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UK Link Programme

Technical Transition Work Stream Overview

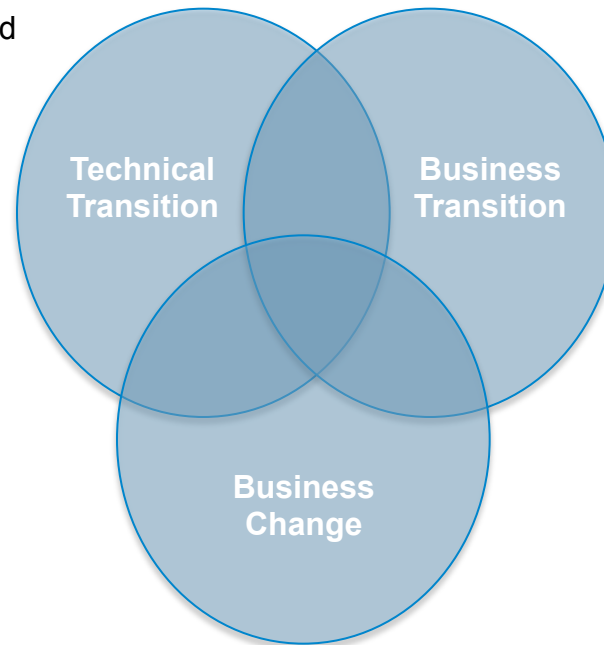
Transition Definition

Technical Transition

The transition of IT infrastructure and applications (e.g. implementation and cutover).

Business Transition

Business Transition is to identify the differences between the As Is and the To Be processes, and agree technical solutions. Identify Business Cut Over requirements and highlight area for discussion with the industry.



Business Change

Business readiness to operate on day 1 (e.g. training needs analysis, training content and delivery, business readiness criteria and checkpoints).

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Scope & Key Activities

Technical Transition is responsible for the planning, managing and execution of the final implementation and Cutover from an 'As-Is' to a 'To-Be' state.

Technical Transition involves identifying and executing steps that are required specifically for enabling the Implementation/Cutover of all impacted systems (i.e. UK-Link, Gemini, CMS, DE and IP Reporting)

The key activities of Technical Transition are (please see Glossary in Appendix 1 for definitions):

- Workshops to define and produce the implementation/cutover plan
- Implementation/Cutover Planning
- Implementation Dress Rehearsals
- Implementation/Cutover Execution
- Decommissioning of 'Legacy' systems

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Guiding Principles

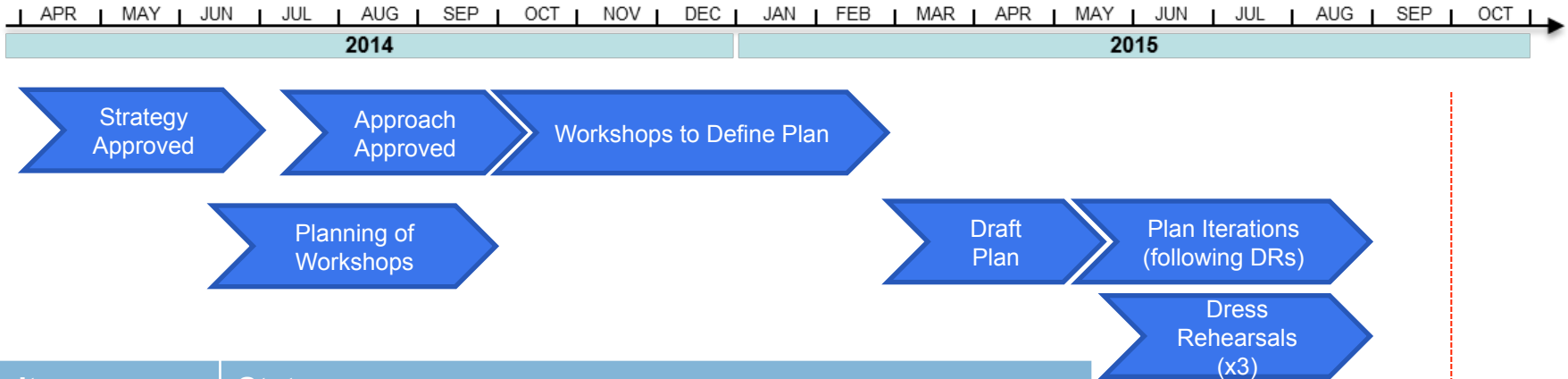
- The implementation/cutover will be via a single release;
- Legacy systems/processes, where required, will be maintained to close out the September 2015 period, with no parallel running of old & new processes;
- Transitional arrangements that are not enduring will not be built within the SAP system;
- Transition solutions will look to minimise the impact to service delivery for all stakeholders;
- The Industry will be required to support the transition planning, before, during and post cutover (i.e. agreement of non effective days, system outage times etc.);
- Xoserve will communicate relevant information to the Industry as soon as the information becomes available;
- There will be a detailed and fully tested back out and business continuity plan in place;

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Technical Transition Timeline



Activity	Status
Strategy	Completed - Strategy approved in line with plan and communicated to UKLIEF in June.
Approach	In Progress - Approach is being agreed in line with plan.
Planning of Workshops	In Progress - A workshop plan has been compiled which will inform the schedule, attendees and topics of workshops that will be used to define the Implementation & Cutover Plan (plan currently under review).
Workshops to Define Plan	Not Started - A sequence of workshops (internal) to support the building and baselining of the Implementation & Cutover Plan.
Draft Plan	Not Started - A draft plan completed following the planning workshops.
Plan Iterations	Not Started - Refinements to the cutover plan with lessons learnt following the internal dress rehearsals.
Implementation	Not Started - The completion of tasks to physically implement the new UK Link System.



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Next Steps

- We'll keep in regular contact with the Industry through already established touch points, such as the UK Link Industry Engagement Forum;
- Part of Functional Specifications is to identify how the processes fit into SAP. This may highlight areas for further consideration and discussion;
- Please direct questions through your Stakeholder Business Partner if you have any further questions.

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Questions



For any further questions or queries, please contact:

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