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<b>Fujitsu Services Ltd</b> <b>CHANGE WORK ORDER</b>	CHANGE WORK ORDER NO: 0395b
CHANGE WORK ORDER TITLE: Preservation of data on the HNG-X System until 30 April 2022	Fujitsu Services CP NO: 7237 (2680)  Post Office RTQ NO: RTQSR0003106
RELEASE: Release 21 Maintenance (XR21M)	OFFER EXPIRY DATE: 22 <sup>nd</sup> April 2021
CHANGE WORK ORDER RAISED BY: Marion Chave-Jones	RAISED DATE: 26 <sup>th</sup> March 2021
ATTACHMENTS: <del>YES</del> /NO	NUMBER OF ATTACHMENTS: 0
PREVIOUS CHANGE WORK ORDER NO(S):	CT2616a, CWO251a
WILL THIS GENERATE A FUTURE CCN: <del>YES</del> /NO	
FUJITSU SERVICES BUSINESS OWNER: Mick Reynolds	
POST OFFICE BUSINESS OWNER: Dionne Harvey	
SUBMISSION TO POST OFFICE DATE: 30 <sup>th</sup> March 2021	

**SUMMARY OF WORK:**

Post Office have requested under RTQSR0003106 (previously RTQSR0002349 and RTQSR0002456) that Fujitsu Services continue to preserve data (including Post Office Personal Data) generated on the HNG-X System as per the previous work orders (CT2616a & CW0251a) until 30 April 2022.

Business Case:

The audit system stores data, depending on its type, for a default period of 7 years or 18 months.

Post Office previously requested Fujitsu Services under various CTs and CWOs to retain audit data beyond the default periods until 30-Apr-2021. The original purge date was 12-Oct-2014.

Post Office have requested Fujitsu Services to further extend the data retention period until 30-April-2022.

The purge retention period is expressed as a number of hours and is therefore set to 66,192 (i.e. 24 \* 2758 days - the difference between 01-May-2022 00:00 and 12-Oct-2014 00:00)

The Eternus storage deletion prevention date is not being changed. This means that any audit data older than 7 years or 18 months is not protected by the Eternus deletion prevention.

Summary of Work:

A configuration file exists which defines how long data should be kept beyond the standard. The configuration will be changed so that purging does not start until 1 May 2022. To be

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precise the NumExtraHoursToKeepTracks parameter will be increased from 57480 (6.56 years) to 66192 (7.56 years). This change will be tested in development and test because although the configuration file has been modified several times before it is always possible that some system limit will be hit (integer overflowing or the like).

In development there exist VMs representing all the machines in the audit solution. They can be snapshot. They can as a complete set be advanced forward in time. With the changed configuration file in place they will be advanced forward in time running the purger and it will be confirmed that data is not purged until it is expected to be. After the tests are finished the VMs will be set back to their normal working snapshot.

In the Fujitsu Services test department they are not able to move machines forward in time. However, they can alter the "Until date" and "Until time" of a few tracks in the sealer database and confirm that an attempt is only made to purge them if that is sufficiently in the past (66192 hours in the past to be precise). An attempt to purge them will be logged in the daily purger log. Note that due to Eternus data protection the data may well not really be deleted. It will only be really deleted if the "Until date" and "Until time" were genuinely in the past anyway.

**CHANGE WORK ORDER DELIVERABLES:**

Fujitsu Services will:

- Stop Horizon data purging in May 2021 and will delay this purging until 1 May 2022.  
NB: Post Office will notify Fujitsu Services if a further delay in data purging is needed.

**IMPLEMENTATION TIMEFRAME:**

Exact dates for progression of this change to be agreed between Post Office and Fujitsu Services upon approval of this CWO and supply of a valid Purchase Order.

Changes and/or re-prioritisations of entries in this schedule may be required as a result of potential impacts/conflicts relating to resource and infrastructure caused by this CWO.

In the event that changes to delivery timescales are identified by Fujitsu Services or Post Office, such changes shall be discussed and agreed at the Demand Planning Forum and managed via change control. However, the work shall be completed at least 2 weeks before the date when purging would otherwise begin.

**CONDITIONS TO WHICH THE CHANGE WORK ORDER IS SUBJECT:****Acceptance Criteria & Method:**

Requirement ID	001
Requirement	Fujitsu Services will preserve Horizon data until the 30 April 2022
Acceptance Criteria	Fujitsu Services delays the purging of Horizon data from 30 April 2021 and extends it to 30 April 2022

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Acceptance Method	Solution Test
Dependencies (e.g. Third Party or Technical):	
None	
Post Office Responsibilities:	
None	
Other: N/A	

**CHARGES****Time and Materials**

ASM (Development Capacity Resource)

Resources

Task	Number of Man-Days	Man-Day Rate	Estimated Task Sub Total
Audit (SSE)	2.5	£705.00	£1,762.50
Integration (LSE)	1	£829.00	£829.00
SCM (OS-SSE)	0.5	£382.00	£191.00
Integration (OS-SSE)	1	£382.00	£382.00
Release Management (SSE)	3	£705.00	£2,115.00
Release Management (UL)	3.5	£932.00	£3,262.00
LST (LSE)	1.5	£829.00	£1,243.50
<b>Estimated Sub-Total Value</b>	<b>13</b>		<b>£9,785.00</b>

Resources

Task	Number of Man-Days	Man-Day Rate	Estimated Task Sub Total
Security Architect (C)	0.5	£1,071.00	£535.50
Networks (SSE)	1	£705.00	£705.00
SV&I (SSE)*	4	£705.00	£2,820.00
SV&I (LSE)*	1	£829.00	£829.00
Project Management (LSE)*	5	£829.00	£4,145.00
PMO (SE)	2.5	£583.00	£1,457.50
Security (SSE)	1	£705.00	£705.00
Programme Management (SMGR)*	1	£1,717.00	£1,717.00
UNIX (LSE)	5	£829.00	£4,145.00
<b>Estimated Sub-Total Value</b>	<b>21</b>		<b>£17,059.00</b>

\*Potential additional ASM resources

<b>Resource Estimated Value</b>	<b>34</b>		<b>£26,844.00</b>
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**Other Charges**

Task or Materials	Quantity	Charges	Item Sub Total
Nil			£0.00
<b>Other Charges Total</b>			<b>£0.00</b>

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## Licenses

Description and Term	Quantity	Charges	Item Sub Total
Nil			£0.00
<b>Total:</b>	<b>0</b>		<b>£0.00</b>

## Summary

Task or Materials	Quantity	Charges	Item Sub Total
Resource Estimated Value	1	£26,844.00	£26,844.00
Other Charges			
Licences			
Offset for ASM Development Capacity Resources	1	-£9,785.00	-£9,785.00
<b>Charges Total: (excluding VAT)</b>			<b>£17,059.00</b>

## Indicative Run Charges

Description	Monthly / Quarterly / Annual	Charge	Item Sub Total
N/A			£0.00
<b>Total:</b>			<b>£0.00</b>

CHANGE WORK ORDER STANDARD CONTRACTUAL TERMS AND CONDITIONS (BP/STD/003 v3.0) APPLY. ADDITIONAL TERMS WHERE AGREED **BY EXCEPTION** ARE STATED BELOW:

None

## OTHER:

The parties agree that the changes detailed in this CWO, including the specific conditions contained in the existing CT template, constitute a legally binding change to the relevant terms of the Agreement, as though the changes and terms were implemented under the current CT form or CCN.

This CWO includes an ASM split of Development Capacity Resources, and an indication of other resources that may become classified as ASM based on the proposal provided to Post Office on 7th August 2019 (to be incorporated into the Agreement by a new CCN covering the amended ASM arrangements from what was detailed in CCN1642). These are subject to

- timing of CWO approval,
- time of implementation and resource utilisation, and
- Post Office advised priority for ASM usage

The above shall be reviewed at the regular ASM Review meeting.

This CWO0395b replaces CWO0395a which was submitted on 24<sup>th</sup> March 2021 and which is hereby withdrawn by the submission of this CWO0395b.

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Fujitsu Services Limited offers to provide the goods and/or services described in this Change Work Order.

Signed for and on behalf of <b>Fujitsu Services Limited:</b>	
Name	Dan Walton
Title	Delivery Executive
Date of Signature	30 <sup>th</sup> March 2021

**Post Office Ltd Acceptance**

Post Office Ltd accepts Fujitsu Services Limited's offer and agrees to purchase the goods and/or services described in this Change Work Order.

Purchase Order Number	
Signed for and on behalf of <b>Post Office Limited:</b>	
Name	
Title	
Date of Signature	

Signed for and on behalf of <b>Post Office Limited:</b>	
Name	
Title	
Date of Signature	