

A02 — Archive Naming Amendment (Nav vs Page Title) — Feb 2026

Effective: Feb 2026

Last updated: 2026-02-20

Purpose: Lock the user-facing naming for the long-term storage & reporting area.

1) Navigation label

- **Nav label:** Archive

2) Page title

- **Page title:** Reports & Records

3) Reference name in specs

- Refer to this module as: **Archive (Reports & Records)**

4) Scope reminder

- WOT Reports archive (submitted)
- Routine checklist submissions
- Defects history
- Work Orders & Tasks history
- Inventory / requisitions / purchasing history
- PM compliance history
- Exports & Packs
- **Activities Log** (who did what/when, including overrides)

5) Avoid rework rule

- This amendment is the authoritative naming rule.
- Update older specs only when they are touched, or via a later batch rename pass.