



# Project Status Report

## EASE

PM<sup>2</sup> Template v2.5.1



Reporting period: 01/02/2020 to 29/02/2020

<b>PHASE:</b> Executing	<b>OVERALL STATUS:</b> <span style="color: green;">Green</span> / <span style="color: orange;">Amber</span> / <span style="color: red;">Red</span>																																																																																																								
<b>Project Owner (PO):</b> ██████████ <b>Business Manager (BM):</b> ██████████ <b>Solution Provider (SP):</b> ██████████ <b>Project Manager (PM):</b> ██████████	<b>MILESTONES</b>																																																																																																								
<b>PROJECT STATUS SUMMARY</b>  Deloitte, C.1 & C.5 completed the business analysis of the request management system and processed the most urgent analysis change requests. The outstanding requests were included within the scope of the public portal contract analysis.  The request for business analysis service for the public portal was sent out at the very end of the month. In the meantime, Deloitte initiated several workshops to prepare for the March design sprint.  A second QTM contract was also issued by C.5 at the end of the month to cover the initialisation of the software architecture documentation.	<b>PROJECT CHANGES (INPUT FROM CHANGE LOG)</b>  <b>Status:</b> <span style="color: green;">Green</span> / <span style="color: orange;">Amber</span> / <span style="color: red;">Red</span> > Open: 0 > Closed: 27 > Planned in portal contract: 20  <b>RISKS (INPUT FROM RISK LOG)</b>  <b>Status:</b> <span style="color: green;">Green</span> / <span style="color: orange;">Amber</span> / <span style="color: red;">Red</span> > Active: 9 (6 with impact > 5) > Procurement and supplier management <9> > Complexity of data migration <9> > Lack of user acceptance <8> > Integration with other systems <8> > Insufficient time <6> > Compass Corporate endorsement and complexity <6>																																																																																																								
<b>PROJECT INDICATORS</b>  <b>Schedule:</b> <span style="color: green;">Green</span> / <span style="color: orange;">Amber</span> / <span style="color: red;">Red</span> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 10%;">Year</th> <th colspan="5">2020</th> <th>2021</th> </tr> <tr> <th>Quarter</th> <th>Q1</th> <th>Q2</th> <th>Q3</th> <th>Q4</th> <th>Q1</th> </tr> </thead> <tbody> <tr> <td colspan="7"><b>Request management system (RMS)</b></td> </tr> <tr> <td>• Analysis</td> <td colspan="6">CRs</td> </tr> <tr> <td>• Development</td> <td>Doc</td> <td>R1</td> <td>R2</td> <td>R3</td> <td>R4</td> <td>Stabilisation</td> </tr> <tr> <td>• Acceptance</td> <td></td> <td></td> <td>ACC1</td> <td>ACC2</td> <td>ACC3</td> <td>ACC4</td> </tr> <tr> <td colspan="7"><b>Public portal (PP)</b></td> </tr> <tr> <td>• Analysis</td> <td>S1</td> <td>S2</td> <td>S3</td> <td>S4</td> <td>Ra</td> <td>Reports</td> </tr> <tr> <td>• Development</td> <td></td> <td></td> <td>R1</td> <td>R2</td> <td>R3</td> <td>Stabilisation</td> </tr> <tr> <td>• Testing</td> <td></td> <td></td> <td></td> <td></td> <td>ACC1</td> <td>ACC2</td> </tr> <tr> <td colspan="7"><b>Migration &amp; security (MIG &amp; SP)</b></td> </tr> <tr> <td>• Migration</td> <td></td> <td>Migration</td> <td></td> <td></td> <td>Migration dry run</td> <td></td> </tr> <tr> <td>• Security</td> <td></td> <td>Security plan</td> <td></td> <td></td> <td>Security tests (RMS)</td> <td>Security tests (PP)</td> </tr> <tr> <td colspan="7"><b>Business implementation (BI)</b></td> </tr> <tr> <td>• Training</td> <td></td> <td></td> <td>Initiation</td> <td>Preparation</td> <td></td> <td>Training</td> </tr> </tbody> </table> <b>Cost:</b> <span style="color: green;">Green</span> / <span style="color: orange;">Amber</span> / <span style="color: red;">Red</span> > Current Year: > Received: 840 K€ > Consumed: 62 K€ > Remaining: 778 K€	Year	2020					2021	Quarter	Q1	Q2	Q3	Q4	Q1	<b>Request management system (RMS)</b>							• Analysis	CRs						• Development	Doc	R1	R2	R3	R4	Stabilisation	• Acceptance			ACC1	ACC2	ACC3	ACC4	<b>Public portal (PP)</b>							• Analysis	S1	S2	S3	S4	Ra	Reports	• Development			R1	R2	R3	Stabilisation	• Testing					ACC1	ACC2	<b>Migration &amp; security (MIG &amp; SP)</b>							• Migration		Migration			Migration dry run		• Security		Security plan			Security tests (RMS)	Security tests (PP)	<b>Business implementation (BI)</b>							• Training			Initiation	Preparation		Training	<b>ISSUES (INPUT FROM ISSUE LOG)</b>  <b>Status:</b> <span style="color: green;">Green</span> / <span style="color: orange;">Amber</span> / <span style="color: red;">Red</span> > Urgent: 0  <b>DECISIONS (INPUT FROM DECISION LOG)</b>  > Focus the Compass Corporate integration effort on the workflow aspects and wait on the My Workplace integration until the request management system is developed
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### ACTIVITIES PERFORMED AND PLANNED

#### Performed:

- Processing of change requests for the request management system.
- Business analysis for the confirmatory application and request management system.
- Contract request for the business analysis of the public portal.
- Signature of the project management QTM for the development contract.

#### Ongoing:

- Elaboration of the technical architecture documentation.
- Validation of the business analysis and elaboration of the technical analysis.
- Review of the AI proofs-of-concept for the SG AI study.

#### Planned:

- Request and signature of the public portal contract.
- Design sprint of the public portal.
- Setup of the development platform between C.5 and European Dynamics.
- Project Steering Committee Meeting (2/3).