

ZINVYL-OWNED SAMPLE

Workflow Evidence Pack

A generic example of bounded workflow review and acceptance testing

SAMPLE PURPOSE

Show how Zinvyl can document a workflow, record exceptions, test acceptance criteria and order corrections without exposing customer information or proprietary implementation details.

SANITIZED

FIXED SCOPE

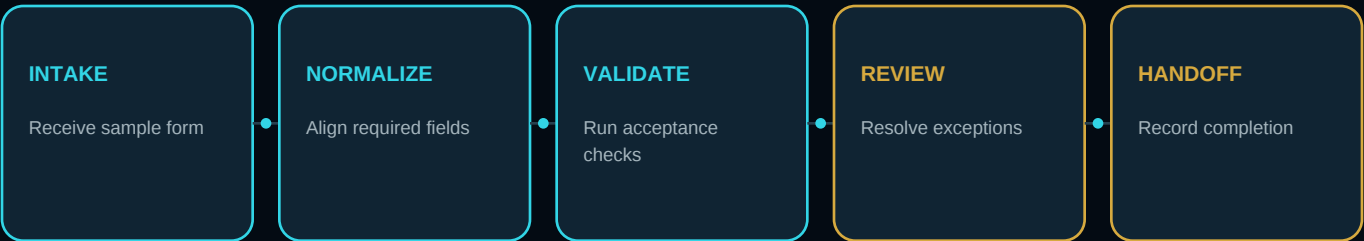
EVIDENCE BACKED

Prepared as a public demonstration of format and review discipline.

SAMPLE ARTIFACT

Workflow map

Example process: receive a generic request, normalize its fields, test it, route exceptions and record the handoff.



BOUNDARIES AND HANDOFFS

FIELD	SAMPLE DEFINITION	OWNER
Trigger	Complete sample request enters the queue	Intake owner
Required inputs	Reference, requested outcome, owner and due date	Requester
Decision point	Pass, exception or clarification required	Reviewer
Recorded output	Result, exception list and next action	Operations

SAMPLE ARTIFACT

Exception log

Generic records demonstrate prioritization and correction order. They do not describe a customer workflow.

ID	EXCEPTION	IMPACT	STATUS	NEXT ACTION
S-001	Required reference missing	Cannot validate	OPEN	Request field
S-002	Duplicate sample record	Conflicting state	REVIEW	Choose source
S-003	Amount does not match source	Result unreliable	FIX	Correct value
S-004	Owner not recorded	Handoff unclear	OPEN	Assign owner
S-005	Evidence attached	None	PASS	Retain record
S-006	Completion timestamp absent	Audit gap	WATCH	Add event

Correction order is based on whether the exception blocks validation, ownership or evidence.

SAMPLE ARTIFACT

Pass / fail record

Acceptance standards make the definition of done visible before larger implementation work begins.

ACCEPTANCE CHECK	RESULT	EVIDENCE NOTE
Required fields are present	PASS	All mandatory sample fields populated
Source reference is attached	PASS	Generic source included
Reference values match	FAIL	One value differs from source
Duplicate check is clear	FAIL	Two records require review
Owner is identified	PASS	Review owner recorded
Exception path is documented	PASS	Open items have next actions
Handoff event is recorded	PASS	Completion event available

SAMPLE RESULT: CORRECTION REQUIRED

Resolve the two failed checks, rerun validation and retain the updated record.

SAMPLE ARTIFACT

Prioritized correction plan

The evidence determines what should be corrected first. This sample does not prescribe a customer implementation.

FIRST**Correct the mismatched reference**

Restores confidence in the result before downstream use.

SECOND**Resolve the duplicate record**

Creates one authoritative state for the workflow.

THIRD**Rerun acceptance checks**

Confirms that both blocking exceptions are closed.

THEN**Record the completed handoff**

Preserves the decision, owner and evidence for review.

WHAT THIS SAMPLE PROVES

It demonstrates the structure of a Zinvyl evidence pack: scope, workflow, exceptions, acceptance checks and correction order. It does not prove customer results, savings or implementation performance.