**Office for National Statistics**

**_Library and Records Management BDB on FA1APP003_**

**Public**

Created By: ███████████ on 06/02/2015 at 10:12

## Title:  More detail required

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|---|---|
| **Categorisation** | **Originator:** ██████████████████████ on 06/02/2015 |
| Records Management\ERMS / BDB Refresh\20 Front Door Process | Status: Default |
| | Last Modified:  17/02/2015 13:56:00 by ██████████ |

That's fine with me ████ .  "as detailed by the business" is a good catch all.

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From: ██████████████████████████

Date: 06/02/2015 09:46
Subject: Re: Front door work request 2

We may just manage like this.  These are the requirements for acceptance criteria and I've put 3 down.  I just really want to confirm that these are acceptable to you or if you thing there is anything else that would tick the box for you that what you want has been delivered.

Thanks,

████

<State the acceptance criteria for the Work Package - the Acceptance criteria establish what will be measured to determine whether the project has delivered and therefore can be accepted by the business>
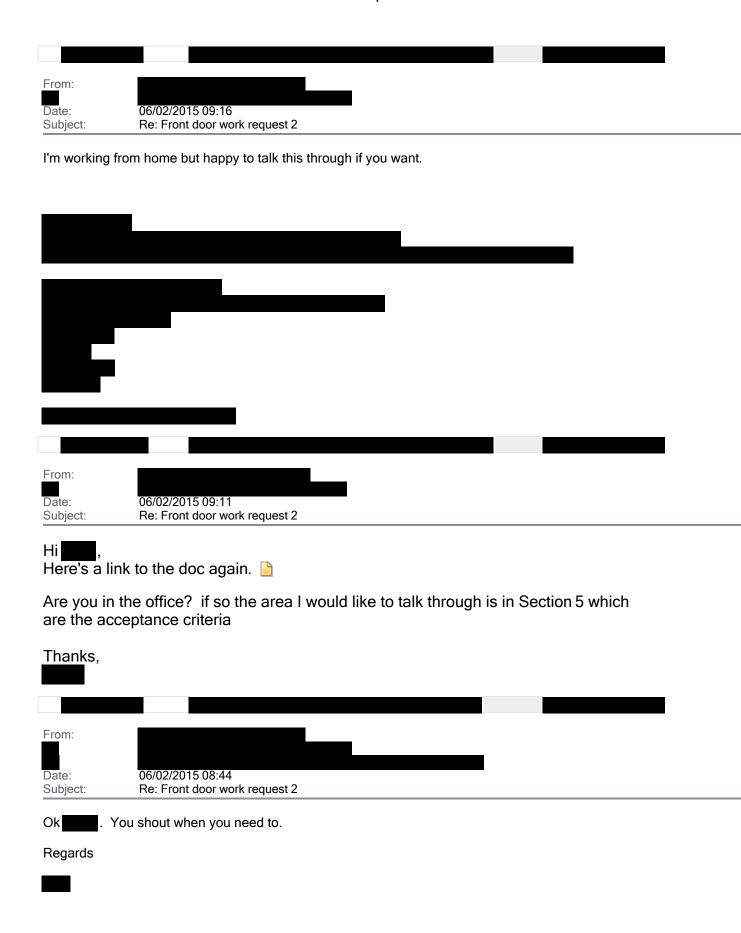
The document management system meets the requirements to delete, declare, review and categorise as detailed by the business.

The redesign of the BDB meets the requirements as detailed by the business

The redesign meets the requirement to remove any trace of the old system from the design and any independent investigations verify this.
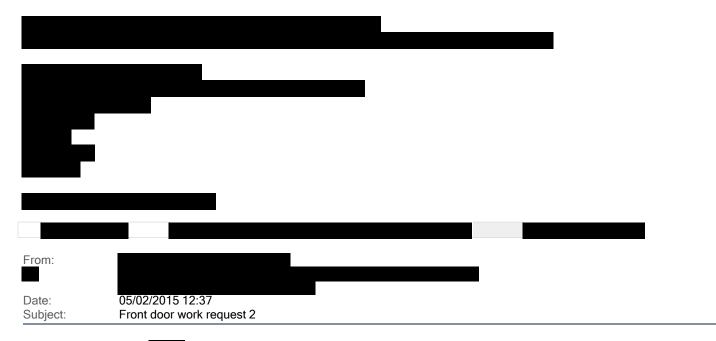
# More detail required

**From:** ████████████████████
**Date:** 06/02/2015 09:16
**Subject:** Re: Front door work request 2

I'm working from home but happy to talk this through if you want.

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**From:** ████████████████████
**Date:** 06/02/2015 09:11
**Subject:** Re: Front door work request 2

Hi ████,
Here's a link to the doc again. 📄

Are you in the office? if so the area I would like to talk through is in Section 5 which are the acceptance criteria

Thanks,

████

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**From:** ████████████████████
**Date:** 06/02/2015 08:44
**Subject:** Re: Front door work request 2

Ok ████. You shout when you need to.

Regards

████

# More detail required

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| From: | ██████████████████████████████████████████ |
|-------|--------------------------------------------|
| █ | |
| Date: | 05/02/2015 12:37 |
| Subject: | Front door work request 2 |

Just realised why ████ had so many questions - I hadn't even looked at Section 5 and this is all the detail that he was after.  :-)  I will complete this as best I can and come back to you if I have any questions.

Last Modified :  17/02/2015 13:56:00 by ███████████