

UseCaseID	UC-GIS004
Module	Geographical Information Systems
SubModule	[Enter sub module from Work Breakdown Structure (if exists)]
Summary	This use case describes how GIS updates & maintains addresses.
Description	
Trigger Events	Staff identifies a need to manage the geographic information in the system
Precondition	Staff has appropriate security rights
Expected Result	The geographical information has been updated.
Detailed ProcessFlow	<ol style="list-style-type: none"> 1. The staff selects option to update zip codes <ul style="list-style-type: none"> ▪ The system shall allow staff the ability to update zip code information with the plus 4 zip code. 2. Staff selects the option to update address <ul style="list-style-type: none"> ▪ The system shall allow staff the ability to update residential addresses ▪ The system shall allow staff the ability to update mailing addresses ▪ The system shall perform validation of entered 3. Staff select option to export voter address information <ul style="list-style-type: none"> ▪ The system shall allow staff the ability to export Voter address information. ▪ The system shall report on addresses that will fail USPS validation for format and content
Alternate Flow	NA
Parent	[Parent id of the Use Case as documented in Project Scope or Business Case]
Requirements	<p>UC-GIS004-01 The system shall have the capability to identify addresses (or block of address) as business address or Postal Mail Boxes addresses to prevent the address being used for registration.</p> <p>UC-GIS004-02 The system shall have the capability to validate zip codes against valid zip codes including using plus 4 zip codes.</p> <p>UC-GIS004-03 The system shall allow for quick inquiries by GIS products and/or quick search functions for staff to assist voters locate and display their precinct and district information.</p> <p>UC-GIS004-04 The system shall support business/residency distinction to multi-floor and multi-unit street addresses.</p> <p>UC-GIS004-05 The system shall provide the ability for staff to enter “homeless” and non-traditional or alternative addresses.</p> <p>UC-GIS004-06 The system shall validate address entered by staff are formatted S42 International Addressing standards. FGDC addressing standard?</p> <p>UC-GIS004-07 The system shall use a street alias, alternative city including phonetic, AI or any combination to match a registrants declared street address with an eligible residential address in the system.</p>

	<p>UC-GIS004-08 The system shall accurately parse declared street addresses from incoming registrations to street indexes\addresses and precincts in the system.</p> <p>UC-GIS004-09 The system shall interface with data sources from other agencies such as USPS, assessor and building departments.</p> <p>UC-GIS004-10 The system shall provide output of voter mailing data that can be read by postal printing software.</p>
RequirementID	[List of requirement IDs in Use Case]
Risk	[List of Risk IDs]
Actors	Staff
Documents	[List of documentation name, Link or location]
Author	Stephen Murray, Andre-Justin Simmons
Signoff	GIS
Date	05102019