# Functional Requirement

## 1.1 Asset Registration Function

\*\*Function Number: FR-01\*\*

\*\*Description:\*\* Users can submit asset registration applications. The system will automatically assign an approval process and generate asset logs.

\*\*Input:\*\* Basic asset information (asset name, type, value, purchase date), related certificate documents.

\*\*Output:\*\* Asset records in the database, approval process instance, asset log records, notification messages.

## 1.2 Asset Usage Function

\*\*Function Number: FR-02\*\*

\*\*Description:\*\* Users can apply to use assets in an assignable state. The system will lock the asset status and trigger the approval process.

\*\*Input:\*\* Asset usage application information (reason for use, expected duration, usage location), approval process information.

\*\*Output:\*\* Updated asset usage records, asset status change, usage log records, notification messages.

## 1.3 Asset Transfer Function

\*\*Function Number: FR-03\*\*

\*\*Description:\*\* Users can initiate asset transfer applications. The system will generate a transfer number and trigger a multi-level approval process.

\*\*Input:\*\* Asset transfer application information (recipient account, reason for transfer, handover time), approval process information.

\*\*Output:\*\* Updated asset ownership information, asset status change, transfer operation log records, notification messages.

## 1.4 Asset Return Function

\*\*Function Number: FR-04\*\*

\*\*Description:\*\* Users can submit asset return applications. The system will generate a return number and trigger the acceptance approval process.

\*\*Input:\*\* Asset return application information (actual return date, usage condition description, attachments), acceptance criteria, approval process information.

\*\*Output:\*\* Updated asset status (assignable or pending maintenance), return acceptance records, operation log records, notification messages.

## 1.5 Asset Query Function

\*\*Function Number: FR-05\*\*

\*\*Description:\*\* Users can query asset information based on multi-dimensional conditions. The system will return a list of assets that meet the screening conditions.

\*\*Input:\*\* Asset query conditions (asset code, name, type, status, custodian, etc.).

\*\*Output:\*\* Asset query result list, operation log records, notification messages (e.g., high-risk asset warnings).

## 1.6 Asset Damage Reporting Function

\*\*Function Number: FR-06\*\*

\*\*Description:\*\* Users can submit asset damage reports. The system will trigger a multi-level approval process and generate a damage record.

\*\*Input:\*\* Asset damage report information (reason for damage, supporting documents, disposal recommendations), financial audit rules, approval process information.

\*\*Output:\*\* Updated asset status (reported as damaged), damage disposal records, financial write-off process, operation log records, notification messages.

## 1.7 Asset Scrapping Function

\*\*Function Number: FR-07\*\*

\*\*Description:\*\* Users can submit asset scrapping applications. The system will trigger a technical appraisal and financial audit process and generate a scrapping record.

\*\*Input:\*\* Asset scrapping application information (reason for scrapping, disposal method, supporting documents), approval process information.

\*\*Output:\*\* Updated asset status (scrapped), scrapping disposal file, asset cancellation certificate, operation log records, notification messages.

## 1.8 User Registration Function

\*\*Function Number: FR-08\*\*

\*\*Description:\*\* Users can apply for registration. The system will perform data validation and send an activation email.

\*\*Input:\*\* User registration information (account information, personal profile, qualification certificates), permission template, approval process information.

\*\*Output:\*\* User basic information record, initial permission configuration, registration operation log records, activation email, notification messages.

## 1.9 User Login Function

\*\*Function Number: FR-09\*\*

\*\*Description:\*\* Users can perform login operations. The system will perform identity verification and load user permissions.

\*\*Input:\*\* User account, password, verification code.

\*\*Output:\*\* User session information, permission loading status, login audit log records, notification messages.

## 1.10 Modify User Information Function

\*\*Function Number: FR-10\*\*

\*\*Description:\*\* Users can modify personal information. The system will trigger different approval processes based on the sensitivity of the fields.

\*\*Input:\*\* User modification information (basic information, contact information, job information), supporting documents, approval process information.

\*\*Output:\*\* Updated user information, operation log records, notification messages (e.g., information change confirmation).

## 1.11 User Account Cancellation Function

\*\*Function Number: FR-11\*\*

\*\*Description:\*\* Users can apply to cancel their accounts. The system will perform a check for unresolved matters and trigger an approval process.

\*\*Input:\*\* Reason for user account cancellation, confirmation terms, approval process information.

\*\*Output:\*\* Cancellation application, account status update, data cleanup/desensitization, operation log records, notification messages.

## 1.12 Role Creation Function

\*\*Function Number: FR-12\*\*

\*\*Description:\*\* Administrators can create new roles. The system will perform permission template checks and trigger an approval process.

\*\*Input:\*\* Role definition information (role name, code, description, permission set), approval process information.

\*\*Output:\*\* New role information record, audit log records, notification messages.

## 1.13 Role Modification Function

\*\*Function Number: FR-13\*\*

\*\*Description:\*\* Administrators can modify role configurations. The system will perform conflict detection and trigger an approval process.

\*\*Input:\*\* Role modification information (permission set, validity period, inheritance relationship), approval process information.

\*\*Output:\*\* Updated role configuration, audit trail records, notification messages.

## 1.14 Role Deletion Function

\*\*Function Number: FR-14\*\*

\*\*Description:\*\* Administrators can delete roles. The system will detect associated relationships and trigger an approval process.

\*\*Input:\*\* Role deletion information, approval process information.

\*\*Output:\*\* Logically deleted role information, audit trail records, notification messages.

## 1.15 Approval Process Creation Function

\*\*Function Number: FR-15\*\*

\*\*Description:\*\* Users can create approval processes. The system will review the process for compliance and publish it to the process library.

\*\*Input:\*\* Approval process definition information (approval nodes, role relationships, effective conditions), approval process information.

\*\*Output:\*\* Approval process configuration records, version log records, notification messages.

## 1.16 Approval Process Submission Function

\*\*Function Number: FR-16\*\*

\*\*Description:\*\* Users can submit approval process instances. The system will trigger multi-level approval and update the asset status.

\*\*Input:\*\* Approval process submission information (submission description, attachments), approval process information.

\*\*Output:\*\* Approval process instance records, asset status update, operation log records, notification messages.

## 1.17 Approval Process Approval Function

\*\*Function Number: FR-17\*\*

\*\*Description:\*\* Approvers can process the approval process. The system will record the approval results and update the asset status.

\*\*Input:\*\* Approval comments, processing results (approve/reject/forward for review), approval process information.

\*\*Output:\*\* Approval process status update, asset status update, approval log records, notification messages.

## 1.18 Approval Process Viewing Function

\*\*Function Number: FR-18\*\*

\*\*Description:\*\* Users can view approval process information. The system will return corresponding data based on permissions.

\*\*Input:\*\* Approval process query conditions (process type, creation time, current status, related assets, etc.).

\*\*Output:\*\* Approval process record list, operation log records, notification messages (e.g., sensitive process access warnings).

## 1.19 User Permission Allocation Function

\*\*Function Number: FR-19\*\*

\*\*Description:\*\* Administrators can allocate permissions to users. The system will perform compliance checks and trigger an approval process.

\*\*Input:\*\* Permission allocation information (role, permission set, effective scope), approval process information.

\*\*Output:\*\* User permission change records, audit log records, notification messages.

## 1.20 Asset Category Creation Function

\*\*Function Number: FR-20\*\*

\*\*Description:\*\* Administrators can create asset categories. The system will perform code validation and trigger an approval process.

\*\*Input:\*\* Asset category definition information (name, code, parent category, attribute template), approval process information.

\*\*Output:\*\* New asset category record, attribute template configuration, operation log records, notification messages.

## 1.21 Asset Category Modification Function

\*\*Function Number: FR-21\*\*

\*\*Description:\*\* Administrators can modify asset category configurations. The system will detect associated assets and trigger an approval process.

\*\*Input:\*\* Asset category modification information (name, code, parent category, attribute template), approval process information.

\*\*Output:\*\* Updated asset category configuration, audit log records, notification messages.

## 1.22 Asset Category Deletion Function

\*\*Function Number: FR-22\*\*

\*\*Description:\*\* Administrators can delete asset categories. The system will detect associated assets and trigger an approval process.

\*\*Input:\*\* Asset category deletion information, approval process information.

\*\*Output:\*\* Logically deleted asset category records, audit log records, notification messages.

## 1.23 Administrator Addition Function

\*\*Function Number: FR-23\*\*

\*\*Description:\*\* Super administrators can add new administrators. The system will configure permissions and trigger an approval process.

\*\*Input:\*\* Administrator addition information (account information, permission scope, authentication method), approval process information.

\*\*Output:\*\* New administrator account records, permission configuration information, operation log records, notification messages.

## 1.24 Administrator Deletion Function

\*\*Function Number: FR-24\*\*

\*\*Description:\*\* Super administrators can delete administrators. The system will detect associated processes and trigger an approval process.

\*\*Input:\*\* Administrator deletion information, approval process information.

\*\*Output:\*\* Logically deleted administrator account, permission removal records, operation log records, notification messages.

## 1.25 Asset Log Recording Function

\*\*Function Number: FR-25\*\*

\*\*Description:\*\* The system automatically records asset operation logs to ensure that operation information is traceable.

\*\*Input:\*\* Asset operation events (registration, transfer, scrapping, etc.), operator identity information, asset information.

\*\*Output:\*\* Log records, log summary notifications, asset status updates, audit log records.

## 1.26 Asset Log Query Function

\*\*Function Number: FR-26\*\*

\*\*Description:\*\* Users can query asset operation logs. The system will return corresponding records based on permissions.

\*\*Input:\*\* Asset log query conditions (operation type, time range, operator, asset code, etc.).

\*\*Output:\*\* Asset log record list, audit log records, notification messages (e.g., sensitive operation warnings).

## 1.27 Administrator Query Function

\*\*Function Number: FR-27\*\*

\*\*Description:\*\* Users can query administrator information. The system will perform permission checks and return corresponding data.

\*\*Input:\*\* Administrator query conditions (role type, jurisdiction, account status, creation time).

\*\*Output:\*\* Administrator information list, query operation log records, notification messages (e.g., sensitive information access audits).

## 1.28 Asset Category Viewing Function

\*\*Function Number: FR-28\*\*

\*\*Description:\*\* Users can view asset category information. The system will perform permission checks and return corresponding data.

\*\*Input:\*\* Asset category viewing conditions (keyword search, tree navigation).

\*\*Output:\*\* Asset category details, audit log records, notification messages (e.g., sensitive category access warnings).