

## Schedule 1 Annex 2: Deliverables and Product Descriptions

1. For Deliverables D4, D5.1, D5.2, D5.3, D5.4, D7, D8 and D10 prior to Acceptance of those Deliverables:
  - 1.1. the Supplier will submit the relevant Deliverable to the Buyer for review against the Acceptance Criteria for that Deliverable;
  - 1.2. the Buyer will provide a definitive list of comments and questions on that Deliverable within 5 Working Days of receipt of the Deliverable;
  - 1.3. the Supplier shall make the necessary amendments to the document within 3 working days and submit the final document to the Buyer for approval 2 Working Days from the receipt of such comments and questions; and
  - 1.4. The Buyer shall approve within 2 Workings Days, approval not to be unreasonably withheld
2. Following the review set out in paragraph 1 of this Annex the Supplier shall submit document for Acceptance in accordance with the Supplier Terms

<b>Product Reference</b>	<b>D1 – Project Plan</b>
<b>Purpose of Product</b>	To detail the tasks required to achieve the milestones set out in Annex 1 to Schedule 1. To gain agreement on accountabilities, timelines and dependencies between the Buyer and Supplier
<b>Product Description</b>	A project plan detailing milestones, tasks, dependencies, accountabilities (RACI) and timelines
<b>Acceptance Criteria</b>	The Deliverable complies in all material respects with the 'Product Description' for this Deliverable and the plan remains consistent with the milestones as set out in Annex 1 to schedule 1
<b>Due Date</b>	7 <sup>th</sup> July 2017
<b>Format</b>	MS Project & MS Word
<b>Approver/s</b>	Buyer

<b>Product Reference</b>	<b>D2 – Project Governance Plan</b>
<b>Purpose of Product</b>	To identify the approach to approval, communication and project status updates during the Services.
<b>Product Description</b>	A document that details the governance approach during the Services to enable all stakeholders to be appropriately informed of project status and associated issues, risks and escalations.  To provide appropriate forum for approvals as required throughout the project lifecycle.
<b>Acceptance Criteria</b>	The Deliverable complies in all material respects with the 'Product Description' for this Deliverable and demonstrates integration with the Buyer's existing 'SSBA exit programme' governance.
<b>Due Date</b>	7 <sup>th</sup> July 2017
<b>Format</b>	MS Word
<b>Approver/s</b>	Buyer

<b>Product Reference</b>	<b>D3 – Discovery Report</b>
<b>Purpose of Product</b>	To build a common understanding and gain agreement of the overall technical design of the approach and migration solution. To document detail of relevant aspects of the In-Scope Application migration activities and identify any further requirements and/ or

Schedule 1 Annex 2: Deliverables and Product Descriptions

	dependencies to achieve the In-Scope Application migration activities. To confirm the approach to delivery of the migration of the In-Scope Applications.
Product Description	A document detailing the findings from the discovery phase, an analysis of the In-Scope Applications for migration and any additional components required in Buyer Target Data Centre. The document will provide recommendations for next steps and confirmation of the approach to the delivery of the migration. Unless otherwise agreed the 'Discovery Report' will contain the following: a summarized view of the In-Scope Applications in the Buyers Source, confirmation of the assets to be migrated, any differences to the scope set out in Annex 4, any recommendations on changes to the migration approach set out in Annex 4, any risks that have been identified in the discovery phase together with any corresponding mitigation plans.
Acceptance Criteria	The Deliverable complies in all material respects with the 'Product Description' for this Deliverable
Due Date	11 <sup>th</sup> Aug 2017
Format	MS Word
Approver/s	Buyer

Product Reference	D4 – High Level Design
Purpose of Product	To obtain an understanding of the In-Scope Applications migration services and identify any further requirements and/ or dependencies to achieve the In-Scope Applications migration activities. To detail the migration infrastructure components that will be required to deliver the migrations for the In-Scope Applications.
Product Description	A document detailing the technical design and approach to migration activities and confirmation of the migration infrastructure components required.
Acceptance Criteria	The Deliverable complies in all material respects with the 'Product Description' for this Deliverable
Due Date	29 <sup>th</sup> September 2017
Format	MS Word using the Buyer template with other sections as may be required by the Supplier
Approver/s	Buyers

Product Reference	D5.1 – CS2 Application Migration Document
Purpose of Product	The purpose of this document is to provide sufficient detail to allow migration planning to occur for In-Scope Applications migrations in line with the Buyers template. This consists of: <ul style="list-style-type: none"> <li>• the architectural view of the Buyer's 'CS2' application at the Start Date;</li> <li>• the technical configuration of the application platform;</li> <li>• the application dependencies, interfaces and batch processes;</li> <li>• the proposed configuration of the Buyer's 'CS2' application within Buyer Target Data Centre following migration;</li> <li>• the migration approach that will be used to migrate the Buyer's 'CS2' application.</li> </ul>
Product Description	A document that defines the Buyer's 'CS2' application in the Source Buyer Data Centre and Target Buyer Data Centre Buyer Target Data Centre following migration.

Schedule 1 Annex 2: Deliverables and Product Descriptions

Acceptance Criteria	The Deliverable complies in all material respects with the 'Product Description' for this Deliverable
Due Date	27 <sup>th</sup> October 2017
Format	MS Word using the Buyer 'AMD template'
Approver/s	Buyer

Product Reference	D5.2 – NTC Application Migration Document
Purpose of Product	<p>The purpose of this document is to provide sufficient detail to allow migration planning to occur for In-Scope Applications migration in line with the Buyers template. This consists of:</p> <ul style="list-style-type: none"> <li>• the architectural view of the Buyer's 'NTC' application at the Start Date;</li> <li>• the technical configuration of the application platform;</li> <li>• the application dependencies, interfaces and batch processes;</li> <li>• the proposed configuration of the Buyer's 'NTC' application within Buyer Target Data Centre following migration;</li> <li>• the migration approach that will be used to migrate the Buyer's 'NTC' application</li> </ul>
Product Description	A document that defines the Buyer's 'NTC' application in the Source Buyer Data Centre and Target Buyer Data Centre following migration.
Acceptance Criteria	The Deliverable complies in all material respects with the 'Product Description' for this Deliverable
Due Date	27 <sup>th</sup> October 2017
Format	MS Word using the Buyer 'AMD template'
Approver/s	Buyer

Product Reference	D5.3 – NOL Application Migration Document
Purpose of Product	<p>The purpose of this document is to provide sufficient detail to allow migration planning to occur for In-Scope Applications migration in line with the Buyers template. This consists of:</p> <ul style="list-style-type: none"> <li>• the architectural view of the Buyer's 'NOL' application at the Start Date;</li> <li>• the technical configuration of the application platform;</li> <li>• the application dependencies, interfaces and batch processes;</li> <li>• the proposed configuration of the Buyer's 'NOL' application within Buyer Target Data Centre following migration;</li> <li>• the migration approach that will be used to migrate the Buyer's 'NOL' application.</li> </ul>
Product Description	A document that defines the Buyer's 'NOL' application in the Source Buyer Data Centre and Target Buyer Data Centre following migration.
Acceptance Criteria	The Deliverable complies in all material respects with the 'Product Description' for this Deliverable
Due Date	27 <sup>th</sup> October 2017
Format	MS Word using the Buyer 'AMD template'
Approver/s	Buyer

Product Reference	D5.4 – BMSR Application Migration Document
-------------------	--

Schedule 1 Annex 2: Deliverables and Product Descriptions

Purpose of Product	The purpose of this document is to provide sufficient detail to allow migration planning to occur for In-Scope Applications migration in line with the Buyers template. This consists of: <ul style="list-style-type: none"> <li>the architectural view of the Buyer's 'BMSR' application at the Start Date;</li> <li>the technical configuration of the application platform;</li> <li>the application dependencies, interfaces and batch processes;</li> <li>the proposed configuration of the Buyer's 'BMSR' application within Buyer Target Data Centre following migration;</li> <li>the migration approach that will be used to migrate the Buyer's 'BMSR' application.</li> </ul>
Product Description	A document that defines the Buyer's 'BMSR' application in the Source Buyer Data Centre and Target Buyer Data Centre following migration.
Acceptance Criteria	The Deliverable complies in all material respects with the 'Product Description' for this Deliverable
Due Date	27 <sup>th</sup> October 2017
Format	MS Word using the Buyer 'AMD template'
Approver/s	Buyer

Product Reference	D6 – Test Strategy
Purpose of Product	To document and agree at a high level how the Buyer and Supplier will achieve assurance for the In-Scope Applications migrations
Product Description	A document detailing the test strategy to be used in the migration of the In-Scope Applications, setting out the principles, approach and coverage for each phase of testing. The Test Strategy will cover the following: <ul style="list-style-type: none"> <li>Rationale and outline approach</li> <li>High-level plan, key milestones</li> <li>Testing Approach</li> <li>Acceptance Criteria</li> <li>Managing the test process</li> <li>Roles and Responsibilities</li> <li>Test Environments and Test Data</li> <li>Test Tools and Automation</li> <li>Measure of Test and Assurance</li> <li>Risks, Assumptions, Issues and Dependencies (RAID)</li> </ul>
Acceptance Criteria	The Deliverable complies in all material respects with the 'Product Description' for this Deliverable
Due Date	15 <sup>th</sup> September 2017
Format	MS Word
Approver/s	Buyer

Product Reference	D7 – Test Plan
Purpose of Product	Aligned with the test strategy for each of the In-Scope Applications migration events a detailed plan of the activity
Product Description	For each of the In-Scope Applications documents detailing the required testing to assure the migration readiness and completion details of who is responsible for executing each test, associated timelines and appropriate dependencies.

Schedule 1 Annex 2: Deliverables and Product Descriptions

Acceptance Criteria	The Deliverable complies in all material respects with the 'Product Description' for this Deliverable
Due Date	03 <sup>rd</sup> November 2017
Format	One or more documents, using Buyer template
Approver/s	Buyer

Product Reference	D8 – Test Reports
Purpose of Product	To record a status for the testing of each In-Scope Applications migration phase based on the agreed test approach and plan
Product Description	For each of the In-Scope Applications a document that details the outcome of each of the relevant tests performed and the coverage achieved.
Acceptance Criteria	The Deliverable complies in all material respects with the 'Product Description' for this Deliverable
Due Date	14 <sup>th</sup> November 2017 for the dry run test results 23 <sup>rd</sup> November 2017 for CS2 migration complete 11 <sup>th</sup> December 2017 for migration and complete & accepted
Format	MS Word
Approver/s	Buyer

Product Reference	D9 – Cutover and Migration Plans
Purpose of Product	To document the technical scope for each In-Scope Applications migration, the detailed steps to be executed and regression plans.
Product Description	Document covering technical scope and approach for each of the In-Scope Applications. Agreed contingency plans, including regression paths and timelines/ accountabilities
Acceptance Criteria	The Deliverable complies in all material respects with the 'Product Description' for this Deliverable
Due Date	13 <sup>th</sup> October 2017
Format	MS Word
Approver/s	N/A

Product Reference	D10 – Implementation Management Plan
Purpose of Product	To document a clear understanding of the Implementation plan across all stakeholders
Product Description	Document confirming the detailed activities required to be completed to enable successful migration. This will also detail the timings for activities and key points of communication.
Acceptance Criteria	The Deliverable complies in all material respects with the 'Product Description' for this Deliverable
Due Date	20 <sup>th</sup> October 2017
Format	MS Excel
Approver/s	Buyer

Product Reference	D11.1 – CS2 Implementation Completion Reports
Purpose of Product	To confirm status of In-Scope Applications migration activities and demonstrate a completed In-Scope Application migration
Product Description	Document aligned with testing and implementation plans that details the status against the agreed success criteria for the relevant migration event following the corresponding migration period. To be provided no sooner than 24 hours after the start of live service

Schedule 1 Annex 2: Deliverables and Product Descriptions

	has resumed. Technical evidence will be provided (e.g. MAC Addresses) of applications running in Target Buyer Data Centre. Format of evidence will be confirmed in the Test Plan to be agreed with the Buyer
Acceptance Criteria	The Deliverable complies in all material respects with the 'Product Description' for this Deliverable
Due Date	22nd November 2017
Format	MS Word
Approver/s	Buyer

Product Reference	D11.2 – NOL, NTC BMSR Implementation Completion Reports
Purpose of Product	To confirm status of migration activities
Product Description	Document aligned with testing and implementation plans that details the status against the agreed success criteria for the relevant In-Scope Applications migration event following the corresponding migration period. To be provided no earlier than 24 hours after the start of live service has resumed. Technical evidence will be provided (e.g. MAC Addresses) of the In-Scope Application(s) running in Buyer Target Data Centre. Format of evidence will be agreed with the Buyer and confirmed in the Test Plan.
Acceptance Criteria	The Deliverable complies in all material respects with the 'Product Description' for this Deliverable
Due Date	12 <sup>th</sup> December 2017
Format	MS Word
Approver/s	Buyer

Product Reference	D12.1 – CS2 Post Implementation Reports
Purpose of Product	To confirm post implementation status of In-Scope Applications migration activities and providing confirmation that the Supplier and Buyer have completed their relevant migration activities
Product Description	Post implementation reports documenting the outcome of completed In-Scope Applications migrations and identifying known issues that are to be addressed by the Buyer in post-migration live service
Acceptance Criteria	The Deliverable complies in all material respects with the 'Product Description' for this Deliverable
Due Date	28 <sup>th</sup> December 2017
Format	MS Word
Approver/s	Buyer

Product Reference	D12.2 – NOL, NTC BMSR Post Implementation Reports
Purpose of Product	To confirm post implementation status of In-Scope Applications migration activities and providing confirmation that the Supplier and Buyer have completed their relevant migration activities
Product Description	Post implementation reports documenting the outcome of completed In-Scope Applications migrations and identifying known issues that are to be addressed by the Buyer in post-migration live service
Acceptance Criteria	The Deliverable complies in all material respects with the 'Product Description' for this Deliverable
Due Date	19 <sup>th</sup> December 2017

Schedule 1 Annex 2: Deliverables and Product Descriptions

Format	MS Word
Approver/s	Buyer

Product Reference	D13 – Outline Bill of Materials
Purpose of Product	<p>The purpose of this Deliverable is to provide the basis of the requirements to be used by the Buyer in the procurement of the equipment and software required for Buyer Target Data Centre including:</p> <ul style="list-style-type: none"> <li>• Outline server specification for the 129 Payloads</li> <li>• Outline software stack installed on the 129 Payloads</li> </ul>
Product Description	A document containing the initial list of equipment and software to be used by the In-Scope Applications in Buyer Target Data Centre. Subsequent changes to the document shall be agreed in writing as necessary but shall not be subject to further approval (in accordance with paragraph 1 of this Annex) of Acceptance.
Acceptance Criteria	The Deliverable complies in all material respects with the 'Product Description' for this Deliverable
Due Date	24 <sup>th</sup> July 2017
Format	MS Word
Approver/s	Buyer

