

# **KSPL Statutory Document Application – Detailed Requirement**

## **1. Introduction**

This document describes the functional and non-functional requirements for a software application designed to manage NFA, Work Orders, Cost Contracts, Revenue Contracts, Agreements, and Statutory Documents with configurable approval workflows, role-based access, and reporting.

## **2. Modules / Pages**

The application shall contain the following primary functional screens

- NFA (Note for Approval)
- Work Orders
- Cost Contracts
- Revenue Contracts
- Agreements
- Statutory Documents

## **3. Common Features for All Pages**

Each module/page shall include the following common functionalities:

### **3.1 List View**

- Display all records in a tabular format
- Search, filter, and sort options
- Status indicators (Draft, Submitted, Approved, Rejected)

### **3.2 View Option**

- Read-only detailed view of selected record
- Display attached documents

### **3.3 Create / Edit Option**

- Form-based data entry
- Attach files (PDF)

### **3.4 Update Option**

- Allowed only before final approval

### 3.5 Attachment Management

- Upload multiple attachments
- Attachments become read-only after approval
- Attachments cannot be deleted or modified post-approval

## 4. Approval Workflow

### 4.1 Configurable Workflow

- Workflow configurable per module
- Multi-level approval support
- Role-based or user-based approvers

### 4.2 Workflow Actions

- Submit
- Approve
- Reject with remarks
- Re-submit after rejection

### 4.3 Audit Trail

- Approval history
- Date, time, user, and comments

## 5. User Management

- Create, edit, deactivate users
- Assign roles to users
- User authentication and authorization

## 6. Role Configuration

- Define roles (Admin, Creator, Approver, Viewer)
- Page-level and action-level permissions
- Workflow assignment per role

## **7. Reports**

- Module-wise reports
- Status-wise reports
- Approval pending reports
- Download reports in Excel/PDF
- Date range and user-based filters

## **8. Security & Compliance**

- Role-based access control
- Attachments secured after approval
- Full audit logs
- Data backup and recovery support

## **9. Non-Functional Requirements**

- Web-based application
- Secure authentication
- Scalable architecture
- High availability and performance

## **10. Conclusion**

This requirement document serves as a baseline for design, development, and implementation of the software application.