

The logo for Triline GRC. It features the word "Triline" in a bold, black, sans-serif font. The letter "i" is stylized with three vertical bars of different colors: orange, green, and blue. To the right of "Triline" is the text "GRC" in a lighter, black, sans-serif font. A thin blue vertical line is positioned to the left of the text.

Triline GRC

Version 3.0.0 New Features

May 2019

TriLine GRC V3.0.0 — New Features

Interface	3
Logging in	3
Page menu replaces the button bar	3
Tabs	3
Logout	3
Calendar View of Tasks	4
Grid Context Menu	5
Portal Login	5
Security Access Summary	6
Add individual detail on Import	7
List Box or Tick Box Custom Fields in Statistics	8
Report page view	9
Editing Event and Register records	10
Position and Notification field types for Events and Registers	11
Allow multiple selection in Notification field for Events and Registers	11
Reminder Date as column in Task lists	11
Edit Rights over See Own Data Only	12
Security Centre	13
Password Strength	13
Bulk Update	13
Positions Tab	15
Portal Tab	15
Compliance	16
Compliance Process Statistics	16
Risks	17
Generate an alert when a Risk is modified	17
Modify the settings for the Risk Aggregation by Category charts	18
Optional Risk Assessment Features	18
Key Risk Indicators	19
Customisation of display Title	19
Link to Compliance	19
Target optional in History chart	19
Trend chart in 6 Month Summary report	20
Events	21
Pre-defined Links	21

TriLine GRC V3.0.0 — New Features

Send email notification to Event Manager on Task completion.....	22
Task Due field.....	22
Rating field type	23
User ID.....	23
Registers.....	24
Cyclical Tasks.....	24
Existing Tasks	24
Selecting a Frequency	24
Administrator – Registers	24
User ID.....	25
Menu.....	25
Interactive Dashboard.....	26
Pre-defined Links	27
Contracts.....	28
Renewal / Termination Gantt chart.....	28
Linked Contracts	28
Change linked Document Type	28
Contract With.....	29
Document Library	30
Custom Fields.....	30
Document Reviews Gantt chart.....	30
Documents being reviewed	31
Obligations.....	32
Charts	32
Gap Analysis	32
Charts	33
Outcomes.....	33

TriLine GRC V3.0.0 — New Features

Note: Some terminology may vary depending on your Configuration settings.

Interface

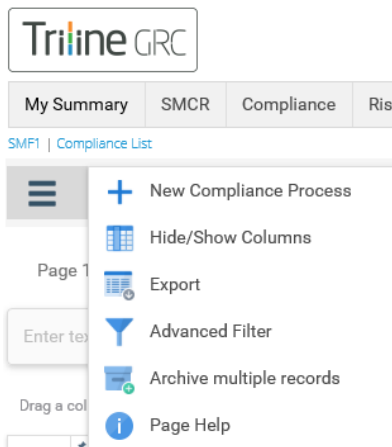
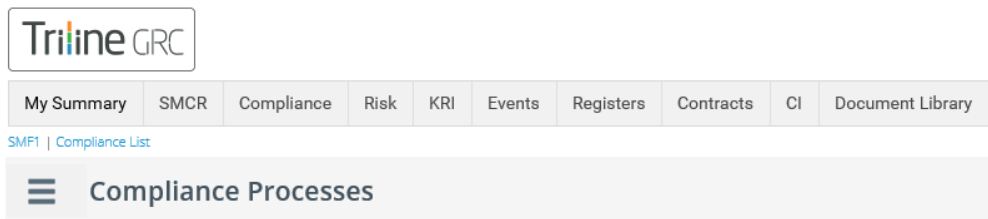
The first thing you will notice with this release is the new, contemporary interface.

Logging in

On the login page you can now press the Enter key instead of having to click the Login button.

Page menu replaces the button bar

On most screens there was a vertical button bar on the left side. This has been replaced by the 'hamburger' menu icon in the page header.



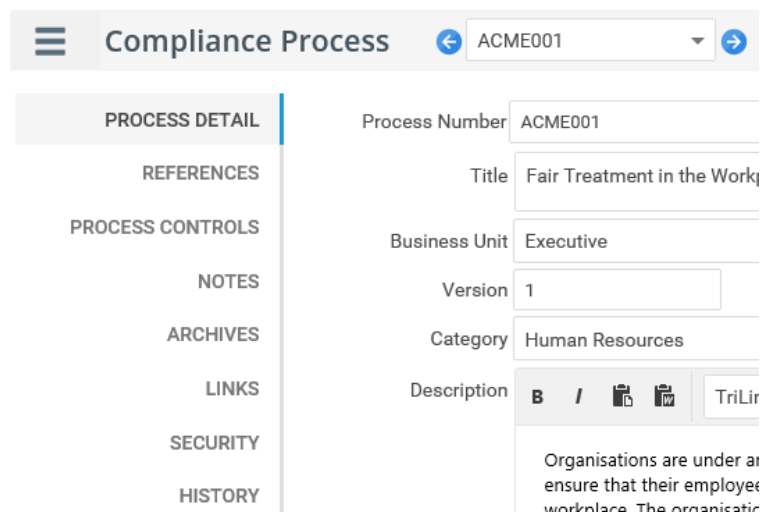
Simply mouse over the icon to display the menu (no need to click the icon).

Tabs

On some pages the tabs will now appear vertically rather than horizontally.

Logout

Using the Logout button is strongly recommended as it releases system resources for other users. The button has been changed to make it more obvious.



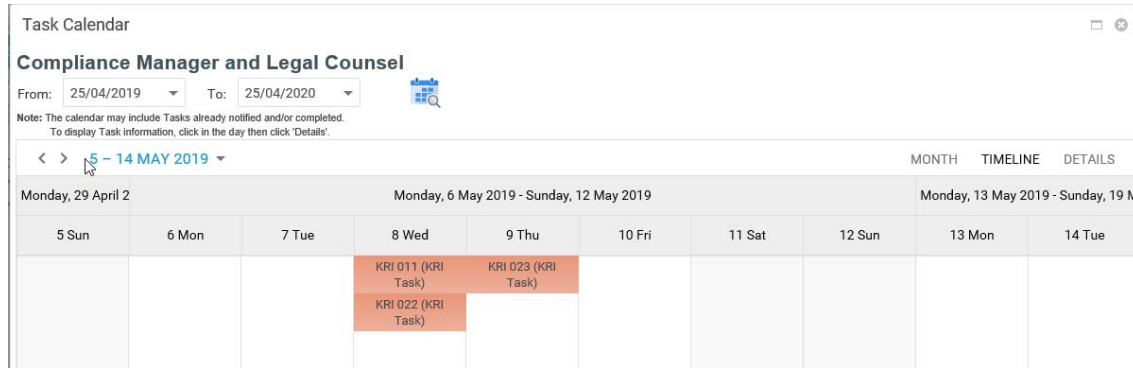
TriLine GRC V3.0.0 — New Features

Calendar View of Tasks

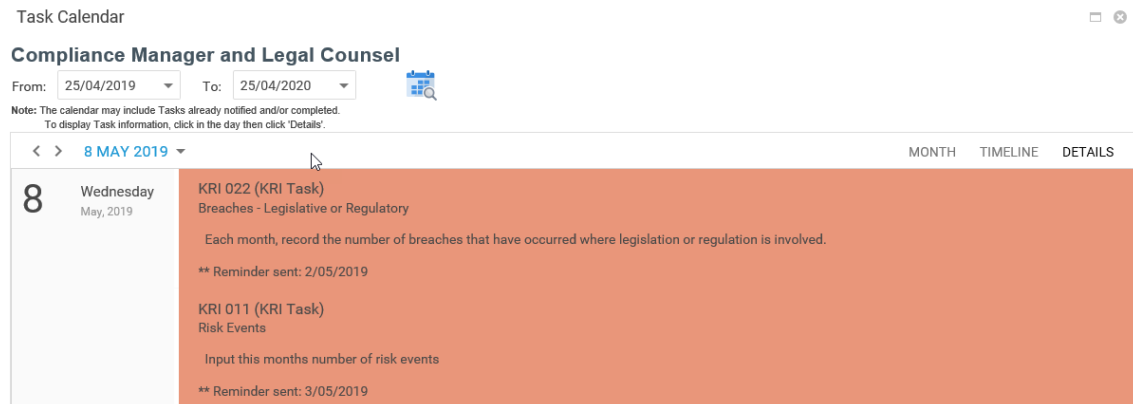
It is now possible to display a calendar view of Tasks.



Click the icon to the right of the Position selector on the My Summary page to display that Position's Tasks in a calendar view. The default view is a 'Timeline' for the next 12 months.



Click on 'Month' to display a view by Month. To display the details of each day, click on the day area and then click 'Details'.



TriLine GRC V3.0.0 — New Features

Grid Context Menu

On the primary grid pages (e.g. List of Compliance Process records), right-click the header to display a context menu.

You can display the Column Chooser popup (instead of using the page menu), show or hide the Group Panel, Search Panel, Filter Row and Filter Row Menu.

For the column that you clicked you can 'hide' the column (e.g. move it to the Column Chooser) and Sort by that column.

The screenshot shows a web application interface for 'Compliance Processes'. At the top, there's a header bar with a hamburger menu icon and the title 'Compliance Processes'. Below the header, it says 'Page 2 of 6 (86 items)' and has a pagination control with numbers 1 through 6, where '2' is selected. A search bar is present with the placeholder text 'Enter text to search all visible columns ...'. Below the search bar, there's a instruction 'Drag a column header here to group by that column'. The main area is a table with columns 'Number', 'Title', and 'Description'. The table contains three rows: 'COM0002 Capital Management', 'COM0003 Credit and Supplier Perform', and 'COM0004 Marketing Analysis'. A context menu is open over the 'Number' column header, showing options: 'Sort Ascending', 'Sort Descending', 'Group Panel', 'Hide Column', 'Column Chooser', 'Search Panel', 'Filter Builder...', 'Filter Row', 'Filter Row Menu', and 'Footer'.

Portal Login

The Portal Login page now shows the Password Strength Indicator if that is selected in the configuration.

The screenshot shows the 'Portal Login' page. At the top, there's a header bar with the 'TriLine GRC' logo and the text 'Sample Company'. Below the header, there's a 'Portal Login' section. It contains a 'User ID:' field and a 'Password:' field. To the right of the password field is a blue arrow icon pointing right. Below the password field, there's a 'Register' link and a 'Forgot your password?' link. At the bottom, there's a 'Password safety' indicator consisting of five stars, with the first three stars filled and the last two empty.

TriLine GRC V3.0.0 — New Features

Security Access Summary

You can display a list of every Position that has access to an individual record. Click the Positions icon on the Security tab of the record.

☰

Compliance Process

← ACME001

→ Fair Treatment in the Workplace

PROCESS DETAIL

REFERENCES


PROCESS CONTROLS






NOTES

ARCHIVES


LINKS

SECURITY



Users	<input type="radio"/> Edit	<input checked="" type="radio"/> View	<input type="radio"/> Not Used	
Branch Managers	<input type="radio"/> Edit	<input type="radio"/> View	<input checked="" type="radio"/> Not Used	
Departmental Leaders	<input type="radio"/> Edit	<input type="radio"/> View	<input checked="" type="radio"/> Not Used	
Executive and Board	<input type="radio"/> Edit	<input type="radio"/> View	<input checked="" type="radio"/> Not Used	
Financial Control	<input type="radio"/> Edit	<input type="radio"/> View	<input checked="" type="radio"/> Not Used	

Security Access Summary



Enter text to search all visible columns ...

Title	Name	Security Group	Task Team	Rights
<input type="text"/>	<input type="text"/>			
Alerts Manager	Alerts Manager	Administrators		Edit
Branch Manager - Central	Melissa Kleiss	Users	Branch Managers	View
Branch Manager - Central	Melissa Kleiss	Users		View
Branch Manager - North	Mandy Chatwin	Users	Branch Managers	View
Branch Manager - North	Mandy Chatwin	Users		View
Branch Manager - South	Josh Reynolds	Users	Branch Managers	View
Branch Manager - South	Josh Reynolds	Users		View

TriLine GRC V3.0.0 — New Features

Add individual detail on Import

After using the Import records facility, you can modify the default selections for individual records.


Export / Import Data

EXPORT COMPLIANCE


IMPORT COMPLIANCE


EXPORT COMPLIANCE TEMPLATES


IMPORT COMPLIANCE

File to Import: Triline-GRC_Compliance_Export_25_04_2020  Browse...


Compliance Process Defaults

Category: Operations  Record Status: Active

Business Unit: Operations  Process Numbers prefix: I


Responsible Officer: Alerts Manager 

Process Control Defaults


Task Responsibility: Alerts Manager 

Default Security


Branch Managers

☒ Edit ☐ View ☐ Not Used 


Departmental Leaders

☐ Edit ☐ View ☒ Not Used 


Executive and Board

☐ Edit ☒ View ☐ Not Used 

Financial Control

☐ Edit ☐ View ☒ Not Used 

Human Resources

☐ Edit ☐ View ☒ Not Used 



Compliance Records Import



Number	Description	Category	Business Unit	Responsible Officer
iCOM0033	Security Testing	Operations	Operations	Alerts Manager
iCOM0036	Chief Operating Officer	Operations	Operations	Alerts Manager
iPRI002	Chief Risk Officer	Operations	Operations	Alerts Manager

Seq

Task Responsibility

a

Alerts Manager

b

Alerts Manager

c

Alerts Manager

Chief Executive Officer

Chief Financial Officer

Chief Operating Officer

Chief Risk Officer

Compliance Manager and Legal Counsel

Corporate Secretary


Save Changes Cancel Changes

TriLine GRC V3.0.0 — New Features

List Box or Tick Box Custom Fields in Statistics

List Box and Tick Box Custom Fields will now appear in the Statistics pages.

Edit Custom Field



Field Type: List Box

Field Name: Risk Velocity

Description: Risk Velocity

List Values: Low|Medium|High

Note: Changing a value in a list will not affect existing records.

Default Value: Low

Risk Statistics

Chart Type: StackedBar

Filter Area

Business Unit

Risk Score Band

Status

Row Area

Category

Column Area

Risk Velocity

Data Area

Count

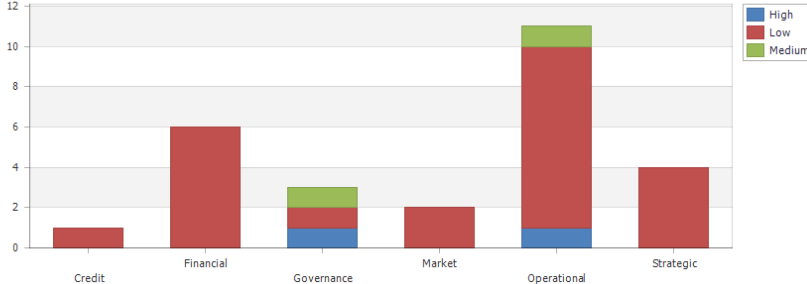
☒ Defer Layout Update

UPDATE

Count

Risk Velocity

Category	High	Low	Medium	Grand Total
Credit		1		1
Financial		6		6
Governance	1	1	1	3
Market		2		2
Operational	1	9	1	11
Strategic		4		4
Grand Total	2	23	2	27



Category	High	Low	Medium
Credit	0	1	0
Financial	0	6	0
Governance	1	1	1
Market	0	2	0
Operational	1	9	1
Strategic	0	4	0

Page 8 | 33

TrilineGRC

TriLine GRC V3.0.0 — New Features

Report page view

The page view of reports can be configured to show all pages (allowing you to scroll through the pages).

Configuration

GENERAL DATABASE MONITOR RISKS & KRI EVENTS OBLIGATIONS **CUSTOMISATION** PORTAL

Report Colours

- Details: #000080
- Tasks: #FFCC00
- Links: #00FFFF
- Notes: #808000
- Documents: #CC99FF
- Compliance Reference: #FF9900
- KRI: #339966
- Risk Assessment: #00CCFF
- Risk Hierarchy: #FFFF00
- Risk Environment: #C0C0C0
- Risk BCP: #FFCC00
- KRI Measurement: #808080
- Event Forms/Register Fields: #FFCC00
- Contract SLA's: #003366
- Contract With Contacts: #FFCC99
- Obligations: #00CCFF
- Sub Obligations: #CCFFCC

Logo

Select a Logo

Use Logo in reports ☐

Use Logo on pages ☐

Use Logo on Portal ☐

Background Colour

Set page background: #FFFFFF

Default Report View

☒ Show all pages in reports by default

Process Controls Reports

1/8 of 8

100%

COM0016 Adherence to AS/NZ ISO 31000:2009 Standard

(c) During the past 3 months, periodic reviews of the controlsystems mitigating risks faced by each department is have been conducted.

19/04/2019

25 April 2019

Powered by TriLine GRC

1/8

Current Compliance Tasks

Sample Company

Task	Due	Days
Branch Manager - South : Josh Reynolds		
COM0030 Staff Performance Reviews		
(d) Developing and maintaining a succession plan is a critical factor both for the success of a business unit and the business overall.	22/04/2019	

TriLine GRC V3.0.0 — New Features

Editing Event and Register records

To expedite editing Event and Register records where there is a large number of fields, we have added a scroll bar to that tab. The height of the visible area will fit within your screen.

Edit Event COMP000003 Potential Procedure breach

DETAILS

CUSTOM FIELDS

FORM FIELDS

OTHER INFORMATION

NOTES

LINKS

TASKS

ATTACHMENTS

SECURITY

Overview

Name of Staff Member Reporting* Mary Smith

Date Issue Occurred* 27/03/2018

Nature of Breach* Procedure

Details

Specifics* Current procedures mean that all transactions involving cash are completed by tellers. Due to a large waiting line, a staff member completed several transactions in an office - deposits only - but still cash based

Business Units Involved* Operations

Actions Required Review events and determine action

Summary

Rating Likelihood

Consequences

Are proposed steps appropriate*

TriLine GRC V3.0.0 — New Features

Position and Notification field types for Events and Registers

These two fields will now display the name of the person in the Position.

Allow multiple selection in Notification field for Events and Registers.

The Notification field type now allows multiple selections for new Events and Register records.

New Register record

Summary description:* A breach occurred

Breach Details

Enter the date the Breach occurred:* 1/04/2019

Enter details of the possible Breach:* The breach occurred

Send Notification to:*

- ☐ Branch Manager - South (Josh Reynolds)
- ☒ Chief Executive Officer (James Page)
- ☒ Chief Financial Officer (Paul Levesque)
- ☒ Chief Operating Officer (Phillip Brooks)

Action taken:

Reminder Date as column in Task lists

All Task lists include the Reminder Date as an available column.

Compliance Process ACME001 Fair Treatment in the Workplace

Page 1 of 1 (1 Items)


Enter text to search all visible columns ...

Seq	Task	Reminder Date	Next Due	Task Responsibility
A	Does the organisation have processes and procedures to ensure that employees and other workers do not suffer unfair treatment in the workplace? Please attach a copy	17/05/2019	31/05/2019	Chief Operating Officer

TriLine GRC V3.0.0 — New Features

Edit Rights over See Own Data Only

A Position that has the See Own Data Only flag set on can have Edit Rights to a record if they are in a Security Group with Edit Rights to the record and are selected as the Owner / Manager / Responsible Officer.

 Configuration

GENERAL

DATABASE

MONITOR

RISKS & KRI

EVENT

OBLIGATIONS

CUSTOMISATION

PORTAL

▼ General

▼ Data Retention

▲ Interface

Return to Last Page:

☐

Users will be returned to the last page of their previous session.

Failed Login:

☐

An alert will be sent to the Notification email address if there is a failed login attempt.

Show Password Strength:

☒

Show a Password Strength indicator on the Login page.

Edit Rights Over Own Data:

☒

Edit Rights to a record will override See Own Data Only if the Position is the Owner/Manager/Responsible Officer.


TriLine GRC V3.0.0 — New Features

Security Centre

Password Strength

It is no longer possible to create a Position in the Security Centre with a weak password.

Edit Form


 Title:

First Name:

Surname:

User ID:

Password: ▲ Weak Password Add Position: must be supplied
Edit Position: only if changing the Password
Strong: 8+ characters including lower case, upper case, number and special character

Password Strength:  Weak

Confirm Password:

email:

Escalate To:

Display In Lists: ☒

See own Data only: ☐

Send Invitation: ☐


Invalid Password

Bulk Update

It is now possible to perform an update of multiple Positions via a spreadsheet (e.g. as part of a restructure). Select Bulk Update from the Security Centre page menu.



Create the spreadsheet.


 Bulk Update Positions


[CREATE A SPREADSHEET TEMPLATE](#)

Click Browse to locate the Bulk Update file

TriLine GRC V3.0.0 — New Features

Select the Positions to be updated.

 Bulk Update Positions

 Select Positions to Update

#	First Name	Surname	Title
<input type="checkbox"/>			
<input checked="" type="checkbox"/>	Jeff	Albertson	Compliance Manager and Legal Counsel
<input checked="" type="checkbox"/>	Jane	Smith	Corporate Secretary
<input checked="" type="checkbox"/>	William	Buck	Credit Manager
<input checked="" type="checkbox"/>	Mark	Calaway	Finance Manager
<input checked="" type="checkbox"/>	Milan	Vandersmisson	Head of People and Culture

CLOSE


Save the spreadsheet and then make the necessary changes.

	A	B	C	D	
1	User Id	Position Title	New Title	First Name	Surname
2	CBG	Compliance Manager and Legal Counsel	Compliance Manager	Jeff	Albertson
3	CSJ	Corporate Secretary	Company Secretary	Jane	Smith
4	CreditM	Credit Manager	Executive Manager Credit	William	Buck
5	FM	Finance Manager	Executive Manager Finance	Mark	Calaway
6	HPC	Head of People and Culture	Executive Manager People and Culture	Milan	Vandersmisson


Changes can be made to: Title, First Name, Surname, email address and Escalate To. A welcome email can be sent (e.g. if the person in the Position has changed). A Position can be made Obsolete (standard validation applies).

Note: If the Title is not changing leave the New Title field blank.

From the Bulk Update popup select the spreadsheet to be uploaded then click Load the Bulk Update.

 Bulk Update Positions

[CREATE A SPREADSHEET TEMPLATE](#)

Load TriLine GRC Bulk Update 2.xlsx
 
[Browse...](#)

[LOAD THE BULK UPDATE](#)

Any errors will be displayed on-screen.

TriLine GRC V3.0.0 — New Features

Positions Tab

The Positions grid now includes the facility to save layouts and has four extra fields (Escalate To, Email, Security Group membership and Task Team membership)

Security Centre

POSITIONS PORTAL USERS TASK TEAMS SECURITY GROUPS SYSTEM GROUPS USER EMAILS

Page 1 of 3 (25 items) < 1 2 3 > Page size: 10

Enter text to search all visible columns ...

	Title	First Name	Surname	Escalate To	Email	Security Groups	Task Teams
	Not Allocated	Not	Allocated				
	Alerts Manager	Alerts	Manager		fproud@yourorg.com	Administrators	
	Branch Manager - Central	Melissa	Kleiss	Retail Sales Manager	mkleiss@yourorg.com	Users	Branch Managers
	Branch Manager - North	Mandy	Chatwin	Retail Sales Manager	mchatwin@yourorg.com	Users	Branch Managers
	Branch Manager - South	Josh	Reynolds	Retail Sales Manager	jreynolds@yourorg.com	Users	Branch Managers
	Chief Executive Officer	James	Page		jpage@yourorg.com	Super Users View Dashboard View Reports	Executive

Portal Tab

The Portal grid now has the facility to save layouts and Email as an optional field.

Security Centre

POSITIONS PORTAL USERS TASK TEAMS SECURITY GROUPS SYSTEM GROUPS USER EMAILS

Page 1 of 1 (2 items) < 1 > Page size: 10

Enter text to search all visible columns ...

	Title	First Name	Surname	Email	Strong Password	
	External Support	Colin	Carpenter	ccarpenter@yourorg.com	✖	👤📍🕒
	Provider	Mary	Tacker	marytacker@gmail.com	✔	👤📍🕒

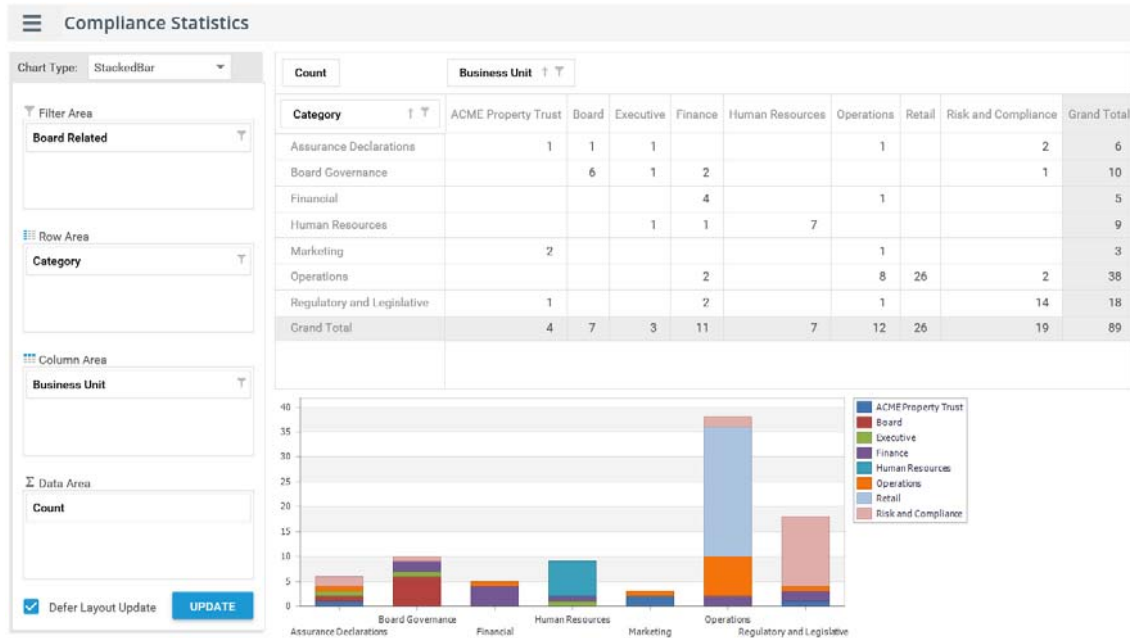
Page 1 of 1 (2 items) < 1 > Page size: 10

TriLine GRC V3.0.0 — New Features

Compliance

Compliance Process Statistics

The Compliance Process Statistics will include Business Unit, Category, Risk Rating (if configured), Likelihood (if configured), Consequences (if configured) and any List Box or Tick Box custom fields.




TriLine GRC V3.0.0 — New Features

Risks

Generate an alert when a Risk is modified

If configured, an alert will be sent to the Risk Owner if the Risk is modified in any way by a person who is not an Owner. This includes completing a Risk Review, modifying the Risk Rating or Risk Score.

 **Configuration***

GENERAL

DATABASE

MONITOR

RISKS & KRI

EVENTS AND INCIDENTS

OBLIGATIONS

CUSTOMISATION

PORTAL

^ Risk General

Use Risk Title: ☒ The Risk Title field will be used.

Risk Alerts: ☒ Generate an alert when a Risk record is modified.

✓ Risk Assessment

✓ Risk Tabs

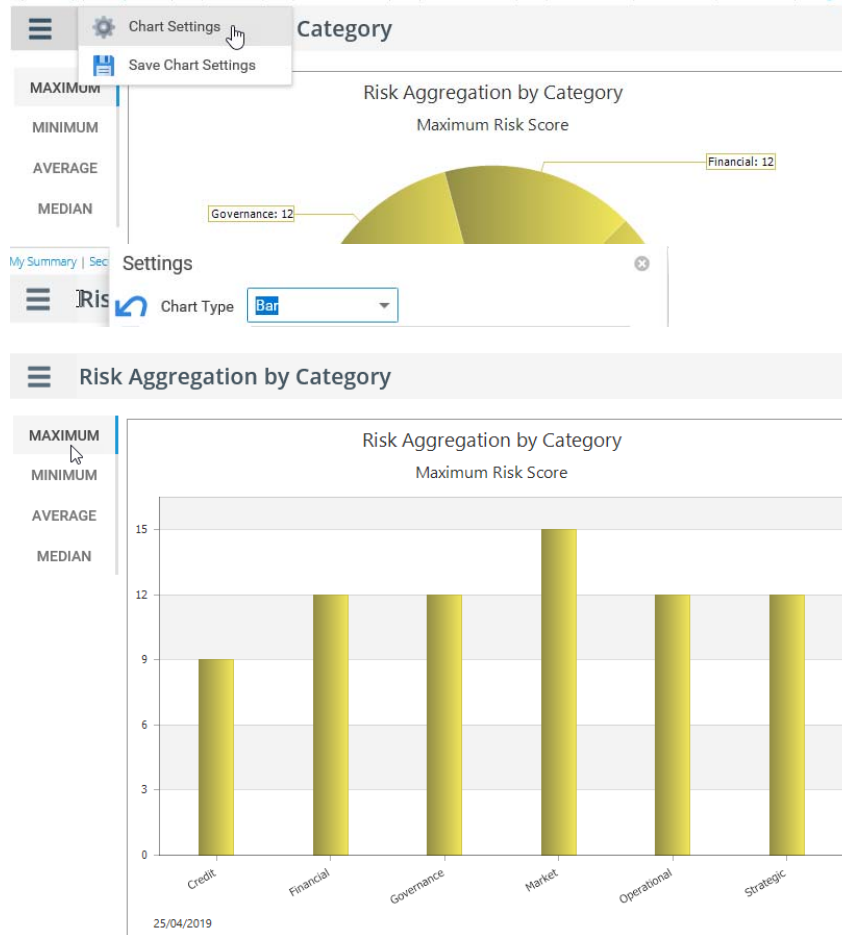
✓ Risk Text Boxes

✓ KRI

TriLine GRC V3.0.0 — New Features

Modify the settings for the Risk Aggregation by Category charts

Select Chart Settings from the page menu then modify the chart type.



Optional Risk Assessment Features

Displaying the Treatment Plan, Capital Allocation, Risk Status and Inherent Risk are now optional.

The screenshot shows the 'Configuration' page with the 'RISKS & KRI' tab selected. The 'Risk Assessment' section is expanded, showing four toggle switches: 'Show Treatment Plan', 'Show Capital Allocation', 'Show Risk Status', and 'Show Inherent Risk'. All four toggles are currently turned on.

Feature	Status
Show Treatment Plan	On
Show Capital Allocation	On
Show Risk Status	On
Show Inherent Risk	On

TriLine GRC V3.0.0 — New Features

Key Risk Indicators

Customisation of display Title

The display title for KRI can be customised.

The screenshot shows the 'Configuration' page with the 'RISKS & KRI' tab selected. Under the 'KRI' section, there are several expandable options: Risk General, Risk Assessment, Risk Tabs, Risk Text Boxes, and KRI. Below these, there are settings for 'Display' (a toggle switch for 'Display KRI Module' is turned on), 'Display Title' (a text input field containing 'Key Metrics'), 'Task Comment' (a toggle switch for 'Task Comment is optional if 'best' Rating' is turned on), and 'History Order' (radio buttons for 'Latest → Oldest' and 'Oldest → Latest', with 'Oldest → Latest' selected).

The screenshot shows the 'Configuration' page with the 'RISKS & KEY METRICS' tab selected. Under the 'Key Metrics' section, there are several expandable options: Risk General, Risk Assessment, Risk Tabs, Risk Text Boxes, and Key Metrics. Below these, there are settings for 'Display' (a toggle switch for 'Display Key Metrics Module' is turned on), 'Display Title' (a text input field containing 'Key Metrics'), 'Task Comment' (a toggle switch for 'Task Comment is optional if 'best' Rating' is turned on), and 'History Order' (radio buttons for 'Latest → Oldest' and 'Oldest → Latest', with 'Oldest → Latest' selected).

Link to Compliance

KRI records can be linked to Compliance Process records.

The screenshot shows the 'Compliance Process' page with the 'ACME001' dropdown menu and 'Fair Treatment in the Workplace' selected. The 'RISK' tab is active, and the 'KRI' sub-tab is selected. A table with columns 'Number', 'Title', and 'Status' is displayed. The table contains one row: 'KRI 026', 'Staff Satisfaction Rating', and 'Active'. The table is paginated with 'Page 1 of 1 (1 items)' and 'Page size: 5'.

Target optional in History chart

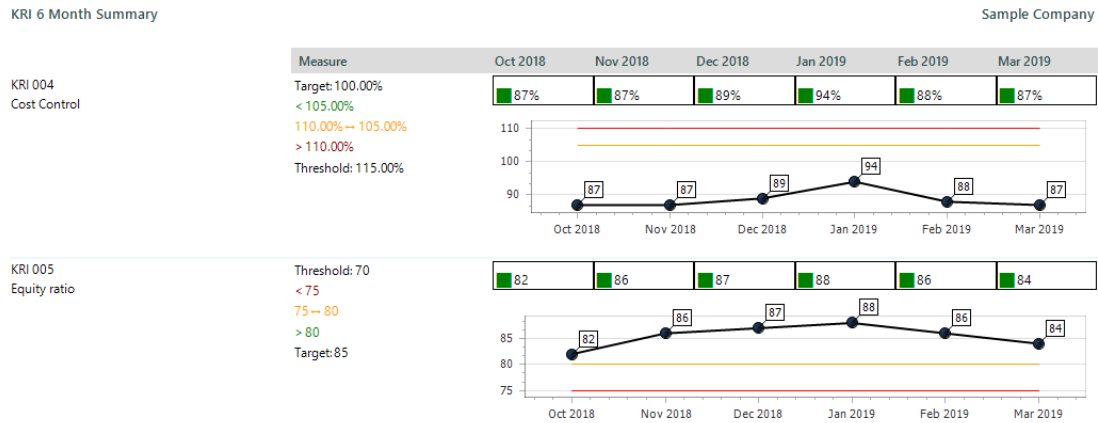
The Target value is optional in the KRI History chart.

The screenshot shows the 'KRI History' chart settings. The 'Number' dropdown is set to 'KRI 013'. The 'Chart Title' is 'Enter your own Chart Title (Optional)'. The 'From' date is '1/04/2018' and the 'To' date is '31/03/2019'. A red box highlights the 'Filters & Options' section, which contains a checkbox for 'Include Target'.

TriLine GRC V3.0.0 — New Features

Trend chart in 6 Month Summary report

A Trend chart plotting the value in comparison to the Warning Start and Warning End will be included in the 6 Month Summary report (it can be excluded).



To ensure the values and the chart are read in the same direction you may want to change the History Order setting in the Configuration.

Configuration

GENERAL DATABASE MONITOR **RISKS & KRI** EVENT

- ▼ Risk General
- ▼ Risk Assessment
- ▼ Risk Tabs
- ▼ Risk Text Boxes
- ▲ KRI

Display: ☒ Display KRI Module

Display Title:

Task Comment: ☒ Task Comment is optional if 'best' Rating

History Order: ☐ Latest → Oldest ☒ Oldest → Latest

Please Note: The chart shows a Trend line and there may not be a zero point.

TriLine GRC V3.0.0 — New Features

Events

Pre-defined Links

When a new Event is created you can automatically link it to any other module record.

Event Types

Enter text to search all visible columns ...

Type	Prefix	Not in Portal	Active	
<input type="text"/>	<input type="text"/>			
Compliance Issue	COMP	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Customer Complaint	CC	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

In the example below, a new Customer Complaint Event will be automatically linked to KRI 013 and KRI 016.

Customer Complaint Pre-defined links

COMPLIANCE

RISK

KRI

REGISTERS

CONTRACT

CONTRACT WITH

CONTROL INVENTORY

DOCUMENTS

OBLIGATIONS

Enter text to search all visible columns ...

Select	Number	Title	Status
<input checked="" type="checkbox"/>	KRI 013	Customer Complaints	Active
<input checked="" type="checkbox"/>	KRI 016	Customer Satisfaction level	Active
<input type="checkbox"/>	102	Example	Active
<input type="checkbox"/>	KRI 001	Liquidity Ratio	Active
<input type="checkbox"/>	KRI 002	Sales Performance	Active
<input type="checkbox"/>	KRI 003	Profit Performance	Active
<input type="checkbox"/>	KRI 004	Cost Control	Active
<input type="checkbox"/>	KRI 005	Equity ratio	Active
<input type="checkbox"/>	KRI 0056	Local Economic Factors	Active
<input type="checkbox"/>	KRI 005a	Capital Adequacy Ratio	Active

Save Cancel

TriLine GRC V3.0.0 — New Features

Send email notification to Event Manager on Task completion

For each Event Task you can specify if the Event Manager is to be notified when the Task is completed.

New Task

DESCRIPTION | SCHEDULE

☐ Blind Task ☐ Critical Task ☐ An Attachment is mandatory for Task Completion

☒ Send Notification on Completion

Description

TriLine GRC Default | 2 (10pt) | B / U

Contact the customer by telephone to ensure the complaint has been resolved to their satisfaction.

A notification will not be sent if the Task is completed by the Event Manager.

Task Due field

If the Due Date of a generated Event Task is changed (using Change Task Due Date), the Task grid will display the new Due Date.

Edit Event | CC000002 | Customer complaint - fees charged

DETAILS
CUSTOM FIELDS
FORM FIELDS
OTHER INFORMATION
NOTES
LINKS
TASKS

Page 1 of 1 (1 items) | 1

Enter text to search all visible columns ...

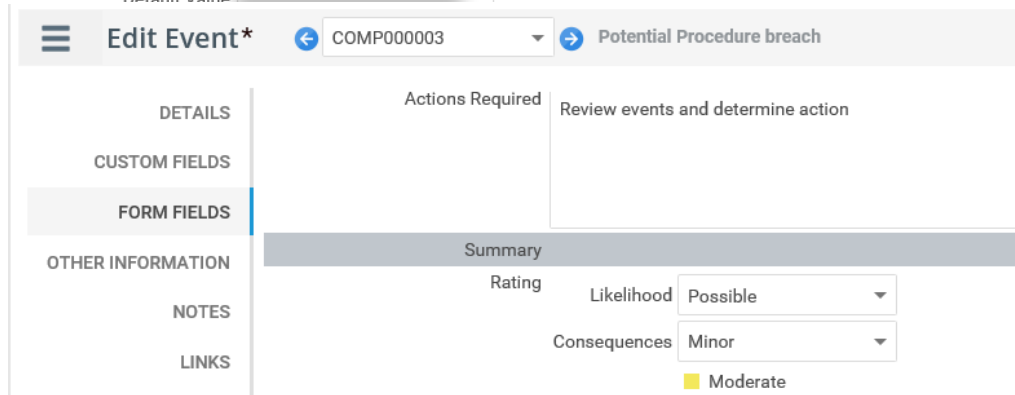
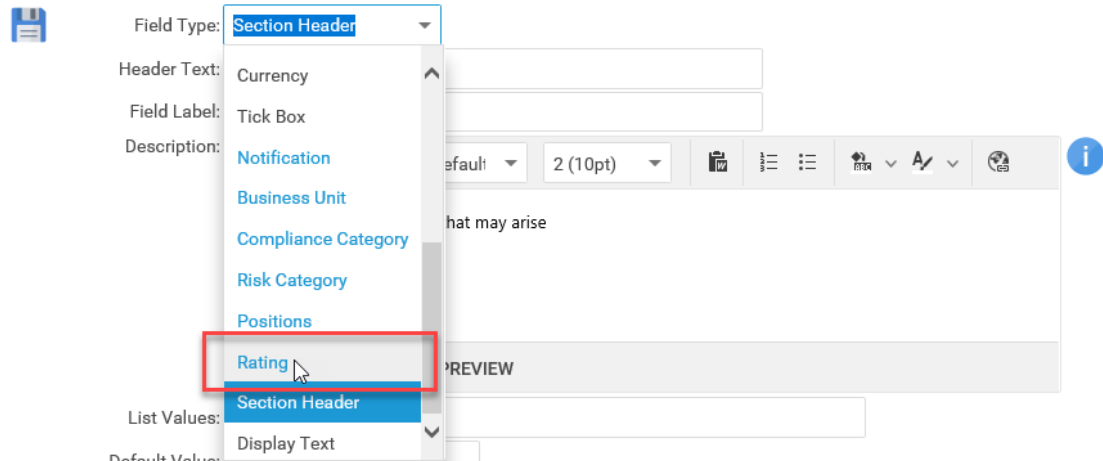
Description	Due
Please contact Mrs Smith and negotiate fees	3/05/2018

TriLine GRC V3.0.0 — New Features

Rating field type

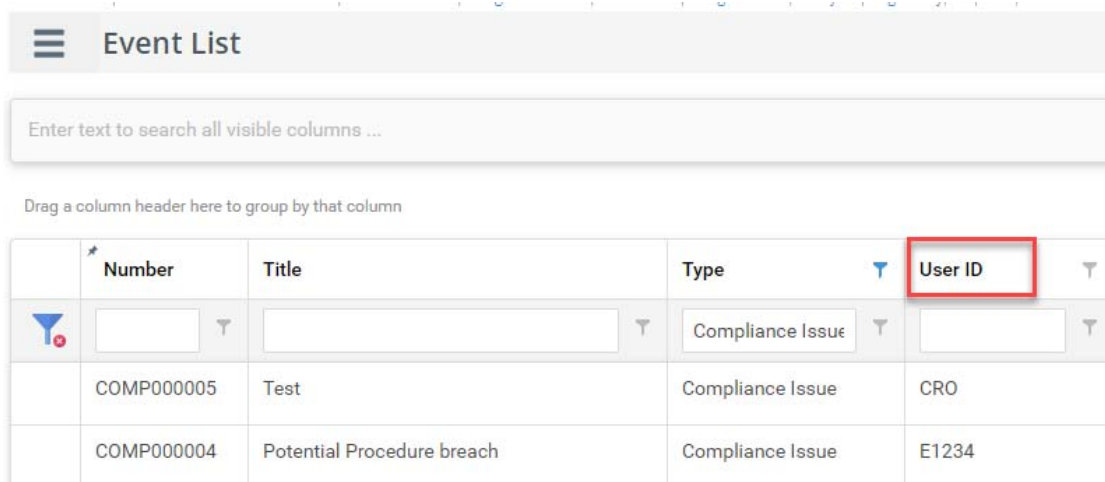
The new Rating field type allows you to add Likelihood and Consequences to an Event. The available values are from the Risk Likelihood and Consequences settings. The calculated Rating uses the Risk Rating values.

New Form Field



User ID

The User ID of the Position that created the Event is available as an optional column in all lists.



	Number	Title	Type	User ID
			Compliance Issue	
	COMP000005	Test	Compliance Issue	CRO
	COMP000004	Potential Procedure breach	Compliance Issue	E1234

TriLine GRC V3.0.0 — New Features

Registers

Cyclical Tasks

Register Tasks can now be setup to occur on a cycle (e.g. Monthly).

The screenshot shows the 'Mandatory Risk Training Register' interface. The top header includes a menu icon, a user profile icon, the title 'Mandatory Risk Training Register', a dropdown menu with 'HR000001', and the role 'Chief Risk Officer'. On the left, a sidebar lists navigation options: INFORMATION, DETAILS, NOTES, TASKS (highlighted), ATTACHMENTS, LINKS, SECURITY, and HISTORY. The main area displays 'Page 1 of 1 (1 items)' with navigation arrows. Below this is a search bar with the placeholder 'Enter text to search all visible columns ...'. A table lists the task details:

Description	Due	Frequency	Actioned By
Complete the Risk Management program.	31/07/2019	12 Monthly	Chief Risk Officer

The 'Frequency' column is highlighted with a red box. At the bottom, it shows 'Page 1 of 1 (1 items)' with navigation arrows.

Existing Tasks

All existing Tasks, completed or otherwise, will have the Frequency set to AdHoc.

Selecting a Frequency

If a Task is not to occur on a cycle, the Frequency must be set to AdHoc. If a Position allocated to complete a Task is to be made Obsolete, any Tasks with a Frequency of AdHoc that have been completed, will not hinder the Position becoming Obsolete. The Position will not be able to be made Obsolete if the Frequency is other than AdHoc or and AdHoc Task has not been completed.

Administrator – Registers

A new System Group (Administrator – Registers) has been added. Members of this group will have Administrator level security access to all Register Types and records.

The screenshot shows the 'Security Centre' interface. The top header includes a menu icon and the title 'Security Centre'. Below this is a navigation bar with tabs: POSITIONS, PORTAL USERS, TASK TEAMS, SECURITY GROUPS, SYSTEM GROUPS (highlighted), and USER EMAILS. The main area displays 'Page 1 of 1 (1 items)' with navigation arrows and 'Page size: 10'. A table lists the system groups:

Group Name
Administrators - Registers

On the right, a sidebar titled 'Security Group Members: Administrators - Registers' shows a list of roles with checkboxes:

- ☒ Chief Risk Officer
- ☒ Head of People and Culture
- ☒ Information Technology Manager
- ☐ Alerts Manager
- ☐ Branch Manager - Central
- ☐ Branch Manager - North
- ☐ Branch Manager - South

TriLine GRC V3.0.0 — New Features

User ID

The User ID of the Position that created the Register record is available as an optional column in all lists.

The screenshot shows the 'Complaints and Compliments Register' interface. At the top, there's a header with a menu icon, a sun icon, and the title 'Complaints and Compliments Register'. Below the header, there's a filter section with the text 'Select one or more Register Status:' followed by checkboxes for 'Open' (checked), 'In Progress', 'Referred', and 'Closed'. A search icon is to the right. Below the filter, it says 'Page 1 of 1 (6 items)' with navigation arrows and a blue circle containing the number '1'. A search bar with the placeholder 'Enter text to search all visible columns ...' is below that. A note says 'Drag a column header here to group by that column'. The main table has three columns: 'Number', 'Title', and 'User ID'. The 'User ID' column header is highlighted with a red box. The table contains two rows of data.

Number	Title	User ID
CCR000006	Very happy member	CRO
CCR000005	Font in T and C Booklet too small	CRO

Menu

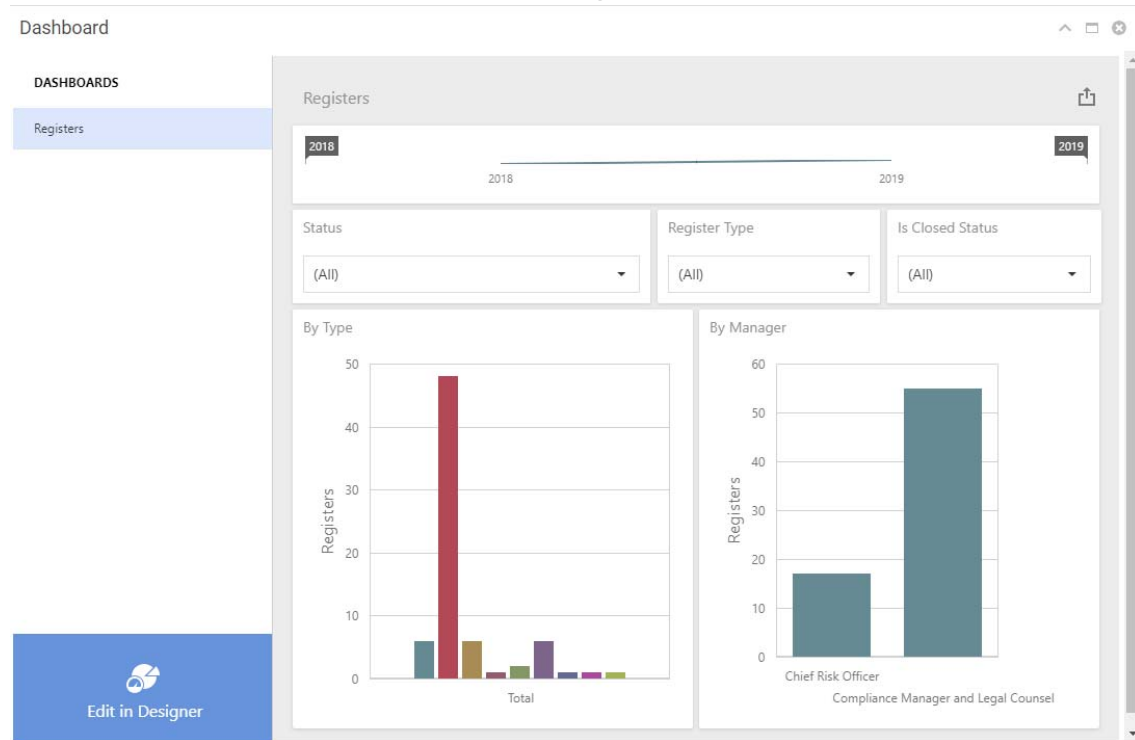
To improve the functionality where there are a large number of Register Types, the menu will now display the available Types with a scroll bar.

The screenshot shows a menu titled 'Work with Registers ...'. At the top, there are tabs: 'Registers', 'Contracts', 'Control Inventory', 'Document Library', and 'Obligations'. The 'Registers' tab is active. Below the tabs, there's a list of register types: 'Audit Findings', 'Breach', 'Complaints and Compliments', and 'Conflicts of Interest'. Each item has a blue plus icon to its right. A red box highlights a vertical scroll bar on the right side of the list, indicating that the list is scrollable.

TriLine GRC V3.0.0 — New Features

Interactive Dashboard

You can now create an Interactive Dashboard for Registers.



TriLine GRC V3.0.0 — New Features

Pre-defined Links

When a new Register record is created you can automatically link it to any other module record.

Register Types							
Enter text to search all visible columns ...							
	Icon	Name	Prefix	Portal	Auto Alert	Status Change	This Register is ...
		Audit Findings	AF	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Active
		Breach	BR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Active
		Complaints and Compliments	CCR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Active

In the example below, a new Customer Complaint and Compliments recor will be automatically linked to KRI 013 and KRI 016.

Complaints and Compliments Pre-defined Links

COMPLIANCE				
RISK				
KRI				
CONTRACT				
CONTRACT WITH				
CONTROL INVENTORY				
DOCUMENTS				
OBLIGATIONS				

Enter text to search all visible columns ...				
	Select	Number	Title	Status
<input checked="" type="checkbox"/>		KRI 013	Customer Complaints	Active
<input checked="" type="checkbox"/>		KRI 014	Customer Compliments	Active
<input type="checkbox"/>		102	Example	Active
<input type="checkbox"/>		KRI 001	Liquidity Ratio	Active
<input type="checkbox"/>		KRI 002	Sales Performance	Active
<input type="checkbox"/>		KRI 003	Profit Performance	Active
<input type="checkbox"/>		KRI 004	Cost Control	Active
<input type="checkbox"/>		KRI 005	Equity ratio	Active
<input type="checkbox"/>		KRI 0056	Local Economic Factors	Active
<input type="checkbox"/>		KRI 005a	Capital Adequacy Ratio	Active

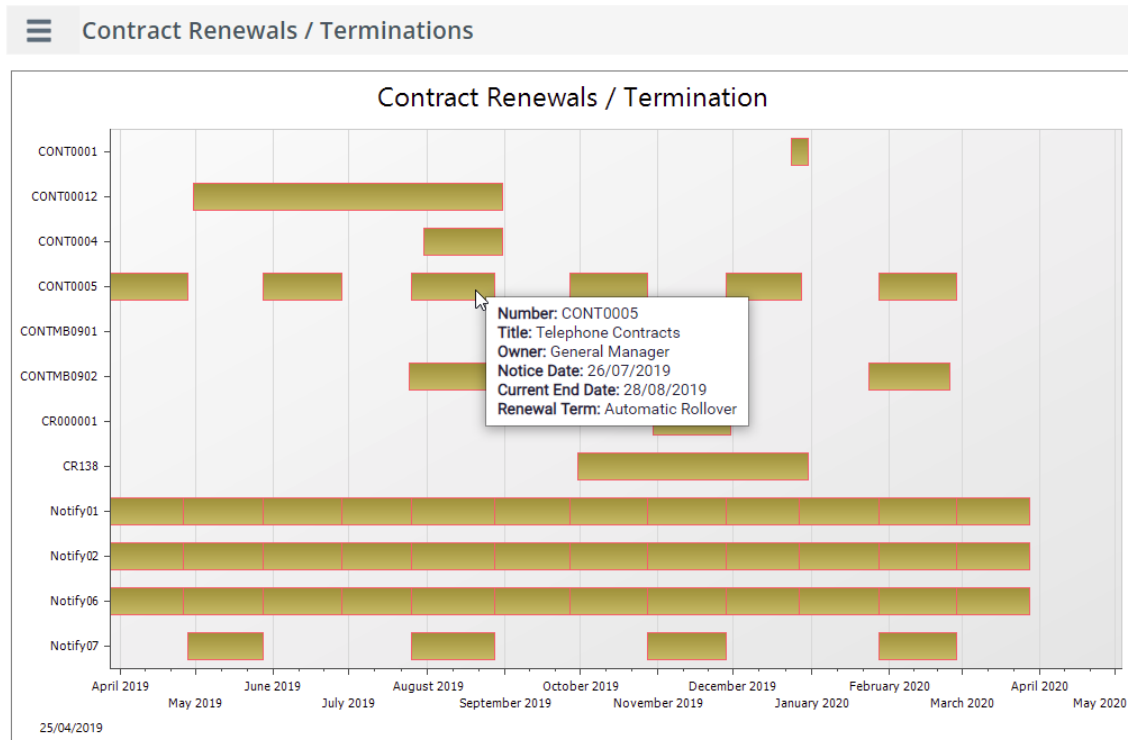
Save Cancel

TriLine GRC V3.0.0 — New Features

Contracts

Renewal / Termination Gantt chart

The Contract Renewals / Terminations chart will show when charts are due for renewal or termination and the notification period.



Linked Contracts

Linked Contracts will now appear in the KRI List and the Event List reports.

Change linked Document Type

You can now change the Type of a document linked to a Contract.

Contract CONT002 Motor Vehicle Lease

CONTRACT DETAILS

SLA

TASKS

NOTES

DOCUMENTS

CUSTOM FIELDS

LINKS

ARCHIVES

SECURITY

Document Type: Contract

Select a Document Type before selecting Browse...

Link to Contract Document

Attach

Enter text to search all visible columns ...

File	Attached By	Document Type	Date
Document Attachment for TriLine Demonstration.docx	David Pressley	Contract	15/09/2017

TriLine GRC V3.0.0 — New Features

Contract With

A Contract With record can now be linked to any record in all modules.

Contract With Auto Leasing and Finance

DETAILS

NOTES

CONTACTS

LINKED CONTRACTS

OTHER LINKS

COMPLIANCE

RISK

KRI

EVENT

CONTROL INVENTORY

DOCUMENTS

OBLIGATIONS

Page 1 of 1 (1 items)
< **1** >
Page size: 5 ▾

Enter text to search all visible columns ...

	Number	Process	Status
	<input type="text"/>	<input type="text"/>	
	COM0003	Credit and Supplier Performance	Active

Page 1 of 1 (1 items)
< **1** >
Page size: 5 ▾

TriLine GRC V3.0.0 — New Features

Document Library

Custom Fields

You can now create up to 5 Custom Fields for the Documents Library. If the field Type is a List Box it will be available as a filter for reports.

Manage Custom Fields

COMPLIANCE PROCESS

PROCESS CONTROLS

RISKS

RISK TREATMENTS

EVENT



CONTRACTS

CONTRACT WITH

CONTROL INVENTORY

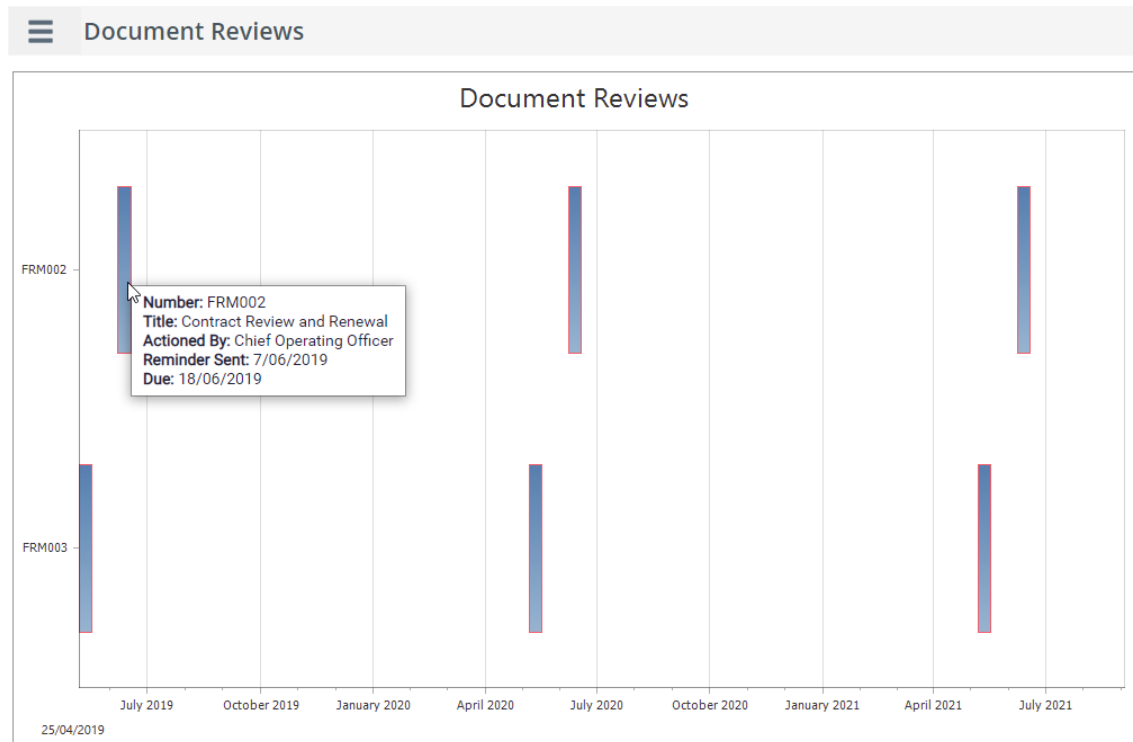
DOCUMENT LIBRARY

+

	Field Name	Description
 	Old Reference	Reference number from previous system

Document Reviews Gantt chart

The Document Reviews Gantt chart will show when Documents are due for review and the reminder period.



TriLine GRC V3.0.0 — New Features

Documents being reviewed

Documents currently being reviewed will be highlighted in the list of Documents.





Documents

Layouts Saved Layouts

Page 1 of 1 (9 Items) < 1 >

Enter text to search all visible columns ...

Drag a column header here to group by that column

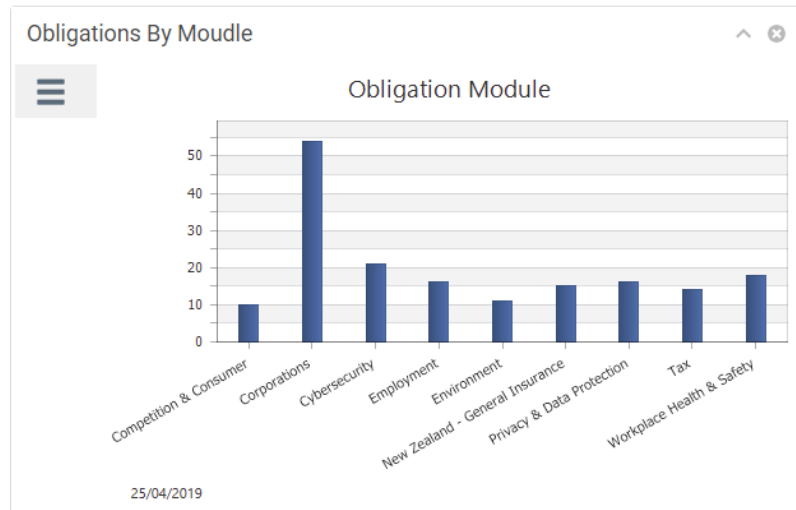
	Number	Title	Summary	Type	Status	Version	
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		
	DOC002	Accreditation Form	A form designed to allow the various accreditations completed by staff to be recorded.	Legislation	(Current)	2.0	
	FRM003	Business Trip Checklist	Business Trip Checklist Items to prepare before and during your Business Trip.	Form	(Under Review)	2	
	FRM005	Application for Membership	Use this form for personal applications of membership. Use FRM008 for enterprise application of membership.	Form	(Under Review)	V4	

TriLine GRC V3.0.0 — New Features

Obligations

Charts

Three new charts are available from the Obligations menu or on the Dashboard: Obligations by Owner, Obligations by Module, Obligations by Tags.



Gap Analysis

The Gap Analysis now includes the options to create a Link to a Compliance Process or to create a Compliance Process with the Obligation as the Source Obligation.

Obligations Gap Analysis

Page 2 of 16 (154 items)

<

1

2

3

4

5

6

7

...

14

15

16

>

Page size: 10

Drag a column header here to group by that column

	Number	Module	Topic	Title	Owner	Tags	
	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	
	27048	Corporations	ASX Listing Rules	Periodic Disclosure	Compliance Manager and Legal Counsel		<div><div></div><div>+</div></div>
	27178	Corporations	ASX Listing Rules	Additional Reporting on Mining and Oil and Gas Production and Exploration Activities	Compliance Manager and Legal Counsel		<div><div></div><div>+</div></div>
	27248	Corporations	ASX Listing Rules	Securities	Compliance Manager and Legal Counsel		<div><div></div><div>+</div></div>

TriLine GRC V3.0.0 — New Features

Charts

Outcomes

Business Unit, Category and Tags have been added as filters for the Process Controls and Treatments Outcome charts.

