Use Case Specification UC02 Approving Administrative Document

Version 1.20

Author(s) Piet van der Krieke
Use Case Specification UC02 Approving Administrative Documents

Contractor
National Land Centre

Status
FINAL

Distribution

### History (version)

<table>
<thead>
<tr>
<th>Version</th>
<th>Date</th>
<th>Author</th>
<th>Remark</th>
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<td>0.1</td>
<td>08-06-2009</td>
<td>Piet van der Krieke</td>
<td>透入目</td>
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<td>0.2</td>
<td>16-05-2010</td>
<td>Piet van der Krieke</td>
<td>Add image of flow and user requirements</td>
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<td>1.0</td>
<td>03-12-2010</td>
<td>Piet van der Krieke</td>
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<td>1.1</td>
<td>01-02-2013</td>
<td>Piet van der Krieke</td>
<td>Adding features for integration with LAIS-GIS</td>
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<tr>
<td>1.2</td>
<td>25-03-2013</td>
<td>Piet van der Krieke</td>
<td>Change for check on mortgage</td>
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### History (review)

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<th>Date</th>
<th>Reviewer</th>
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1 Introduction

1.1 Short description
This document gives the global specifications of use case 02, the Approving of an Administrative Document. The purpose of this use case is to make it possible for the user to decide about a processed document if it can be Approved or not. The actor in this use case is the Approver.

1.2 Precondition of Use Case
An Administrative Document with the status Processed in case of the situation that the Approver had also the authorisation for Processing or:
A list of Administrative Documents with the status Processed.

1.3 Postcondition of Use Case
The Administrative Document is
- Approved
- Send back to Accepted (if the Approver doesn’t agree with the Processed data)

1.4 Additional Requirements
Authorisation; the user has the authorisation of Approver. There are two kinds of Approver authorisation;
- Approver on the level of Deputy Registrar
- Approver on the level of Registrar

1.5 Additional Information
Questions to be answered

Decisions made

Documents needed.
-
2 Sequence of Events

UC02 Approving Administrative Document. This is the main flow of this use case.
1. User will choose for Approving Administrative Document. (user is Approver)

2. The system will show all the Administrative documents that have the status Processed and are offered to the Zone or to the Registrar. The Approver should only get the documents of the Zone for which he is responsible.

3. User will choose one of the documents

4. Investigation if Administrative Document can be approved. The information of the regarding Administrative Document parcel will be showed as well as the changes made to all the entities, based on the Administrative Documents,(see Annex)

   4.1. To retrieve the right transaction information, the GIS service Give area will be called to retrieve the parcel-area’s and
   4.2. the GIS service Give MAP will be used to get the information about the new, old and affected parcels. These will be showed to the user in a screen with the MAP.

5. The Approver will make a choice to Approve or to Reverse

6. If choice for Reverse,
   6.1. the system will, in case of an Administrative document with changes made in the GIS database, send a message that the transaction is Reversed.
   6.2. the GIS will undo all the changes that were made
   6.3. send a message to LAIS adm if undo is succesful

7. the Adm system will undo all the changes that have been made with the Administrative Document

8. The system will inform the Approver that the transaction is succesfully reversed and STOP

9. Admin will change the status of the Administrative Document to Accepted. (This will cause that the document will appear again in the overview of documents that will be treated by the Processor), and STOP
6.10. If choice for Approve:
   6.1.1. The system will check if a mortgage is registered (at RDB) on the UPI. (in the time between
        acceptance and approve, a mortgage could be registered)
   6.1.1.1. If a mortgage is registered, the system will show the approver that the transaction
            cannot be approved, because of the existence of a mortgage. Continue with 6.1.
   6.1.2. If no mortgage is registered, the system will continue.
   6.2. The system will, in case of an Administrative document with changes made in the GIS
        database, send a message to GIS that the transaction is Approved
   6.3. The GIS system will do the required changes.
   6.3.1. Move the new or changed parcel(s) from the provisional layer to the actual layer
   6.3.2. Move the old (ended) parcel and the changed parcels old situation from the actual
          layer to the historical layer
   10.3. Send a message to LAIS-adm if succesful
11. Adm system will approve the transaction
12. Adm system will inform the approver that the transaction was approved succesfull
13. System changes the status of the Administrative Document to Approved.

8. If choice for Reverse, the system will undo all the changes that have been made with the Administrative
   Document and will change the status of the Administrative Document to Accepted. (This will cause that
   the document will appear again in the overview of documents that will be treated by the Processor).

Changes made to Entities.

The change that will be made in this case is the Change of Administrative Document Legal Status
and the changes in the GIS environment as described above.
### Overview of User Requirements

<table>
<thead>
<tr>
<th>PROCES</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorised person can make choice between Approve or Reverse</td>
<td></td>
</tr>
<tr>
<td><strong>Approve.</strong> Administrative Document will change to status Approved</td>
<td></td>
</tr>
<tr>
<td>Doc will appear in list with Approved Documents</td>
<td></td>
</tr>
<tr>
<td><strong>Reverse.</strong> Administrative Document will change to status Accepted</td>
<td></td>
</tr>
<tr>
<td>and Appears in list with Accepted Documents</td>
<td></td>
</tr>
<tr>
<td>Reverse. All transactions done with regarding Doc will be cancelled</td>
<td></td>
</tr>
<tr>
<td>including the GIS part</td>
<td></td>
</tr>
<tr>
<td>Reverse. Administrative Document date of Processing will be cleared.</td>
<td></td>
</tr>
<tr>
<td><strong>No inconsistencies between GIS and admin may occur</strong></td>
<td></td>
</tr>
<tr>
<td>Select</td>
<td></td>
</tr>
<tr>
<td>Administrative Document System will show all the Documents with</td>
<td></td>
</tr>
<tr>
<td>status Processed</td>
<td></td>
</tr>
<tr>
<td>System will show only the Documents that where offered to that specific Zone</td>
<td></td>
</tr>
<tr>
<td>The documents that are offered at Central Level should be shown to the authorised Person at central level. Based on Administrative Document Responsible for Acceptance</td>
<td></td>
</tr>
</tbody>
</table>
Annex

Short overview of the documents that should be showed before Approving.

Administrative document information.

Object Information, from the Object that was related to the Administrative Document

Object Annotations (0-n), related to the Object, with the remark; Deleted or Added

Object relations (if available) (0-n), related to the object

Object History (0-n), related to the object

Information about Real Rights related to the Object with information of the regarding Right holders (Persons) and eventually Person Annotation, related to the object, with the remark Deleted or Added

Information about Restrictions with information of the Right holders, with the remark Deleted or Added and the related Right annotations with the remark Deleted or Added

Information about Persons that have been changed by the Administrative Document

Information about Person Annotations that have been changed by the Administrative Document

For all