

# 1 USER ROLES AND PERMISSIONS

Each user created on the system will receive a set of permissions based upon the role assigned to the usergroup they belong to. The table below describes the activities each role is allocated:

Role Access Permission Matrix	Admin Password	Rule Administrator	Team Manager	Investigator
<b>Home Page</b>				
View Home Page				
Access Data Loading Reports				
Action Application				
Task Maintenance				
Rule Admin				
List Maintenance				
User Admin				
Library				
Reports				
Search				
<b>Action Application - View Task List</b>				
View Other Users Tasks				
Manually Add a New Application				
Expand Task List to Show User Progress				
Show Tasks breakdown by date range and summary				
View Users/Groups Associated with a Task				
<b>Action Application - Applications to Action</b>				
View Page				
Change 'on-screen' application sort order				
Filter applications by status				
<b>Action Application - Main Application</b>				
View Page				
Search for all applications with the same postcode				
Tel number lookup				
Expand Application Party Details				
<b>Action Application - Matches - Action New Application</b>				
View Frame				
Search for all application with the same postcode				
Expand Application Party Details				
Update Action Status				
Set Reason Code				
Add Diary Reminder				
Add to a Fraud Ring from the available drop down list				
<b>Action Application - Matches - Matching Application</b>				
Add Notes				
View Frame				
Expand Application Details for Matching Application				
<b>Action Application - Contact History</b>				

View all page details				
Tel number lookup				
Add New Contact Details				
Edit Existing Contact Details				
Expand Application Party Details				
Expand Application Details for Matching Application				
<b>Task Maintenance - Define Tasks</b>				
Access Define Tasks Page				
Create a Task				
Modify a Task				
Rename a Task				
Make a Task Live				
<b>Task Maintenance - Task Users</b>				
Assign Users to a Task and Tasks to a User				
Modify Tasks/User Assignment				
<b>Rule Admin - Rule Admin</b>				
Access Maintenance - Match and Validation Group				
Edit Match Group Name				
Edit Match Group Criteria				
Delete Match Group				
Edit Validation Group Name				
Edit Validation Group Criteria				
Delete Validation Group				
<b>Rule Admin - Currently Live Rules</b>				
View Live Rule Details				
Turn a Rule Off/On				
View Rule Summary				
Test a Live Rule				
Add Rule to Working Area				
Edit a Live Rule				
Delete Rule				
<b>Rule Admin - Working Area</b>				
Create a New Rule in Working Area				
Edit a Rule in the Working Area				
Test a Rule in Working Area				
Delete a Rule in Working Area				
Make a Rule from Working Area Live (either add a new rule or update an existing rule)				
Information Only Rule				
<b>List Maintenance - Ignore Fields List</b>				
View the Ignore Fields List				
Manually Add to Ignore Field List				
<b>List Maintenance - Ignore Fields Flagging Report</b>				
Run automatic flagging report (unable to Add to List from report)				
Run automatic flagging report (able to Add to List from report)				
<b>List Maintenance - Stop File</b>				
Add to Stop File				
View Stop File - able to edit or delete entries				
Search across database using all available search criteria				

<b>List Maintenance - Fraud Rings</b>				
Add a Fraud Ring				
<b>Reports</b>				
Run available reports				
Task Report				
Operational Feedback Report				
Manual Application Promotion				
Rule Performance Report				
User Audit trail				
Workflow Management				
Rule Performance				
Data Loading Report				
Real Time Data Loading Report				
Diary Reminder Report				
Stop file Purge Report				
Real Time Outcome Report				
Data Feed Exception Report				
<b>Library</b>				
View documents from the library				
Delete documents from the library				
<b>Field Name Maintenance</b>				
Update Field Name Maintenance				

Legend:

<b>Full Access</b>	
<b>No Access</b>	