SAMPLE ANNUAL PLAN 2026

TEST DOCUMENT - NOT AN OFFICIAL BUREAU RECORD

Document Type	Plan
Document Number	SAMPLE-PLAN-2026-001
Document Date	20 October 2026
Responsible Directorate	Not Assigned (Optional)

1. Purpose

This PDF is only for testing the Documents module. It is not an approved institutional plan and should not be treated as an official Bureau record.

2. Sample Objectives

• Test PDF upload and storage.

• Test document type, title, date, number, and optional directorate ownership.

• Test Draft, Published, Inactive, and Archived status behavior.

• Test public search, filtering, viewing, and downloading.

3. Sample Activities

No.	Activity	Expected Result
1	Upload through Admin > Documents	File saved successfully
2	Select type: Plan	Correct type displayed
3	Leave Directorate unassigned	Document remains valid
4	Publish the document	Appears on documents.php
5	View / download publicly	PDF opens correctly

4. Values to Enter in the Upload Form

Document Type	Plan
English Title	Sample Annual Plan 2026
Document Number	SAMPLE-PLAN-2026-001
Document Date	2026-10-20
Responsible Directorate	Leave as - Not Assigned -
Description	Sample file for testing the APSB Documents module.
Status	Save as Draft first, then Publish

Delete this sample after testing if you do not want sample content on the live website.