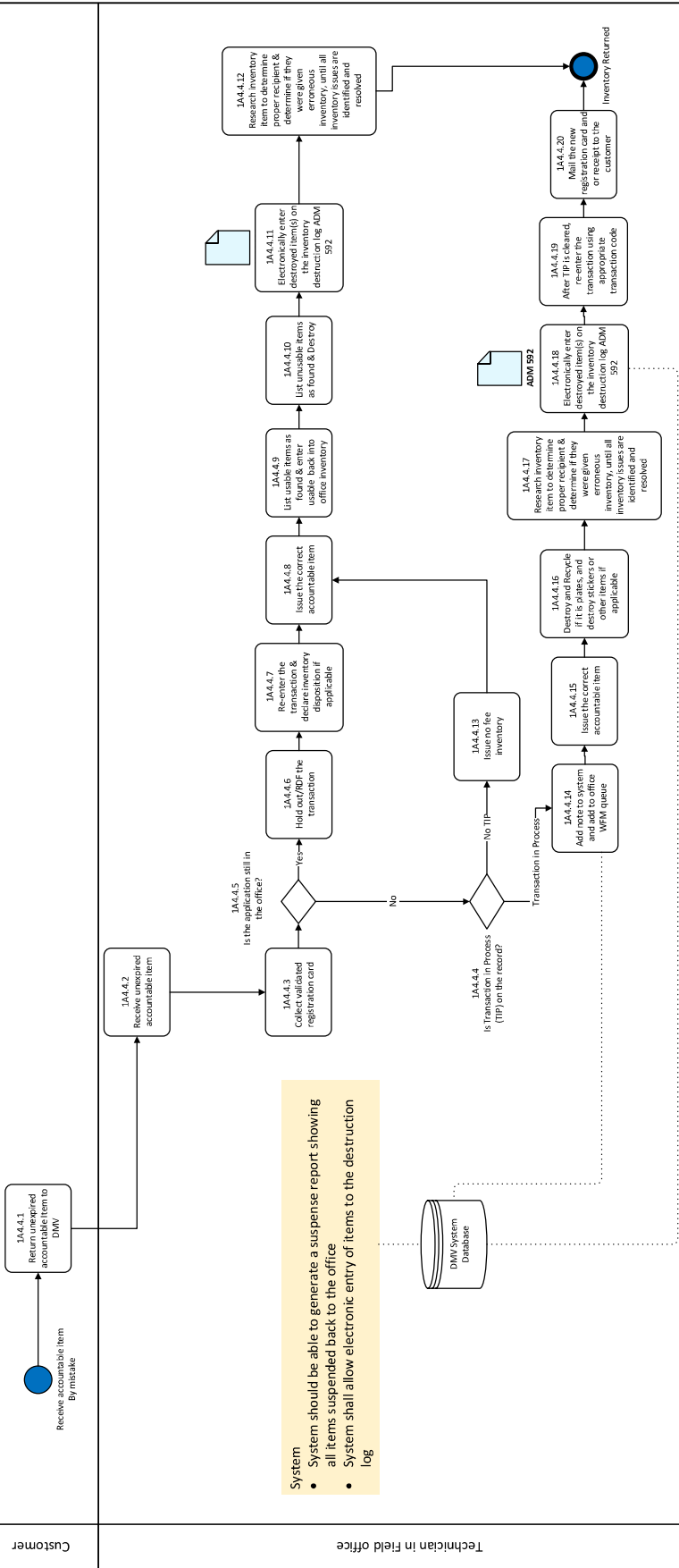


ID	Business Focus Area(s)	Requirement
CONTROL CASHIERING – MANDATORY OPTIONAL REQUIREMENTS		
FR 27		<p>The Solution must provide the functionality to integrate all control cashiering, invoicing, and payment functions into the Oracle AFS.</p> <p>Control cashiering functions include:</p> <ol style="list-style-type: none"> 1. Workday Set Up – activation of office and authorize technicians 2. Retail Cash drawer management (opening, closing, auditing, balancing) 3. Integration with industry-standard Point-of-Sale (POS) solution (Currently DMV uses Clover) 4. Accounting back office integration similar to industry standard ERP 5. Inventory Management (accountable items such as Stickers, Plates, Permits, etc.) 6. Cashiering Reports (production statistics, inventory reports, deposits, fee waivers)
FR 28		The Solution must provide automated fiscal tools for cashiering and banking workflow to improve efficiencies, including functionality to activate and balance control cashiering processes.
FR 29		The Solution must provide the functionality to account for monies collected by the employee(s) and to monitor cashiering records
FR 30		The Solution must provide the functionality to account for money sent to financial institutions.
FR 31		The Solution must provide the functionality to balance (settle) the money against the daily collection totals (sales slip) for an employee.
FR 32		The Solution must provide the functionality to balance (settle) the office money against the sum of all employees' daily totals, and account for discrepancies
FR 33		The Solution must provide the functionality to perform the accounting activities required to reconcile out of balance financial transactions of employee(s) and office(s).
FR 33.1		The Solution must provide the functionality to make corrections, document and resolve discrepancies and produce audit reports reflecting all actions taken to resolve issues.
FR 34		The Solution must provide the functionality to manage the work date(s) for office(s) and employee(s).
FR 35		<p>The Solution must provide access to an employee's daily transaction record(s) to do the following:</p> <ul style="list-style-type: none"> • Review work • Make keying corrections • Withhold a transaction from the clearing (place on hold for corrections by employee) • View transaction • Sort the transactions
FR 36		The Solution must provide the functionality make payment adjustments, voiding erroneous transactions and Automated Receipts.
FR 37		<p>The Solution must provide the functionality to manage DMV industry/business customer files at the DMV office/unit level to:</p> <ul style="list-style-type: none"> • Create Customer Cross Reference • Browse • Modify • Archive
FR 38		<p>The Solution must provide the functionality to manage the Bundles at the office/unit level that need to be processed:</p> <ul style="list-style-type: none"> • Browse • Modify
FR 39		<p>The Solution must provide the functionality to manage each station, printer, form type, and printing location at the office/unit level with the functionality to:</p> <ul style="list-style-type: none"> • Activate/Deactivate station • Browse stations/printers • Modify
FR 40		The Solution must integrate with DXP PaaS Salesforce and utilize single sign on technology for user identification, authentication and the role authorization that is maintained within the PaaS solution
FR 41		The Solution must integrate with DXP SaaS Salesforce and utilize single sign on technology for user identification, authentication and the role authorization that is maintained within the SaaS solution
FR 42		The Solution must provide the functionality to utilize the DXP role-based access provided within Salesforce.
FR 44		The Solution must provide audit records that associate user identifiers to the office that they are working from in order to track all transactions at the office level.
FR 46		The Solution must provide the functionality to ensure that all transaction types used in office transactions are specific and not general/miscellaneous, with the ability to override a transaction type only with management-level role permission.
FR 47		The Solution must provide the functionality to manage asset inventory at the warehouse, office, and workstation.
FR 48		<p>The Solution must provide the functionality for each office to transmit work to Headquarters Central and request reports:</p> <ul style="list-style-type: none"> • Scheduled • On demand

GENERAL FUNCTIONAL REQUIREMENTS	
FR 77	The Solution must provide the functionality to adjust fees and issue refunds .
FR 80	The Solution must allow maintenance of user access and workflow authorization by designated administrators.
FR 85	The Solution must be able to maintain inventory and track the issuance of indicia – hard plates.
FR 91	The Solution must track permits, DMV personnel, and external staff, and have the ability to compile complex reports, including staff hours/production, licensee activity, and staff access.
NO FR	Bridging - DL, DPP (SF - DLT?), OL (SF-DLT?), MCP, PFR/IRP
FR 47	Inventory Mangement - Load, Distribute, Reconcile
FR 47	Inventory Management - Intergration, Issuance and Notification

Return of Inventory by Customers To-Be



System

- System should be able to generate a suspense report showing all items suspended back to the office
- System shall allow electronic entry of items to the destruction log

Inventory – Returned by Customer

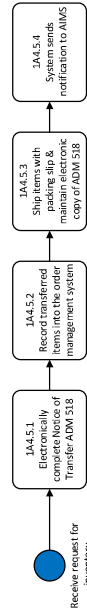
Description: The purpose of this process is to document the process of inventory being returned to the DMV by a customer.

Version: 1.0 (10/19/2021)

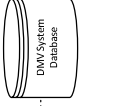
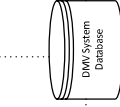
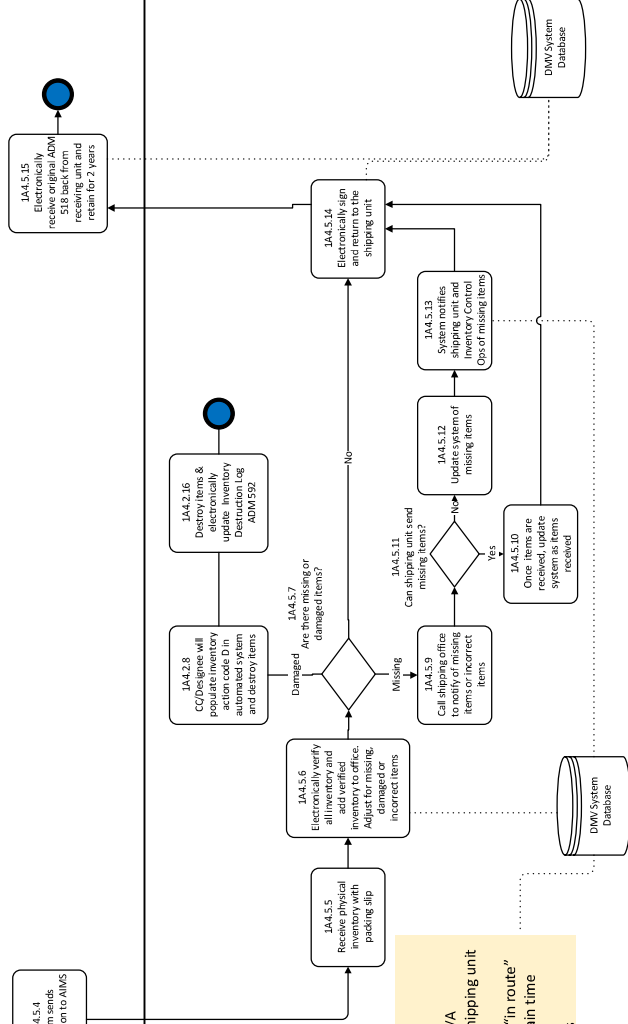
Author: Infinite Solution Inc.

Transfer of Inventory Between Offices To-Be

Shipping Business Unit



Receiving Business Unit



System

- System must integrate with AIMS
- System should be able to migrate all data from DMVA and Inventory Control Operations of missing items when they are missing, but being sent within a certain time period
- System should retain all shipping records for 2 years

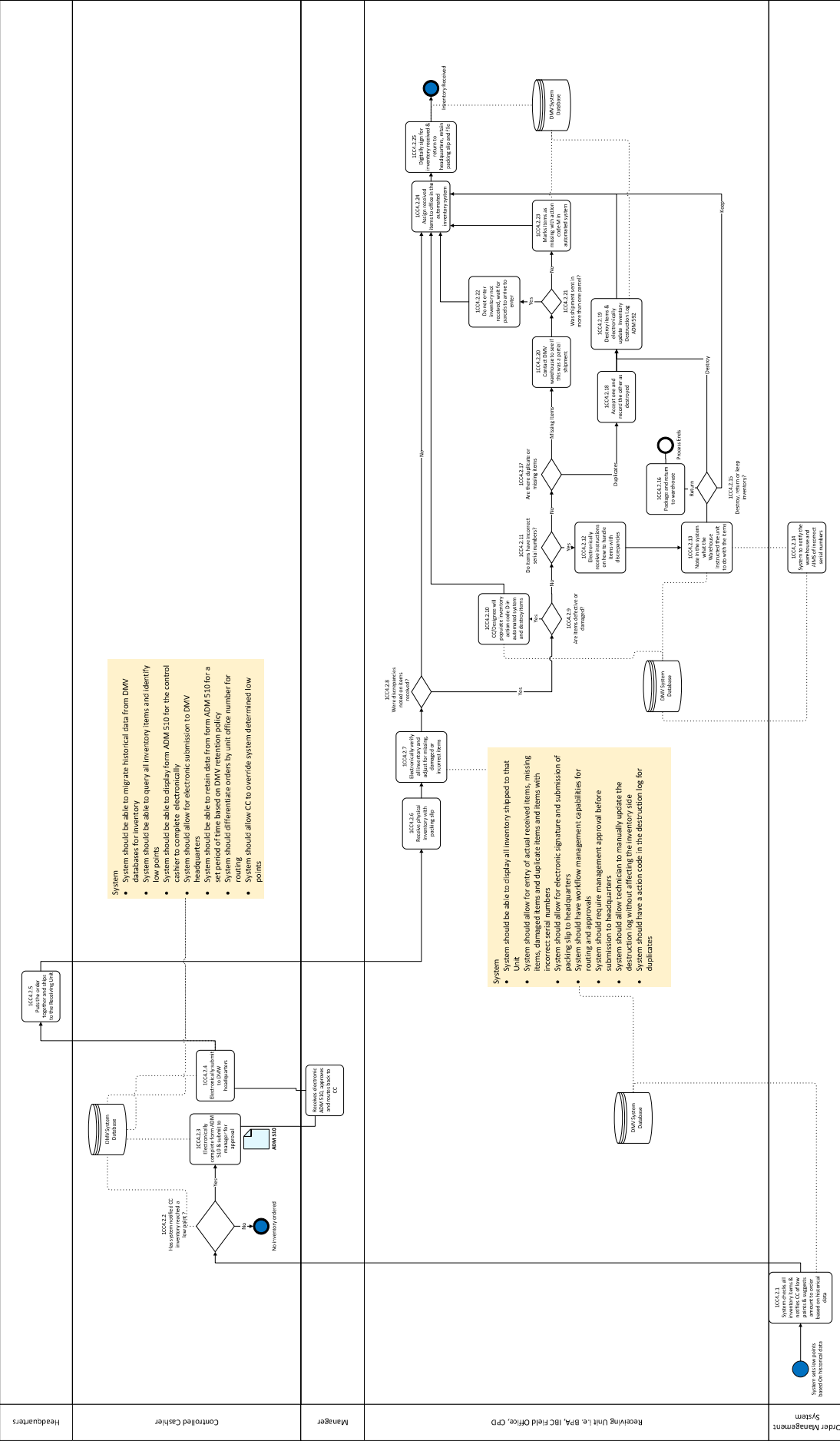
Inventory – Transfer Between Offices

Description: The purpose of this process is to document the transfer of inventory between DMV offices.

Version: 1.0 (11/19/2021)

Author: Infinite Solution Inc.

Order & Receipt of Inventory To-Be



System should be able to migrate historical data from DMV databases for inventory.

- System should be able to query all Inventory items and identify low points
- System should be able to complete electronically
- System should allow for electronic submission to DMV headquarters
- System should be able to retain data from form ADM 510 for a set period of time based on DMV retention policy
- System should differentiate orders by unit office number for routing
- System should allow CC to override system determined low points.

System should be able to display all inventory shipped to that Unit.

- System should allow for entry of actual received items, missing items, damaged items and duplicate items and items with incorrect serial numbers
- System should allow for electronic signature and submission of routing and approvals
- System should require management approval before submission to headquarters
- System should allow technician to manually update the database
- System should have a action code in the destruction log for duplicates.

