|  |  |
| --- | --- |
| **Reference to CR Number** | CR253 - Approval Letter Not Stating Correct Workflow |
| **Application / Product Version Number** | Expats System |
| **Released Items For**  **Xq** Bugs Fixes  **q** Operational Activity  **q** New System Implementation  **q** System Enhancement / New Feature Module  **Xq** Content Update / Data Patches  **q** Infrastructure Changes  **q** Technology Maintenance & Updates  **q** System and Data Security | The application type is renewal application, however the approval letter generated as new application. This is happening due to current active new special pass application causing the generated approval letter to generated using the special pass information. Due to this, permanent fix is required in Approval Module to exclude any special pass information in order for the system to be able to get the correct data.    However, permanent fix cannot be done until BU give the direction for fixing the current approval module. Therefore, workaround solution to data patch the content of the approval letter will be required in order to fix the current reported application. |
| **Patch** |  |  |
| **Release items number marked as not a bug** |  |  |
| **Released for (Server name & IP)** | **APP**: exp-app01-pl (192.168.22.27) **DB :** exp-rdy01-pl (rm-zf8agpp6i1zo66j1j.mysql.kualalumpur.rds.aliyuncs.com) |  |
| **Attachments (If applicable)** |  |  |
| **Test Results (If applicable)** |  |  |
| **List of unresolved issues (if any)** |  |  |
| **Defects Spreadsheet with Root Caused Analysis (If applicable)** |  |  |
| **Impacted Item in case of Regression** |  |  |
| **Remarks, if any** |  |  |
| **Step to deploy** | |  |
| |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Item** | **Date & Time** | **Server** | **Activities / Steps** | **Action By** | **Status** | | 1 | 2022-06-23 | exp-rdy01-pl rm-zf8agpp6i1zo66j1j.mysql.kualalumpur.rds.aliyuncs.com | Backup the ExPats database in Production | Cloud Team | Complete | | 2 | 2022-06-23 | exp-app01-pl 192.168.22.27 | Backup the ExPats application in Production. | Cloud Team | Complete | | 3 | 2022-06-23 | Remote Server Jumphost | Provide Jumphost Session for vendor access | Nazrul | Complete | | 4 | 2022-06-23 | exp-rdy01-pl rm-zf8agpp6i1zo66j1j.mysql.kualalumpur.rds.aliyuncs.com | Execute data patch in Expat DB.    SQL executed :  Refer Appendix A | Yusri (vendor) | Complete | | 7 | 2022-06-23 |  | Changes verified by User | Aizat | Complete | | |  |
| **Rollback Procedure** | |  |
| |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **Item** | **Date & Time** | **Server** | **Activities / Steps** | **Action By** | **Status** | **Screenshots** | | 1 | 2022-06-23 | exp-rdy01-pl rm-zf8agpp6i1zo66j1j.mysql.kualalumpur.rds.aliyuncs.com | Developer to revert changes to old value. | Yusri (vendor) | Complete |  | | |  |

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| --- | --- |
| **Prepared By (Application Support)** |  |
| ……………………………………………………………………  Name: Muhammad Nazrul Hanif  Date & Time: |  |
| **ID Creation for Access By (Cloud Team)** | **Verification for Logout By (Cloud Team)** |
| ……………………………………………………………………..  Name: Mohd Hafidzul Shafiq  Date & Time: | ……………………………………………………………………..  Name: Mohd Hafidzul Shafiq  Date & Time: 26/05/2022 |
| **Verified By & Accepted By (Project Team)** |  |
| ……………………………………………………………………..  Name: Nur Aizat Mustakim Bin Azmi  Date & Time: | ……………………………………………………………………..  Name:  Date & Time: |