# Developer Implementation Checklist – HomeServicesEtc.com

## 1. Pop-up Notice Integration

* Insert HomeServicesEtc\_Popup.html into the registration/login page.
* Ensure the modal opens automatically when a new tradesperson or service provider registers.
* Require users to tick the acknowledgment checkbox before they can proceed.
* Store acknowledgment status (sessionStorage or database flag).
* Link 'View Full Policy' button to the hosted full addendum page (/legal/insurance-and-id-policy).

## 2. Upload & Verification Requirements

* Add mandatory upload fields in the provider registration profile for: Currency Certificate and Photo ID.
* Block access to all jobs/tenders until both documents are uploaded and verified.
* Provide file format restrictions (JPG, PNG, PDF) and enforce minimum clarity.

## 3. Backend & Database Updates

* Create database fields for storing uploaded insurance certificate and photo ID (with timestamps).
* Add a flag for verification status (Pending, Approved, Rejected).
* Ensure expired certificates cannot be reused.
* Create audit logs for compliance checks.

## 4. Access Control

* Prevent tradespeople/service providers from viewing, bidding, or accepting jobs until insurance and ID are uploaded and verified.
* Display a clear notice: 'You cannot access jobs until your insurance and ID are uploaded and approved.'

## 5. Admin Dashboard Controls

* Add an admin review panel for staff to view documents, approve/reject submissions, and send notices.
* Record approval date & admin user ID for accountability.

## 6. Security & Compliance

* Encrypt uploaded files at rest and restrict access to admins only.
* Ensure compliance with Australian Privacy Principles (APPs) and GDPR.
* Log all document access to prevent misuse.