Role-based access matrix — 6 roles, 20 people

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Maintained as staff move · fictional document

Fictional document — demonstration example

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Fictional document, produced for the demonstration. **A right is withdrawn on a word and it is withdrawn within the minute, across every use at once, and the withdrawal is itself logged.** Many systems can grant access quickly; few can prove the date and time at which they took it back.

The time the access review shifts

Measure	Before	With the agent	Over the year
Share of the operating effort	**35 %**	**4 %**	**−31 pts**
Hours per half-year	**62 h**	**7 h**	**110 h across 2 reviews**
People involved	2	**1 reading**	The review is written, it is left to sign

The six roles

Role	What it opens	What stays closed
Medical adviser	**Complete file, health data included**	**Nothing within his remit — every opening is logged**
Compliance controller	File timeline, administrative documents, log	**The 12 health fields**
Claims handler	Policy, cover, statements, payment history	Files from other portfolios
Member-company handler	Group schemes, amendments, onboarding documents	Individual claim files
Security officer	**Architecture, roles, log**	**Member data**
Lawyer	Policies, precedents, challenges	The 12 health fields

What this year's review brought up

Finding	Volume	What is prepared
Accounts carrying a right unused for 9 months	**23**	**23 withdrawals written, one per line, with the date of last use alongside**
Dominant cause	17 out of 23	Change of department without the old right falling away
Time to execute the withdrawal after approval	**One minute**	**Across every use at once**

What ages a matrix is staff movement, never the matrix itself. It is therefore fed from the corporate directory: an arrival, a departure or a change of department is reflected the same day.

The rule proposed for next year

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Rule	Effect measured on the past year	Decision
Any right left unused for 120 days is flagged, withdrawal already drafted	**The 23 accounts would have been taken out three months earlier**	**The period is set by the insurer**

For the insurer to settle

Period after which an unused right is flagged: _____ days

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