|  |  |
| --- | --- |
| **Reference to CR Number** | CR326 - Request from BU to manually update company ROC number |
| **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 | To Update ROC No. for below company.    ETEAM WORKFORCE SDN BHD - ( From 1294152-A to 1294152A-A)  TASKUS MALAYSIA SDN BHD - ( From 1440401-K to 14404401-K) |
| **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 | 2022-08-04 | exp-rdy01-pl rm-zf8agpp6i1zo66j1j.mysql.kualalumpur.rds.aliyuncs.com | Backup the ExPats database in Production | Cloud Team | Complete | | 2 | 2022-08-04 | exp-app01-pl 192.168.22.27 | Backup the ExPats application in Production. | Cloud Team | Complete | | 3 | 2022-08-04 | Remote Server Jumphost | Provide Jumphost Session for vendor access | Nazrul | Complete | | 4 | 2022-08-04 | exp-rdy01-pl rm-zf8agpp6i1zo66j1j.mysql.kualalumpur.rds.aliyuncs.com | Vendor performing data patch : Refer Appendix A | Yusri (vendor) | Complete | | 5 | 2022-08-04 |  | Changes verify by BU | Aizat | Complete | | |  |
| **Rollback Procedure** | |  |
| |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **Item** | **Date & Time** | **Server** | **Activities / Steps** | **Action By** | **Status** | **Screenshots** | | 1 | 2022-08-04 | exp-rdy01-pl rm-zf8agpp6i1zo66j1j.mysql.kualalumpur.rds.aliyuncs.com | Developer to revert changes to old value. | Yusri (vendor) | Complete |  | | |  |

|  |  |
| --- | --- |
| **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: |