

# Send Accommodation Process

Shared Irshad Subprocess for Department Notification

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## 1. Executive Summary

This is a compact shared subprocess used by accommodation case processes to send accommodation instructions to a recipient and capture acknowledgement.

The model contains two pools: **Irshad** and **Recipient**. Irshad generates a read-receipt link, sends an email, waits for acknowledgement, and records the acknowledgement event.

## 2. Actors and Responsibilities

Actor	Responsibility
<b>Irshad (system pool)</b>	Generates read-receipt link, drafts outbound email, sends email, waits for acknowledgement event, and registers acknowledgement.
<b>Recipient (user pool)</b>	Opens email, reads accommodations, opens read-receipt link, and explicitly acknowledges accommodations.

## 3. Core Logic

- After recipient identification, Irshad executes system tasks to build a traceable email package (accommodations + read-receipt link).
- Recipient actions culminate in an acknowledgement end event, which returns to Irshad through a message flow.
- Irshad then records acknowledgement as a script task and ends the subprocess.

## 4. Process Map (BPMN)

**BPMN Diagram Notice:** This document export excludes the interactive BPMN diagram.

To view the full process map, please visit:

[ba-dsa.pages.dev](https://ba-dsa.pages.dev) → **Send Accommodation Process**

## 5. Compact Walkthrough

Step	Pool	Action	Outcome
1.0	Irshad	Generate read-receipt link and draft email	Email package prepared for recipient.
2.0	Irshad	Send email to recipient	Recipient receives the message in inbox.
3.0	Recipient	Open email, read accommodations, open read-receipt link	Recipient is ready to acknowledge accommodations.
4.0	Recipient	Acknowledge accommodations	Acknowledgement event is emitted back to Irshad.
5.0	Irshad	Register recipient acknowledgement	Subprocess ends with acknowledgement registered.

## 6. Inputs, Outputs, and Controls

### Inputs

- Recipient identified event/context.
- Accommodation content prepared by the parent process.

### Outputs

- Outbound email with accommodation details and read-receipt link.
- Acknowledgement registered in Irshad.

### Control points

- Event-based wait in Irshad for acknowledgment receipt event.
- Explicit message flow from recipient acknowledgment back to Irshad.
- Scripted registration step before subprocess completion.