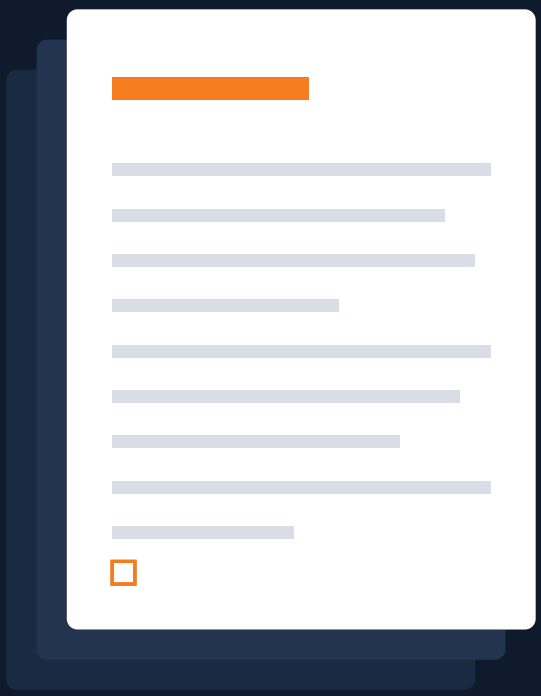
Documentation
Services Lab



FREE TEMPLATE

SOFTWARE DEVELOPMENT

System Requirements Document

Technical and environmental requirements a system must satisfy to operate.

STAGE

Requirements & planning

PRIMARY AUDIENCE

Product Managers, Business Analysts, Tech Leads

About this template

The System Requirements Document translates business and functional needs into system-level requirements: hardware, software, performance, security, interfaces, environment and compliance. It guides infrastructure planning and vendor evaluation.

Detail	
Stage	Requirements & planning
Primary audience	Product Managers, Business Analysts, Tech Leads

How to use it

- Replace every *[grey bracketed placeholder]* with your own details.
- Delete the orange **Guidance** boxes and green **Example** boxes before you publish or circulate it.
- Add or remove table rows as needed; keep the section order so readers can find things quickly.

Document Control

System		**Document version**	
Author		**Approver**	
Status		**Date**	

Version	Date	Author	Summary of changes
[1.0]	*[DD/MM/YYYY]*	*[Name]*	*[Initial release]*

01 System Overview

System purpose	
System boundary	
Key users	
Related documents	

02 Hardware Requirements

Component	Minimum	Recommended	Notes
Server CPU / RAM			
Storage			
Client devices			
Network			

03 Software Requirements

Software	Version	Purpose	Licence
[OS]			
[Database]			
[Runtime]			

04 Performance Requirements

ID	Requirement	Target
SYS-P01	*[Concurrent users]*	
SYS-P02	*[Response time]*	
SYS-P03	*[Throughput]*	

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05 Security Requirements

ID	Requirement
SYS-S01	*[Authentication method]*
SYS-S02	*[Encryption at rest / in transit]*
SYS-S03	*[Audit logging]*

06 Interface Requirements

System	Interface type	Data	Frequency

07 Availability, Backup & Recovery

Uptime target		**Maintenance windows**	
RPO		**RTO**	
Backup approach			

08 Compliance & Regulatory

Regulation / standard	Requirement	How met

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09 Approval

GUIDANCE *Record who reviewed and approved this document.*

Role	Name	Signature	Date
Prepared by			
Reviewed by			
Approved by			

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