**QA Report**

**Date**: 30-January-2026

**Tester Name**: Deeksha Singh

**Test Summary**

|  |  |
| --- | --- |
| Total Test Cases | 3 |
| Executed | 3 |
| Passed | 3 |
| Failed | 0 |
| Blocked | 0 |

**Test Cases**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Test Case ID** | **Scenario** | **Expected Result** | **Actual Result** | **Status** |
| TC\_01 | |  | | --- | |  |  |  | | --- | | Trigger Reminder 2 email (2 days before due date) | | System should generate reminder email exactly 2 days prior to installment due date | |  | | --- | | Reminder 2 email triggered successfully |  |  | | --- | |  | | Pass |
| TC\_02 | Verify reminder email content and placeholders t | Amount, due date, policy number, IPF reference, and payment link should populate correctly | Content populated correctly | Pass |
| TC\_03 | Verify email delivery to configured recipient | Reminder email should be received by Broker | Email received successfully | Pass |

**Remarks**

* **Reminder 2 email** is generated automatically by the FCIF system **2 days before the installment due date**.
* Email subject follows the standard format:
* *“Payment Reminder – Installment Due in 2 Days | [Client Name] | [IPF-####]”*.
* Email body correctly displays:
  + Installment amount
  + Policy number
  + Due date
  + IPF reference number
  + Payment link
* **FCIF standard footer** and **signature block** are applied consistently.
* Notification configuration validated:
  + **Group:** Broker
  + **Sub-Group:** NEW
  + **Reason:** Decline Advisory
  + **Type:** System-generated response
  + **Recipient:** Broker
  + **Frequency:** System-generated based on due date logic
* No content, formatting, or delivery issues observed.
* **Reminder 2 – Installment Due in 2 Days email notification is working as expected.**

**Final Status**

Reminder 2 – Installment Due in 2 Days email notification is working as expected and approved for production deployment.