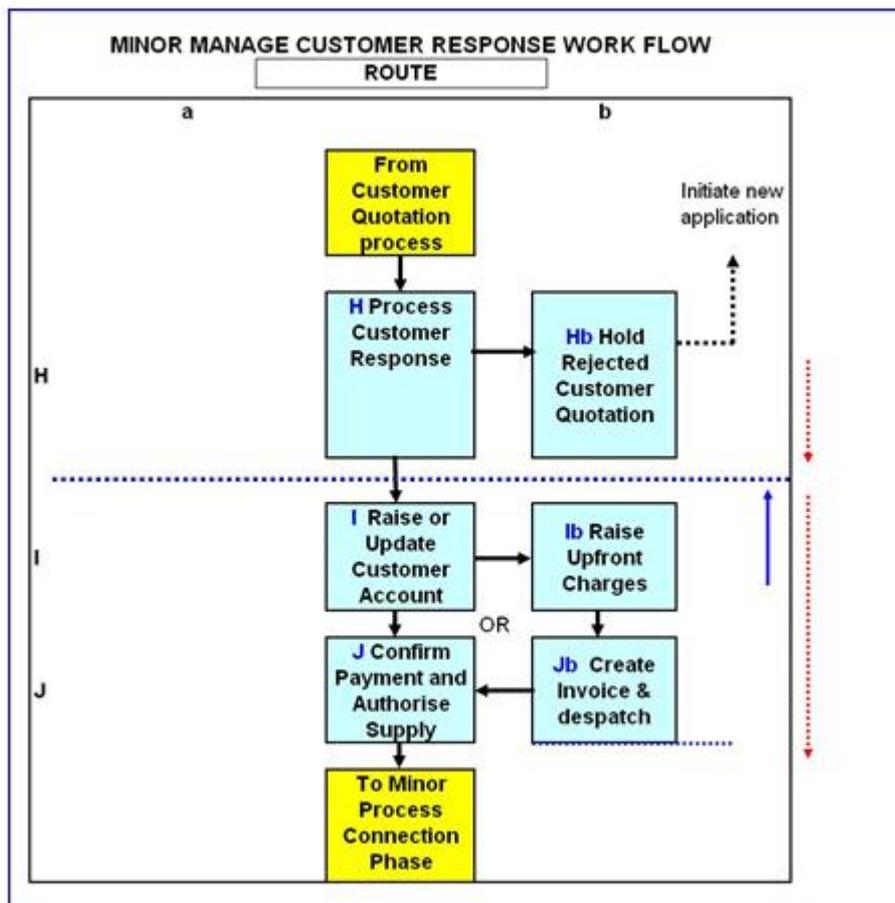
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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	40 of 87

<b>Project Transferred</b>	No	Text	Checkbox	<b>Mandatory</b>
<b>Project Stopped</b>	No	Text	Checkbox	<b>Mandatory</b>
<b>Edit Activity</b>	No	Text	Link	
<b>Customer Application</b>	No	Text	Link	<a href="#">Link to Customer application form</a>
<b>Customer Information Form</b>	No	Text	Link	<a href="#">Link to Customer Information Form</a>
<b>Technical Information Form</b>	No	Text	Link	<a href="#">Link to Technical Information Form</a>
<b>Scope of Work</b>	No	Text	Link	
<b>Handover Sheet</b>	No	Text	Link	
<b>Project Type</b>	No	Text	Link	
<b>Help</b>	No	Text	Link	

## 5.2.2 Manage Customer Response – Minor Process



### 5.2.2.1 Manage Customer Response requirements

Phase	ID	Functional Requirement
Design DRA Phase (Manage Customer Response)		<a href="#">H Process Customer Response</a>
		<a href="#">Hb Hold Rejected Customer Quotation</a>

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	41 of 87

	<a href="#">I Raise or Update Customer account</a>
	<a href="#">Ib Raise Upfront Charges</a>
	<a href="#">J Confirm Payment and Authorise Supply</a>
	<a href="#">Jb Create Invoice &amp; despatch</a>

### 5.2.2.1.1 H Process Customer Response

#### 5.2.2.1.1.1 List of Functions – H Process Customer Response

Note the following changes to the activity:-

- “**Date of acceptance**” – the date should be calculated from Date of issue of quote<=30 days or else select options to continue or not.
- Add “**Do you want to continue**” radio button with Yes and No options.

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>	
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Add/View Activity notes (New change)</b>	No	Text	Link		
<b>Customer Decision</b>	No	Text	Radio button	<ol style="list-style-type: none"> <li><i>Customer Accepted</i></li> <li><i>Customer Rejected</i></li> </ol>	If “ <b>Customer Accepted</b> ” is selected, only “ <b>Date of acceptance captured</b> ”, “ <b>Negotiated Connection Days</b> ”, and “ <b>I Raise or Update Customer account</b> ” will be active. If “ <b>Customer Rejected</b> ” is selected, only “ <b>Hb Hold Rejected Customer Quotation</b> ” will be active.
<b>Date of</b>	No	Date	Date Picker	<i>Date of issue of quote</i>	<b>Mandatory</b>

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	42 of 87

acceptance				<=30 days, or else select options to continue or not	
Do you want to continue:	No	Text	Radio button	1. Yes 2. No	If "No" is selected then stop the process.
Negotiated Connection Days	No	Number	Textbox		Mandatory
I Raise or Update Customer account	No	Text	Checkbox & Name Picker		Mandatory only when "Customer Accepted" is selected. When the checkbox is selected, the next user to carry out the next activity should be selected.
Hb Hold Rejected Customer Quotation	No	Text	Checkbox & Name Picker		Mandatory only when "Customer Rejected" is selected. When the checkbox is selected, the next user to carry out the next activity should be selected.
Edit Activity	No	Text	Link		
Customer Application	No	Text	Link	<a href="#">Link to Customer application form</a>	
Customer Information Form	No	Text	Link	<a href="#">Link to Customer Information Form</a>	
Technical Information Form	No	Text	Link	<a href="#">Link to Technical Information Form</a>	
Scope of Work	No	Text	Link		
Handover Sheet	No	Text	Link		
Project Type	No	Text	Link		
Help	No	Text	Link		

### 5.2.2.1.2 Hb Hold Rejected Customer Quotation

#### 5.2.2.1.2.1 List of Functions – Hb Hold Rejected Customer Quotation

Field Name	Read-Only	Value Type	Control type	Notes	Validations
Process Info	Yes	Text	Label	<a href="#">Auto populate</a>	
Process	Yes	Text	Textbox	<a href="#">Auto populate</a>	
Activity	Yes	Text	Textbox	<a href="#">Auto populate</a>	
Folio	Yes	Text	Textbox	<a href="#">Auto populate</a>	
Description	Yes	Text	Textbox	<a href="#">Auto populate</a>	

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	43 of 87

<b>Add/View Activity notes (New change)</b>	No	Text	Link		
<b>Please select an option</b>	No	Text	Radio button	<ol style="list-style-type: none"> <li>Restart project with existing customer and application form data</li> <li>Send project back to H Process Customer Response</li> </ol>	<p>If “Restart project with existing customer and application form data” is selected, only “A Evaluate Application” will be active.</p> <p>If “Send project back to H Process Customer Response” is selected, it will send the activity back to “H Process Customer Response”</p>
<b>A Evaluate Application</b>	No	Text	Checkbox & Name Picker		<p>“Mandatory when “Restart project with existing customer and application form data” is selected,</p> <p>When the checkbox is selected, the next user to carry out the next activity should be selected.</p>
<b>Edit Activity</b>	No	Text	Link		
<b>Customer Application</b>	No	Text	Link	<a href="#">Link to Customer application form</a>	
<b>Customer Information Form</b>	No	Text	Link	<a href="#">Link to Customer Information Form</a>	
<b>Technical Information Form</b>	No	Text	Link	<a href="#">Link to Technical Information Form</a>	
<b>Scope of Work</b>	No	Text	Link		
<b>Handover Sheet</b>	No	Text	Link		
<b>Project Type</b>	No	Text	Link		
<b>Help</b>	No	Text	Link		

### 5.2.2.1.3 I Raise or Update Customer account

#### 5.2.2.1.3.1 List of Functions – I Raise or Update Customer account

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	44 of 87

Note the following changes to the activity:-

- Add “ **Enter account number from CC &B**” field.

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>	
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Add/View Activity notes (New change)</b>	No	Text	Link		
<b>Customer Registered in CC&amp;B</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>Raise Upfront Charges</b>	No	Text	Radio button	1. <i>Yes</i> 2. <i>No</i>	If “Yes” is selected, only the following will be active:- 1. Cash Upfront VAT amount 2. VAT@ 3. Total Amount 4. Ib Raise Upfront Charges 5. Supply Agreement Concluded  If “No” is selected only the following will be active:- 1. J Confirm Payment and Authorise Supply 2. Supply Agreement Concluded.
<b>Cash upfront payment amount excluding VAT</b>	No	Number	Textbox		<b>Mandatory when “Yes” option is selected on “Raise Upfront Charges”</b>
<b>Cash upfront VAT amount</b>	No	Number	Textbox		<b>Mandatory when “Yes” option is selected on “Raise Upfront Charges”</b>
<b>VAT @</b>	No	Percentage	Textbox		<b>Mandatory when “Yes” option is selected on “Raise Upfront Charges”</b>
<b>Total amount</b>		Number	Textbox		<b>Mandatory when “Yes” option is selected on “Raise Upfront Charges”</b>
<b>J Confirm Payment and Authorise Supply</b>		Text	Checkbox & Name Picker		<b>Mandatory when “No” option is selected on “Raise Upfront Charges”</b> When the checkbox is selected, the next user to carry out the next activity should be selected.
<b>Ib Raise Upfront Charges</b>		Text	Checkbox, Name Picker &		<b>Mandatory when “Yes” option is selected on “Raise Upfront Charges”</b>

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	45 of 87

			Textbox	When the checkbox is selected, the next user to carry out the next activity should be selected.
<b>Supply Agreement Concluded</b>		Text	Checkbox	<b>Mandatory</b>
<b>Edit Activity</b>	No	Text	Link	
<b>Create Person in CC&amp;B</b>	No	Text	Link	
<b>Customer Application</b>	No	Text	Link	<a href="#">Link to Customer application form</a>
<b>Customer Information Form</b>	No	Text	Link	<a href="#">Link to Customer Information Form</a>
<b>Technical Information Form</b>	No	Text	Link	<a href="#">Link to Technical Information Form</a>
<b>Scope of Work</b>	No	Text	Link	
<b>Handover Sheet</b>	No	Text	Link	
<b>Project Type</b>	No	Text	Link	
<b>Help</b>	No	Text	Link	

#### 5.2.2.1.4 Ib Raise Upfront Charges

##### 5.2.2.1.4.1 List of Functions – Ib Raise Upfront Charges

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<a href="#">Auto populate</a>	
<b>Process</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Activity</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Folio</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Description</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Add/View Activity notes</b>	No	Text	Link		
<b>(New change)</b>					
<b>Raise Upfront</b>	No	Text	Checkbox		<b>Mandatory</b>

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	46 of 87

<b>Payment and allocate to internal Order/payment in Advance</b>					
<b>Cash upfront payment amount excluding VAT</b>	No	Number	Textbox	<i>Auto populate</i>	
<b>VAT @</b>	No	Number	Textbox	<i>Auto populate</i>	
<b>Cash upfront VAT amount</b>	No	Percentage	Textbox	<i>Auto populate</i>	
<b>Total amount</b>	No	Number	Textbox	<i>Auto populate</i>	
<b>Jb Create Invoice and Dispatch</b>	No	Text	Checkbox & Name Picker		<b>Mandatory</b> When the checkbox is selected, the next user to carry out the next activity should be selected.
<b>Edit Activity</b>	No	Text	Link		
<b>Customer Application</b>	No	Text	Link	<i>Link to Customer application form</i>	
<b>Customer Information Form</b>	No	Text	Link	<i>Link to Customer Information Form</i>	
<b>Technical Information Form</b>	No	Text	Link	<i>Link to Technical Information Form</i>	
<b>Scope of Work</b>	No	Text	Link		
<b>Handover Sheet</b>	No	Text	Link		
<b>Project Type</b>	No	Text	Link		
<b>Help</b>	No	Text	Link		

### 5.2.2.1.5 J Confirm Payment and Authorise Supply

Note the changes to the activity:-

- "SIC code" should be created on The Customer Information Form. Get the codes form CC & B.

#### 5.2.2.1.5.1 List of Functions - J Confirm Payment and Authorise Supply

Field Name	Read-Only	Value Type	Control type	Notes	Validations
------------	-----------	------------	--------------	-------	-------------

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	47 of 87

<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>
<b>Add/View Activity notes (New change)</b>	No	Text	Link	
<b>Payment Details Recorded in Customer/Technical Information Form</b>	No	Text	Checkbox	<b>Mandatory.</b>
<b>K release Project into System</b>	No	Text	Checkbox & Name Picker	<b>Mandatory.</b> When the checkbox is selected, the next user to carry out the next activity should be selected.
<b>Edit Activity</b>	No	Text	Link	
<b>Confirm Payment from CC&amp;B</b>	No	Text	Link	
<b>Customer Application</b>	No	Text	Link	<i>Link to Customer application form</i>
<b>Customer Information Form</b>	No	Text	Link	<i>Link to Customer Information Form</i>
<b>Technical Information Form</b>	No	Text	Link	<i>Link to Technical Information Form</i>
<b>Scope of Work</b>	No	Text	Link	
<b>Handover Sheet</b>	No	Text	Link	
<b>Project Type</b>	No	Text	Link	
<b>Help</b>	No	Text	Link	

### 5.2.2.1.6 Jb Create Invoice & despatch

#### 5.2.2.1.6.1 List of Functions – Jb Create Invoice & despatch

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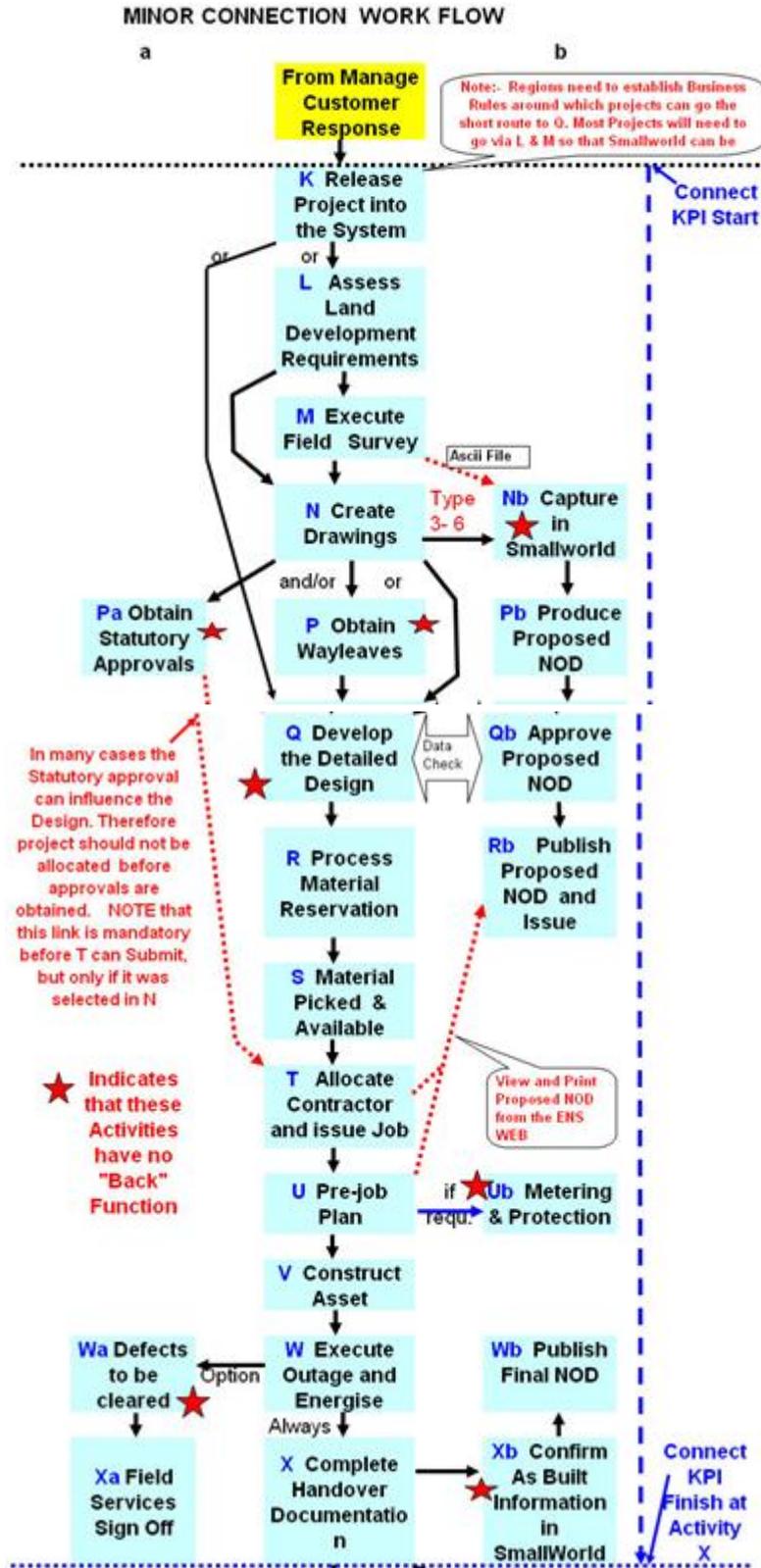
<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	48 of 87

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>	
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Add/View Activity notes</b> <b>(New change)</b>	No	Text	Link		
<b>Manually Create Upfront Payment Invoice</b>	No	Text	Checkbox		<b>Mandatory.</b>
<b>Despatch Invoice to Customer</b>	No	Text	Checkbox		<b>Mandatory.</b>
<b>J confirm Payment and Authorise Supply</b>			Checkbox & Name Picker		<b>Mandatory.</b> When the checkbox is selected, the next user to carry out the next activity should be selected.
<b>Edit Activity</b>	No	Text	Link		
<b>Customer Application</b>	No	Text	Link	<i>Link to Customer application form</i>	
<b>Customer Information Form</b>	No	Text	Link	<i>Link to Customer Information Form</i>	
<b>Technical Information Form</b>	No	Text	Link	<i>Link to Technical Information Form</i>	
<b>Scope of Work</b>	No	Text	Link		
<b>Handover Sheet</b>	No	Text	Link		
<b>Project Type</b>	No	Text	Link		
<b>Help</b>	No	Text	Link		

### 5.2.3 Minor Process Connection Phase – Minor Process

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### 5.2.3.1 Minor Process Connection Phase – Functional requirements

Phase	ID	Functional Requirements
ERA Phase (Minor Connection Phase)	K	Release Project into the System
	L	Assess Land Development Requirements
	M	Execute Field Survey
	N	Create Drawings
	Nb	Capture in Smallworld
	Pa	Obtain Statutory Approvals
	P	Obtain Wayleaves
	Pb	Produce Proposed NOD
	Q	Develop the Detailed Design
	Qb	Approve Proposed NOD
	R	Process Material Reservation
	Rb	Publish Proposed NOD and Issue
	S	Material Picked & Available
	T	Allocate Contractor and Issue Job
	U	Pre Job Plan
	Ub	Metering & Protection
	V	Construct asset
	W	Execute Outage and Energise
	Wb	Publish Final NOD
	Wa	Defects to be cleared
	Xa	Field Services Sign Off
	X	Complete Handover Documentation
	Xb	Confirm As Built Information in SmallWorld
	Y	Raise the Bill And Update Cordaptix
	Yb	Process Contractors Invoices

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	51 of 87

Zb	Invoices checked and approved
Zab	Contractor Paid
Zbb	Close Out Project

### 5.2.3.1.1 K Release Project into the System

#### 5.2.3.1.1.1 List of functions – K release Project into the System

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>	
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Add/View Activity notes (New Change)</b>	No	Text	Link		
<b>Connection In</b>	No	Text	Textbox	<i>Auto populate</i>	
<b>Days Left</b>	No	Number	Textbox	<i>Auto populate</i>	
<b>WBS Number</b>	No	Number	Text box		
<b>Release Project</b>	No	Text	Radio button	<ol style="list-style-type: none"> <li>Survey Required</li> <li>No Survey Required</li> </ol>	<p>If "Survey Required" is selected, the following will be active and <b>mandatory</b>:-</p> <ol style="list-style-type: none"> <li>L Assess Land Development Requirement.</li> </ol> <p>If "No Survey Required" is selected, the following will be active and <b>mandatory</b>:-</p> <ol style="list-style-type: none"> <li>Q Develop Detailed Design</li> </ol>
<b>WBS Number Raised</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>WBS number</b>	No	Number	Textbox		<b>Mandatory</b>
<b>L Assess Land Development Requirements</b>	No	Text	Checkbox & Name Picker		<b>Mandatory only when Survey is required.</b> When the checkbox is selected, the next user to carry out the next activity should be selected.
<b>Q Develop</b>	No	Text	Checkbox &		<b>Mandatory only when no Survey is required.</b>

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	52 of 87

<b>Detailed Design</b>		Name Picker	When the checkbox is selected, the next user to carry out the next activity should be selected.
<b>Edit Activity</b>	No	Link	
<b>Customer Application</b>	No	Link	<a href="#">Link to Customer application form</a>
<b>Customer Information Form</b>	No	Link	<a href="#">Link to Customer Information Form</a>
<b>Technical Information Form</b>	No	Link	<a href="#">Link to Technical Information Form</a>
<b>Scope of Work</b>	No	Link	
<b>Handover Sheet</b>	No	Link	
<b>Project Types</b>	Yes	Link	
<b>Help</b>	Yes	Link	

### 5.2.3.1.2 L Assess Land Development Requirements

#### 5.2.3.1.2.1 List of functions – L Assess Land Development Requirements

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<a href="#">Auto populate</a>	
<b>Process Activity</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Folio</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Description</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Add/View Activity notes (New Change)</b>	No	Text	Link		
<b>Connection In</b>	No	Text	Textbox	<a href="#">Auto populate</a>	
<b>Days Left</b>	No	Number	Textbox	<a href="#">Auto populate</a>	
<b>WBS Number</b>	No	Number	Text box	<a href="#">Auto populate</a>	
<b>Project scope assessed</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>Please select an option</b>	No	Text	Radio button	<ol style="list-style-type: none"> <li>Execute Field Survey</li> <li>Create Drawings</li> </ol>	If "Execute Field Survey" is selected only the following is <b>active and mandatory</b> :- <ol style="list-style-type: none"> <li>M Execute Field Survey</li> </ol> If "Create Drawings" is selected, only the

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	53 of 87

				following is <b>active and mandatory</b> :- 1. N Create Drawings
<b>M Execute Field Survey</b>	No	Text	Checkbox & Name Picker	<b>Mandatory only when execution of field survey is required.</b> When the checkbox is selected, the next user to carry out the next activity should be selected.
<b>N Create Drawings</b>	No	Text	Checkbox & Name Picker	<b>Mandatory only when creation of drawing is required.</b> When the checkbox is selected, the next user to carry out the next activity should be selected.
<b>Edit Activity</b>	No		Link	
<b>Customer Application</b>	No		Link	<a href="#">Link to Customer application form</a>
<b>Customer Information Form</b>	No		Link	<a href="#">Link to Customer Information Form</a>
<b>Technical Information Form</b>	No		Link	<a href="#">Link to Technical Information Form</a>
<b>Scope of Work</b>	No		Link	
<b>Handover Sheet</b>	No		Link	
<b>Project Types</b>	Yes		Link	
<b>Help</b>	Yes		Link	

### 5.2.3.1.3 M Execute Field Survey

#### 5.2.3.1.3.1 List of Functions – M Execute Field Survey

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<a href="#">Auto populate</a>	
<b>Process</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Activity</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Folio</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Description</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Add/View Activity notes (New Change)</b>	No	Text	Link		
<b>Connection In</b>	No	Text	Textbox	<a href="#">Auto populate</a>	

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	54 of 87

<b>Days Left</b>	No	Number	Textbox	<i>Auto populate</i>	
<b>WBS Number</b>	No	Number	Text box	<i>Auto populate</i>	
<b>Field Survey completed</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>ASCII File sent to Geographic Mapping Producer</b>	No	Text	Checkbox		
<b>N Create Drawings</b>	No	Text	Checkbox & Name Picker		<b>Mandatory</b> When the checkbox is selected, the next user to carry out the next activity should be selected.
<b>Edit Activity</b>	No		Link		
<b>Customer Application</b>	No		Link	<i>Link to Customer application form</i>	
<b>Customer Information Form</b>	No		Link	<i>Link to Customer Information Form</i>	
<b>Technical Information Form</b>	No		Link	<i>Link to Technical Information Form</i>	
<b>Scope of Work</b>	No		Link		
<b>Handover Sheet</b>	No		Link		
<b>Project Types</b>	Yes		Link		
<b>Help</b>	Yes		Link		

#### 5.2.3.1.4 N Create Drawings

#### 5.2.3.1.4.1 List of Functions –N Create Drawing

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>	
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Add/View Activity</b>	No	Text	Link		

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	55 of 87

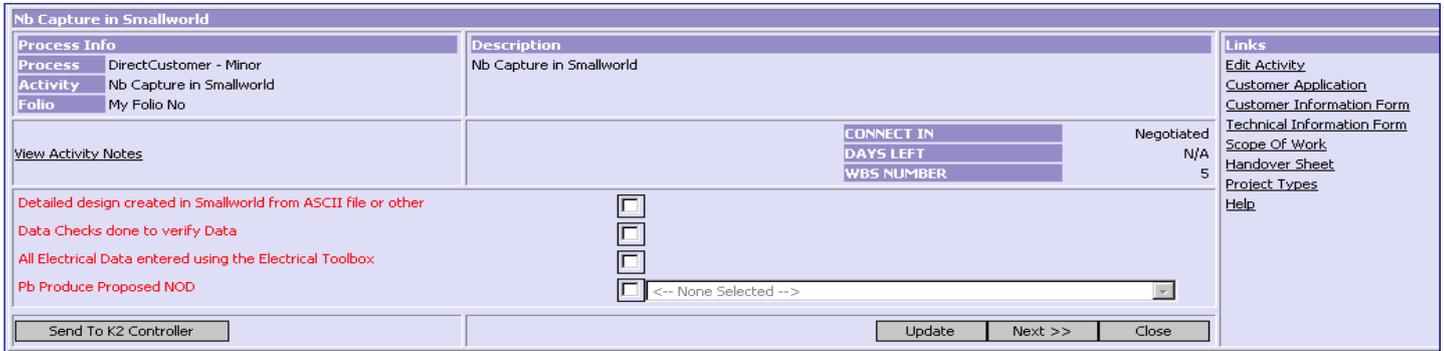
notes (New Change)					
Connection In	No	Text	Textbox		<i>Auto populate</i>
Days Left	No	Number	Textbox		<i>Auto populate</i>
WBS Number	No	Number	Text box		<i>Auto populate</i>
Required Drawings created	No	Text	Checkbox		<b>Mandatory</b>
Required Data sent to Smallworld Data Creator	No	Text	Checkbox		<b>Not active.</b>
Nb Capture in Smallworld	No	Text	Checkbox & Name Picker		<b>Not active.</b>
Wayleave negotiations for this project	No	Text	Radio button	<ol style="list-style-type: none"> <li>1. Required</li> <li>2. Not Required</li> </ol>	<p>If "Required" is selected, the following will be <b>active and mandatory</b>:-</p> <ol style="list-style-type: none"> <li>1. P Obtain Wayleaves</li> </ol> <p>If "Not Required" is selected, the following will be <b>active and mandatory</b>:-</p> <ol style="list-style-type: none"> <li>1. Q Develop Detailed Design</li> </ol>
P Obtain Wayleaves					<p><b>Mandatory only when Wayleave negotiations for this project is required.</b></p> <p>When the checkbox is selected, the next user to carry out the next activity should be selected.</p>
Q Develop Detailed Design					<p><b>Mandatory only when Wayleave negotiations for this project is not required.</b></p> <p>When the checkbox is selected, the next user to carry out the next activity should be selected.</p>
Statutory Approval is required	No	Text	Checkbox		
Pa Statutory Approvals	No	Text	Checkbox & Name Picker		<p><b>Mandatory</b></p> <p>When the checkbox is selected, the next user to carry out the next activity should be selected.</p>
Edit Activity	No		Link		
Customer Application	No		Link		<i>Link to Customer application form</i>
Customer Information Form	No		Link		<i>Link to Customer Information Form</i>
Technical Information Form	No		Link		<i>Link to Technical Information Form</i>
Scope of Work	No		Link		
Handover Sheet	No		Link		
Project Types	Yes		Link		
Help	Yes		Link		

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	56 of 87

### 5.2.3.1.5 Nb Capture in Smallworld



#### 5.2.3.1.5.1 List of Functions –Nb Capture in Smallworld

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>	
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Add/View Activity notes (New Change)</b>	No	Text	Link		
<b>Connection In</b>	No	Text	Textbox	<i>Auto populate</i>	
<b>Days Left</b>	No	Number	Textbox	<i>Auto populate</i>	
<b>WBS Number</b>	No	Number	Text box	<i>Auto populate</i>	
<b>Detailed design created in Smallworld from ASCII file or other</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>Data Checks done to verify Data</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>All Electrical Data entered using the Electrical Toolbox</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>Pb Produce Proposed NOD</b>	No	Text	Checkbox & Name Picker		<b>Mandatory</b> When the checkbox is selected, the next user to carry out the next activity should be selected.
<b>Edit Activity</b>	No		Link		
<b>Customer Application</b>	No		Link	<i>Link to Customer application form</i>	
<b>Customer Information Form</b>	No		Link	<i>Link to Customer Information Form</i>	
<b>Technical Information Form</b>	No		Link	<i>Link to Technical Information Form</i>	

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	57 of 87

<b>Scope of Work</b>	No	Link
<b>Handover Sheet</b>	No	Link
<b>Project Types</b>	Yes	Link
<b>Help</b>	Yes	Link

### 5.2.3.1.6 Pa Obtain Statutory Approvals

Pa Statutory Approvals								
<b>Process Info</b>	<b>Description</b>	<b>Links</b>						
<b>Process</b> DirectCustomer - Minor <b>Activity</b> Pa Statutory Approvals <b>Folio</b> My Folio No	Pa Statutory Approvals	<a href="#">Edit Activity</a> <a href="#">Customer Application</a> <a href="#">Customer Information Form</a> <a href="#">Technical Information Form</a> <a href="#">Scope Of Work</a> <a href="#">Handover Sheet</a> <a href="#">Project Types</a> <a href="#">Help</a>						
View Activity Notes	<table border="1"> <tr> <td>CONNECT IN</td> <td>Negotiated</td> </tr> <tr> <td>DAYS LEFT</td> <td>N/A</td> </tr> <tr> <td>WBS NUMBER</td> <td>5</td> </tr> </table>	CONNECT IN	Negotiated	DAYS LEFT	N/A	WBS NUMBER	5	
CONNECT IN	Negotiated							
DAYS LEFT	N/A							
WBS NUMBER	5							
Statutory approvals applied for (Excluding Environm.) <input type="checkbox"/> All Statutory approvals obtained. (Excluding Environm.) <input type="checkbox"/> Environmental Approval Requested <input type="checkbox"/> Record Of Decision/clearance received <input type="checkbox"/>								
Send To K2 Controller	Update	Next >> Close						

#### 5.2.3.1.6.1 List of Functions –Pa Obtain Statutory Approvals

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>	
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Add/View Activity notes (New Change)</b>	No	Text	Link		
<b>Connection In</b>	No	Text	Textbox	<i>Auto populate</i>	
<b>Days Left</b>	No	Number	Textbox	<i>Auto populate</i>	
<b>WBS Number</b>	No	Number	Text box	<i>Auto populate</i>	
<b>Statutory approvals applied for (Excluding Environment)</b>	No	Text	Checkbox		
<b>All Statutory approvals obtained (Excluding Environment)</b>	No	Text	Checkbox		
<b>Environmental Approval Requested</b>	No	Text	Checkbox		
<b>Record of Decision/clearance received</b>	No	Text	Checkbox		
<b>Edit Activity</b>	No		Link		
<b>Customer Application</b>	No		Link	<i>Link to Customer application form</i>	
<b>Customer Information Form</b>	No		Link	<i>Link to Customer Information Form</i>	
<b>Technical Information Form</b>	No		Link	<i>Link to Technical</i>	

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	58 of 87

<i>Information Form</i>		
<b>Scope of Work</b>	No	Link
<b>Handover Sheet</b>	No	Link
<b>Project Types</b>	Yes	Link
<b>Help</b>	Yes	Link

### 5.2.3.1.7 P Obtain Wayleaves

#### 5.2.3.1.7.1 List of Functions – P Obtain Wayleaves

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>	
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Add/View Activity notes (New Change)</b>	No	Text	Link		
<b>Connection In</b>	No	Text	Textbox	<i>Auto populate</i>	
<b>Days Left</b>	No	Number	Textbox	<i>Auto populate</i>	
<b>WBS Number</b>	No	Number	Text box	<i>Auto populate</i>	
<b>All Wayleave requirements negotiated</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>All required signatures obtained</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>Q Develop Detail Design</b>	No	Text	Checkbox and Name Picker		<b>Mandatory</b> When the checkbox is selected, the next user to carry out the next activity should be selected.
<b>Edit Activity</b>	No		Link		
<b>Customer Application</b>	No		Link	<i>Link to Customer application form</i>	
<b>Customer Information Form</b>	No		Link	<i>Link to Customer Information Form</i>	
<b>Technical Information Form</b>	No		Link	<i>Link to Technical Information Form</i>	
<b>Scope of Work</b>	No		Link		
<b>Handover Sheet</b>	No		Link		

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	59 of 87

<b>Project Types</b>	Yes	Link
<b>Help</b>	Yes	Link

### 5.2.3.1.8 Pb Produce Proposed NOD

#### 5.2.3.1.8.1 List of Functions – Pb Produce Proposed NOD

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>	
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Add/View Activity notes (New Change)</b>	No	Text	Link		
<b>Connection In</b>	No	Text	Textbox	<i>Auto populate</i>	
<b>Days Left</b>	No	Number	Textbox	<i>Auto populate</i>	
<b>WBS Number</b>	No	Number	Text box	<i>Auto populate</i>	
<b>Network Operating Diagram (NOD) Produced using ENS Tool form S/W data</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>Proposed NOD sent to Project Engineering for checking</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>Qb Approve Proposed NOD</b>	No	Text	Checkbox and Name Picker		<b>Mandatory</b> When the checkbox is selected, the next user to carry out the next activity should be selected.
<b>Edit Activity</b>	No		Link		
<b>Customer Application</b>	No		Link	<i>Link to Customer application form</i>	
<b>Customer Information Form</b>	No		Link	<i>Link to Customer Information Form</i>	
<b>Technical Information Form</b>	No		Link	<i>Link to Technical Information Form</i>	
<b>Scope of Work</b>	No		Link		
<b>Handover Sheet</b>	No		Link		

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	60 of 87

<b>Project Types</b>	Yes	Link
<b>Help</b>	Yes	Link

### 5.2.3.1.9 Q Develop the Detailed Design

#### 5.2.3.1.9.1 List of Functions – Q Develop the Detailed Design

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>	
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Add/View Activity notes (New Change)</b>	No	Text	Link		
<b>Connection In</b>	No	Text	Textbox	<i>Auto populate</i>	
<b>Days Left</b>	No	Number	Textbox	<i>Auto populate</i>	
<b>WBS Number</b>	No	Number	Text box	<i>Auto populate</i>	
<b>Transformer No Confirmed</b>	No	Text	Checkbox & Textbox	<i>Auto populate</i>	<b>Mandatory</b>
<b>Scope of Work Completed</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>Network Capacity Assessed</b>					<b>Mandatory</b>
<b>ED Requirements</b>			Checkbox	<ol style="list-style-type: none"> <li>1. <i>LPU Metering</i></li> <li>2. <i>Protection Settings</i></li> <li>3. <i>Other</i></li> </ol>	
<b>R Process Material Reservation</b>	No	Text	Checkbox and Name Picker		<b>Mandatory</b> When the checkbox is selected, the next user to carry out the next activity

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	61 of 87

			should be selected.
<b>Edit Activity</b>	No	Link	
<b>Customer Application</b>	No	Link	<a href="#">Link to Customer application form</a>
<b>Customer Information Form</b>	No	Link	<a href="#">Link to Customer Information Form</a>
<b>Technical Information Form</b>	No	Link	<a href="#">Link to Technical Information Form</a>
<b>Scope of Work</b>	No	Link	
<b>Handover Sheet</b>	No	Link	
<b>Project Types</b>	Yes	Link	
<b>Help</b>	Yes	Link	

### 5.2.3.1.10 Qb Approve Proposed NOD

#### 5.2.3.1.10.1 List of Functions –Qb Approve Proposed NOD

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<a href="#">Auto populate</a>	
<b>Process</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Activity</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Folio</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Description</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Add/View Activity notes (New Change)</b>	No	Text	Link		
<b>Connection In</b>	No	Text	Textbox	<a href="#">Auto populate</a>	
<b>Days Left</b>	No	Number	Textbox	<a href="#">Auto populate</a>	
<b>WBS Number</b>	No	Number	Text box	<a href="#">Auto populate</a>	
<b>Proposed NOD checked for Electrical Correctness</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>Proposed NOD Issued</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>Rb Publish Proposed NOD and Issue</b>			Checkbox and Name Picker		<b>Mandatory</b> When the checkbox is selected, the next user to carry out the next activity should be selected
<b>Edit Activity</b>	No		Link		
<b>Customer Application</b>	No		Link	<a href="#">Link to Customer</a>	

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	62 of 87

<b>Customer Information Form</b>	No	Link	<a href="#">application form</a> <a href="#">Link to Customer Information Form</a>
<b>Technical Information Form</b>	No	Link	<a href="#">Link to Technical Information Form</a>
<b>Scope of Work</b>	No	Link	
<b>Handover Sheet</b>	No	Link	
<b>Project Types</b>	Yes	Link	
<b>Help</b>	Yes	Link	

### 5.2.3.1.11 R Process Material Reservation

#### 5.2.3.1.11.1 List of Functions – R Process Material Reservation

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<a href="#">Auto populate</a>	
<b>Process</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Activity</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Folio</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Description</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Add/View Activity notes (New Change)</b>	No	Text	Link		
<b>Connection In</b>	No	Text	Textbox	<a href="#">Auto populate</a>	
<b>Days Left</b>	No	Number	Textbox	<a href="#">Auto populate</a>	
<b>WBS Number</b>	No	Number	Text box	<a href="#">Auto populate</a>	
<b>SAP Material Reservation Number</b>	No	Text	Textbox		<b>Mandatory</b>
<b>S Materials Picked and Available</b>	No	Text	Checkbox and Name Picker		<b>Mandatory</b> When the checkbox is selected, the next user to carry out the next activity should be selected
<b>Edit Activity</b>	No		Link		
<b>Customer Application</b>	No		Link	<a href="#">Link to Customer application form</a>	
<b>Customer Information Form</b>	No		Link	<a href="#">Link to Customer Information Form</a>	
<b>Technical Information Form</b>	No		Link	<a href="#">Link to Technical Information Form</a>	
<b>Scope of Work</b>	No		Link		

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	63 of 87

<b>Handover Sheet</b>	No	Link
<b>Project Types</b>	Yes	Link
<b>Help</b>	Yes	Link

### 5.2.3.1.12 Rb Publish Proposed NOD and Issue

### 5.2.3.1.12.1 List of Functions – Rb Publish Proposed NOD and Issue

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>	
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Add/View Activity notes (New Change)</b>	No	Text	Link		
<b>Connection In</b>	No	Text	Textbox	<i>Auto populate</i>	
<b>Days Left</b>	No	Number	Textbox	<i>Auto populate</i>	
<b>WBS Number</b>	No	Number	Text box	<i>Auto populate</i>	
<b>Proposed NOD Published on the Web site</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>Proposed NOD sent to Project Co-ordinator for issue to Contractor</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>Edit Activity</b>	No		Link		
<b>Customer Application</b>	No		Link	<i>Link to Customer application form</i>	
<b>Customer Information Form</b>	No		Link	<i>Link to Customer Information Form</i>	
<b>Technical Information Form</b>	No		Link	<i>Link to Technical Information Form</i>	
<b>Scope of Work</b>	No		Link		
<b>Handover Sheet</b>	No		Link		
<b>Project Types</b>	Yes		Link		
<b>Help</b>	Yes		Link		

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	64 of 87

### 5.2.3.1.13 S Material Picked & Available

#### 5.2.3.1.13.1 List of Functions – S Material Picked & Available

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>	
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Add/View Activity notes (New Change)</b>	No	Text	Link		
<b>Connection In</b>	No	Text	Textbox	<i>Auto populate</i>	
<b>Days Left</b>	No	Number	Textbox	<i>Auto populate</i>	
<b>WBS Number</b>	No	Number	Text box	<i>Auto populate</i>	
<b>SAP Material Reservation Number</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Material Available Date</b>	No	Date	Date Picker		<b>Mandatory</b> YYY-MM-DD
<b>T Allocate Contractor and Issue Job</b>	No	Text	Checkbox & Name Picker		<b>Mandatory</b> When the checkbox is selected, the next user to carry out the next activity should be selected
<b>Edit Activity</b>	No		Link		
<b>Customer Application</b>	No		Link	<i>Link to Customer application form</i>	
<b>Customer Information Form</b>	No		Link	<i>Link to Customer Information Form</i>	
<b>Technical Information Form</b>	No		Link	<i>Link to Technical Information Form</i>	
<b>Scope of Work</b>	No		Link		
<b>Handover Sheet</b>	No		Link		
<b>Project Types</b>	Yes		Link		
<b>Help</b>	Yes		Link		

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	65 of 87

#### 5.2.3.1.14 T Allocate Contractor and Issue Job

#### 5.2.3.1.14.1 List of Functions – T Allocate Contractor and Issue Job

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>	
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Add/View Activity notes (New Change)</b>	No	Text	Link		
<b>Connection In</b>	No	Text	Textbox	<i>Auto populate</i>	
<b>Days Left</b>	No	Number	Textbox	<i>Auto populate</i>	
<b>WBS Number</b>	No	Number	Text box	<i>Auto populate</i>	
<b>PA Statutory Approvals</b>	Yes	Text	Textbox	<i>Auto populate</i>	<b>Mandatory</b>
<b>Material Available Date</b>	Yes	Text	Textbox	<i>Auto populate</i>	YYY-MM-DD
<b>Contractor Selected</b>	No	Text	Dropdown list		<b>Mandatory</b>
<b>U Pre Job Plan</b>	No	Text	Checkbox & Name Picker		<b>Mandatory</b> When the checkbox is selected, the next user to carry out the next activity should be selected
<b>Edit Activity</b>	No		Link		
<b>Customer Application</b>	No		Link	<i>Link to Customer application form</i>	
<b>Customer Information Form</b>	No		Link	<i>Link to Customer Information Form</i>	
<b>Technical Information Form</b>	No		Link	<i>Link to Technical Information Form</i>	
<b>Scope of Work</b>	No		Link		
<b>Handover Sheet</b>	No		Link		
<b>Project Types</b>	Yes		Link		
<b>Help</b>	Yes		Link		

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	66 of 87

### 5.2.3.1.14.2 Dropdown List – T Allocate Contractor and Issue Job

Dropdown Name	Values
Contractor Selected	<ol style="list-style-type: none"> <li>1. Adenco Construction</li> <li>2. Badentech</li> <li>3. BCV – Prins electrical</li> <li>4. Bertus Kruger</li> <li>5. EMC Konstruksie</li> <li>6. Eybers Elekries</li> <li>7. Kontrei Elekries</li> <li>8. None Identified</li> <li>9. Paul Goosen</li> <li>10. Rio Elekries</li> </ol>

### 5.2.3.1.15 U Pre Job Plan

### 5.2.3.1.15.1 List of Functions –U Pre Job Plan

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>	
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Add/View Activity notes</b>	No	Text	Link		

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	67 of 87

<b>(New Change)</b>					
<b>Connection In</b>	No	Text	Textbox	<i>Auto populate</i>	
<b>Days Left</b>	No	Number	Textbox	<i>Auto populate</i>	
<b>WBS Number</b>	No	Number	Text box	<i>Auto populate</i>	
<b>Contractor's Name (From T)</b>	Yes	Text	Textbox	<i>Auto populate</i>	<b>Mandatory</b>
<b>Outage Date</b>	No	Date	Date Picker		<b>Mandatory</b> YYY-MM-DD
<b>Construction Start Date</b>	No	Date	Date Picker		<b>Mandatory</b> YYY-MM-DD
<b>Expected Construction Completion Date</b>	No	Text	Date Picker		<b>Mandatory</b> YYY-MM-DD
<b>Switching Requirements</b>	Yes	Text	Label		
<b>MV Network</b>	No	Text	Multiline Textbox		
<b>LV Network</b>	No	Text	Multiline Textbox		
<b>Safety Issues</b>	No	Text	Multiline Textbox		
<b>Proposed NOD viewed and Printed from ENS WEB</b>	No	Text	Checkbox		
<b>V Construct asset</b>	No	Text	Checkbox & Name Picker		<b>Mandatory</b> When the checkbox is selected, the next user to carry out the next activity should be selected
<b>Ub Metering and Protection</b>	No	Text	Checkbox & Name Picker		When the checkbox is selected, the next user to carry out the next activity should be selected
<b>Edit Activity</b>	No		Link		
<b>Customer Application</b>	No		Link	<i>Link to Customer application form</i>	
<b>Customer Information Form</b>	No		Link	<i>Link to Customer Information Form</i>	
<b>Technical Information Form</b>	No		Link	<i>Link to Technical Information Form</i>	
<b>Scope of Work</b>	No		Link		
<b>Handover Sheet</b>	No		Link		
<b>Project Types</b>	Yes		Link		
<b>Help</b>	Yes		Link		

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	68 of 87

### 5.2.3.1.16 Ub Metering & Protection

#### 5.2.3.1.16.1 List of Functions – Un Metering & Protection

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>	
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Add/View Activity notes (New Change)</b>	No	Text	Link		
<b>Connection In</b>	No	Text	Textbox	<i>Auto populate</i>	
<b>Days Left</b>	No	Number	Textbox	<i>Auto populate</i>	
<b>WBS Number</b>	No	Number	Text box	<i>Auto populate</i>	
<b>Outage date</b>	Yes	Date	Textbox	<i>Auto populate</i>	<b>Mandatory</b> YYY-MM-DD
<b>ED Requirements</b>	No	Date	Label		
<b>Date for Requirements Scheduled</b>	No	Date	Date Picker		<b>Mandatory</b> YYY-MM-DD
<b>Resource allocated to carry out requirements</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>Edit Activity</b>	No		Link		
<b>Customer Application</b>	No		Link	<i>Link to Customer application form</i>	
<b>Customer Information Form</b>	No		Link	<i>Link to Customer Information Form</i>	
<b>Technical Information Form</b>	No		Link	<i>Link to Technical Information Form</i>	
<b>Scope of Work</b>	No		Link		
<b>Handover Sheet</b>	No		Link		
<b>Project Types</b>	Yes		Link		
<b>Help</b>	Yes		Link		

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	69 of 87

### 5.2.3.1.17 V Construct asset

#### 5.2.3.1.17.1 List of Functions – V Construct asset

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>	
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Add/View Activity notes (New Change)</b>	No	Text	Link		
<b>Connection In</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Days Left</b>	Yes	Number	Textbox	<i>Auto populate</i>	
<b>WBS Number</b>	Yes	Number	Text box	<i>Auto populate</i>	
<b>Construction Completed</b>	No	Date	Textbox		<b>Mandatory</b> YYY-MM-DD
<b>No Outage involved</b>	No	Text	Checkbox		If the checkbox is selected, the <b>“Proposed Outage Date”</b> will be deactivated
<b>Construction Complete and As BUILTS sent to Survey/Mapping</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>W Execute Outage and Energise</b>	No	Text	Checkbox & Name Picker		<b>Mandatory</b> When the checkbox is selected, the next user to carry out the next activity should be selected
<b>Proposed Outage Date</b>		Date	Date Picker		<b>Mandatory only if No Outage is involved.</b>
<b>Edit Activity</b>	No		Link		
<b>Customer Application</b>	No		Link	<i>Link to Customer application form</i>	
<b>Customer Information Form</b>	No		Link	<i>Link to Customer Information Form</i>	
<b>Technical Information Form</b>	No		Link	<i>Link to Technical Information Form</i>	
<b>Scope of Work</b>	No		Link		
<b>Handover Sheet</b>	No		Link		

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	70 of 87

<b>Project Types</b>	Yes	Link
<b>Help</b>	Yes	Link

### 5.2.3.1.18 W Execute Outage and Energise

#### 5.2.3.1.18.1 List of Functions – W Execute Outage and Energise

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>	
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Add/View Activity notes (New Change)</b>	No	Text	Link		
<b>Connection In</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Days Left</b>	Yes	Number	Textbox	<i>Auto populate</i>	
<b>WBS Number</b>	Yes	Number	Text box	<i>Auto populate</i>	
<b>Outage Date (Actual)</b>	No	Date	Textbox		<b>Mandatory</b> YYY-MM-DD
<b>Outage Time (Actual)</b>	No	Text	Dropdown list	1. <i>Hour</i> 2. <i>Minutes</i> 3. <i>PM/AM</i>	<b>Mandatory</b>
<b>Handover Document Completed</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>Document Handed to TSC</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>Supply Condition</b>	No	Text	Radio button	1. Customer Connected and Meter turning 2. Supply Made available	
<b>X Complete Handover Documentation</b>	No	Text	Checkbox & Name Picker		When the checkbox is selected, the next user to

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	71 of 87

				carry out the next activity should be selected
<b>Customer energised BUT defects need attention</b>	No	Tex	Checkbox	When the checkbox is selected, “ <b>Wa Defects to be cleared</b> ” will be <b>active and mandatory</b>
<b>Wa Defects to be Cleared</b>	No	Text	Checkbox & Name Picker	<b>Active and Mandatory</b> only when “ <b>Customer energised BUT defects need attention</b> ” is checked. When the checkbox is selected, the next user to carry out the next activity should be selected
<b>Edit Activity</b>	No		Link	
<b>Customer Application</b>	No		Link	<a href="#">Link to Customer application form</a>
<b>Customer Information Form</b>	No		Link	<a href="#">Link to Customer Information Form</a>
<b>Technical Information Form</b>	No		Link	<a href="#">Link to Technical Information Form</a>
<b>Scope of Work</b>	No		Link	
<b>Handover Sheet</b>	No		Link	
<b>Project Types</b>	Yes		Link	
<b>Help</b>	Yes		Link	

#### 5.2.3.1.19 Wb Publish Final NOD

##### 5.2.3.1.19.1

##### List of Functions – Wb Publish Final NOD

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>	
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Add/View Activity notes (New Change)</b>	No	Text	Link		
<b>Connection In</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Days Left</b>	Yes	Number	Textbox	<i>Auto populate</i>	
<b>WBS Number</b>	Yes	Number	Text box	<i>Auto populate</i>	

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	72 of 87

<b>Check Geo and NOD in ENS agree and Publish Final NOD</b>	No	Text	Checkbox	<b>Mandatory</b>
<b>Edit Activity</b>	No		Link	
<b>Customer Application</b>	No		Link	<a href="#">Link to Customer application form</a>
<b>Customer Information Form</b>	No		Link	<a href="#">Link to Customer Information Form</a>
<b>Technical Information Form</b>	No		Link	<a href="#">Link to Technical Information Form</a>
<b>Scope of Work</b>	No		Link	
<b>Handover Sheet</b>	No		Link	
<b>Project Types</b>	Yes		Link	
<b>Help</b>	Yes		Link	

### 5.2.3.1.20 Wa Defects to be cleared

#### 5.2.3.1.20.1 List of Functions – Wa Defects to be cleared

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<a href="#">Auto populate</a>	
<b>Process</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Activity</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Folio</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Description</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Add/View Activity notes (New Change)</b>	No	Text	Link		
<b>Connection In</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Days Left</b>	Yes	Number	Textbox	<a href="#">Auto populate</a>	
<b>WBS Number</b>	Yes	Number	Text box	<a href="#">Auto populate</a>	
<b>Project Defects Completion date</b>	No	Date	Date Picker		<b>Mandatory</b> YYY-MM-DD
<b>All identified Defects Complete</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>X Field Service Sign-Off</b>	No	Text	Checkbox & Name Picker		<b>Mandatory</b> When the checkbox is selected, the next user to carry out the next activity should be selected

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	73 of 87

<b>Edit Activity</b>	No	Link	
<b>Customer Application</b>	No	Link	<a href="#">Link to Customer application form</a>
<b>Customer Information Form</b>	No	Link	<a href="#">Link to Customer Information Form</a>
<b>Technical Information Form</b>	No	Link	<a href="#">Link to Technical Information Form</a>
<b>Scope of Work</b>	No	Link	
<b>Handover Sheet</b>	No	Link	
<b>Project Types</b>	Yes	Link	
<b>Help</b>	Yes	Link	

### 5.2.3.1.21 Xa Field Services Sign Off

#### 5.2.3.1.21.1 List of Functions – Xa Field Services Sign Off

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<a href="#">Auto populate</a>	
<b>Process</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Activity</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Folio</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Description</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Add/View Activity notes (New Change)</b>	No	Text	Link		
<b>Connection In</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Days Left</b>	Yes	Number	Textbox	<a href="#">Auto populate</a>	
<b>WBS Number</b>	Yes	Number	Text box	<a href="#">Auto populate</a>	
<b>Defect Outage Date</b>	No	Date	Date Picker		YYY-MM-DD
<b>Defects Outage Time</b>	No	Text	Dropdown list		
<b>Verification that all defects cleared by Contractor</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>Outstanding Handover Documentation Completed</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>Edit Activity</b>	No		Link		
<b>Customer Application</b>	No		Link	<a href="#">Link to Customer application form</a>	
<b>Customer Information Form</b>	No		Link	<a href="#">Link to Customer Information Form</a>	

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	74 of 87

<b>Technical Information Form</b>	No	Link	<a href="#">Link to Technical Information Form</a>
<b>Scope of Work</b>	No	Link	
<b>Handover Sheet</b>	No	Link	
<b>Project Types</b>	Yes	Link	
<b>Help</b>	Yes	Link	

### 5.2.3.1.22 X Complete Handover Documentation

#### 5.2.3.1.22.1 List of Functions – X Complete Handover Documentation

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>	
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Add/View Activity notes (New Change)</b>	No	Text	Link		
<b>Connection In</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Days Left</b>	Yes	Number	Textbox	<i>Auto populate</i>	
<b>WBS Number</b>	Yes	Number	Text box	<i>Auto populate</i>	
<b>Handover Sheet Updated</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>Customer Connected and energised</b>	No	Text	Radio Button	<ol style="list-style-type: none"> <li><i>Customer Connected and energised</i></li> <li><i>Supply made available (Customer not energised)</i></li> </ol>	<p>If <b>“Customer Connected and energised”</b> is selected, the following will be <b>active and mandatory</b>:-</p> <ol style="list-style-type: none"> <li>Compliance Certificate Number.</li> </ol> <p>If <b>“Supply made available (Customer not energised)”</b> is selected, <b>“Compliance Certificate Number”</b> will be deactivated.</p>
<b>Compliance Certificate Number</b>	No	Text	Textbox		<b>Mandatory only when “Customer Connected and</b>

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	75 of 87

<b>Xb Confirm As Built Information in Smallworld</b>	No	Text	Checkbox & Name Picker	<b>Energised" is selected</b> <b>Not Active</b>
<b>Y Raise Bill and Update CC&amp;B</b>	No	Text	Checkbox & Name Picker	<b>Mandatory</b> When the checkbox is selected, the next user to carry out the next activity should be selected
<b>Yb Process Contractors Invoices</b>	No	Text	Checkbox & Name Picker	<b>Mandatory</b> When the checkbox is selected, the next user to carry out the next activity should be selected
<b>Edit Activity</b>	No		Link	
<b>Customer Application</b>	No		Link	<i>Link to Customer application form</i>
<b>Customer Information Form</b>	No		Link	<i>Link to Customer Information Form</i>
<b>Technical Information Form</b>	No		Link	<i>Link to Technical Information Form</i>
<b>Scope of Work</b>	No		Link	
<b>Handover Sheet</b>	No		Link	
<b>Project Types</b>	Yes		Link	
<b>Help</b>	Yes		Link	

### 5.2.3.1.23 Xb Confirm As Built Information in SmallWorld

#### 5.2.3.1.23.1 List of Functions –Xb Confirm As Built Information in Smallworld

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>	
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Add/View Activity notes (New Change)</b>	No	Text	Link		

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	76 of 87

Connection In	Yes	Text	Textbox	<i>Auto populate</i>	
Days Left	Yes	Number	Textbox	<i>Auto populate</i>	
WBS Number	Yes	Number	Text box	<i>Auto populate</i>	
As-Built Drawings confirmed in SmallWorld (Geo and Electrical)	No	Text	Checkbox		Mandatory
Download As Built Details from SmallWorld to Oracle as "Commissioned" Status	No	Text	Checkbox		Mandatory
Edit Activity	No		Link		
Customer Application	No		Link	<i>Link to Customer application form</i>	
Customer Information Form	No		Link	<i>Link to Customer Information Form</i>	
Technical Information Form	No		Link	<i>Link to Technical Information Form</i>	
Scope of Work	No		Link		
Handover Sheet	No		Link		
Project Types	Yes		Link		
Help	Yes		Link		

#### 5.2.3.1.24 Y Raise the Bill and Update Cordaptix

#### 5.2.3.1.24.1 List of Functions – Y Raise the Bill and Update Cordaptix

Field Name	Read-Only	Value Type	Control type	Notes	Validations
Process Info	Yes	Text	Label	<i>Auto populate</i>	
Process	Yes	Text	Textbox	<i>Auto populate</i>	
Activity	Yes	Text	Textbox	<i>Auto populate</i>	
Folio	Yes	Text	Textbox	<i>Auto populate</i>	
Description	Yes	Text	Textbox	<i>Auto populate</i>	
Add/View Activity notes (New Change)	No	Text	Link		
Connection In	Yes	Text	Textbox	<i>Auto populate</i>	
Days Left	Yes	Number	Textbox	<i>Auto populate</i>	
WBS Number	Yes	Number	Text box	<i>Auto populate</i>	
Supply Condition	Yes	Text	Textbox	<i>Auto populate</i>	Mandatory
CC&B Billing information	No	Text	Checkbox		Mandatory

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	77 of 87

<b>completely updated (Charges and Energy Consumption)</b>			
<b>Edit Activity</b>	No	Link	
<b>Customer Application</b>	No	Link	<a href="#">Link to Customer application form</a>
<b>Customer Information Form</b>	No	Link	<a href="#">Link to Customer Information Form</a>
<b>Technical Information Form</b>	No	Link	<a href="#">Link to Technical Information Form</a>
<b>Scope of Work</b>	No	Link	
<b>Handover Sheet</b>	No	Link	
<b>Project Types</b>	Yes	Link	
<b>Help</b>	Yes	Link	

### 5.2.3.1.25 Yb Process Contractors Invoices

#### 5.2.3.1.25.1 List of Functions – Yb Process Contractors Invoices

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<a href="#">Auto populate</a>	
<b>Process</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Activity</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Folio</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Description</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Add/View Activity notes (New Change)</b>	No	Text	Link		
<b>Connection In</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Days Left</b>	Yes	Number	Textbox	<a href="#">Auto populate</a>	
<b>WBS Number</b>	Yes	Number	Text box	<a href="#">Auto populate</a>	
<b>Invoices Received and checked for data correctness</b>	Yes	Text	Checkbox		<b>Mandatory</b>
<b>Verify dates for work carried out</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>Zb Invoices checked and approved</b>	No	Text	Checkbox & Name Picker		<b>Mandatory</b> When the checkbox is selected, the next user to carry out the next activity should be selected

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	78 of 87

<b>Edit Activity</b>	No	Link	
<b>Customer Application</b>	No	Link	<a href="#">Link to Customer application form</a>
<b>Customer Information Form</b>	No	Link	<a href="#">Link to Customer Information Form</a>
<b>Technical Information Form</b>	No	Link	<a href="#">Link to Technical Information Form</a>
<b>Scope of Work</b>	No	Link	
<b>Handover Sheet</b>	No	Link	
<b>Project Types</b>	Yes	Link	
<b>Help</b>	Yes	Link	

### 5.2.3.1.26 Zb Invoices checked and approved

#### 5.2.3.1.26.1 List of Functions – Zb Invoices checked and approved

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<i>Auto populate</i>	
<b>Process</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Activity</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Folio</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Description</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Add/View Activity notes (New Change)</b>	No	Text	Link		
<b>Connection In</b>	Yes	Text	Textbox	<i>Auto populate</i>	
<b>Days Left</b>	Yes	Number	Textbox	<i>Auto populate</i>	
<b>WBS Number</b>	Yes	Number	Text box	<i>Auto populate</i>	
<b>Claim Checked against the BOQ</b>	Yes	Text	Checkbox		<b>Mandatory</b>
<b>Claim checked against Schedule of Rates</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>Verify any Site Instructions or Variation Orders Claimed</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>Check that all invoice data is correct</b>	No	Text	Checkbox		<b>Mandatory</b>

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	79 of 87

<b>ZAb Contractor Paid</b>	No	Text	Checkbox & Name Picker	<b>Mandatory</b> When the checkbox is selected, the next user to carry out the next activity should be selected
<b>Edit Activity</b>	No		Link	
<b>Customer Application</b>	No		Link	<a href="#">Link to Customer application form</a>
<b>Customer Information Form</b>	No		Link	<a href="#">Link to Customer Information Form</a>
<b>Technical Information Form</b>	No		Link	<a href="#">Link to Technical Information Form</a>
<b>Scope of Work</b>	No		Link	
<b>Handover Sheet</b>	No		Link	
<b>Project Types</b>	Yes		Link	
<b>Help</b>	Yes		Link	

### 5.2.3.1.27 ZAb Contractor Paid

#### 5.2.3.1.27.1 List of Functions – ZAb Contractor Paid

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<a href="#">Auto populate</a>	
<b>Process</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Activity</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Folio</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Description</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Add/View Activity notes (New Change)</b>	No	Text	Link		
<b>Connection In</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Days Left</b>	Yes	Number	Textbox	<a href="#">Auto populate</a>	
<b>WBS Number</b>	Yes	Number	Text box	<a href="#">Auto populate</a>	
<b>Invoice processed in SAP</b>	Yes	Text	Checkbox		<b>Mandatory</b>
<b>Invoice filed with copy of Remittance print out from SAP run</b>	No	Text	Checkbox		<b>Mandatory</b>
<b>ZBb Close Out Project</b>	No	Text	Checkbox & Name Picker		<b>Mandatory</b> When the checkbox is

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	80 of 87

			selected, the next user to carry out the next activity should be selected
<b>Edit Activity</b>	No	Link	
<b>Customer Application</b>	No	Link	<a href="#">Link to Customer application form</a>
<b>Customer Information Form</b>	No	Link	<a href="#">Link to Customer Information Form</a>
<b>Technical Information Form</b>	No	Link	<a href="#">Link to Technical Information Form</a>
<b>Scope of Work</b>	No	Link	
<b>Handover Sheet</b>	No	Link	
<b>Project Types</b>	Yes	Link	
<b>Help</b>	Yes	Link	

### 5.2.3.1.28 ZBb Close Out Project

### 5.2.3.1.28.1 List of Functions – ZBb Close Out Project

Field Name	Read-Only	Value Type	Control type	Notes	Validations
<b>Process Info</b>	Yes	Text	Label	<a href="#">Auto populate</a>	
<b>Process</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Activity</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Folio</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Description</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Add/View Activity notes (New Change)</b>	No	Text	Link		
<b>Connection In</b>	Yes	Text	Textbox	<a href="#">Auto populate</a>	
<b>Days Left</b>	Yes	Number	Textbox	<a href="#">Auto populate</a>	
<b>WBS Number</b>	Yes	Number	Text box	<a href="#">Auto populate</a>	
<b>All project data completed electronically and in Jacket</b>	No	Text	Checkbox	<a href="#">Auto populate</a>	Mandatory
<b>Approved NOD</b>	No	Text	Checkbox	<a href="#">Auto populate</a>	Mandatory

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	81 of 87

checked and Project Closed						
Nb Capture in Smallworld	Yes	Text	Textbox	<i>Auto populate</i>		Mandatory
Pb Produce Proposed NOD	Yes	Text	Textbox	<i>Auto populate</i>		Mandatory
Qb Approve Proposed NOD	Yes	Text	Textbox			
Rb Publish Proposed NOD and Issue	Yes	Text	Textbox	<i>Auto populate</i>		Mandatory
Ub Metering & Protection	Yes	Text	Textbox	<i>Auto populate</i>		Mandatory
Wa Defects to be cleared	Yes	Text	Textbox	<i>Auto populate</i>		Mandatory
Wb Publish Final NOD	Yes	Text	Textbox	<i>Auto populate</i>		Mandatory
Xa Field Service Sign-Off	Yes	Text	Textbox	<i>Auto populate</i>		Mandatory
Xb Confirm As Built Information in SmallWorld	Yes	Text	Textbox	<i>Auto populate</i>		Mandatory
Y Raise Bill and Update CC&B	Yes	Text	Textbox	<i>Auto populate</i>		Mandatory
Edit Activity	No		Link			
Customer Application	No		Link	<i>Link to Customer application form</i>		
Customer Information Form	No		Link	<i>Link to Customer Information Form</i>		
Technical Information Form	No		Link	<i>Link to Technical Information Form</i>		
Scope of Work	No		Link			
Handover Sheet	No		Link			
Project Types	Yes		Link			
Help	Yes		Link			

## 6 Non-Functional Requirements

### 6.1 Transaction Volume

Not Applicable

### 6.2 Performance Requirements

No specific performance requirements specified. Current performance levels of Smartforms are acceptable.

### 6.3 Security Requirements

#### 6.3.1 Administrator & User Roles

##### 6.3.1.1 K2 User Roles & Access

Regional users will carry out assigned activities from their worklist which include capturing the data and selecting appropriate options. Once completed, the user will select the specified recipient/s to carry out the next activities of the workflow according to a set of procedural rules. K2 Managers will support and/or approve projects, tasks or jobs via the ACNAC system. The K2 Controller will serve as a level 1 support for users, and will control the user and process requirements. Should a need arise; users will be able to route any activities back to the K2 Controller. The activity will then be taken off the worklist of the original user, and will

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	82 of 87

be placed on the worklist of the selected user. The Administrator will serve as a level 2 support in order to maintain the system and user base.

### 6.3.1.2 Detailed Design Definition for user access

Access to the Maintenance Functions has been categorised into National, Regional, K2 Controller, National Forms and Regional Forms groups. As a result, required controls to limit the Users assigned to these roles to only have access to specific Maintenance Functions.

Access to the Maintenance Functions will be limited as follows:

The Regional K2 Controllers' will be responsible for the operational day to day maintenance of the ACNAC Workflow system. As a result of this role, the K2 Controllers will have access to the following maintenance functions.

<b>Forms Engine</b>	Activity
<b>Advanced Maintenance</b>	Redirect worklist
<b>Advanced Maintenance</b>	Edit process folio

The Regional Workflow Administrator will have same access rights as the K2 Controller as well as the following maintenance functions.

<b>Security</b>	Group
<b>Security</b>	User
<b>Areas</b>	Customer Service Area
<b>Areas</b>	Technical Service Centre
<b>Forms Engine</b>	Activity
<b>Advanced Maintenance</b>	Error Profile

The National Workflow Administrator will have access rights to the following maintenance functions stated below, including the defined that the Regional Workflow Administrator access. This role will be filled by the ACNAC Support team.

<b>Security</b>	Setting
<b>Security</b>	Maintenance Item
<b>Security</b>	Menu
<b>Areas</b>	Region
<b>Areas</b>	Company
<b>National Maintenance</b>	Customer Type
<b>National Maintenance</b>	Language
<b>Direct Customer</b>	Account Type
<b>Direct Customer</b>	Phase Type
<b>Direct Customer</b>	Project Type
<b>Direct Customer</b>	Supply Type
<b>Direct Customer</b>	Application Category
<b>Direct Customer</b>	Application Usage
<b>Direct Customer</b>	Application Sub Usage
<b>Forms Engine</b>	Quotation Type

The Regional Forms Administrator will have access rights to the following maintenance functions.

<b>Areas</b>	District Municipal Area
<b>Areas</b>	Engineering Area
<b>Areas</b>	Field Service Area
<b>Areas</b>	Local Municipal Area
<b>Areas</b>	Network Planning Area

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	83 of 87

<b>Areas</b>	TSC
--------------	-----

The National Forms Administrator will have rights to maintain the following functions.

<b>Forms Engine</b>	Load Profile
<b>Project Lookups</b>	Document Types
<b>Project Lookups</b>	Economic Classification
<b>Job Lookups</b>	Unknown
<b>Job Lookups</b>	Voltage
<b>Job Lookups</b>	Priority
<b>Unknown</b>	Meter Type
<b>Unknown</b>	Structure Item Type
<b>Unknown</b>	Structure Item
<b>Unknown</b>	Acceptance Role
<b>Unknown</b>	Funding Item
<b>National Maintenance</b>	Environmental Status
<b>National Maintenance</b>	Evaluation Type
<b>National Maintenance</b>	Physical Statistic Action
<b>National Maintenance</b>	Funding Group
<b>National Maintenance</b>	Physical Statistic Item
<b>National Maintenance</b>	Job Category
<b>National Maintenance</b>	Business Category
<b>National Maintenance</b>	Costing Rate
<b>National Maintenance</b>	Uploads

#### 6.4 Software Quality Attributes

Not Applicable

#### 6.5 History Requirements

Not Applicable

#### 6.6 Archiving Requirements

Not Applicable

#### 6.7 Frequency

Not Applicable

#### 6.8 Dependencies

No dependencies are limited to this form.

- Access to SAP data of person details and organisational structure
- Sharepoint page with list of links to Smartforms

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	84 of 87

## 6.9 Access Rights (Roles and Profiles)

Not Applicable

## 7 Other Requirements

A report will be needed to display a list of all requests submitted within a specific time period. Report to include request number, project name/reference, and requester name and approval state.

- NB: Reports are only developed or executed once the form has been implemented.
- NB: eForms Support run only reports that are displayed in the form of excel Spreadsheet, Users are expected to log a call with T-Systems so that eForms support can run the reports upon request; to see how many requests per division, data filter will be used. If Users wants to see and run their own reports a call should be logged and assigned to BI.
- Clause 14 should be incorporated into this change once received.
- 

## 8 Functional Design Considerations

- Data Structure - None
- Assumptions that were made during functional design- None
- Prerequisites for the correct working of the product - None
- Main decisions/reasons regarding functionality- None
- Scale of deployment- Medium
- Resource requirements in terms of hardware, data volume, other software or equipment- None
- Portability- None
- Reliability/Maintainability/Availability- Reliability
- Installation- Not Applicable
- Security- Not Applicable
- Configuration and customisation- Not Applicable
- Error handling- Not Applicable

### 8.1 Interface Data Structure

Not Applicable

### 8.2 Interface Data Schema

Not Applicable

#### 8.2.1 Sample file

Not Applicable

## 9 Interface Requirements

### 9.1 User Interfaces

Not Applicable.

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	85 of 87

## 9.2 Hardware Interfaces

Not Applicable

## 9.3 Software Interfaces

Not Applicable

## 9.4 Communications Interfaces

An email should be sent into Outlook inbox of the submitter as well as the next Approver

## 9.5 Module Interfaces

Not Applicable

# 10 Configuration Changes

## 10.1 Before and After Images

Not Applicable

# 11 Testing Requirements

## 11.1 Test Scenarios

Test cases will be documents in the UAT document and be sent to the user to test in the QA environment

# 12 Documents to be updated

None

# 13 References

## 13.1 Reference Documentation (include reference to test pack)

Name	Location
ACNAC Replacement Project – ACNAC Overall Functional Requirements Specification	Hyperwave – Eskom/Enterprise Development Group/Group IT/ Application, Development, Maintenance & Support/ Enterprise Cluster/Enterprise Formal Documents/Projects/ACNAC/Specification
ACNAC Replacement Project – ACNAC Electrification Turnkey Functional Requirements Specification	Hyperwave – Eskom/Enterprise Development Group/Group IT/ Application, Development, Maintenance & Support/ Enterprise Cluster/Enterprise Formal Documents/Projects/ACNAC/Specification
ACNAC Replacement Project – ACNAC Direct Customer Major Functional Requirements Specification	Hyperwave – Eskom/Enterprise Development Group/Group IT/ Application, Development, Maintenance & Support/ Enterprise Cluster/Enterprise Formal Documents/Projects/ACNAC/Specification
ACNAC Replacement Project – ACNAC Refurbishment Major and Short Functional Requirements Specification	Hyperwave – Eskom/Enterprise Development Group/Group IT/ Application, Development, Maintenance & Support/ Enterprise Cluster/Enterprise Formal Documents/Projects/ACNAC/Specification
ACNAC Replacement Project – ACNAC Strengthening Major and Short Functional Requirements Specification	Hyperwave – Eskom/Enterprise Development Group/Group IT/ Application, Development, Maintenance & Support/ Enterprise Cluster/Enterprise Formal Documents/Projects/ACNAC/Specification

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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	86 of 87

ACNAC Replacement Project – ACNAC Bulk Process Functional Requirements Specification	Hyperwave – Eskom/Enterprise Development Group/Group IT/ Application, Development, Maintenance & Support/ Enterprise Cluster/Enterprise Formal Documents/Projects/ACNAC/Specification
ACNAC Replacement Project – ACNAC Electrification Blanket Process Functional Requirements Specification	Hyperwave – Eskom/Enterprise Development Group/Group IT/ Application, Development, Maintenance & Support/ Enterprise Cluster/Enterprise Formal Documents/Projects/ACNAC/Specification
ACNAC Replacement Project – Reports	Hyperwave – Eskom/Enterprise Development Group/Group IT/ Application, Development, Maintenance & Support/ Enterprise Cluster/Enterprise Formal Documents/Projects/ACNAC/Specification
ACNAC Replacement Project – User Requirements Specification	Hyperwave – Eskom/Enterprise Development Group/Group IT/ Application, Development, Maintenance & Support/ Enterprise Cluster/Enterprise Formal Documents/Projects/ACNAC/Specification

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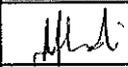
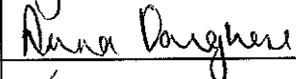
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<b>Group IT Functional Specification</b>	Unique Identifier:	240-95447190
	Revision:	1
	Page	87 of 87

ACNAC Replacement Project – User Requirements Specification	Hyperwave
-------------------------------------------------------------	-----------

## 14 Functional Specification Signoff

This document was reviewed and approved in terms of accuracy and completeness by the following stakeholders:

Role	Name	Signature	Date
Specialist	Melidah Sebetsela		14 May 2015
Functional / Cell Lead	Anna Varghese		14/05/2015
Requester	Ayesha Hardien		13 May 2015

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