



Material Management System (MMS) Enhancement

Business Requirements Document (BRD)

October, 2024

Document History

Version	Date	Author	Comments
1.0	2024-10-14	Lamesa Dejene	Initial draft
2.0	2024-10-21	Lamesa Dejene	Final BRD

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Abbreviations/Acronyms

Abbreviation	Meaning
MMS	Material Management System
UI	User Interface
UC	Use Case
FR	Functional Requirement
NFR	Non-Functional Requirement
TR	Training Requirement
QA	Quality Assurance
BR	Business Requirements
SDBA	System Development and Business Analysis

Intended Audience

This document is intended for stakeholders including project managers, business analysts, developers, compliance officers, and IT support staff involved in the Material Management system (MMS) enhancement project.

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1. Introduction

1.1. Background

The Material Management System (MMS) of the Bank plays a critical role in managing the bank's inventory, assets, and procurement processes. However, the current system lacks certain functionalities necessary to optimize operations and ensure compliance with industry standards. To address these challenges, an enhancement project is proposed to upgrade the MMS and improve its capabilities. The project aims to streamline processes, reduce costs, and enhance decision-making by implementing advanced features, and improving data accuracy. By implementing these enhancements, the Bank can improve its overall efficiency, reduce waste, and ensure the effective management of its material resources.

1.2. Project Objectives

The objective of this project is to enhance the existing Material Management System (MMS) at the Bank to improve functionality, accuracy, and user experience. The enhancements will address specific issues and add new features as outlined in the requirements.

1.3. Stakeholders

1.3.1. General stakeholder list

Stakeholder Name	Role
Mitiku Gerbi, Burka Lemi, Hailu Diriba, Fantahun Asseffa, Dawit Mekonnen	Business Unit
Meskerem	Project Manager
Quality Assurance team (To be assigned)	IT-Project Quality Assurance Officer
Dawit Gurara	Manager, SD&BA
Lamesa Dejene	Business Analyst
Ayana	Software Engineer

1.3.2. RACI Chart for This Document

Activity/Task	Responsible	Accountable	Consulted	Informed
Document Requirements	Business Analyst	Business Analyst	Business Unit, SDBA manager	Quality Assurance
Review and Approve BRD	Business Analyst	Business Analyst	Business Unit, SDBA manager	Quality Assurance
Conduct MMS enhancement	Software Developer	Project Manager	SDBA Manager, Business Analyst	Business team, Quality Assurance
Generate Reports	Software Developer	Project Manager	Business Unit, Business Analyst	SDBA manager
User Acceptance test	Business Unit	Project Manager	Quality Assurance, Software Developer	SDBA manager
Conduct Quality Assurance	Quality Assurance	Project Manager	Business Analyst	SDBA manager
Data Migration and Integration	Software Developer	Project Manager	Business Unit, Business Analyst	SDBA manager
User Training Sessions	Software Developer	Project Manager	Business Unit, Business Analyst, Quality Assurance	SDBA manager
Finalize Project Documentation	Project Manager	Project Manager	Business team, Quality Assurance	SDBA manager

1.4. Product scope

1.4.1. Product overview

The enhanced Material Management System (MMS) will be a comprehensive software solution designed to optimize material procurement, inventory management, and asset tracking processes at the Bank. By addressing key limitations of the existing system and incorporating advanced features, the enhanced MMS will enable the bank to improve operational efficiency, reduce costs, and enhance compliance.

1.4.2. Product Features

The enhanced MMS will offer the following key features:

- **Comprehensive asset tracking:** Accurate tracking of fixed assets, including motor vehicles, with detailed information such as plate number, model, chassis number, and motor number.
- **Enhanced categorization:** Detailed categorization of items to ensure accurate classification and reporting.
- **Accurate reporting:** Improved reporting capabilities, including accurate requested date reports and branch-specific information.
- **Flexible unjournalizing:** Enhanced unjournalize functionality for last/current month transactions to ensure accurate and timely changes.
- **Enhanced ticket management:** Additional features for ticket management, such as delete and edit options.
- **Separate registration for installation and hardware costs:** Separate registration of installation and hardware costs for accurate cost tracking.
- **Premises registration:** Functionality to register and control bank premises (buildings).
- **Model field for item purchase:** A field for specifying item models to avoid duplicate item codes.
- **Issue reversal functionality:** The ability to reverse issued items from regional stores when necessary.

- **Enhanced Item tagging process:** functionality to enable property managers to accurately track and manage items within their properties by providing detailed information about item ownership, location, category, and quantity.
- **Transaction Reversal functionality for Stock Transfers:** functionality to allow transaction reversal for stock transfer to regional stores.
- **Active Directory Authentication:** enhanced login option via active directory.

2. Assumptions, Dependencies and Constraints

2.1. Assumptions

No.	Assumptions
1.	The current MMS infrastructure is compatible with the proposed enhancements.
2.	Users will be adequately trained on the new MMS features.
3.	Data migration from the existing MMS to the enhanced system will be successful.
4.	The bank's IT infrastructure can support the increased workload of the enhanced MMS.
5.	Relevant regulations and industry best practices will remain consistent throughout the project.
6.	All necessary resources and stakeholders will be available for the project duration.

2.2. Dependencies

No.	Dependencies
1.	Accurate and complete data in the existing MMS.
2.	Integration to AD server
3.	Sufficient hardware and software resources.
4.	Availability of experts and technical resources for development and testing.
5.	Coordination with other ongoing projects that may impact the MMS.

2.3. Constraints

No.	Constraints
1.	Data quality issues may impact the migration process.
2.	Project timeline and budget constraints.
3.	Potential changes in priorities or resource allocation.
4.	Changes in regulations could impact project scope and timeline.

2.4. Scope

2.4.1. Included in Scope

- **Enhancements to the Material Management System (MMS):**
 - ✓ Add fields for plate number, model, chassis number, and motor number for fixed asset motor vehicles.
 - ✓ Implement category differentiation for new items.
 - ✓ Modify Report 67 to provide an accurate requested date report.
 - ✓ Include branch name in Report 91.
 - ✓ Add distinguishing categories in Report 54.
 - ✓ Enhance unjournalize functionality for last/current month transactions.
 - ✓ Add "delete" and "edit" options for tickets.
 - ✓ Separate registration for installation and hardware costs.
 - ✓ Add premises (building) registration functionality.
 - ✓ Add "model" field for item purchase.
 - ✓ Implement issue reversal functionality.
 - ✓ Enhance item tagging process
 - ✓ Add transaction reversal functionality to stock transfer process.
 - ✓ Change login option to active directory authentication.
 - ✓ Enhance depreciation computation.

2.4.2. Excluded from Scope

- Complete overhaul of the MMS: The project will focus on enhancements to the existing system, not a complete replacement.
- Development of new modules: The project will not include the development of entirely new modules outside the scope of the specified enhancements.
- Integration with non-relevant systems: Integration with systems that are not directly related to material management will not be included.
- Changes to core banking processes: The project will not involve fundamental changes to the bank's overall material management processes.

3. Requirements

3.1. Business requirements

3.1.1. Description of current business state

The current Material Management System (MMS) lacks several key features and functionalities that are necessary for efficient and accurate management of assets and inventory. This includes limited information about motor vehicles, inconsistent item categorization, inaccurate reporting, inefficient disposal processes, limited ticket management options, combined installation and hardware costs, lack of premises registration, and limited item purchase capabilities.

3.1.2. Description of proposed business state

The MMS enhancement project aims to improve the system's functionality by adding new features, enhancing existing ones, and addressing current limitations. This includes adding detailed information for motor vehicles, categorizing items accurately, improving report accuracy, enhancing disposal management, improving ticket management, separating installation and hardware costs, adding premises registration, and improving item purchase processes.

3.1.3. Specific business requirements

ID	Requirement description
BR1	Add plate number, model, chassis number and motor number on the MMS for fixed asset motor vehicle column.
BR2	There is no category differentiation when a new item is added to the MMS, equipment is registered as a system asset rather than furniture, generator maintenance should be under the office equipment category, but the system appears under the motor vehicles category.
BR3	Report 67 does not provide an accurate requested date report, a future date is required.
BR4	Branch name has not been included in waiting for disposal, report 91.
BR5	There was no distinguishing category on the disposal, report 54.
BR6	Enhance un journalize on MMS for last/current month transactions, during un journalize on MMS for last month or current month transaction, it says complete for the time being but after few minutes or day it remains unchanged.
BR7	Add "delete" option on ticket part on MMS.
BR8	Add "Edit" option on ticket part, this is during journalize the ticket to edit the name of prepared by.
BR9	Amend separate registration on the installation and hardware const. In the case of cost build up on mms, the installation and hardware costs are recorded separately. Example: generator and its installation cost.

BR10	Add premises (building) registration functionality on the MMS. Currently no separate access to register and control the bank's premises (buildings).
BR11	Add "model" field for item purchase. When purchase is made, i.e. Gvr is issued, there must be a space for model of items purchased on the system to avoid creation of multiple item code for similar products.
BR12	Add issue reversal functionality. The system must support issue reversal for items issued at regional store when needed by the issuer store keeper
BR13	Enhance item tagging in such a way that clearly shows the owner of property, place assigning, item category and quantity of items.
BR14	The items amended/adjusted by the administrator are not visible in reports which makes difficult to check by business team. Thus, the system should let the business user to view all data amendments made by the administrator
BR15	There is no option to extract report based on date ranges. Hence, the system should be modified to allow date ranges summary for reports.
BR16	The transaction enquiry screen should incorporate the specific category of items listed on a given Goods Received Voucher (GRV) or Goods Issued Voucher (GIV).
BR17	The MMS should allow transaction reversal by authorized person for stock transfer to regional stores.
BR18	Every users should login to the system via active directory based on his/her role.
BR19	Depreciation computation should be enhanced according to ERCA regulations and IFRS standards.

3.1.4. Business use case list

ID	Use case title
UC1	Enhance Motor Vehicle Information
UC2	Implement Item Category Differentiation
UC3	Improve Reporting Accuracy
UC4	Enhance Disposal Management
UC5	Enhance Ticket Management
UC6	Separate Installation and Hardware Costs
UC7	Add Premises Registration
UC8	Enhance Item Purchase Process
UC9	Enhance Item tagging process
UC10	Enhance Transaction Enquiry
UC11	Transaction Reversal for Stock Transfers
UC12	Active Directory Authentication
UC13	Enhance Depreciation Computation

3.1.5. Business use case detailed description

Use Case Id:	UC1
Use Case Name:	Enhance Motor Vehicle Information
Use Case Description	Provide more detailed information about motor vehicles in the MMS
Actors:	Primary actor: Inventory/asset Manager Secondary actor: System Administrator
Preconditions:	<ul style="list-style-type: none"> ✓ The MMS is operational and contains a record of motor vehicles. ✓ User must have access to the fixed asset module.
Flow of Events:	<ol style="list-style-type: none"> 1. User Enters or updates motor vehicle information, including the new fields (plate number, model, chassis number, and motor number). 2. User saves the changes. 3. System Validates and stores the updated motor vehicle information.
Alternate Flow:	If there are errors in the entered data, the system prompts the user to correct them.
Exceptions:	If the system encounters data integrity issues, it logs an error and prevents the update.
Acceptance Criteria:	<ul style="list-style-type: none"> ✓ The system successfully adds and stores plate number, model, chassis number, and motor number for motor vehicles. ✓ The updated motor vehicle information is accessible and accurate in reports and queries.

Use Case Id:	UC2
Use Case Name:	Implement Item Category Differentiation
Use Case Description	Modify the MMS to allow category differentiation when adding new item.
Actors:	Primary actor: Inventory/asset Manager Secondary actor: System Administrator
Preconditions:	<ul style="list-style-type: none"> ✓ The MMS is operational and contains a record of items. ✓ User must have access to the item registration module
Flow of Events:	<ol style="list-style-type: none"> 1. System Administrator Creates a comprehensive item category hierarchy. 2. User selects the category for the new item. 3. User saves the new item. 4. System Validates and stores the item category assignments.
Alternate Flow:	If there are errors in the category assignments, the system prompts the user to correct them.
Exceptions:	If the system encounters data integrity issues, it logs an error and prevents the category assignment.
Acceptance Criteria:	<ul style="list-style-type: none"> ✓ The system successfully assigns categories to all items. ✓ The category hierarchy is clear and understandable. ✓ Reports and queries accurately reflect item categories.

Use Case Id:	UC3
Use Case Name:	Improve Reporting Accuracy
Use Case Description	Improve the accuracy and timeliness of reports in the MMS.
Actors:	Primary actor: Report User Secondary actor: System Administrator
Preconditions:	Reports are configured and generate data.
Flow of Events:	<ol style="list-style-type: none"> 1. Report User select 'Generates report' option 2. The user selects a time range for report extraction, the user selects 'last month report' if needed. 3. System Retrieves data from the database and generates the report.
Alternate Flow:	If there are errors in the data or report configuration, the system logs an error and provides a warning.
Exceptions:	If the system encounters critical errors, it prevents report generation.
Acceptance Criteria:	<ul style="list-style-type: none"> ✓ Reports are generated accurately and on time. ✓ Report data is consistent with the underlying data in the system. ✓ Finance ledger and the MMS inventory report must be same. ✓ The system should let the business user to view all data amendments made by the administrator ✓ Reports include all necessary information and are formatted correctly.

Use Case Id:	UC4
Use Case Name:	Enhance Disposal Management
Use Case Description	Improve disposal processes and provide better tracking.
Actors:	Primary actor: Inventory Manager, Disposal Officer Secondary actor: System Administrator
Preconditions:	The MMS is operational and contains records of items.
Flow of Events:	<ol style="list-style-type: none"> 1. Disposal Officer Initiates a disposal request. 2. Inventory Manager Reviews the request and approves or rejects it. 3. Disposal Officer If approved, processes the disposal and updates the system.
Alternate Flow:	If the request is rejected, the reasons for rejection are documented.
Exceptions:	If there are errors in the disposal process, the system logs an error and prevents completion.
Acceptance Criteria:	<ul style="list-style-type: none"> ✓ Disposal processes are efficient and accurate. ✓ Disposal records are maintained and easily accessible. ✓ Regulatory compliance for disposal is ensured.

Use Case Id:	UC5
Use Case Name:	Enhance Ticket Management
Use Case Description	Enhance ticket management options in the MMS.
Actors:	Primary actor: Ticket Creator, Ticket Approver, Ticket Processor Secondary actor: System Administrator
Preconditions:	The MMS is operational and contains ticket records.
Flow of Events:	<ol style="list-style-type: none"> 1. Ticket Creator Creates a new ticket. 2. Ticket Approver Reviews and approves or rejects the ticket. 3. Ticket Processor Processes the ticket and updates the system.
Alternate Flow:	If the ticket is rejected, the reasons for rejection are documented.
Exceptions:	If there are errors in the ticket process, the system logs an error and prevents completion.
Acceptance Criteria:	<ul style="list-style-type: none"> ✓ Users can easily create, edit, and delete tickets. ✓ Ticket approval and processing workflows are efficient. ✓ Ticket tracking and reporting are accurate.

Use Case Id:	UC6
Use Case Name:	Separate Installation and Hardware Costs
Use Case Description	Separate Registration for Installation and Hardware Costs
Actors:	Primary actor: Inventory Manager, Finance Manager Secondary actor: System Administrator
Preconditions:	<ul style="list-style-type: none"> ✓ The MMS is operational and contains records of items and costs. ✓ User must have access to cost build-up module.
Flow of Events:	<ol style="list-style-type: none"> 1. Inventory Manager Records the purchase of an item with installation costs. 2. User selects an asset. 3. User saves the cost build-up. 4. System Separately tracks the cost of the item and the installation cost.
Alternate Flow:	If there are errors in cost tracking, the system prompts the user to correct them.
Exceptions:	If the system encounters data integrity issues, it logs an error and prevents cost recording.
Acceptance Criteria:	<ul style="list-style-type: none"> ✓ Installation and hardware costs are tracked separately and accurately. ✓ The system must display the initial cost and the buildup amounts as subsidiary amounts, which means the report must be fully displayed (aggregated) for reconciliation purposes. ✓ All additional amounts must be viewed along with the registration date and time. ✓ Reports can be generated to analyze costs by category. ✓ Financial statements reflect accurate cost allocations.

Use Case Id:	UC7
Use Case Name:	Add Premises Registration
Use Case Description	Enable the registration and control of bank premises.
Actors:	Primary actor: Property Manager Secondary actor: System Administrator
Preconditions:	<ul style="list-style-type: none"> ✓ The MMS is operational. ✓ User must have access to the premises registration module.
Flow of Events:	<ol style="list-style-type: none"> 1. User navigates to the premises registration section. 2. User enters building details. 3. User saves the registration. 4. System Stores the premise information and assigns a unique identifier. 5. Property Manager Updates premise information as needed.
Alternate Flow:	If there are errors in the premise information, the system prompts the user to correct them.
Exceptions:	If the system encounters data integrity issues, it logs an error and prevents premise registration or updates.
Acceptance Criteria:	<ul style="list-style-type: none"> ✓ Premises can be registered and managed efficiently. ✓ Premise information is accurate and up-to-date. ✓ Reports can be generated to analyze premise usage and maintenance.

Use Case Id:	UC8
Use Case Name:	Enhance Item Purchase Process
Use Case Description	Enhance item purchase processes and prevent duplicate item codes.
Actors:	Primary actor: Purchasing Manager, Inventory Manager Secondary actor: System Administrator
Preconditions:	✓ The MMS is operational and contains records of items and vendors.
Flow of Events:	<ol style="list-style-type: none"> 1. Purchasing Manager Creates a purchase request. 2. Inventory Manager Reviews the request and approves or rejects it. 3. Purchasing Manager If approved, places the purchase order. 4. System Records the purchase order and updates inventory.
Alternate Flow:	If the request is rejected, the reasons for rejection are documented.
Exceptions:	If there are errors in the purchase process, the system logs an error and prevents completion.
Acceptance Criteria:	<ul style="list-style-type: none"> ✓ Purchase requests are processed efficiently and accurately. ✓ Purchase orders are created and tracked effectively. ✓ Inventory is updated accurately to reflect purchases. ✓ Duplicate item codes are prevented through the use of a model field. ✓ The system supports issue reversal for items issued from regional stores. ✓ There should be the same balance on lager and MMS during inventory.

Use Case Id:	UC9
Use Case Name:	Enhanced Item tagging
Use Case Description	To enable property managers to accurately track and manage items within their properties by providing detailed information about item ownership, location, category, and quantity.
Actors:	Primary actor: Property Manager Secondary actor: System Administrator
Preconditions:	<ul style="list-style-type: none"> ✓ The system has a database of properties, locations within those properties, and item categories. ✓ The property manager has the necessary permissions to access and modify item information.
Flow of Events:	<p>manager selects an item to be tagged.</p> <p>manager enters or selects the following information: Owner, Location, Category, and Quantity</p> <p>manager creates a new tag or updates an existing tag with the provided information</p> <p>manager confirms the tag information and completes the tagging</p>
Alternate Flow:	If the item is already tagged, the system displays the existing tag information. The property manager can update the information if necessary.
Exceptions:	If the property manager enters invalid data (e.g., non-existent owner or location), the system displays an error message and prompts for correction.
Acceptance Criteria:	<ul style="list-style-type: none"> ✓ The system accurately captures and stores information about item ownership, location, category, and quantity. ✓ The system generates and assigns unique tags to items. ✓ The property manager can easily search for and retrieve information about specific items based on these criteria.

Use Case Id:	UC10
Use Case Name:	Enhanced Transaction Enquiry
Use Case Description	To enable users to view detailed information about a specific transaction, including the categories of items listed on the Goods Received Voucher (GRV) or Goods Issued Voucher (GIV).
Actors:	Primary actor: Warehouse Manager Secondary actor: System Administrator
Preconditions:	<ul style="list-style-type: none"> ✓ The system has a database of transactions, including GRVs and GIVs. ✓ The system has a database of item categories. ✓ The user has the necessary permissions to access transaction information.
Flow of Events:	<ol style="list-style-type: none"> 1. The user selects a specific GRV or GIV from the transaction list. 2. The system displays the transaction details including: Transaction number, Date, Supplier/Customer, Total quantity, Total amount. 3. The system displays a list of items included in the transaction. 4. The user can view the details of a specific item by clicking on it.
Alternate Flow:	<ul style="list-style-type: none"> ✓ If the user enters an invalid GRV/GIV number, the system displays an error message and prompts the user to enter a valid number. ✓ If there are no items associated with the selected GRV/GIV, the system displays a message indicating that no items were found.
Exceptions:	If the user enters an invalid transaction number or tries to access a transaction they do not have permission to view, the system displays an error message.

Acceptance Criteria:	<ul style="list-style-type: none"> ✓ The transaction enquiry screen should display items categorized by their specific item categories for a given GRV/GIV. ✓ The item should be listed under appropriate category. ✓ The system should handle invalid GRV/GIV numbers gracefully by displaying appropriate error messages. ✓ The user should be able to filter, sort, and export the list of items.
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Use Case Id:	UC11
Use Case Name:	Transaction Reversal for Stock Transfers
Use Case Description	To enable authorized personnel to reverse stock transfer transactions to regional stores under specific conditions.
Actors:	Primary Actor: Warehouse Manager Secondary Actor: System Administrator
Preconditions:	<ul style="list-style-type: none"> ✓ The system has a database of stock transfer transactions. ✓ The user has the necessary permissions to perform transaction reversals.
Flow of Events:	<ol style="list-style-type: none"> 1. The warehouse manager selects a specific stock transfer transaction to be reversed. 2. The system checks if the transaction meets the criteria for reversal (timeframe, subsequent transaction, pending order) 3. If the transaction is eligible and a user account meets authorization criteria, the system reverses the transaction, updating the stock levels accordingly. 4. The system sends notifications to relevant parties, such as the regional store manager and the logistics team, informing them of the transaction reversal.

Alternate Flow:	If the transaction does not meet the criteria for reversal, the system displays a message indicating that the reversal is not allowed.
Exceptions:	If the user does not have the necessary permissions to perform the reversal, the system denies the action and logs the attempt.
Acceptance Criteria:	<ul style="list-style-type: none"> ✓ The system allows authorized personnel to reverse stock transfer transactions under specified conditions. ✓ The system verifies the eligibility of transactions for reversal. ✓ The system requires appropriate authorization for transaction reversals. ✓ The system updates stock levels accurately when a transaction is reversed. ✓ The system sends notifications to relevant parties about transaction reversals.

Use Case Id:	UC12
Use Case Name:	Active Directory Authentication
Use Case Description	To enable users to log into the system using their Active Directory credentials.
Actors:	Every users of the system
Preconditions:	<ul style="list-style-type: none"> ✓ The system is integrated with an Active Directory server. ✓ The user has an Active Directory account.
Flow of Events:	<ol style="list-style-type: none"> 1. The user enters their Active Directory username and password into the login screen. 2. The system sends the user's credentials to the Active Directory server for authentication.

	3. If the authentication is successful, the system grants the user access to the system based on their Active Directory roles and permissions.
Alternate Flow:	If the user enters incorrect credentials, the system displays an error message and prompts them to try again.
Exceptions:	If the system encounters an error while communicating with the Active Directory server, an error message is displayed.
Acceptance Criteria:	<ul style="list-style-type: none"> ✓ Users can log into the system using their Active Directory credentials. ✓ The system accurately authenticates users against the Active Directory server. ✓ The system grants access to the system based on the user's Active Directory roles and permissions. ✓ The system provides clear error messages for authentication failures.

Use Case Id:	UC13
Use Case Name:	Enhance Depreciation Computation
Use Case Description	This use case aims to improve the accuracy and compliance of depreciation calculations for assets within the Bank, adhering to the standards set by the Ethiopian Revenue and Customs Authority (ERCA) and International Financial Reporting Standards (IFRS).
Actors:	Primary actor: Accountant Secondary actor: System Administrator
Preconditions:	<ul style="list-style-type: none"> ✓ The system has a comprehensive asset register with accurate information about each asset, including acquisition cost, useful life, and residual value.

	✓ The organization has defined depreciation policies and methods that align with ERCA/IFRS requirements.
Flow of Events:	<ol style="list-style-type: none"> 1. The Accountant records a new asset in the system, providing details such as asset name, description, acquisition cost, useful life, residual value, and depreciation method. 2. The system automatically calculates depreciation expense for the asset based on the selected depreciation method and the asset's useful life. 3. The Accountant reviews and approves the calculated depreciation expense. 4. The system posts the depreciation expense to the appropriate general ledger accounts. 5. The system generates depreciation reports, including a depreciation schedule and the impact on the income statement and balance sheet.
Alternate Flow:	If an asset is disposed of before the end of its useful life, the system calculates any gain or loss on disposal and updates the asset register accordingly.
Exceptions:	<ul style="list-style-type: none"> ✓ If any required asset information is missing, the system will flag an error and prevent the depreciation calculation. ✓ If the calculated depreciation does not adhere to ERCA/IFRS standards, the system will generate a warning message.
Acceptance Criteria:	<ul style="list-style-type: none"> ✓ The system accurately calculates depreciation expense for assets based on ERCA/IFRS guidelines. ✓ Depreciation calculations are posted to the general ledger in a timely manner. ✓ The system generates comprehensive depreciation reports that meet the organization's reporting requirements. ✓ The system is user-friendly and easy to navigate.

3.2. Solution requirements

3.2.1. Functional requirements

ID	Requirement Description
FR1	The system should allow for the entry and storage of plate number, model, chassis
FR2	The system should have a comprehensive item category hierarchy and allow for accurate assignment of categories to items.
FR3	Report 67 should include a future date field for requested dates and provide accurate information.
FR4	Report 91 should include a branch name field.
FR5	The system should allow for the differentiation of disposal categories.
FR6	The un-journalize functionality should be reliable for last and current month transactions.
FR7	The system should allow for the deletion and editing of ticket parts.
FR8	The system should allow for separate registration of installation and hardware costs.
FR9	The system should have a module for registering and managing bank premises.
FR10	The system should have a field for model in the item purchase process.
FR11	The system should support issue reversal for items issued at regional stores.
FR12	The system should allow clear item tagging based on ownership, location, category and quantity.
FR13	The system should allow users to login via their active directory account.

3.2.2. Non-functional requirements

ID	Requirement Description
NFR1	The system should be user-friendly and easy to navigate.
NFR2	The system should be secure and protect sensitive data.
NFR3	The system should be reliable and have minimal downtime.
NFR4	The system should be scalable to accommodate future growth.
NFR5	The system should be compatible with existing systems and infrastructure.
NFR6	The system should meet performance requirements in terms of response time and throughput.
NFR7	The system should be accessible and usable by all relevant users.

3.3. Training Requirements

ID	Training description
TR1	Training on new features and functionalities added to the MMS and how to use the new fields and options
TR2	Training on updated workflows, processes and best practices for using the enhanced MMS
TR3	Training on troubleshooting and problem-solving techniques

4. Document signoff

Name	Role	Signature	Date
Mitiku Gerbi	Principal, reconciliation		
Burka Lemi	Manager, Procurement		
Hailu Diriba	Manager, fixed asset management		
Fantahun Asseffa	General accounts and payment officer		
Dawit Mekonnen	Manager, Warehouse		
Dawit Gurara	Manager, System Development & Business Analysis		
Ayana Aseffa	Software Engineer		