



EASE

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Project Steering Committee meeting

18/06/2020

Agenda

1. Status
2. Budget
3. Planning
4. AOB / Q&A



Status

Project

Done

- Analysis of public portal
- First development contracts & documentation (analysis, architecture & development platform)
- First internal development releases (integration to HRS, CNS & UMC)
- Hosting infrastructure

Doing

- Finishing analysis of change requests for request management system
- Evaluating AI proof-of-concept based on deep learning
- Drafting architecture overview document (July ITCB)
- Drafting IT security plan
- Analysing migration scenarios
- Reviewing DG COMM comments on the public portal
- Checking support, training and documentation requirements with SG EU POLICYMAKING HUB

To do

- Analysis of public portal search page and RegDoc/Com transition page
- First development releases & testing (navigation, dashboards, access management, registration & attribution of initial application)
- Procedure for the next outsourced development contract (finish implementation of request management system)
- Contract for the development of the public portal

Status

Compass Corporate & AI study

- Compass Corporate
 - Steering Board has approved the postponement of the integration until the move to production and stabilisation of EASE
 - Architecture is designed around the use of Compass Corporate to facilitate future reintegration
 - Cost estimates for future integration with CC & MyWorkplace: 90 KEUR
 - **Recommendation:** plan for 2022 to prioritise rollout and acceptance in 2021
- Study on artificial intelligence (AI)
 - DIGIT has made a new version of their deep learning proof-of-concept (PoC) available to us for testing until the end of July
 - If the results are conclusive the follow-up would be to initiate a Memorandum of Understanding to industrialise the PoC so that it could be integrated in EASE
 - **Recommendation:** do this in 2021+ after the move to production

Status

ColdFusion, migration & archiving

- ColdFusion
 - The RegDoc form that is enabling users to request access to documents will remain until the EASE portal is deployed
 - This form will be migrated to ColdFusion 2018 for the interim period between the phase-out of ColdFusion 11 (**31/03/2021**) and the move to production of EASE (**April-May 2021**)
- Data migration & archiving
 - Migration scenario: fully migrate the content of GestDem to EASE while respecting the retention policy
 - Initial applications: delete 5 years after closure
 - Confirmatory applications: archive 5 years after closure
 - Propose to postpone long-term archiving (HPS) to 2022 and to base it on the Ares & migrated EASE data

Status

Change requests & security plan

- Change requests (25+ open, 70+ in total)
 - Overhead
 - The rate of growth of the CRs is not manageable, they require: analysis, prioritisation, estimates and planning prior to implementation
 - Deloitte no longer have the capacity to integrate them
 - Some of them can be handled internally at analysis or development time, but internal capacity is also limited
 - Need to set a **scope baseline** for the first version: freeze non-essential CRs (< HIGH priority) and wait for testing and production
- Security plan
 - Identification and valuation of primary assets (main components and data entities) is ongoing, due for review and approval for end of June

Budget

2020 H1

2020 H1	Source	Amount (K EUR)
Requested		915
EASE development	ISA ² (2019)	190
EASE development	ISA ² (2020)	550
EASE development	RegPub	100
EASE security plan	Studies	75
Consumed		490
Portal analysis contract		270
Intramuros resources		220
Remaining		425

Budget

2020 H2

2020 H2	Source	Amount (K EUR)
Remaining		425
EASE extramuros contract - Development of the public portal	ISA ² (2020)	65
EASE extramuros contract - Confirmatory & search development - Post-production care (support & change requests) - Portal development contingency	ISA ² (2020)	100
EASE usability testing	ISA ² (2020)	20
EASE intramuros - Internal analysis (portal search & RegDoc/Com transition) - Internal development (integration & migration CF 2018) - Data migration - Security plan	ISA ² (2020) & Studies	240

Planning

Request management system releases

Release 1 (September)

- Navigation
- Access management
- Template management
- Case details
- Applicant details
- Registration of initial application

Release 2 (November)

- Dashboards
- Attribution of initial application
- Case details tabs (history, tiles & documents)
- Correspondence management
- Reply to initial application
- Case closure




Release 3 (March)

- Registration of confirmatory application
- Attribution of a confirmatory application
- Internal communication
- Reply to confirmatory application
- Split case management
- Search
- Reopening of cases (CoJ, Ombudsman)

Planning Roadmap

Milestones

-  RMS Production
-  PP Production
-  Contract required

Year	2020				2021	
Quarter	Q1	Q2	Q3	Q4	Q1	Q2
Request management system (RMS)						
• Analysis	CRs					
• Development	Doc	R1	R2	R3	Stabilisation	
• Acceptance			ACC1	ACC2	ACC3	
Public portal (PP)						
• Analysis	S1 & 2	S2	S3	S4	S5	S6
• Development						
• Testing					ACC1	ACC2 
Migration & security (MIG & SP)						
• Migration		Analysis	Development	Testing		
• Security		Security plan	Security tests (RMS)	Security tests (PP)		
Business implementation (BI)						
• Training			Initiation	Preparation	Training	

AOB / Q&A

- Any other business?
- Any questions?

