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	HEADER		
	ICAEW Technical Accreditation Scheme "Digital Bank Statement Analysis " Software Evaluation		
	 PRISM339		
	Date completed: 4th November 2024		
	© ICAEW. Technical Accreditation Questionnaire v {A30x01		
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1.	INTRODUCTION AND PROLOGUE		
Introduction			
1.01	The suitability of software for each particular user will always be dependent upon that user's individual requirements. These requirements should therefore always be fully considered before software is acquired. The quality of the software developers or suppliers should also be considered at the onset.		
1.02	<p>Fundamentally, good software should:</p> <ol style="list-style-type: none"> 1. Be capable of supporting the functions for which it was designed. 2. Provide facilities to ensure the completeness, accuracy, confidentiality and continued integrity of these functions. 3. Be effectively supported and maintained. <p>It is also desirable that good software should:</p> <ol style="list-style-type: none"> 5. Be easy to learn, understand and operate. 5. Make best practical use of available resources. 6. Accommodate limited changes to reflect specific user requirements. <p>It is essential, when software is implemented, for appropriate support and training to be available.</p>		
Approach to Evaluation			
1.03	The objective is to evaluate a product against a set of criteria developed by the ICAEW to ensure that the software meets the requirements of Good Accounting Software, as laid down in the summary.		
1.04	In order to effectively evaluate the software, a product specialist from the vendor completed the detailed questionnaire and provided it to the ICAEW to examine. The ICAEW's Scheme Technical Manager then reviewed the operation of the various aspects of the software assisted by a member of the vendor's technical staff and checked the answers to confirm their validity. The questions were individually reviewed and commented on and the majority of assessments were confirmed.		
1.05	The Technical Manager discussed the assessment with a member of the vendor's staff in order to clarify any points requiring further information. In the event of disagreement between the supplier and the Technical Manager, the Technical Manager's decision was taken as final and the response changed accordingly.		
1.06	The latest version of the software was used throughout the evaluation.		
1.07	When the evaluation had been completed, a draft copy was sent to the ICAEW Scheme Manager for review before completion of the final report.		
Prologue: Matters to consider before purchase			
1.08	General Overview:	Prism's software analyses banking data in whatever form our clients can obtain it - Excel, pdf, TIFF - by first converting all data into a standard spectrum of sub-data, then reanalysing those qualities in a cross referenced manner to identify unusual payments, based on a selection of criteria that mimic standard forensic reports required in court action. Our reports are a tiny percentage of the normal costs of a forensic team, allowing insight in situations that could not normally allow the exercise on a limited budget. The identification of outliers is useful in a collection of investigations, litigation and compliance obligations	We do not consider ourselves to be supplying software - we provide a service to profile data and return it in Excel. It is important for members to note that NO OPINION is provided and NO ADVICE is given. We are simply extracting the data to a digital format and identifying transactions which are statistically strange for this company.
1.09	Supplier background:	Our team's careers originate in forensics, insolvency, case management software, OCR code and academia	

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1.10	Product background and suitability for the user:	The product was developed primarily to assist Insolvency Practitioners to identify transactions defrauding creditors in order to recover money for creditors, but the usage quickly spread to compliance and other disciplines where professionals hold third party bank data and need to quickly gain insight	
1.11	Add-on modules:	No software beyond a normal browser and Excel app are required	
1.12	Typical implementation [size]:	Our clients are not required to install any software beyond a browser and Excel, which are universally installed in the professional community	
1.13	Vertical applications:	none	
1.14	Server platform and database:	MS Azure	
1.15	Client specification required:	Just an up-to-date browser and an Internet connection are required	
1.16	Partner network:	None as the platform is accessed directly after a direct payment is made to Prism.	

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2.	ISSUES AND CONCLUSION		
Highlighted issues			
2.01	There are a number of limitations in the product, which while not adversely impacting upon this evaluation may be of importance to some organisations. It is important that any business contemplating the purchase of software reviews the functionality described and limitations therein against its detailed requirements. Attention is drawn in particular to the following areas where the product, on its own, may not be suitable for businesses with certain requirements:		
2.02	Findings for considerations by potential customers: (See vendor comments against the various Questions)		
*	Backup and recovery are functions designed for disaster recovery of the platform. Output data is delivered to customers in Excel format and subject to their backup regimes.		3.28
*	There is no internal report generator. The platform delivers its output as an Excel file, a copy of which users can format and report on.		4.30-4.37
*	Customisable branding is not available.		5.02 7.23
*	It is not possible to store preferences and default values on a per-user basis, add user-defined fields, or save menu favourites in the Platform; but these functions are not needed.		5.09, 5.10, 5.16
*	The user manual/help is not editable by the end-user.		5.22
*	ESCROW is not offered; which is not unusual for this type of software as a service platform.		5.23
*	Service Credits are not offered should an anticipated service SLA not be met; but no SLA is explicitly offered.		5.33 6.28
*	Hot-line support to assist with immediate problem solving is only available 7am-5pm weekdays London time.		5.38
*	Definable links to spreadsheets cannot be created BUT the output IS an Excel spreadsheet, so other systems could be tied in with this.		5.41, 5.42
*	The Prism platform is backed up using Azure services. The resulting Excel file is the responsibility of the end user as it is outside the control of Prism.		6.48-6.52
*	Users are not able to test new versions before they go live. Note that this is not uncommon for SaaS platforms.		6.62
*	Direct links to banks using open-banking are currently being developed and in testing but not yet live.		7.04
*	Open banking links are currently in testing; see 7.04 above.		7.31-7.39
*	There is no internal report generator. However, the platform provides the output file in Excel format.		7.73-7.79
Evaluation conclusion			
2.03	For the specific use-cases in support of digital bank statement analysis by Audit Firms of all sizes, for which the product is designed, it is a solid and capable solution. It continues to be actively developed and enhanced. Members should be aware of the limitation of the solution as above, and fully understand the role that it can play in an engagement.		
Disclaimers			
2.04	Any organisation considering the purchase of this software should consider their requirements in the light of proposals from the software supplier or its dealers and potential suppliers of other similarly specified products. Whilst the contents of this document are presented in good faith, neither ICAEW, nor the ICAEW's Technical Manager (RSM UK Consulting LLP or any party nominated by the ICAEW to perform this role on the ICAEW's behalf) will accept liability for actions taken as a result of comments made herein. The decision to purchase software resides entirely with the organisation.		

Ref	Requirement	Vendor Response	Reviewer Comments
3.	ACCESS AND SECURITY		
Access control			
3.01	What security features are included to control access to the application?	access to our portal is via username and password, with optional MFA	Noted
3.02	Can access to functions be managed via a permissions matrix so users can only see (in menus and other links) and access those areas they are authorised to access?	yes - but this managed at our side. We have the ability to add permissions via different roles to the portal (accounting admin as well as normal user). So for example certain users can the accounts section	Noted
3.03	Is this access to the application managed by:- - Individual user profiles? - User groups or job roles?	Individuals would control their access but we are able to receive direction from authority to shut down accounts and access	Noted
3.04	Can a report be produced detailing all current users, their user groups if relevant, and their authority levels and/or access rights?	YES	Noted
3.05	If menus can be tailored does the system limit the display of menu options to those for which permission has been granted for each user?	We do not provide tailored menus	Noted
3.06	Does security allow for access to be limited to: - Read only? - Read/write? - Read/amend/delete?	No	Noted
3.07	If data can be accessed by separate reporting facilities, such as ODBC or an external report writer, is the user access security control applied?	not applicable	-
3.08	Does the system security integrate with Microsoft's Active Directory or other tools that provide a single sign-on?	No - but this is currently in development and will be deployed Q1 2025	Noted
3.09	Does the system provide multi-factor authentication (MFA)?	YES	Noted, for the portal.
Passwords and access logs			
3.10	Is access to the software controlled by password?	YES	Confirmed
3.11	Does each user have a separate log on (user id)?	YES	Confirmed
3.12	If there is no password facility please state how confidentiality and accessibility control is maintained within the software?	It is not possible	N/A
3.13	Are passwords masked for any user logging in?	YES	Confirmed
3.14	Is password complexity available and enforced?	Passwords must be between 8 and 30 characters long and feedback is given on password "strength". You can also opt in to use MFA.	Noted
3.15	Are passwords encrypted?	YES	Noted
3.16	Are users automatically logged off after a pre-set time not using the system? - Can the time period be changed? - Can any information be viewed without being logged in, including after logging off, if so what information?	YES -not customisable. Set as default by us a administrators	Noted
Deletion of transactions			
3.17	Is it possible to delete a transaction?	Not from the portal but once the excel file has been downloaded, transactions can be deleted from the excel file by the end user	Noted. This is not a transactional system (as per an accounting system).
3.18	If so, then how are deletions controlled by the system?	Cases cannot be deleted from the portal by the end user	Noted
3.19	Are deleted transactions retained in the audit trail (see below) and denoted as such?	No deletions	N/A
Audit trails			
3.20	Does the system have an audit trail (log) which records all changes to transactions in the system?	YES	What is uploaded, processed (and when and by whom), and downloaded via the portal is tracked in an audit trail. What the user does to the resulting Excel file is within their own control and not tracked by Prism.
3.21	Does this log also record any system error messages and/or any security violations?	YES	Noted
3.22	Is it possible to turn off or delete the audit trail?	No	Noted

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3.23	Does the software allocate a system generated sequential unique reference number to each transaction in the audit log, date and time stamp it and record the user id?	YES	Noted
3.24	Are all master file changes recorded in the audit trail?	YES	Noted
Compliance			
3.25	Does the system operate in a way that is compliant with data protection legislation including GDPR? How does the system facilitate this?	Prism 339 complies with all applicable laws relating to the processing of Personal Data including, while it is in force and applicable to Customer Personal Data, the General Data Protection Regulation (EU 2016/679), the UK GDPR, the Data Protection Act 2018 and any other applicable legislation.	Noted
3.26	Describe your use of sub-processors if any?	Microsoft for hosting of the web portal, database, files and, batch processing of data (all under Azure).	Noted
Backup and recovery			
3.27	Is there a clear indication in the software or manuals as to how the data is backed-up and recovered?	YES. Normal Azure backups and multi-region (all UK) DR are in place.	Noted
3.28	How often are backups taken and to what point can restores be done?	daily back ups but we have a strictly enforced policy that client data is only held for a 14 period once the analysis of the bank statements has been completed and made available to the client	Noted
3.29	How does the software facilitate recovery procedures in the event of software failure? (E.g. roll back to the last completed transaction).	roll back to previous day back up	Noted
3.30	If software failure occurs part way through a batch or transaction, will the operator have to re-input the batch or only the transaction being input at the time of the failure?	No	N/A. Not transactional.
3.31	What features are available within the software to help track down processing problems?	ISO 27001 supplied by QMS' ATLAS system	Noted. Code changes are held in GitHub

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4.	DATA PROCESSING AND REPORTING		
Input and validation of transactions			
4.01	Is data input controlled by self-explanatory menu options?	YES	Noted. For the portal yes; for the Excel output file it is normal Excel operation.
4.02	Are these menus user/role-specific?	YES	Noted. See 3.02
4.03	Can the creation or amendment of standing data (e.g. customer account details) be undertaken using menu options or dialogue boxes as opposed to requiring system configuration?	Fields useful to an in-depth customised analysis are input by the user on creating a case in our portal. These fields include desired associations to check, and a company number or date of birth for the account holder - the latter of which are validated by an auto Companies House lookup or manually checked for dates of birth. Other features are provided within Excel for changes to be made and are instantly reflected, such as seeing monthly receipts (as opposed to the default monthly payments) as 'heartbeat lines'	Noted
4.04	Does the software provide input validation checks such as: - [account] code validation? - reasonableness limits? - validity checks?	NO - but certain fields must be pre populated by the end user otherwise the case cannot be uploaded to the prism portal	Noted. There's a whole gambit of checks that are applied by the portal to the uploaded bank statement data before the output Excel file is produced.
4.05	What control features are within the software to ensure completeness and accuracy of data input?	Transactions (dates/descriptions/amounts/balance figures) and pertinent header and footer information is extracted (where available) from the scanned/electronically created statements/other electronically sourced input (e.g. csv/excel/open banking) data. These allow a full validation process, and also transparency to the user, should they wish to further check our process	Noted
4.06	How does the software ensure uniqueness of the input transactions? (i.e. to avoid duplicate transactions)	Input files are checked on being imported and duplicates are flagged immediately to the user and admin. Duplicate transactions are also identified automatically and removed manually once checked	Noted
4.07	Is data input by users validated by scripts or routines in the browser, or other client software, before transmission to the server?	No	Noted
4.08	Is data input by users validated by routines running on the server before data files are updated?	No	Noted
4.09	Does the above validation ensure that data entered in all input boxes: - Cannot be longer than a maximum length? - Cannot contain unaccepted characters such as semi-colons etc?	Both automated and manual steps validate the user's input. In addition to those steps already mentioned, for associations identified, links to Companies House are provided within the Excel output to show our workings for each match, which further validates the company number or date of birth entered by the user and is checked manually by admin prior to issuing the output to the user	Noted
4.10	Are responses to erroneous data input clear so that they do not lead to inappropriate actions?	Not applicable	-(Excel)
4.11	Does the software have an automatic facility to correct/reverse/delete transactions?	Not applicable	-(Excel)
4.12	If yes, are these logged in the audit trail?	N/A	-
4.13	Are all data entries or file insertions and updates controlled to ensure that should part of a data entry fail the whole transaction fails?	Prior to the creation of our analysis output an automated check of dates and amounts is run to ensure 100% data accuracy (where data provided is complete). Descriptions are also checked automatically, that they each match with an amount	Noted

Ref	Requirement	Vendor Response	Reviewer Comments
4.14	Are messages provided to users clearly explaining whether the data entry or file upload has been processed successfully or not?	No	Noted. Exceptions messages only; if the file is processed successfully then no notification is needed.
Import and export of data			
4.15	Can files/attachments be uploaded and stored against any transaction?	YES	Not a transactional system.
4.16	Is there an additional charge made for storage of uploaded files? - If yes, please indicate the cost.	NO	Noted
4.17	Can data be imported into the system from multiple types of files, e.g. XLS, text, CSV?	YES	Noted. Graphic file formats (photo) of bank statements can be a problem to process.
4.18	Explain how the system validates imports into the system and what happens to any import which fails?	Notification via the portal	Noted
4.19	Are imported /interfaced transactions detailed in the audit trail? [See also 3.27]	Meta data for the data used to generate the analysis (including PDF filenames, number of pages, reported page number, company number or date of birth for the account holder) is available within the output Excel. And summary totals are Excel calculations of fixed values where possible, to allow the cross-check of the output	Noted
4.20	Can data be exported from all areas of the system to multiple formats e.g. XLS, CSV, PDF, text; if so specify which formats are supported?	No	Noted. The Excel file created by the platform is the only output.
Data processing			
4.21	Does the software ensure that menu options or programs are executed in the correct sequence (e.g. outstanding transactions are processed before month end is run)?	No	Noted. Although the Portal does enforce an upload/process/output flow.
4.22	Does the software provide automatic recalculation, where appropriate, of data input? (e.g. VAT)	Not applicable	-
4.23	Is a month/period-end routine required to be undertaken?	N/A	-
4.24	Is it possible to delete accounts if the balance is Nil but transactions have been recorded against the code?	N/A	-
4.25	What is the size and format of reference numbers and descriptions within:- - Ledgers? - Stock? - Currencies?	Not applicable	-
4.26	How does the software guard against/warn about duplicate account numbers on set up?	Not applicable	-
4.27	How does the software enable the traceability [from, to and through the accounting records] of any source document or interfaced transaction?	Not applicable	-
4.28	What drill down/around functionality is available within the software?	Prism allows users to cross reference any feature of an accounting transaction with any other using standard Excel filters. We also include some standardised enquiries with double click/macro functionality	Noted
4.29	If the software uses a lot of standing information which changes frequently or regularly, does the software allow for such changes to be effected through the use of parameters or tables?	N/A	-
Report writer			
4.30	Does the system have an in-built report generator or is a third-party solution used (if so please specify)?	No - but excel is required	Confirmed
4.31	Is the report writer based on a standard SQL-type approach and is it flexible and easy to use?	No	Noted
4.32	Can the report generator operate over the financial and operational aspects of the system, e.g. combining service metrics with financial information?	NO	Noted
4.33	Is a comprehensive data dictionary provided to aid field selection?	NO	Noted

Ref	Requirement	Vendor Response	Reviewer Comments
4.34	Does the system provide a library of reports and templates which can be amended, saved and re-run?	NO - not applicable	-
4.35	Can users create their own reports? If so, what are the controls on users doing this?	No	Noted
4.36	Can users create saved searches /filters / queries?	YES - on the out file	Confirmed
4.37	Can regular reports be added to user menus in the appropriate area of the system?	NO	Noted
4.38	Does the system support the production of on demand (interactive) and scheduled batch reports?	Not applicable	-

Ref	Requirement	Vendor Response	Reviewer Comments
5.	USABILITY		
Ease of use			
5.01	Does the solution provide a multi-language user interface?	NO	Confirmed
5.02	Does the system allow for customizable branding and UI (e.g. corporate colour palate, upload company logo, etc)?	NO	Confirmed
5.03	Does the system have a similar look and feel and overall and consistency between screens and modules?	YES	Confirmed
5.04	Is data entry easily repeated if similar to previous entry?	N/A	-
5.05	Does the software prevent access to a record while it is being updated?	N/A	-
5.06	Is there locking at file or record level?	At file	Noted
5.07	Does the software allow for the running of reports whilst records are being updated?	No	Noted
5.08	Can timestamps or user comments be added to transactions?	YES	Noted. But not a transactional system.
5.09	Is there the ability to store preferences and default values on a per-user basis. e.g. department/team/user?	NO	Noted
5.10	Does the system have the ability to provide user-defined fields with associated validation of data input?	NO	Noted
5.11	Can the system provide user with reminders and notifications e.g. workflows?	YES - but they are system administrator driven - not configured by the end user. For example we have an automated work flow for invoice chasing procedure	Noted
5.12	If the system provides workflows, does it have functionality to substitute/delegate authorisations?	NO	N/A for end users
5.13	Is there the ability for users to define and configure layouts of letters and forms?	NO	Noted. Output is an Excel spreadsheet whose layout a user can change.
5.14	Can users save the parameters of searches?	Yes, searches and filters can be set, but should be saved on a copy of the original output file.	Noted
5.15	Does the system have a "universal search" option, allowing a search to be undertaken over all modules of the system?	YES	Noted, as 5.14
5.16	Can the system store menu option 'favourites' on a per user basis?	N/A	-
5.17	Can a user open multiple windows accessing the same or different modules of the system?	No	Noted. Multiple [renamed] copies of the Excel file could be opened for viewing if needed.
5.18	Can more than one software function be performed concurrently?	not applicable	-
User documentation and training			
5.19	Is the manual provided as: - hard copy - on CD - by download - via a web-interface?	by download, by training videos within the portal and by one on one training sessions using google meet/ teams	Noted. There is a quick-start guide in PDF format.
5.20	Does the manual include: - An index or search facility? - A guide to basic functions of the software? - Pictures of screens and layouts? - Examples? - A tutorial section? - Details of any error messages and their meanings?	The manual is a video	Video is embedded in the portal (or is hosted by Vimeo)
5.21	Is context-sensitive help available within the system?	Yes -we have a help desk / knowledge base containing how to guides and tips / features accessible via the portal	Noted. Within the portal, but not within the Excel output.
5.22	Is the manual and/or help editable by the user (subject to the permissions matrix)?	No	Noted
5.23	Will the Software House make the detailed program documentation (e.g. file definitions for third party links) available to the user, either directly or by deposit with a third party (ESCROW)?	No	Noted. This is not unusual for platforms of this type.
5.24	Please detail the training options available?	one on one/group training/one on one support calls via TEAMS	Noted
5.25	Who provides training: - Software House? - VAR?	in house	Noted

Ref	Requirement	Vendor Response	Reviewer Comments
Support and maintenance			
5.26	How is the software sold: - Direct from the software house? - Via a Value Added Reseller (VAR) or Integrator?	Direct	Noted
5.27	How is the product supported: - Direct from the software house? - Via a Value Added Reseller (VAR) or Integrator?	Direct	Noted
5.28	Do VARs have to go through an accreditation process?	We dot have VARS / reseller channel	-
5.29	Is the software sold based upon number of named users or a number of concurrent users?	Neither - sold per output report generated. Setting up a user account is free of charge	Noted
5.30	The supplier should detail the support cover options available, covering: - The hours provided? - Associated costs? - The global regions covered?	all reasonable UK hours supported/no charge/overseas also available	Noted
5.31	Detail the process by which customers raise support requests and how these can be viewed/managed?	Helpdesk module and ticketing system	Noted
5.32	Please note the methods of support available: - Telephone? - Internet chat? - Remote access to customer workstation? - Other, please specify?	All of the above mentioned	Noted
5.33	Do you offer service credits for failure to meet performance around SLA and uptime (if applicable)	No	Noted
5.34	What is your escalation path for tickets which have not been resolved within a reasonable time?	4 hour response 24 hour to fix. A small multi-trained, in-house team perform the extraction and also support users, should queries arise. The individuals within this team are supported directly by director level personnel for any escalation needs	Noted
5.35	How often are general software enhancements provided?	Quarterly	Noted
5.36	Will they be given free of charge?	YES	Noted
5.37	How are enhancements and bug fixes provided to customers?	not applicable	Noted. Central platform is updated.
5.38	Is "hot line" support to assist with immediate problem solving available?	YES	Noted
5.39	If so, is there an additional cost involved?	NO	Noted
5.40	At what times will this support be available?	UK OFFICE HOURS	Noted
Integration and www facilities			
5.41	Can the software be linked to other packages e.g. word processing, graphics, financial modelling, to provide alternative display and reporting facilities?	No	Noted
5.42	Can definable links to spreadsheets be created?	No	Noted. But the output IS an Excel spreadsheet.
5.43	Does the system provide secure document storage capability: If so, please give examples of the document types saved and what transactions these might relate to.	YES - we store the bank statements in our MS Azure environment but only for 14 days	Noted
5.44	Can documents be scanned into a secure repository?	YES	Noted, as 5.43
5.45	Does the system provide data migration tools for transactional and master data sets (e.g. employees customers, suppliers, journals, invoices).	No	Noted. However as output is in Excel there is flexibility here.
5.46	What connection mechanisms does the software have and what breadth of functionality in terms of: - operations (add, update, delete)? and - what transactions/data it can access? E.g. if webservices APIs available, then can customers connect to whatever software they wish?	No API facility to connect to Prism	Noted
5.47	Does the system support mobile working?	NO - this is not how Prism works - users would not access the prism portal via a mobile device	Noted

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6.	SAAS/HOSTED OPERATION		
	This evaluation covers the system but not the method by which it is delivered and/or contracted for. Potential users need to satisfy themselves on the security and disaster recovery aspects and licensing of the online system and any data protection issues of their own and customer/supplier information, contained therein, being held on the system, as well as the return of the data when the contract expires or is terminated.		
Data centres and customer data			
6.01	Whose data centres are used and where are these located: - If hosted -- where data centre controlled by a third-party? - If SaaS -- where the software vendor will be in control?	MICROSOFT AZURE	Noted
6.02	Does the customer get a choice of the jurisdiction in which their data resides?	ALL WITHIN UK - NO CHOICE CURRENTLY GIVEN	Noted
6.03	What certification(s) do you or your platform operators hold relating to your data centres and your business operations?	Microsoft Corp has ISO/IEC 27001:2022 certification. SOC1, SOC2 and SOC3 certified	Noted
6.04	Do you or your platform operator have an SSAE16 (System and Organization Controls) report available?	NO	Noted
6.05	What are the physical controls over the:- - Premises? - Fileservers? - Communications equipment?	Data held in Microsoft data centres - whole solution is cloud based so no LAN or physical servers within our office	Noted. Microsoft Azure is a multi-tenanted public cloud; but data is within Prism's own tenancy.
6.06	Is the space in this/these data centre(s) shared with any other companies?	NO	As above
6.07	Is data for different customers/companies kept:- - On separate servers? - In different databases? - In separate database tables? - In a database with data for other customers and companies using logical security to partition customers' data?	Database tables	As above
6.08	How is it ensured that data for different customers and companies is reliably identifiable and only accessed by authorised users for each customer/company?	User accounts are tied to user names and the database is partitioned in such a way that the data is in a silo - it is not possible for one client to see another client data. In addition Authenticated cookies with XSS, CSP, and relevant technological controls implemented at the application layer.	Noted
6.09	What controls are in place to prevent users from one customer/company accessing data from another customer/company by accident or by design?	database structure	Noted
6.10	How is [Internet] communication traffic monitored to identify potential problems before they happen: - From a performance perspective? - From a security standpoint?	Relating to the portal - Azure Application Gateway configured for autoscaling and Web Application Firewall using the OWASP 3.2 ruleset. Relating to desktop PCs - MS Defender, ESET Endpoint Security.	Noted
6.11	What procedures are in place to prevent a break in Internet Connection (at the server, client or in between) from causing data corruption?	Redundancy load balancing between two data centres	Noted
6.12	Are communications between the user's computer and the software service encrypted: - User log in data only? - All data exchanged between user client and software service?	SSL/TLS in transit, AES-256 at rest	Noted
6.13	Is data on your servers encrypted at rest?	yes	Noted
6.14	Is a test environment provided to test configuration changes? If so, is there an additional charge for this?	YES - but this is not client facing, we have a sandbox environment for testing new features	Noted
Access to customer data			
6.15	What are the implications of the Data Protection Act over information held by the hosting service provider, and how does the vendor mitigate these?	ALL DATA DELETED 14 DAYS AFTER PROCESSED	Noted
6.16	Are you subject to any legal or regulatory requirements obliging you to retain a copy of customer data?	NO	Noted

Ref	Requirement	Vendor Response	Reviewer Comments
6.17	Who will be able to access or see customer data?	CUSTOMER/PRISM STAFF/NO ONE ELSE	Noted
6.18	Explain the procedures to prevent unauthorised access from staff, or contractors, working for the service provider or any other people with access to the service provider's internal systems.	We are a very small development team. We do not have contractors working on the prism software. In the unlikely event that a third party was working on the software they would be given access to the sandbox environment and not to live client data. There is no requirement for third party / contractor access	Noted
6.19	Explain the release management procedures in place and the associated segregation of duties ?	Small development team working on our infrastructure - code changes recorded in GitHub repositories	Noted
6.20	Is there sufficient segregation of duties preventing system developers from accessing and changing live applications and data files?	YES	Noted
6.21	Explain the review and approval procedures covering system operations staff when emergency changes need to be made to live applications and data?	As above, all code changes are recorded in a git hub repository and a full audit trail is available to the system administrators. Any emergency work is recorded on a remediation schedule	Noted
6.22	Is an audit trail always maintained of these emergency changes?	YES	Noted
6.23	What procedures are in place when members of staff leave to ensure that their system access is stopped?	Remove access to the portal	Noted
Platform and service levels			
6.24	Which databases can be used (Hosted) or are used (SaaS)?	SAAS; Azure SQL database	Noted
6.25	What forms of user authentication are supported e.g. user names, passwords certificates, tokens etc.?	username/password/MFA	Noted
6.26	What is the proposed product/service availability percentage?	98%	Noted
6.27	What percentage availability has been achieved over the past 12 months?	98%	Noted
6.28	Is a service level agreement ("SLA") offered regarding: - Service availability? - Data recovery?	YES	Noted, this is part of the EULA
6.29	Is the service available 24x7 or are there downtime periods for maintenance?	YES - but the service is not used or accessed 24/7 - it is used during business hours.	Noted
6.30	Is the customer made aware of maintenance periods in advance?	YES, via email	Noted
6.31	Does the application software:- - Require any client software to be installed on the user's computer? - Work entirely within Internet Browser software on the user's computer?	NO - but macros will need to be enabled to ensure all the functionality in excel is available	Noted
6.32	Where the product/service relies upon downloading and running an executable program, has that program been secured with a digital certificate to verify the source and integrity of the program?	not applicable	-
Platform security			
6.33	What security steps are taken to prevent and detect intrusion attempts?	Solution has been independently PEN TESTED by a crest accredited independent third party. We also have a MS Defender software running over the top to scan for intrusions	Noted
6.34	Is firewall hardware and software used to protect the live systems from unauthorised access?	YES	Noted
6.35	Which monitoring software is used to create alerts when intrusion attempts are suspected?	MS defender	Noted
6.36	Are designated staff responsible for receiving and urgently responding to these alerts?	YES	Noted
6.37	Have clear procedures been established for identifying and responding to security incidents?	YES	Noted
6.38	Is all security sensitive software, such as operating systems and databases, kept up to date with the latest software patches? Please indicate how regularly updates are applied.	Cloud services use PaaS. At the application level we use periodic penetration testing All security updates are managed by Azure except for the web portal host platform (Azure Kubernetes Service). Updates to this are applied manually out of hours so they can be tested and rolled back if there are any problems. Availability of updates is checked monthly and carried out to ensure we are always running on a supported version.	Noted

Ref	Requirement	Vendor Response	Reviewer Comments
6.39	List the procedures and software tools in place to prevent or detect and eliminate interference from malicious code, such as viruses?	Anti Virus software installed on all hardware	Noted
6.40	Is a system log maintained by the service provider that details - User access? - User activity? - Error messages? - Security violations?	YES	Noted
6.41	Is this log available to the customer?	NO	Noted
6.42	Have there been any successful unauthorised access attempts been made during the last year? If Yes:- - What was the effect on the business and users? - What steps are in place to prevent this happening again?	NO - PEN TEST report available to customers on request	Noted
6.43	Is penetration testing regularly carried out by (please indicate frequency of tests): - Staff specialising in this field? - External specialists?	YES - quarterly	Noted
6.44	If penetration testing by a specialist is not performed regularly, please indicate the main procedures in place to identify weaknesses?		N/A
6.45	Are security procedures regularly reviewed? Please indicate frequency of reviews.	Monthly	Noted
6.46	What security reporting is provided demonstrating compliance against certification(s) and policy(ies)?	ISO 27001 continuous monitoring	Noted
6.47	Are any security breaches communicated to customers?	YES - but none to report to date	Noted
Backups by the service provider			
6.48	In relation to backups undertaken by the system provider please explain: - How is a customer's data backed up? - How often is this undertaken? - What is backed up? - What's the media used? - Where are backups stored? - How many copies are there? - How long are they retained for? - Who has access to them? - Is the data encrypted?	Our entire production environment is built on PaaS and IaaS and is fully configured using scripts. Even in the most extreme event we can configure a new environment from scratch within 2 hours and we have restoration plan in place in this event. We are not storing data for a period longer than 14 days so in the event of a disaster a customer would stop using our service during that period.	Noted. The platform is backed up but the resulting Excel file is the responsibility of the end user.
6.49	How frequently is a test-restore of backups undertaken?	Annually or as requested with by our PEN test provider	Noted
6.50	Can the provider restore from a backups that it has taken at a customer request?	NO	Noted
6.51	Does a customer have the ability to undertake their own backups?	NO	Noted
6.52	If so, can a customer restore data a backup that they have taken?	NO	Noted
Platform recovery			
6.53	What contingency plans are in place to enable a quick recovery from: - Database or application software corruption? - Hardware failure or theft? - Fire, flood and other disasters? - Communication failures?	Hosted in a Microsoft Azure environment so we would look to the SLA with MS to enable recovery	Noted
6.54	How often are these plans tested?	Once a year	Noted
6.55	How often are these plans reviewed and updated?	Once a year	Noted
6.56	What are your: - Recovery Point Object (RPO) standards? - Recovery Time Objective (RTO) minimum standards?	We would aim to recover within 2 hours	Noted
6.57	If transaction records are dated and time stamped are the times used local to the user or based on where the server is located?	Where server is located	Noted
6.58	What protection is in place to enable users to able to access their accounting and other data if the service provider should experience serious difficulties, cease trading or decide to stop providing the service?	Not really applicable - the service is pay as you go so in the event of ceasing to trade they would stop using the service	Noted
6.59	If the system is hosted are there arrangements in place for this third party to continue providing a hosting service in the short term to allow time for customers to negotiate their own arrangements? If so, how long does the arrangement allow?	NO see above	Noted

Ref	Requirement	Vendor Response	Reviewer Comments
6.60	Are there any individual members of the vendor's staff whose leaving or illness would significantly reduce, or even stop, the service provider's ability to provide a full and reliable service to customers?	YES - as with any business, we have key member of our team. We dev our product in parallel methods meaning two developer work as a team and share code - this creates redundancy	Noted
Platform change management			
6.61	Describe your approach to upgrades including what option customers have not to take upgrades (if any)?	We upgrade our output file quarterly - if a customer decides not to use the additional features they are under no obligation to do so. Upgrades are solely additive, so there is no reason for a user to not wish to take up the enhancements. New features are communicated via LinkedIn and/or email and a product update page on our helpdesk	Noted
6.62	Are users able to test the application before new versions go into live use?	Some users yes -but this is not available to all clients	Noted
6.63	Are users given notice before application changes are applied to the live system?	yes. Any major changes are communicated via email to all registered users.	Noted
6.64	Are changes delivered into the live environment "switched off" to enable users to test them before enabling them for their environment?	no	Noted
6.65	Describe what testing and QA processes are undertaken before upgrades and other changes are made live/available to customers?	Features developed in sandbox, tested internally, full dev log completed, features rolled to a steering wheel group, feedback received and then rolled to main client base	Noted
6.66	If a hosted system, explain the release management procedures in place and the associated segregation of duties ?	As above	Noted
6.67	Are users informed when they next login of the application changes that have gone into live use?	No - no features are sent out in release notes	Noted
6.68	Do customer staff have to take any action (e.g. regression testing) when new editions, patches or upgrades are released? If so, please describe what they should ordinarily do.	NO	Noted
Subscription options			
6.69	What is the minimum level of commitment must the customer sign up to, e.g. 36 months?	None	Noted. See 6.76
6.70	Where online payment is used, what type of security is used to protect sensitive information?	None	Noted
6.71	Where online subscription / payment is used, is an invoice provided to the customer and, if so, in what format?	None	Noted
6.72	When subscriptions need to be renewed, what advance notice is provided and what is the time limit for renewal?	N/A	-
6.73	Is there a procedure for late renewal and is there a time limit after which subscriptions cannot be renewed?	N/A	-
6.74	How soon after creating or renewing a subscription (if applicable) can the system / service be used?	N/A	-
6.75	What notifications / confirmations are provided to the customer regarding subscriptions and payments?	N/A	-
6.76	To what extent are users able to access their accounting and other data if: - They miss one or two payments? - They cease being customers?	software is pay as go.. And data is auto deleted after 14 days so they would have no requirement to access the portal if they are no longer a client	Noted
6.77	At the end of the contract term, how long does a customer have to obtain a copy of their data from you?	We are a PAYG service so there are no contract terms. All case data is held for 14 days after processing.	Noted
6.78	At the end of the contract term, how is a customer's data destroyed (if appropriate) and will that destruction be certified?	auto deleted after 14 days	Noted
6.79	What is your processes regarding disposal of end-of-life and failed hardware devices that were used to operate your service?	not applicable	Noted. All hardware is Azure.
SaaS/Hosted Reporting			
6.80	Are reports produced from the same software as the financial applications or is separate reporting software used?	Same	Noted. Excel
6.81	Does any application software (i.e. other than a web browser or PDF reader) need to be installed on the user's computer in order to prepare or view the reports?	NO	Noted. Just Excel

Ref	Requirement	Vendor Response	Reviewer Comments
6.82	What browser versions are support: - On desktop/laptop (PC, Mac, Linux)? - On Tablets? - On mobiles?	Google chrome, MS Edge . All current browsers are supported. However, testing is only carried out with Google Chrome and Microsoft Edge.	Noted
6.83	Is access to the reporting facilities and data controlled by the same procedures as access to the main application?	Same	Noted
6.84	If it's different, explain the user access control facilities available to ensure information is only viewed by users with appropriate authority?	NA.	-
6.85	In what electronic formats are reports produced:- - PDF? - XML? - MS Excel spreadsheet? - CSV file? - As html for viewing in a web browser? - Other, please specify?	Excel	Noted
6.86	Are report documents stored on the web server or on the user's computer? If stored on the web server, are they secure to ensure only users with appropriate authority can get access?	Downloaded from our server then deleted by us	Noted
6.87	For documents viewable in a browser is any data stored on the user's computer in a web browser cache or temporary file? If Yes: - Is there any protection against other users viewing the report or data on which it is based? - Is it clear on the reports when they were produced and the date of the data on which they are based, so the user can tell whether they are viewing out of date information?	NO - but this will depend entirely on the customer security settings	Noted
6.88	Are communications between the browser and the server encrypted for any report related communications?	YES - data is encrypted	Noted
6.89	If reports are produced dynamically each time the user views them can historical reports be reproduced at any time?	this is not applicable to this solution	-
6.90	Can reports viewable in a browser be navigated dynamically by users? For example: - Enabling drill down to more detailed information? - Altering which columns and rows of data are displayed. - Choosing time periods? - Specifying selection criteria?	not applicable	-
6.91	Can report data be reliably copied and pasted direct from browser viewable reports to an MS Excel spreadsheet retaining any table layout?	not applicable	-
6.92	If reports are incomplete, for instance due to a poor Internet connection, is sufficient information provided to enable the user to notice that some of the report is missing?	not applicable	-

Ref	Requirement	Vendor Response	Reviewer Comments
7.	DIGITAL BANK STATEMENT ANALYSIS		
Global setup			
7.01	Does the system provide for the setup and maintenance of the details of the [accounting] firm using the software and valid users within that firm?	YES	Confirmed
7.02	Can the system operate with bank accounts in non GBP currencies? If so, please state which currencies are supported.	YES - the solution is not currency specific	Confirmed
7.03	Does the system integrate to accounting/financial packages? If so, please list which ones are supported and explain the method of integration (e.g. dedicated connector, webservices, CSV file transfer, etc):	No	Noted
7.04	Does the software directly integrate with on-line financial institutions [hereafter referred to as "Banks"]? If yes, please list the packages/services in the categories below and explain the method of integration (e.g. dedicated connector, webservices, etc): - Banks? - Building Societies? - Credit card providers/operators (e.g. Visa, MasterCard)? - Others, please specify? Additionally, please specify which UK Financial Institutions the software connects with and which it doesn't.	YES - we have an open banking function whereby a customer can send a company director a code and using the open banking protocol the bank statement data can be uploaded to the prism portal.	Noted, this functionality is currently (Nov 2024) undergoing user acceptance testing before being made live.
7.05	Does the system hold a master list of the addresses and web-access details (the Open Banking link) for the most common Financial Institutions, and enable these to be selected on-screen without manual input of the details?	NO	Noted
7.06	If a third-party provides the connection to the Bank please provide details of the provider.	PLAID	Noted. And also Yapily.
7.07	Does the system make use of global lists, e.g. Banks, Postcodes, VAT codes? If so, specify what is provided.	NO	Not required.
7.08	Does the system allow a user to use multiple devices, e.g. a desktop and a tablet?	NO	Desto and or laptop is ok, but pragmatically tablets and mobiles are not really supported.
7.09	Does the system provide the facility for off-line working, i.e. downloading engagements for analysis away from the office? If so, please explain how this operates.	yes - once the analysis file has been downloaded from our portal the customer can retain the excel file indefinitely and work on this file off line	Confirmed
7.10	Does the system provide a facility for auto-saving changes to an engagement during a user's editing session? If so: - Can the frequency of these auto-saves be manually set? - Can the user initiate a save manually? - Can a user roll back to a previous saved version?	No - this is not a requirement	Noted. The user can save their Excel file whenever required.
7.11	Does the system provide inbuilt workflow functionality? If so, please explain how this operates.	YES - but it is configured or driven by the end user. We have a work flow engine for chasing invoices and for sending reminders to download the file but it is configured by our internal team	Noted. And there is workflow behind the portal to prompt the user to download the resultant Excel file.
7.12	Does the system have an audit trail that includes details of: - Changes to standing data (global lists)? - Transactions received from banks? - Transactions uploaded from spreadsheets? - Transactions sent to/from accounting system(s)?	No - this is not a requirement	-
7.13	Does the system come with a library of standard analysis templates that can be applied to a new engagement? <i>[This is the grid or spreadsheet output that the platform uses to show/filter the resulting statement data.]</i>	YES - the output file is standard and the end user does not customise this.	Confirmed. This is one master template.
7.14	If so, what do these cover? For example: - Insolvency compliance? - Audit validation/analysis? - Other, please specify?	No - this is not a requirement	As above
7.15	If so, does the analysis template include: - Selections of tests and associated parameters? - Result filters? - Risk indicators and associated limits? - Other settings, please specify?	No - this is not a requirement	The set of tests, extracts, filters etc are all defined within the standard template.

Ref	Requirement	Vendor Response	Reviewer Comments
User setup			
7.16	Does the system provide a permissions matrix so that rights can be set at user and group level?	NO	The Excel file is available to any of the customer's users to whom they have granted access.
7.17	Does this apply to: - Specific areas of functionality? - The link with Banks? - Specific clients? - Selection of the analysis template? - Manually adding/editing transactions? - Other, please specify?	NO	Noted. There is general access and specific access for the accounting role (and the open banking link role too).
7.18	Is it possible to define delegated access?	NO	Noted. N/A
7.19	Can multi-level authorisations be set?	NO	Noted. N/A
7.20	Are there restrictions on more than one user working on the same [single] client at the same time?	YES	Confirmed. Only a single user can access the Portal [for one client] at one time. The extract file in Excel can be shared if required.
7.21	Are there restrictions on one user working on multiple clients at the same time?	YES	Confirmed
Client/engagement (statement analysis) setup			
7.22	Does the system provide for the setup and maintenance of a client's details?	YES	Confirmed
7.23	Can a client hierarchy be entered so that clients with multiple offices or legal entities can be processed?	N/A	- Operational use of the software is "per user"
7.24	Can multiple clients be linked to one head-office address?	YES	Not for operational; but yes for accounting (central payment)
7.25	Does the system allow details of the directors of the company to be uploaded for use in the subsequent analysis?	Yes - it is possible to free-text enter the names of the Directors into the Prism portal. Without this information Prism339 will identify any directors listed on Companies House.	Noted
7.26	Does the system allow the entry of supplementary information, e.g. Notes?	YES	Confirmed
7.27	Does the system incorporate dashboard functionality such that the following information is presented to the user on their "home page" when they login to the system, showing: - All active engagements that the user is involved in? - Progress/completion of each engagement? - Any actions outstanding?	YES	Confirmed. Active and processed cases are detailed.
7.28	Does the system allow all engagement files for a client to be: - Shown as a list on-screen? - The details viewed on-screen? - The details to be printed out?	YES	Confirmed, as above
7.29	Does the system provide a straightforward way to search for engagements, with search parameters such as: client, engagement, year, date-range?	YES	Confirmed
7.30	Does the system provide the ability to delete engagements/audits, subject to the permissions matrix? If so, is this noted in the audit log?	No. Once a case has been uploaded to the portal the end user must raise a ticket to the help-desk for a case to be removed.	Noted
Obtaining bank transactions			
<i>Authorised access:</i>			
7.31	Can multiple Banks to linked to a client?	not applicable - all that is happening is an insolvency practitioner who has a duty to investigate the bank statements relating to the company in liquidation, submits the bank statements to the portal and the prism software extracts the information to excel and within various tabs shows the insolvency practitioner any transactions that may warrant further investigation	Confirmed

Ref	Requirement	Vendor Response	Reviewer Comments
7.32	Can multiple sets of bank account details be held against each Bank [for each client]?	not applicable	- These would be processed separately.
7.33	Does the system hold details of the client contacts who can provide authority for the system to access each bank account? - If yes, what details are held? (e.g. name, email, mobile)	not applicable	- (open banking coming soon)
7.34	Can the user make an electronic request to their client for them to provide access to their bank accounts? If yes, can this be: - Via a personalised link in an email? - Via a personalised link in a text message? - Display of a personalised link that can be copied/pasted into another application for sending to the client? - Other, please specify?	YES - send via email	- (open banking coming soon)
7.35	If a URL is provided to the client: - Is this a secure web-address? - Does the link expire? If so, after how long?	2 hours	Noted
<i>Data ingestion (Downloading transactions):</i>			
7.36	Does the system have the facility, where authorised (as above) to make electronic requests of a client's electronic banking portal in order to return lists of transactions covering specific time-periods?	YES - ninety day rolling period of banking transactions	Noted. (open banking coming soon)
7.37	How does the user do this within the system? E.g. - By adding a new request against a client; - Selecting the bank and pre-authorised account; and - Entering a transaction date range.	Add case, click send OB invitation link to company director	Noted. (open banking coming soon)
7.38	Does the system automatically link to the selected bank, post the request and accept the returned transaction list from the Bank? Alternatively, is another process followed?	YES	Noted. (open banking coming soon)
7.39	Is the request saved in a list of submitted requests together with the result of the request (accepted, rejected, failed, etc) and the resulting list of transactions.	YES - but please understand that the new open banking method for acquiring banking data has been published into a live environment as yet. It is still in the sandbox environment	Noted. (open banking coming soon)
7.40	Are the transactions returned from a Bank saved in a standard format within the system, i.e. does the system have a download template for each Bank that enables data to be downloaded/converted into a single consistent format?	YES - csv file	Noted. (open banking coming soon)
<i>Alternative ingestion methods:</i>			
7.41	Does the system provide alternative methods to ingest bank statement information? If so, please detail these, including: - Scanning / OCR of hard copy statements? - Conversion of electronic statements in PDF format? - Conversion of electronic statements in Excel format? - Other?	yes, we accept scans/convert PDF/analyse Excel/can analyse Open Banking outputs and currently 95%of our bank statements are ingested in this format	Confirmed
7.42	Does the system have an inbuilt statement "format" for each Bank that enables data to be captured and converted into a single consistent format (as per for the direct electronic download described above)?	YES	Noted
7.43	Please explain which ingestion methods are provided by the platform and which is the default option.	PDF / TIF / CSV	Confirmed
<i>Initial validation:</i>			
7.44	Can a user make changes to the transactions downloaded (subject to the permissions matrix)? If so, is this recorded in the audit log?	the file is in excel - once downloaded they can make changes	Confirmed. (but not to the statements uploaded)
7.45	Does the system undertake an initial set of validation checks to ensure that the data has imported correctly? If so does this include tests of: - Data types in particular fields? - Data ranges? - Field values ("sensible" upper and lower limits)? - Corrupted data?	YES - we run a number of validation checks to ensure data integrity	Confirmed

Ref	Requirement	Vendor Response	Reviewer Comments
7.46	Does the system also check where in the transaction (statement line): - The value is zero? - There are round amounts? - Multiple transactions are to the same payee? - Transactions are in a specific currency? - Other, please specify?	YES - the items listed below are key functions to the software solution. For example, we are looking for payments made by a company and the transaction is for a round amount. It is rare in business that something may cost £20,000 - but if a company director is making "unauthorised gifts" then it is common for the payment to be made with a round number	Confirmed
7.47	If the system provides an initial check for gaps in the data please explain the logic for this?	To explain - if the director has supplied the IP with a set of bank statements, it is possible that pages with SUPSECT transactions have been removed from the data set. The Director may wish to omit certain transactions for obvious reasons. Moreover, we have found that some banks are sending 7 years of bank statements, some months may be missing. Without a complete set of banking data, the IP does not know the whole story	Noted
7.48	If the system provides an initial check for duplications in the data please explain the logic for this?	same as above really	As above
7.49	Please explain what the system does in the event that data fails the initial validation? e.g. The logs/report(s) provided, what happens to the import (rejected/part-rejected/etc).	Customer (the IP) has two options - ask the BANK or the Director for the missing pages. Alternatively, they sometimes wish for us to proceed without the missing pages as there could well be a statutory deadline looming. In that instance, we would take instruction from the IP/ customer.	Noted
Data cleansing:			
7.50	Does the system undertake a series of cleansing activities on the transaction data after it has been downloaded?	YES - we clean the descriptions on the bank statement so that it is easier to read - bank statements contain codes so rather than say AMAZON2616616619 the entity will just be AMAZON	Confirmed
7.51	If so, please explain the activities included, such as: - Removal of headers/footer/blank-lines for non-electronic-banking imports? - Removal of comment lines? - Removal of lines with no transaction value? - Other?	all of this	Confirmed
Analysis and review			
7.52	Once the statement data has been ingested, validated and transformed to the system's default format, does the system undertake a series of analysis tasks on the data?	YES - this is our USP / service offering - we are looking for transactions that are outside the normal trading conditions for the business.	Confirmed
7.53	If so, please provide a list of the main categories of tasks undertaken?	See 7.63 below	Confirmed
7.54	Does the system undertake specific analysis on the names of individuals referenced in transactions? If so, please explain what is undertaken?	YES	Confirmed
7.55	If yes, does this include undertaking an analysis that matches the payee with the previously identified directors of the client company?	NO - we do not investigate this - we are only concerned with the set of bank statements submitted. If two sets of bank statements are submitted then we can detail the linked transactions between the two sets of bank statements	Confirmed
7.56	If yes, does this include an API link to Companies House to verify the directors previously identified?	YES - but we do not investigate this - we only highlight it	Confirmed. Picking up the names but not any further verification.
7.57	Is it possible for the system to also undertake a lookup (on demand) at Companies House for any selected company in the list of creditors/debtors? Is so, is there an extra charge for this?	NO	Noted
Resulting analysis:			
7.58	How does the system present the analysed statement data to the user, e.g. in a grid that can be manipulated within the system or via a formatted spreadsheet?	Formatted spreadsheet - clients will normally retain a master copy and work on another	Confirmed

Ref	Requirement	Vendor Response	Reviewer Comments
7.59	Is the analysis file produced by the system presented in the list of client engagements against the associated client/engagement? If not, how does the user access it?	N/A	Each analysis is for a single company being investigated. The system does not provide a historic list of all companies reviewed by a single user. (And after 14 days the bank statement and output spreadsheet will be automatically removed).
7.60	If the analysis output file is provided in spreadsheet format, what formats are supported? - Excel (XLSX, XLS, XLSM)? - Lotus (.123, wk?)? - Mac Numbers? - OpenDoc spreadsheet (Ods)? - Other (please specify)	EXCEL (as macros are used) and its file extensions	Confirmed
7.61	If a spreadsheet is used must the user enable macros in order to gain the full functionality of the analysis output spreadsheet?	Yes	Confirmed
7.62	Are there multiple levels to the grid / spreadsheet tabs, representing each of the analysis areas in the selected analysis template?	NO	Confirmed. Multiple tabs are automatically created in the Excel output sheet.
7.63	Do the levels/tabs cover each of: - Transactions (the items that were on the statement)? - Entities (distinct payees found)? - Accounts (sort codes and account numbers in the data)? - Outlier-transactions (to then sort by largest/smallest)? - Round amounts (ditto)? - Other(s)? Please describe what is provided in the standard template(s).	Yes	Confirmed
7.64	For each level/tab is the user able to manipulate the grids of transactions, in order to : - Filter? - Sort (ascending and descending)? - Other (please specify)?	YES	Confirmed
7.65	Is the user able to: - View the data? - Filter it? - Manipulate transactions (i.e. edit statement line details)? - Other?	YES	Confirmed
7.66	Does the system enable the analysis output data to be shown graphically? If so, can the user amend: - The graph type? - The format of the graphs? - The data ranges shown on the graphs? - Other, please specify?	YES	Confirmed
7.67	Can a user add additional grid levels / spreadsheet pages and create additional data extracts/filters on these?	YES AND NO here - they can create additional pivot tables etc but not within our output - they would extract the info to a new excel sheet	Confirmed
7.68	Can multiple versions of the grid/spreadsheet be saved that incorporate different filters/data-sets?	NO	Filters yes; data sets no.
7.69	Can previously saved grids/spreadsheets to re-opened, amended, and subsequently re-saved?	Yes	Confirmed
7.70	Can additional [manually created] tests be saved into the standard analysis template? If so, can multiple versions be created ?	NO	Additional tests could be added to a saved Excel spreadsheet; but the master template cannot be altered by the user.
7.71	Can a set of risk/potential-fraud scores and/or weightings be applied to each of the tests? If so, explain what is available and how these are applied?	NO	Noted

Ref	Requirement	Vendor Response	Reviewer Comments
7.72	Does the system apply any machine learning to the tests being run? If so, please provide details explaining how this operates, e.g. using data from similar previous analyses undertaken as part of the basis for comparison.	NO	Noted
Reporting			
7.73	Does the system provide a series of inbuilt reports that show for example: - A list of clients? - The associated Bank account details? - The link/authorisation status? - The date last accessed? - Other? If so, describe the reports available.	no inbuilt report - the output file in excel is the only report generated	Confirmed. Full flexibility with the Excel spreadsheet.
7.74	Does the system enable filtered lists of transactions (that were analysed in the in-system grid or formatted spreadsheet) to be printed or exported from the platform?	YES	Confirmed
7.75	Can these reports be filtered by: - Date range? - Payee? - Other, please specify?	YES	Confirmed
7.76	Are all reports adequately titled and dated? e.g. report name, client name, pages, numbers etc.	YES	Under user control
7.77	Do the reports provide totals where applicable?	YES	Under user control
7.78	Does the system allow the layout of reports to be customised: - Font? - Paragraph style? - Page format? - Watermark, e.g. "Draft"? - Company logo/graphic? - Other, please specify	no inbuilt report - the output file in excel is the only report generated	Format of Excel output is under user control
7.79	Can reports be output directly to other formats e.g. Excel, CSV, txt, XML, PDF etc. for any period of time required? - If so, please state the formats supported.	It is possible to export the data into another excels sheet	Confirmed; as supported by Excel