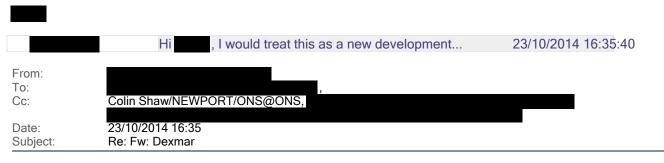


24/10/2014 08:25

That was the approach I was thinking would be required. This paragraph of requirement is very useful.

Glad the deadline is next Friday and won't be a problem.



Hi ,

I would treat this as a new development going through the official IM channels.

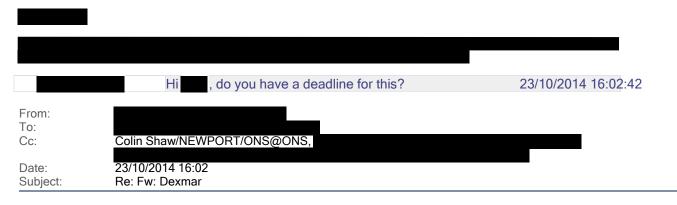
When designing the specification we need to incorporate core requirements as produced by TNA

The National Archives (TNA) produced a set of functional requirements for ERM systems in 1999 in order to promote the development of ERM software. These identified as core requirements: the ability to declare a document as an authentic record, protect it from changes and maintain it over time; the ability to organise and manage records within a classification scheme; the ability to manage retention and disposal of records; and the ability to control access and maintain an auditable track of actions taken

The deadline for this work is Friday 31 October 2014.

Many thanks in advance.

Kind regards.



Hi _____,

do you have a deadline for this?

I will start having a look at this. I think basically we will have mimic what we would with a request going

through our Front Door process.

Thanks,

Just to be clear. 23/10/2014 15:20:15