

11TH MARCH 2016 / WEEK 11

PROJECT: BFS UK&I Field Services

SPONSOR: Juan Subira

BUSINESS OWNER: Tony Gamett

PROJECT MANAGER: Sam Waters

PROJECT STATUS:



TREND:



INCREASE



STEADY



INCREASE

NEWS:

Welcome back to the team:

- Donna Madden
- Suzanne Broadbent
- Bilal Moreea

Main milestones	Start Date	End Date	f/cast	Progress
Milestone 1: Wave 1 Buildings Mid Set Up		26 th Feb		80%
Milestone 2: Wave 1 Prep & Training		25 nd Mar		55%
Milestone 3: Wave 1 Sign Off		30 th Apr		0%
Milestone 4: Wave 2 Buildings North Set Up		25 th Mar		40%
Milestone 5: Wave 2 Prep & Training		22 nd Apr		20%
Milestone 6: Wave 2 Sign Off		27 th May		0%
Milestone 7: Wave 3 Buildings South Set Up		22 nd Jan		100%
Milestone 8: Wave 3 Prep & Training		22 th Apr		20%
Milestone 9: Wave 3 Sign Off		27 th May		0%
Milestone 10: Wave 4 E&P Set Up		30 th Apr		10%
Milestone 11: Wave 4 Prep & Training		May		0%
Milestone 12: Wave 4 Sign Off		June		0%
Milestone 13: March Release Delta Training		1 st April		0%
Milestone 14: June Release Delta Training		June		0%



Issues & Risks

1. Recruitment process for secondment post taking longer than expected
2. Replacement required for Project Team to help with the contract upload
3. Product IQ has been pulled from the March release – now due to go live in the July release instead
4. PM Plan - work order creation is not consistent, duplicating WO - issue not yet resolved. As a result data validation task required, need excel skills to help.
5. Security WO are not ready for planning on Dispatch Console due to PM issue. Manual process to validate data which is time consuming. Team will endeavour to fix the data in time for Go Live
6. Live Pilot Region - 260 WO duplicated which need to be deleted



Main tasks and achievements last week: Current Status

1. FSR training material finalised in preparation to begin training the Midlands Bristol & Security next week
2. Suzanne Broadbent (E&P) - joined the team this week and has started familiarisation
3. UAT concluded with the new release sign off meeting next week
4. North Installed base over 700 lines have been completed - file sent to Global Team to load
5. Manual Installed Base creation for North being worked on due to be completed by 11.03.16 - ready for North Contract migration
6. SCH developed to show data Migration Progress - Thank you to Karen Powell
7. 85% South contracts successfully uploaded
8. 93% Midlands Contracts successfully uploaded
9. Bilal Moreea confirmed to join the team from the Bureau
10. Official date TBC



Main tasks next period

1. Midlands Bristol & Security FSR's being trained on 14/15th March
2. Emma Heath (Midlands B&S Coordinator) being trained on Module 2
3. On Boarding training session scheduled 16th / 17th march
4. Donna Madden confirmed to join team on 15th March
5. E&P& ITB -planning session scheduled on 15th March
6. Contract Validation, WO Validation & Planning to be worked on
7. Process being investigated to aid in Data Migration

bFS ROAD MAP

2016	JAN	FEB	MAR	APR	MAY	JUN	JUL
Buildings Training (UK, Ireland, Scotland)		Midlands FBR				North FBR	South FBR
Buildings Contract, Field Quote Data loads & Planning Board		Midlands	Mid Plan Board				
			Midlands		North Plan Board		
		Midlands			South Plan Board		
E&P (UK, Ireland, Scotland)			E&P Contract Load			E&P Training	
	E&P Planning Board Data Collection						
ITB UK		ITB LQT (set up / Function / Data)					Go Live 22 nd July
bFS Release		UAT Testing	April Release Delta Training		UAT Testing	June Release Delta Training	