

Date Raised: 23/05/2022			
Customer Name: Rokel Commercial Bank & Union Trust Bank		Request #: CH20221053	Request By: Paul Yidana
Change Name: Amendment of salary procedure to enable balance checking			
Description of Change: This change will involve amending the procedure to enable balance checking. Before salaries hit ac_trans we want to be able to ensure that they go as balanced transactions.			
Date Required: 24/05/2022			
Reason for Change: Current procedure allows transaction imbalances to go through which poses challenge during end of day processes.			
Change Impact Assessment: High			
Scope: Payroll processing/Salary Payment			
Schedule: Redirect postings from direct ac_trans to ac_post_temp before ac_trans			
Budget: n/a			
Risk Plan: Take backup of active procedure			
Other Impacts: Non			
Resources Required: Remote service infrastructure i.e active remote server, reliable internet access etc			
Other Comments: Non			
<u>Approved By</u>	<u>Signature</u>	<u>Date</u>	<u>Comments</u>
Head of Dept	S. B	30/05/2022	Approved
Project Manager	[Signature]	30/05/2022	OK.