**UniQuE**

Request Fulfillment Management Summary

(Engagement Name and Id)

(Client)

**Document History**

|  |  |  |  |
| --- | --- | --- | --- |
| Version | Date | Author | Changes |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Review And Approval**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Company | Role | Name | Date | Signature |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Distribution**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Company | Name | Number | Media | Action |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Storage**

|  |  |  |
| --- | --- | --- |
| Location | Access | Administrator |
|  |  |  |
|  |  |  |

Company Confidential - Copyright © 2017 Capgemini - All rights reserved

Template Version Number: Group Reference v1.0

**Table Of Contents**

[1. Request Fulfillment Management Summary Overview 4](#_Toc509834905)

[1.1. Purpose Of The Document 4](#_Toc509834906)

[1.2. Scope Of The Document 4](#_Toc509834907)

[1.3. Control Of The Document 4](#_Toc509834908)

[1.3.1. Capgemini 4](#_Toc509834909)

[1.3.2. Approval 4](#_Toc509834910)

[1.3.3. Maintenance 4](#_Toc509834911)

[2. Request Fulfillment Management 5](#_Toc509834912)

[2.1 Process 5](#_Toc509834913)

[2.1.1. Facts And Figures 5](#_Toc509834914)

[2.1.2. Trend Curves / Performance Data 5](#_Toc509834915)

[2.1.3. Actual Project Benefits 5](#_Toc509834916)

[2.1.4. Overall Effectiveness 5](#_Toc509834917)

[2.2. Lessons Learned 5](#_Toc509834918)

[2.2.1. Process 5](#_Toc509834919)

[2.2.2. Tools 5](#_Toc509834920)

[2.3. Improvement Suggestions 5](#_Toc509834921)

[2.3.1. Process 5](#_Toc509834922)

[2.3.2. Tools 5](#_Toc509834923)

# Request Fulfillment Management Summary Overview

*<<This document summarizes the lessons learnt, performance measures, improvement opportunities, etc. of Request Fulfillment Management>>*

## Purpose Of The Document

## Scope Of The Document

## Control Of The Document

### Capgemini

### Approval

### Maintenance

# Request Fulfillment Management

## 2.1 Process

### Facts And Figures

### Trend Curves / Performance Data

### Actual Project Benefits

### Overall Effectiveness

## Lessons Learned

### Process

### Tools

## Improvement Suggestions

### Process

### Tools