

# Sample Workflow Packet for Wever Labs Review

## Workflow: Packet readiness review for a sample interconnection application

This sample document is fictional and created only for testing the Wever Labs workflow intake upload process.

### Current Process

The team currently tracks required packet documents in a spreadsheet, follows up by email, and manually checks whether each item is ready for submission.

### Desired Output

A readiness summary showing missing items, open exceptions, next actions, and an audit-ready history of what was reviewed.

Requirement	Status	Notes
Application form	Present	Needs final operator review
Site control evidence	Present	Lease memo uploaded
Single-line diagram	Missing	Engineering team needs to provide
Equipment specification sheet	Missing	Vendor data sheet requested
Fee confirmation	Present	ACH confirmation received

### Open Questions

1. Are all required utility templates current? 2. Which items must be provided before submission? 3. Who owns each missing item? 4. What should be included in the final readiness package?