

Meeting Agenda  
Report date: 09/11/20  
Author: Sandie Bothick



# Meeting Agenda

## Enhancement and External to Fujitsu Domain

| Meeting overview    |                                               |
|---------------------|-----------------------------------------------|
| Subject of Meeting: | Enhancement and External to Fujitsu Domain    |
| Date:               | 2 <sup>nd</sup> November 2020 - Skype Meeting |
| Next Meeting:       | 9th November 2020 - Skype Meeting             |
| Record:             | Meeting Notes Held on FJ SharePoint           |

| Attendees          | Company     |
|--------------------|-------------|
| Katrina Holmes     | Post Office |
| Lorna Owens        | Post Office |
| Martin Godbold     | Post Office |
| Dawn Quick         | Post Office |
| Annmarie Woodcraft | Post Office |
| Adam Woodley       | Fujitsu     |
| Sandie Bothick     | Fujitsu     |
| Steve Bansal       | Fujitsu     |

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| Agenda                         | Comments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|--------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Potential for Financial Impact | <p><b><u>Enhancement</u></b><br/> <b>Dsed5419K (Bureau)</b>, Scope has now changed from PCI project to address to Fujitsu to provide a quote for Card reversal. 01/09 - POREQ0004656 / CWO0305. <b>15/10 – CWO0305 Approved</b><br/> 19/10 – Awaiting FJ resource to be assigned. No agreed timeframes but expect someone to be assigned this week and then approx. 1-4 weeks investigation. Weekly update will be provided.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Poor Experience                | <p><b><u>External to Fujitsu Domain</u></b><br/> <b>jsim1215Q (Drop &amp; Go) Compliance training.</b> 12/10 POL advise potential go live date of 21<sup>st</sup> October – pending ATOS confirmation. 22/10 – Request for Closure, The change was released to live on 20/10/2020 to take effect in live from 21/10/2020</p> <p><b><u>External to Fujitsu Domain</u></b><br/> <b>holmesaa5139K (Drop &amp; Go) Time-out</b> – 12/10 RTQ has been approved by POL, PO's have been raised. 19/10 - POL Decision Required.</p> <p><b><u>Enhancement</u></b><br/> <b>Cardc1121R (Complex Baskets)</b>, POL are completing further investigation into issue. 19/10 - Work expected to commence 09/11/20 but no expected outputs this calendar year.</p> <p><b><u>Enhancement</u></b><br/> <b>PorterS5951N (Back Office Printer 2)</b> Issue found in LST. No Live Incidents reported. 19/10 Fujitsu to investigate via CWO/AWS process.</p> |
| AOB                            | Comments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| AOB                            | .                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Governance                     | Comments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Review Admin                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |

| Action Date | Action | Whom | Status |
|-------------|--------|------|--------|
|             |        |      |        |