

FUJITSU RESTRICTED
COMMERCIAL IN CONFIDENCE

Fujitsu Services Ltd CHANGE WORK ORDER	CHANGE WORK ORDER NO: 0251a
CHANGE WORK ORDER TITLE: Preservation of Horizon Data until April 30 th 2021	Fujitsu Services CP NO: 7113 (2556) Post Office RTQ NO: RTQSR0002456
RELEASE: Release 20 Maintenance (XR20M)	OFFER EXPIRY DATE: 24 th July 2020
CHANGE WORK ORDER RAISED BY: Connor Langstone	RAISED DATE: 2 nd July 2020
ATTACHMENTS: YES/NO	NUMBER OF ATTACHMENTS: None
PREVIOUS CHANGE WORK ORDER NO(S):	CT2616a
WILL THIS GENERATE A FUTURE CCN: YES/NO	
FUJITSU SERVICES BUSINESS OWNER: Connor Langstone	
POST OFFICE BUSINESS OWNER: Darryl Judd	
SUBMISSION TO POST OFFICE DATE: 23 rd July 2020	

Description of Change Proposed: *(Provide a full description of the change unless detailed in attached documentation):*

Post Office have requested under RTQSR0002456 (previously RTQSR0002349) that Fujitsu Services continue to preserve Horizon Data as per the previous agreement (CT2616a) until 30th April 2021.

Business Case:

The audit system stores data for either 7 years or 18 months depending on its type. In recent years, the Post Office have asked to keep the data longer, beyond the standard. Currently it is set at 6 years.

As a result, no data is purged each evening however in October 2020 the data will start to be purged. The Post Office have requested that the data is kept an additional time so that purging does not start until the end of April 2021.

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 the end of April 2021. To be precise the NumExtraHoursToKeepTracks parameter will be increased from 52560 (6 years) to 57480 (6.56 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.

FUJITSU RESTRICTED
COMMERCIAL IN CONFIDENCE

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 (57480 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.

Any further extensions requested by Post Office would be subject to a full review of storage limitations by Fujitsu Services.

Note: Post Office will indemnify Fujitsu Services for any claim made or fine imposed on Fujitsu Services by a data subject or any other party in relation to the extended retention of personal data as required under this CT.

CHANGE WORK ORDER DELIVERABLES:

Fujitsu Services will:

- Stop Horizon data purging in October 2020 and will delay this purging until 30th of April 2021.

IMPLEMENTATION TIMEFRAME:

The implementation timetable is to be agreed between the parties on approval of the CWO and provision of a valid Purchase Order. This will be based on Fujitsu Services' current understanding of the business requirement, the overall forward schedule and already approved and scheduled work which may be in progress or due to commence.

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.

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

Requirement ID	001
Requirement	Fujitsu Services will preserve Horizon data until the end of April 2021.
Acceptance Criteria	Fujitsu Services delays the purging of Horizon data from October 2020 and extends it to April 2021.
Acceptance Method	Solution Test

Dependencies (e.g. Third Party or Technical): N/A

Post Office Responsibilities: N/A

FUJITSU RESTRICTED
COMMERCIAL IN CONFIDENCE**Other:**

Post Office will indemnify Fujitsu Services for any claim made or fine imposed on Fujitsu Services by a data subject or any other party in relation to the extended retention of personal data as required under this CT.

PRICE**Time and Materials****ASM (Development Capacity Resource)****Resources**

Task	Number of Man-Days	Man-Day Rate	Estimated Task Sub Total
Requirements (LSE)	2.5	£829.00	£2,072.50
Audit (SSE)	3.5	£705.00	£2,467.50
Integration (LSE)	1	£829.00	£829.00
Integration (OS-SSE)	0.5	£382.00	£191.00
Release Management (SSE)	3	£705.00	£2,115.00
Release Management (UL)	3.5	£932.00	£3,262.00
Estimated Sub-Total Value	14		£10,937.00

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)*	4	£829.00	£3,316.00
PMO (SE)	2	£583.00	£1,166.00
Security (SSE)	1	£705.00	£705.00
Programme Management (SMGR)*	1	£1717.00	£1717.00
Estimated Sub-Total Value	14.5		£11,793.50

*Potential additional ASM resources

Resource Estimated Value	28.5		£22,730.50
---------------------------------	-------------	--	-------------------

Other Charges

Task or Materials	Quantity	Price	Item Sub Total
None			
Other Charges Total			£0.00

Licenses

Description and Term	Quantity	Price	Item Sub Total
None			£0.00
Total:			£0.00

Summary

Task or Materials	Quantity	Price	Item Sub Total
Resource Estimated Value	1	£22,730.50	£22,730.50
Other Charges	0	£0.00	£0.00

FUJITSU RESTRICTED
COMMERCIAL IN CONFIDENCE

Licences	0	£0.00	£0.00
Offset for ASM Development Capacity Resources	1	-£10,937.00	-£10,937.00
Charges Total: (excluding VAT)			£11,793.50

Indicative Run Costs

Description	Monthly / Quarterly / Annual	Charge	Item Sub Total
None			£0.00
Total:			£0.00

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 CWO0251a replaces CWO02518 which was submitted on 2nd June 2020 and which is hereby withdrawn by the submission of this CWO0251a.

FUJITSU RESTRICTED
COMMERCIAL IN CONFIDENCE**Fujitsu Services Offer**

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

Signed for and on behalf of Fujitsu Services Limited:	
Name	Dan Walton
Title	Delivery Executive
Date of Signature	3 rd July 2020

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 Post Office Limited:	
Name	
Title	
Date of Signature	

Signed for and on behalf of Post Office Limited:	
Name	
Title	
Date of Signature	