**PROJECT CHANGE REQUEST FORM**

|  |
| --- |
| **Project Name: Payment Reference (Channel type 1-KFHOnline and 2-CMS)** |
| **Prepared by: Norhaidah Md Dasuki** |
| **Date : 29/09/2014** |
| **Change Request No.: IBSCR072** |

|  |
| --- |
| **1. Requestor Information** |

*Fill in with appropriate information or place an “X” next to those that apply:*

**Area of Change:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Scope** | **[ X ]** | **Schedule** | **[ ]** | **Migration** | **[ ]** |
| **Budget** | **[ ]** | **Quality** | **[ ]** |  |  |

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| --- | --- | --- |
| **Is this Change the result of a Risk Management Action?** | | |
| **No** **[ ]** | **Yes** **[ ]** | **Risk ID:** |

**Scope of Change:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Information Site GUI** | **[ ]** | **BVMC** | **[ X]** | **CIB Reports** | **[ X]** |
| **Information Site Tools** | **[ ]** | **CORUS** | **[ X]** | **BIB Reports** | **[ X]** |
| **Content** | **[ ]** | **CIB Demo** | **[ ]** | **BIB User Guide** | **[ ]** |
| **Database Table** | **[ X]** | **BIB Demo** | **[ ]** | **CIB User Guide** | **[ ]** |
| **ESB** | **[ X ]** | **KFHMB** | **[ ]** | **IBGCore** | **[ X]** |
| **CIB** | **[ X ]** | **BIB** | **[ X ]** |  |  |
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| ***Proposed Change Description and References:*** | | | |
| To implement payment reference standard to allow both payers (senders) and payee (recipients) to identify the source and purpose of the payments.   * To display **Sender Name, Beneficiary Name, Recipient Reference and Other Payment Details** on bank statements and electronic files (e.g. e-Statement, Receipt, Email Notification, Online Transaction History, reports.) | |
|  | |
| **Justification:** | |
| **Hyperlinks:** | |
| **Impact of Not Implementing:** | ***Sender Name, Beneficiary Name, Recipient Reference and Other Payment Details******Details*** *on bank statements and electronic files as required.* | |
| **Proposed Change:** | *Please see Appendix B for the proposed scope of work* | |

**Alternatives:Initial Review Results of the Change Request**

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| --- | --- | --- | --- |
| **Initial Review Date:** | | | **Assigned To:** |
| *Action* | | | *Comments* |
| **Approval for Impact Analysis** | **[ ]** |  | |
| **Reject** | **[ ]** |  | |
| **Defer Until** | **[ ]** |  | |
| **Express Approval** | **[ ]** |  | |

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| **3. Initial Impact Analysis** |

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| **Baselines Affected:** | | | | | | |
| **Configuration Items Affected**  **(e.g product specifications):** | | | | | | |
| **Cost / Schedule Impact Analysis Required? *(check one)*** | | | | **Yes [ X ]** | **No [ ]** | |
| **Impact on Cost:** | |  | | | | |
| **Impact on Schedule:** | |  | | | | |
| **Impact on Resources:** | |  | | | | |
| **Risk associated with implementing the change:** | |  | | | | |
| **Risk associated with not implementing the change:** | |  | | | | |
| **Final Review Results:** | |  | | | | |
| **Review Date:** | |  | | | | |
| **Priority: *(check one)*** | **High [ ]** | | **Medium [ X ]** | | | **Low [ ]** |

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| **4. Impact Analysis Results** |

**Specific Requirements Definition:**

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| ***Totals*** |  |  |

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| --- | --- |
| **Impact of Not Implementing the Change:** | ***Sender Name, Beneficiary Name, Recipient Reference and Other Payment Details******Details*** *on bank statements and electronic files as required.* |
| **Alternatives to the Proposed Change:** | N/A |
| |  | | --- | | **5. Final Recommendation** | | |

**Project C**

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| **6. Project Change Request Form / Signatures** |

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| **Project Name:** | **Payment Reference (Channel type 1-KFHOnline and 2-CMS)** |
| **Project Manager:** |  |

*I have reviewed the information contained in this* Project Change Request Form *and agree:*

|  |  |  |  |
| --- | --- | --- | --- |
| ***Name*** | ***Title*** | ***Signature*** | ***Date***  ***(MM/DD/YYYY)*** |
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*The signatures above indicate an understanding of the purpose and content of this document by those signing it. By signing this document, they agree to this as the formal* Project Change Request Form*.*

# Appendix A

**Terms & Condition**

1. Changes applied for this CR will be implemented according to the project schedule regardless of the dependency of other 3rd party systems or project involvement (if any) and related information needed for the development.
2. PENRIL will not be responsible for failure of implementing the changes once it is implemented to production in the event other 3rd party systems involvement (if any) failed to apply the changes.
3. This CR is valid for 30 days as stated from the date herein.

**Payment Schedule**

Payment Schedule is as below:

* 30% Upon Letter of Acceptance
* 40% Upon Delivery of SIT
* 20% Upon Delivery of UAT
* 10% Upon 30 days after UAT sign off.

**Term of Payment**

1. All prices are quoted in Malaysian Ringgit unless otherwise stated.
2. Customer shall fully settle all invoices issued by Penril Datability (SEA) Sdn Bhd within thirty (30) days from the date of the invoice received by Customer, failing which late payment interest at the rate of twelve percent (12%) per annum shall be payable by the Customer for all outstanding sums until full payment.
3. The Customer agrees that terms and conditions herein is governed by and shall be construed in accordance with the Malaysian laws and agrees to submit the exclusive jurisdiction of the courts of Malaysia.
4. Any out of scope changes in specifications shall necessitate a re-quotation mutually agreed by both parties.
5. Upon mutual agreement by both parties Penril Datability (M) Sdn Bhd reserves the rights to claim the remaining balance payment of the project if the solution is not deployed to production or even not going for UAT within 60-days after SIT sign-off.
6. For any clarification of this quotation,

For commercial purpose, please contact Koh Mui Tong

Email : mtkoh@penril.net or Mobile : 012 2038087

For technical, scope & schedule, please contact Tan Lee Yong

Email : leeyong.tan@penril.net or Mobile : 019 559 8816

# Appendix B

**Scope of Delivery**

| **Application** | **Module** | **Description** | **Effort** |
| --- | --- | --- | --- |
| **Consumer Internet Banking (CIB)** | **IBG (Interbank Transfer)** | * To pass Beneficiary Name, Recipient’s Reference & Other Payment Details into Transaction Description that need to send to IBG WebService | In the quotation |
| **Intrabank (3rd Party Transfer)** | * Change Remarks to Recipient’s Reference * Add new field Other Payment Details * Reflect Recipient’s Reference & Other Payment Details(Optional) into receipt & transaction history * To pass Beneficiary Name, Recipient’s Reference & Other Payment Details(Optional) into Transaction Description that need to send to esb | In the quotation |
| **IBFT (IPay)** | * Change Remarks to Recipient’s Reference * Change Transaction Reference number o Other Payment Details * Reflect Recipient’s Reference & Other Payment Details(Mandatory) into receipt & transaction history * To pass Beneficiary Name, Recipient’s Reference & Other Payment Details(Mandatory) into Transaction Description that need to send to MEPS | In the quotation |
| **FTT** | * Change Remarks to Recipient’s Reference * Add new field Other Payment Details * Reflect Recipient’s Reference & Other Payment Details(Optional) into receipt & transaction history * To pass Beneficiary Name, Recipient’s Reference & Other Payment Details(Optional) into Transaction Description that need to send to esb | In the quotation |
| **Reload & Bill Payment** | * To pass Beneficiary Name, Recipient’s Reference & Other Payment Details(Optional) into Transaction Description that need to send to esb | In the quotation |
| **Transaction History** | * Provide and reflect the Sender Name, Recipient Reference and Other Payment Reference on the screen | In the quotation |
| **Business Internet Banking (BIB)** | **IBG (Interbank Transfer)** | * To pass Beneficiary Name, Recipient’s Reference & Other Payment Details into Transaction Description that need to send to IBG WebService | In the quotation |
| **Intrabank (3rd Party Transfer)** | * Change Remarks to Recipient’s Reference * Add new field Other Payment Details * Reflect Recipient’s Reference & Other Payment Details(Optional) into receipt & transaction history * To pass Beneficiary Name, Recipient’s Reference & Other Payment Details(Optional) into Transaction Description that need to send to esb | In the quotation |
| **Bulkpayment** | * Apply same format and validation check for Recipient’s Reference & Other Payment Details according to IBG transaction. | In the quotation |
| **Rentas** | * Apply same format and validation check for Recipient’s Reference & Other Payment Details according to IBG transaction. | In the quotation |
| **FTT** | * Change Remarks to Recipient’s Reference * Add new field Other Payment Details * Reflect Recipient’s Reference & Other Payment Details(Optional) into receipt & transaction history * To pass Beneficiary Name, Recipient’s Reference & Other Payment Details(Optional) into Transaction Description that need to send to esb | In the quotation |
| **Reload & Bill Payment** | * To pass Beneficiary Name, Recipient’s Reference & Other Payment Details(Optional) into Transaction Description that need to send to esb | In the quotation |
| **Transaction History** | * Provide and reflect the Sender Name, Recipient Reference and Other Payment Reference on the screen | In the quotation |
| **IBG Core** | **IBG Process** | * Related to change request stated in IBSCR068 | N/A |
| **CORUS** | **Transaction Inquiry/Report** | * To reflect all payment reference information namely to the Transaction Inquiry result and details screen * To change the label/report header accordingly. | In the quotation |
| **IBG OFI/RFI** | * Related to change request stated in IBSCR068 | N/A |
| **BVMC** | **CIB Report** | * Add field to reflect all payment reference information namely to the Transaction Inquiry result and details screen * To change the label/report header accordingly. * \*refer Appendix E | In the quotation |
|  | **BIB Report** | * Add field to reflect all payment reference information namely to the Transaction Inquiry result and details screen * To change the label/report header accordingly. * \*refer Appendix E | In the quotation |
| **Database** | | * Add column to store on the Payment Reference information - Beneficiary Name, Recipient’s Reference & Other Payment | In the quotation |

# Appendix C

**Estimated Project Schedule**

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| --- | --- | --- | --- | --- |
| **Task** | | **Start Date** | **End Date** | **Duration** |
| 1 | Requirement Study and Confirmation | Mon 22/09/14 | Tue 30/09/14 | 7 days |
| 2 | CR Approval & Sign Off | Mon 13/10/14 | Wed 15/10/14 | 3 days |
| 3 | PO Receival | TBA | TBA | 0 day |
| 3 | Development & SIT | Mon 20/10/14 | Tue 18/11/14 | 20 days |
| 4 | SIT (\*COA – Development completed) | Wed 19/10/14 | Thu 20/10/14 | 2 days |
| 5 | Handover to UAT | Thu 20/10/14 | Thu 20/10/14 | 0 day |
| 6 | UAT | TBA | TBA | 5 days |
| 7 | UAT Sign-off | TBA | TBA | 0 day |
| 8 | Migration Plan | TBA | TBA | 2 days |
| 9 | Migration to Production | TBA | TBA | 1 day |

**\*Development will be started dependency to CR Sign-off and implementation of NBPS project.**

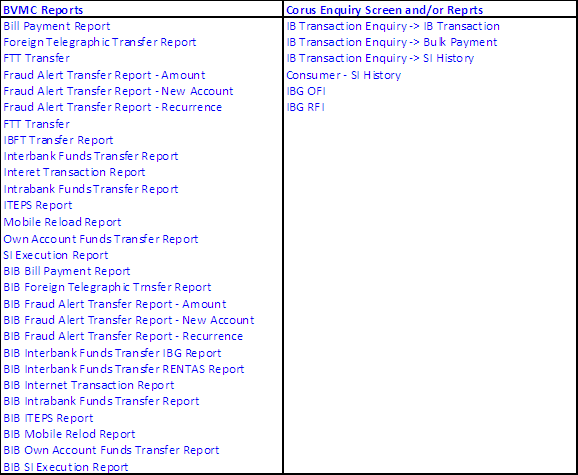
**\*\*Estimated Live by November 2014 but delivered Patch for UAT dependency to receive of PO/LOA.**

# Appendix D

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| Service Request | | **Req. ID#.:** |
| **Description:** | **Payment Reference Standard for All Channel** | |
|  | | |

Appendix E

List of BVMC Reports and Corus Enquiry Screen and/or Reports affected.



Sample of additional field required to the related report:-

