ID		Task Mode	Task Name	Duration	Start
1			**Key dates**	**71 days**	**Mon 25/10/21**
2			Internal implementation project start date = 25 Oct 21	0 days	Mon 25/10/21
3			Call-off Effective Date = 6 Dec 21	0 days	Mon 06/12/21
4			Transition Team mobilised = 17 Jan 22	0 days	Mon 17/01/22
5			*Call-Off Commencement Date = 1 Feb 2022*	0 days	Tue 01/02/22
6					
7			**Form Integrated Implementation & Transition Team (IITP)**	**37 days**	**Mon 25/10/21**
8			Appoint Implementation Manager (Maria MacNicholl)	1 day	Mon 25/10/21
9			Form ITTP, refine draft 1 of ITP, mobilise team	10 days	Tue 26/10/21
10			*Meeting Mobilisation Managers (5 days from Call-off = 11 Dec 21)*	3 days	Mon 06/12/21
11			Refine ITP	3 days	Thu 09/12/21
12			ITP presented and approved by the Customer	1 day	Tue 14/12/21
13					
14			**IM1 - Workforce 1 (Staff vetting)**	**62 days?**	**Mon 25/10/21**
15			IM1 start date	0 days	Mon 25/10/21
16			Review vetting status of inbound staff and seek reverification where required	5 days	Mon 25/10/21
17			Submit Enhanced DBS request for new recruits, including supporting evidence	20 days	Mon 20/12/21
18			Record all reverification dates in PACT IT system with reminders	1 day	Mon 17/01/22
19			*IM1 Completion Deadline (2 weeks prior = 18 Jan 22)*	1 day?	Tue 18/01/22
20					
21			**IM2 – Workforce 2 (Recruitment & training)**	**61 days**	**Mon 25/10/21**
22			IM2 start date	0 days	Mon 25/10/21
23			Advertise Vacancies	20 days	Mon 25/10/21
24			Assess Candidates	10 days	Mon 22/11/21
25			Appoint Candidates	10 days	Mon 06/12/21
26			New recruit start date	0 days	Tue 18/01/22
27			Test payroll system	1 day	Mon 20/12/21
28			Induction for Transition Team	10 days	Mon 06/12/21
29			Transition Team mobilised into post, providing sufficient resource	1 day	Mon 17/01/22
30			*IM2 Completion Deadline (2 weeks prior = 18 Jan 22)*	0 days	Mon 17/01/22
31					
32			**IM3 – ICT1 (IT equipment deployed)**	**60 days**	**Mon 25/10/21**
33			IM3 start date	0 days	Mon 25/10/21
34			Define the equipment and quantities required	5 days	Mon 25/10/21
35			Order equipment	3 days	Mon 06/12/21
36			Receive equipment	20 days	Thu 09/12/21
37			Deploy Enterprise software build to all devices	5 days	Thu 06/01/22
38			Deliver devices, handover paperwork and instructions	2 days	Thu 13/01/22

Timeline header: November 18/1, 25/1, 01/11, 08/11, 15/11, 22/11, 29/11 | December 06/12, 13/12, 20/12, 27/12 | January 03/01, 10/01, 17/01, 24/01, 31/01 | February 07/02, 14/02, 21/02, 28/02 | March 07/03, 14/03, 21/03, 28/03 | April 04/04, 11/04, 18/04, 25/04

Milestones: 25/10, 06/12, 17/01, 01/02, 25/10, 18/01, 17/01, 25/10

Legend:
- Task
- Split
- Milestone
- Summary
- Project Summary
- External Tasks
- External Milestone
- Inactive Milestone
- Inactive Summary
- Inactive Task
- Manual Task
- Duration-only
- Manual Summary Rollup
- Manual Summary
- Start-only
- Finish-only
- Deadline
- Progress
- Manual Progress

Project: EPOP Implementation Pla
Date: Wed 13/10/21

ID	Task Mode	Task Name	Duration	Start
39		*IM3 Completion Deadline (2 weeks prior = 18 Jan 22)*	0 days	Fri 14/01/22
40				
41		**IM4 - ICT2 (Customer Approved System)**	**9 days**	**Mon 06/12/21**
42		IM4 start date	0 days	Mon 06/12/21
43		Confirm method for creating roles/requesting roles for approved users (Transition Team)	5 days	Mon 06/12/21
44		Define training requirements for Authority system	5 days	Mon 06/12/21
45		Submission of user details as per approved method (subject to vetting)	2 days	Mon 13/12/21
46		System access details shared via secure comms to each end user individually, passwords separate from usernames	2 days	Wed 15/12/21
47		*IM4 Completion deadline (6 weeks prior = 21 Dec 21)*	0 days	Thu 16/12/21
48				
49		**IM5 – ICT 3 (Cyber, information assurance and data processing)**	**10 days**	**Mon 06/12/21**
50		IM5 start date	0 days	Mon 06/12/21
51		Provide Cyber Essentials Plus certificate to Authority	2 days	Mon 06/12/21
52		Provide Information Security Management Plan to Authority for approval	2 days	Mon 06/12/21
53		Carry out IT audit of supply chain partners	5 days	Mon 06/12/21
54		Supply chain partners complete remedial actions and reassessed	5 days	Mon 13/12/21
55		*IM5 Completion Deadline (2 weeks prior = 18 Jan 22)*	0 days	Fri 17/12/21
56				
57		**IM6 - EPOP-1 (Engagement with regional SPOC) / EPOP-2 (Engagement with HQ)**	**12 days**	**Mon 06/12/21**
58		IM6/IM7 start date	0 days	Mon 06/12/21
59		Contact details of all Regional SPOCs and National HQ staff received	2 days	Mon 06/12/21
60		Issue meeting invitations	5 days	Wed 08/12/21
61		Meetings (in person or via MS Teams) completed	5 days	Wed 15/12/21
62		*IM6/7 Completion deadline (4 weeks prior = 4 Jan 22)*	0 days	Tue 21/12/21
63				
64		**IM11 – AP1 (Assess current EPOP activities) / IM12 – AP2 (Develop EPOP Action Plan)**	**95 days**	**Mon 06/12/21**
65		IM11/IM12 start date	0 days	Mon 06/12/21
66		Review outcome mapping with the authority	20 days	Mon 06/12/21
67		Explan EMM and EIC concept at the HQ Level	5 days	Mon 03/01/22
68		Adjust and Improve EMM with the Customer	20 days	Mon 10/01/22
69		Mobilise Transition Team/Regional SPOCs to conduct first assessment	5 days	Mon 07/02/22
70		Complete all regional assessments	20 days	Mon 14/02/22
71		Complete all regional action plans	20 days	Mon 14/03/22
72		Complete baseline status report	5 days	Mon 11/04/22
73		*IM11/12 Completion deadline (90 days post = 2 May 22)*	0 days	Fri 15/04/22

Project: EPOP Implementation Pla
Date: Wed 13/10/21

Task		Project Summary	Inactive Milestone	Manual Summary Rollup	Deadline
Split		External Tasks	Inactive Summary	Manual Summary	Progress
Milestone		External Milestone	Manual Task	Start-only	Manual Progress
Summary		Inactive Task	Duration-only	Finish-only	