


CodySoft March 10th 2022 release notes:

PandP Module:

1. If you are a Librarian or Admin, you can archive documents at any time. If you are the Document Owner but not a Librarian or Admin, you can only archive documents that you own. Click the Archive Document icon  to archive any document.
 - a. To be eligible for archival, a document must be the latest version and not already under review. If a document doesn't meet these criteria, the archive document icon will not appear

	Title ^	Description	Document Number	Version Number	Document Owner	Last Reviewed Date	Next Review Date	Expiration Date	Status				
	Title	Description	Document Number	Version Number	Document Owner	Last Reviewed Date	Next Review Date	Expiration Date	Status				
<input type="checkbox"/>	BCDR Policy Sample	IT Policy 2 description	BCDR-002	8	Cory Belden	12-21-2021	09-23-2022	08-30-2024	Published				
<input type="checkbox"/>	CB_0812	Desc	CB_0812	1	Cory Belden	08-13-2021	08-12-2022	08-02-2024	Published				
<input type="checkbox"/>	CBTEST	Testing Doc	CBTEST	2	Cory Belden	12-13-2021	12-13-2022	12-01-2023	Published				
<input type="checkbox"/>	Combined Company IT	This is our go forward c	CCIT-001	2	Cory Belden	12-27-2021	12-27-2022	08-30-2024	Published				
<input type="checkbox"/>	Cory's 2021 Document	Added description	CB-005	2	John Jackson	02-04-2022	02-26-2022	02-27-2023	Published				
<input type="checkbox"/>	DOC Policy 001	New document	DOC-001	3	Cory Belden	07-09-2021	07-09-2022	07-10-2024	Published				