

Business Requirement Document

V-KYC recordings to be fetched for Audit requirements

Document Revision History

| Version No. | Effective date | Prepared by | Reviewed By | Authorized By |
|-------------|----------------|-----------------|--------------------------|--------------------|
| 1.0 | 24-02-2025 | Sankalp Shaswat | Mayur Takale / Amir Khan | Atul Kantak |
| | | | | Harsh Gangakhedkar |

• Profile

| | |
|----------------------------|---|
| Project Name: | V-KYC recordings to be fetched for Audit requirements |
| Business Unit Name: | VKYC Team |
| Process Owner | B. Ops – V-KYC Team |
| Changes Required | - |
| Type of Request | Change Request |

• Objective:

To fetch V-KYC recording

• Scope:

All Approved PL-VKYC cases

• Functional Requirements

Current Scenario:

- As of now as per any internal and external (Audit) requirement the VKYC team has to request the IT data server team to provide the recordings
- The VKYC recordings are present at LTF NFS(Network File System) server which are retrieved basis the manual request

Proposed Scenario:

- A portal/Dashboard to be created and access for that will be provided to the leads of VKYC process (TL & Process Manager)
- All the recordings of VKYC shall be made available on this portal and will be fetched as and when required
- The recording shall be available date, month wise

- The recording shall be visible if searched by LAN

Process for getting the Bulk video download at Once:

1. On the VKYC portal screen, an option for users to upload an Excel or text file will be there. This file will allow employees to list up to 50 Lan IDs for which they require video recordings.
2. Once the file is uploaded, the system will trigger a call to backend API to process the request.
3. Upon receiving the response from the backend, the results will be displayed on the screen in a tabular format, accompanied by a "Download All" option. Ref below:

output

| Sr no | LanID | Date | View file | Download |
|-------|--------------------|------------|---------------------------|--------------------------|
| 1 | C02504084291493832 | 2025-04-21 | View File | Download |
| 2 | C02504084291493832 | 2025-04-21 | View File | Download |

[Download all](#)

The table pagination will display only 10 records at a time, and similarly only 10 records at a time will be downloaded.

File will contain min 2 and maxmium 50 LanIDs

Note: File upload will be csv/txt file.

Sample Screen

| VKYC Records | | Search LAN | | | L & T Finance | |
|--------------|-----------------------|--------------------|---------------------|--------------------|---------------|--|
| Sr. No | LAN No. | Date (Filter/Sort) | Month (Filter/Sort) | Year (Filter/Sort) | | |
| 1 | <u>C0838382828288</u> | 23-02-202 | 5 Feb | 2025 | | |

- Post clicking the LAN the recording download shall start
- The access for the screen will be available to very limited users (only Team leaders)

Date for cross checking the V-KKYC approved date (for IT usage)

| User ID | Call Duration (In Minute) | Status | Time | Date | NFS VKYC Upload Time |
|--------------------|---------------------------|--------------|------------|------------|----------------------|
| C02503254240258405 | 0:05:54 | APPROVE D | 9:54:45 PM | 25-03-2025 | 2025-03-26 |
| C02503250415313063 | 0:03:01 | APPROVE D | 9:52:23 PM | 25-03-2025 | 2025-03-26 |
| C02502242042069761 | 0:05:41 | APPROVE D | 8:56:52 PM | 25-03-2025 | 2025-03-26 |
| C024032025114314 | 0:02:20 | APPROVE D | 8:52:01 PM | 25-03-2025 | 2025-03-26 |
| C02503252120609515 | 0:05:20 | APPROVE D | 8:44:44 PM | 25-03-2025 | 2025-03-26 |
| C02503253141799390 | 0:08:00 | APPROVE D | 8:38:22 PM | 25-03-2025 | 2025-03-26 |
| C02503200607877884 | 0:06:51 | APPROVE D | 8:34:51 PM | 25-03-2025 | 2025-03-26 |
| C02503245213389653 | 0:03:03 | APPROVE D | 8:34:28 PM | 25-03-2025 | 2025-03-26 |
| C02503232234479326 | 0:04:43 | APPROVE D | 8:30:15 PM | 25-03-2025 | 2025-03-26 |
| C024032025113615 | 0:05:07 | APPROVE D | 9:00:15 PM | 26-03-2025 | 2025-03-27 |
| C020032025130759 | 0:05:34 | APPROVE D | 8:57:53 PM | 26-03-2025 | 2025-03-27 |
| C020032025162126 | 0:03:57 | APPROVE D | 8:56:33 PM | 26-03-2025 | 2025-03-27 |
| C02503250173681850 | 0:04:10 | APPROVE D | 8:53:13 PM | 26-03-2025 | 2025-03-27 |
| C02503261737757676 | 0:04:57 | APPROVE D | 8:52:02 PM | 26-03-2025 | 2025-03-27 |

| | | | | | |
|--------------------|---------|--------------|------------|------------|------------|
| C02503260118617491 | 0:04:16 | APPROVE D | 8:47:38 PM | 26-03-2025 | 2025-03-27 |
| C024032025160931 | 0:02:21 | APPROVE D | 8:46:34 PM | 26-03-2025 | 2025-03-27 |
| C02503040760787570 | 0:06:23 | APPROVE D | 8:41:23 PM | 26-03-2025 | 2025-03-27 |
| C024032025152946 | 0:05:27 | APPROVE D | 8:40:29 PM | 26-03-2025 | 2025-03-27 |
| C02503253123652728 | 0:06:58 | APPROVE D | 8:38:32 PM | 26-03-2025 | 2025-03-27 |
| C02503263175237197 | 0:04:28 | APPROVE D | 8:37:01 PM | 26-03-2025 | 2025-03-27 |
| C02503264936883686 | 0:02:40 | APPROVE D | 9:47:04 PM | 27-03-2025 | 2025-03-28 |
| C02503182115542422 | 0:06:46 | APPROVE D | 9:24:53 PM | 27-03-2025 | 2025-03-28 |
| C02503272432735191 | 0:04:03 | APPROVE D | 9:21:13 PM | 27-03-2025 | 2025-03-28 |
| C024032025142954 | 0:02:45 | APPROVE D | 9:05:42 PM | 27-03-2025 | 2025-03-28 |
| C02503154811546049 | 0:04:42 | APPROVE D | 8:48:38 PM | 27-03-2025 | 2025-03-28 |
| C02503271812809350 | 0:05:49 | APPROVE D | 8:47:24 PM | 27-03-2025 | 2025-03-28 |
| C019032025172421 | 0:02:53 | APPROVE D | 8:45:53 PM | 27-03-2025 | 2025-03-28 |
| C02503265808723652 | 0:05:21 | APPROVE D | 8:45:12 PM | 27-03-2025 | 2025-03-28 |
| C027032025153535 | 0:03:16 | APPROVE D | 8:39:02 PM | 27-03-2025 | 2025-03-28 |
| C02503042204155887 | 0:05:58 | APPROVE D | 8:38:03 PM | 27-03-2025 | 2025-03-28 |
| C02503252313260127 | 0:05:10 | APPROVE D | 8:35:37 PM | 27-03-2025 | 2025-03-28 |
| C004032025174510 | 0:03:08 | APPROVE D | 8:32:12 PM | 27-03-2025 | 2025-03-28 |
| C02503250499748963 | 0:05:41 | APPROVE D | 8:26:59 PM | 27-03-2025 | 2025-03-28 |
| C02503110746693213 | 0:04:46 | APPROVE D | 8:24:53 PM | 27-03-2025 | 2025-03-28 |



Reporting Requirements

NA

Interfaces changes or Testing Required

Business Test Scenarios

ANNEXURES

13.Enhancement Requirement Prepared, Reviewed and Authorized by

| Prepared by | Name | Signature | Date |
|---------------|------------------------|-----------|------|
| Prepared by | Sankalp Shaswat | | |
| Reviewed by | Mayur Takale/Amir Khan | | |
| Authorized by | Atul Kantak | | |
| Authorized by | Harsh Gangakhedkar | | |