

REQUIREMENT MANAGEMENT PLAN

Project Name

Online Banking Fund Transfer Enhancement

1. Purpose

This document defines how requirements will be collected, analyzed, approved, tracked, and managed throughout the project lifecycle.

2. Requirement Sources

- Business Stakeholders
 - Product Owner
 - Compliance Team
 - Operations Team
 - Customers
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3. Requirement Elicitation Methods

- Stakeholder Interviews
 - Workshops
 - Brainstorming Sessions
 - Document Analysis
 - Observation
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4. Requirement Prioritization

Priority	Description
High	Must Have
Medium	Should Have
Low	Nice to Have

5. Requirement Approval Process

Business Analyst → Product Owner → Business Sponsor → Sign-off

6. Change Control Process

1. Raise Change Request
 2. Impact Analysis
 3. Approval by Change Control Board
 4. Update BRD/FSD
 5. Communicate Changes
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7. Traceability

Requirements will be mapped to:

- Functional Requirements
 - Test Cases
 - Defects
 - Releases
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8. Tools

- Jira
 - Confluence
 - Excel
 - Azure DevOps
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9. Version Control

Version	Description
1.0	Initial Release
1.1	Requirement Update
1.2	Approved Version