

Total Requirements: 82				
Req #	Category Title Definition or description for the group of requirements.	Category Description Definition or description for the group of requirements.	Requirement Title A short name for reference that would appear as a title.	Requirement Description (high level) Actual text of the requirement
R1	Planning and Resource Management	The definition, planning and management of risk based supervisory activities for each FRFI. The appropriate allocation of resources to planned activities according capabilities and capacity.	Capacity and Capability Management (Resource Management)	The ability to report, view and update ongoing resource availability based on user-defined resource availability constraints such as leave, training, admin and statutory holiday etc., either by group (supervision, SSG, contractors etc.) or individual.
R3				The ability to view and assess resource availability within user-defined groups to enable informed planning decisions and support resource requests.
R4				Ability to define resource groups by skill sets, types and org structure etc. to facilitate work assignment
R5				The ability to view and manage the workload/work plan activities (both FI-specific and adhoc) for defined resources (individual, team, division, sector etc.) during the planning cycle and afterwards.
R7			Activity Description and Approval	The ability to define and approve proposed supervision activities and scope with details including but not limited to: FRFI(s), Priority, Complexity, Suggested Timeline, Dependencies, Effort , required Resource Type/Skillset, and identified risk(s) and justification for approval/rejection.
R8				The ability to define, record and approve unplanned supervisory activities.
R9				The ability to use previous years' planning actuals for supervisory activities, KPIs and long term forecasts to support planning of future supervisory activities.
R10			Resource Allocation	The ability to allocate resources to approved supervisory activities based on knowledge, skills, experience and availability.
R12			Plan Change Management	The ability to support triage and impact assessment of potential additions/changes/delays to planned activities, their priorities and the corresponding resource implications.
R13				The ability to record and report the justification for approval/rejection of changes to planned activities.
R14			Prioritization	The ability to define and modify the priority of Supervisory activities through user-defined criteria and weightings, (e.g. Executive direction, Risk Tolerance and effort etc.) with appropriate authorization
R16				The ability to maintain a sortable queue(s) of prioritized activities including cancelled or deferred activities to support planning and plan change management.
R18			Activity Tracking	The ability to track the progress, status and resource effort of any planned supervisory activity or sub-activity.
R19			FRFI 360	Real time access to information of all OSFI interactions and communications with each FRFI.
R20	The ability to define and manage peer groups of FRFIs based on relationships or attributes.			

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R21		FRFI such as all Supervisory activities, information received, requests made, or deliverables produced or exchanged with each FRFI.	FRFI Communications & Interactions integrated 360 degree view and management of iterations with FIs	The ability to record and manage FRFI(s) interactions/communication including attributes such as method of communication/interaction, timing, subject, Supervision activity, applicable Peer Group, resulting actions, participants, documents exchanged.
R22				The ability to display and link to all OSFI interactions/communications (Executive, Regulation sector, etc.) related to a FRFI.
R23				The ability to access standard communication types and generate standard communications through pre defined templates.
R24	Case Management	The management of discrete stages of Supervisory activities (Reviews, Monitoring, Stress Testing, Interventions and Approvals) and the FRFI issues identified through these activities.	FRFI Approvals	The ability to define and access/search approval events including approval type, responsible party, progress/status, FRFI information requirements and approval conditions.
R25				The ability to record and review approval decision and justifications and supporting documentation (i.e. undertakings).
R26			Supervisory Cases (Reviews, Stress Tests, Monitoring)	The ability to create a case (work package) to support a discrete supervisory activity defining scope, information requirements, timelines, participants, approval authorities and significant risks.
R27				The ability to define and change the details of the supervisory case and related events as the supervisory activity progresses
R28				The ability to track progress/status, current responsibility of supervisory case activities/milestones and deliverables.
R29				The ability to assign supervisory case sub- activities or deliverables to resources participating in a supervisory case.
R30				The ability to identify internal/external contacts participating in Supervisory Case.
R31				The ability to define and access multiple documents (packages) associated with a Supervisory Case.
R32				The ability to define/generate/track FRFI information requests related to a Supervisory Case.
R33				The ability to identify related Supervisory Activities including other Supervisory Cases (Monitoring, FUD, X systems Reviews) to inform Lead Supervisors and Specialist of current and historical dependencies
R34				The ability to close a FRFI specific Supervisory case once all activities and FRFI Information requests are complete and the required approval has been granted.
R35				Provide the ability to generate a user specified list of documents upon Supervisory case opening or based on a related process.

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R36			FRFI Issue Tracking (FUD)	The ability to record and monitor issues applicable to one or more FRFIs identified through Supervisory activities according to source, timeline, responsibility, recommended FRFI actions, means to close, status, severity, priority and other parameters that will enable reporting and search functions.
R37				The ability to define relationships and identify dependencies between FRFI issues or Supervision Activities (e.g. ERC, QRM, Monitoring, Benchmarks)
R38				The ability to search FRFI issues by any parameter recorded for an issue.
R39				The ability to track the status, timeline of a FRFI issue and Supervisory actions taken and their effectiveness throughout the lifecycle of the issue.
R40				The ability to link FRFI issues to the underlying documents or source information that describe the nature of the issue.
R41				FRFI Information Management
R42	The ability to automatically store FRFI information received in the appropriate location in the information management system according to content and intended recipients.			
R43	The ability to create simple or compound information requests to FRFIs, from standard templates or ad-hoc creation, to support any type of supervisory work.			
R44	The ability to tag, search and sort FRFI information regardless of source, type or location in an efficient manner.			
R45	Subscription and Reference Material	The ability to access external subscription services or market analysis and tailor to specific, personal requirements.		
R46		The ability to access OSFI internal reference information (i.e. briefing e-mails further to Basel meetings, AMF interaction regarding supervision of a FRFI) and external reference information, such as from partner agencies, international forums.		
R47		Tracking	The ability to track all FRFI information requested and/or received and providing a notification to intended recipients of status.	
R48	Knowledge Management	The creation, management and sharing of collective knowledge resulting from supervisory work related to FRFI(s), risks, industries, themes and guidance.	Structured Content	The ability to define and manage structured elements of reusable Supervision information (including, but not limited to data, ratings information, ratings rationale, etc.; reusable through various technological processes).
R49			Document Generation	The ability to create and update structured content in one location and cascade changes to all related views that contain the modified content.

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R50		olicies and guidance created within OSFI.		The ability to create publishable document views (printable/deliverable/anything that can be sent, such as, but not limited to: reports, letters, etc.) that map reusable structured content elements and additional free text into pre-defined or user-defined formats.
R51			Version Control	The ability to track changes between version of any document (or block of information) to allow managers, collaborations and Internal Audit to view modifications and history, as well as accept and propose new changes (with track changes functionality).
R52				The ability to identify and track structured content and document authors, reviewers, and contributors.
R53				The ability to revert to previous versions of structured content, document or view that has not been locked as record of decision or that has been published/sent to FRFIs.
R54			Tagging	The ability to support user-defined tags and categories for structured content, but not limited to: findings, key documents, and conclusions.
R55			Search	The ability to search all knowledge or information within OSFI through various search parameters, including, but not limited to content type, document type, author, keyword, etc., through a robust and intelligent (self-learning) search tool
R56			Ranking	The ability to rank information and knowledge (OSFI-created or external) about a FRFI by level of importance.
R57			Training	The ability to create and manage a library of training and material in various media formats.
R58			Best Practices	The ability to create and manage a library of user-created (developed, reviewed, approved, and published) guidance or best practices categorized by discipline, subject matter area, or other pre-defined classification schema.
R59				The ability to create and manage links to context sensitive guidance to authors and users of structured content as they are creating or using the content.
R60	Risk Profile Management	The management of ratings, rationale, judgments, findings and conclusions from supervisory work or activities that support the accuracy, completeness and awareness of a FREI	Virtual Risk Matrix	The ability to create and edit the underlying current information and knowledge supporting any and all elements of the virtual Risk Matrix.
R61				The ability to access the historic information and knowledge of any element of the virtual Risk Matrix.
R63				The ability to support a virtual FRFI Risk Matrix with drill down to underlying information and knowledge for each element of the Risk Matrix including the rationale for each rating.

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R64		specific risk profile. The understanding of a risk and its characteristics through its lifecycle.	Current and Emerging Risk Identification, Importance and Prioritization	The ability to identify current or emerging risks and assign prioritization or importance to them.
R65			Ratings/Findings/Recommendations/Judgements/Approvals	The ability to access and sort a repository of all current and historical ratings, findings, recommendations, judgements (OSFI's expectations) and approvals for a FRFI generated within OSFI
R67			Ratings	The ability to compare risk ratings/QRM across all FRFIs, peer groups and industries.
R68	Analysis Support	Support for the analysis and synthesis of quantitative and qualitative information required to support supervisors in developing a FRFI risk profile including evidence to support ratings or other judgments.	Trend	The ability to identify trends in findings and ratings by peer or industry group.
R69			Financial	The ability to manage and manipulate FRFI financial data.
R70			What if	The ability to provide analysis tools that support scenario analysis.
R71			Dissemination and Publication	The ability to publish and distribute analysis materials.
R72			Business Intelligence (BI)	The ability to provided Business Intelligence capabilities for analysing FRFI data.
R73			Qualitative	The ability to search and access both quantitative and qualitative information to support analysis for monitoring and reviews. (e.g.) being able to analyse capital metrics over time and the risk assessment supporting the capital rating.
R74	Collaboration & Social	The facilitation and support of the collaborative nature of supervisory work through continuous information sharing, knowledge creation and collective decision making within and across Supervision groups.	Collaborative Documentation	The ability to allow multiple users to contribute to a document's content simultaneously with clear indication of contributions (track changes) and timing.
R75			Virtual Communities	The ability to provide team/project specific spaces for collaboration. Examples include: -Content repositories with library management capabilities (i.e. versioning, check-in/check out), social tagging, and search - Ability to create and moderate team/group micro-sites and collaborate using various methods (e.g. blogs, wikis, polls)
R77			Calendar Sharing	The ability to create calendars for teams/projects or areas of interest.
R78			Wikis	The ability to create Wiki like repositories for areas of interest with links to available documentation. with editing, authorship, and moderation workflows
R79			Message Boards	The ability to post and send messages to all members who are collaborating in supervisory activities or projects.

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R80	Reporting and Dashboard	The capabilities to provide stakeholders with a variety of views (FRFI specific and other) of quantitative and qualitative supervisory information and knowledge to enable and support real-time informed decision making, planning and resource/time allocation.	real time graphical presentation of key indicators related to the supervision of FRFIs	The ability to create a daily dashboard for Relationship managers identifying key metrics, events, information flows related to their FRFI or portfolio.
R89	Workflow and Governance	The capabilities to enable stakeholder awareness, knowledge and governance of the progress of supervisory activities, events and information flows and facilitate effective work sharing and record of decisions.	Calendar/ Scheduling Events	The ability to represent review activities and events in a calendar format.
R90				The ability to create calendar events and alerts for participants of any Supervisory activity.
R91				The ability to create shared calendars for all participants of a Supervisory Activity.
R92			Automated notification	The ability to send automated notifications linked to predetermined events, activities, statuses and milestones (i.e. information has been received and/or requested).
R93			Approvals	The ability to support configurable role-based review and approval of decisions, deliverables and statuses within a workflow.
R94				The ability to formally approve individual components or as a whole.
R95			Workflow configuration	Ability to create, configure and maintain workflows for both existing and future supervisory processes, both automatically and manually.
R96				The ability to initiate workflow automatically based on pre-defined external triggers.
R97			Work Assignment	The ability to assign responsibility for a task or deliverable (to one or more users).
R98			Activity governance	The ability to establish and demonstrate controls within workflows to maintain business rules or constraints.