|  |
| --- |
| Inland Revenue |
| **Business Transformation Programme**  **<Deliverable name>**  **Senior Responsible Owner:**  **Prepared by:** XYZ  **Date:** DD/MM/YYYY  v0.01 DRAFT |
|  |

**About this document**

[Narrative describing what this document contains and its purpose. The description in the deliverables register is a good reference point for this section.]

**Document control**

|  |  |
| --- | --- |
| **File name and path** |  |
| **Contact person** |  |
| **Status** | DRAFT | FOR REVIEW | FINAL |
| **Template version** | 0.07 |
| **BT UiD** | 10825 |

**Document review history**

| **No.** | **Date** | **Change Description** | **Contact** |
| --- | --- | --- | --- |
| 0.01 | DD/MM/YYYY |  |  |

**Document signoff (RACI)**

| **Formal Review Area** | **Name/Title** | **Signature** | **Date** |
| --- | --- | --- | --- |
| Responsible person |  | [Workstream to add] | [Workstream to add] |
| Accountable Person |  | [Workstream to add] | [Workstream to add] |
| The following people and groups have been Consulted | * [names and titles] |  |  |
| The following people/groups have been Informed of the development and completion of this document | * [names and titles] |  |  |

Contents

[1 Heading Level 1 4](#_Toc19257497)

[1.1 Heading Level 2 4](#_Toc19257498)

[1.1.1 Heading Level 3 4](#_Toc19257499)

[1.1.1.1 Heading Level 4 4](#_Toc19257500)

# Heading Level 1

[Normal style]

* [Bullet style – shortcut key Alt+B]
* [Bullet1 style]

## Heading Level 2

### Heading Level 3

#### Heading Level 4

[Caption style – use beneath figures/tables, etc]