

KWGIS REALEASE Workflow

Customer Service

Start

- Collection of application form
- Applicant submit required documents

EC

- Check and approve for release

DLS

- Forward the file to deed registry

Deed

- Vetting all documents
- Fill the form on merlin with the necessary data (Step 1)

- Generate deed of release (Step 3)
- Register the deed of release (DMS: Deed Registry)
- Assign to call center to call the applicant for collection
- Input collection date (Step 4)

Billing

- Generate bill (Step 2)
- Assign to call center to call the applicant to pay