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Fujitsu Services Ltd CHANGE WORK ORDER	CHANGE WORK ORDER NO: 0725
CHANGE WORK ORDER TITLE: Preservation of Horizon Data until 30 April 2024	Fujitsu Services CP NO: 7554 (2997) Post Office RTQ NO: RTQSR0004279
RELEASE: Future	OFFER EXPIRY DATE: 21 st March 2023
CHANGE WORK ORDER RAISED BY: James Guy	RAISED DATE: 23 rd February 2023
ATTACHMENTS: YES/NO	NUMBER OF ATTACHMENTS: 0
PREVIOUS CHANGE WORK ORDER NO(S):	None
WILL THIS GENERATE A FUTURE CCN: YES/NO	
FUJITSU SERVICES BUSINESS OWNER: James Guy	
POST OFFICE BUSINESS OWNER: Matthew Langley	
SUBMISSION TO POST OFFICE DATE: 28 th February 2023	

SUMMARY OF WORK:

The audit system stores data, depending on its type, for a default period of 7 years or 18 months. Post Office previously asked Fujitsu Services to retain audit data beyond the default periods until 30th April 2023. The original purge date was 12th October 2014.

Post Office now require Fujitsu Services to further extend the data retention periods until 30th April 2024. Audit systems can be configured to delay restart of purging until after this revised date; however, the data retention period is reliant on the extension of the Data Centre Operations Services being agreed and signed by the Parties by 31st March 2023. The Data Centre Operations Service shall cease on 31st March 2024 and this obligation shall cease at that time. Additionally, it is the Parties intention to move the audit data to the Post Office Cloud. If completion of this is prior to 31st March 2024 then upon completion of this activity the retention of data shall then become a Post Office responsibility

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

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CHANGE WORK ORDER DELIVERABLES:

A configuration file exists which defines how long data should be kept beyond the standard defined by Eternus. The configuration will be changed so that purging does not start until the 1 May 2024. The NumExtraHoursToKeepTracks parameter will be increased from 74,976 (8.56 years) to 83,760 (9.56 years). This change will be tested in development, SV&I, and in LST because although the configuration file has been modified several times before it is always possible that some system limit will be hit.

Development have VMs representing all the machines in the audit solution that can be snapshot and advanced forward in time. With the changed configuration file in place, the VMs will be advanced forward in time and the purger will be run to confirm 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.

The machines cannot be moved forward in time in the SV&I or LST test environments. However, test 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 the tracks if the date is sufficiently in the past. An attempt to purge them will be logged in the daily purger log.

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 CWO.

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.

CONDITIONS TO WHICH THE CHANGE WORK ORDER IS SUBJECT:

Acceptance Criteria & Method:

Requirement ID	001
Requirement	<p>Fujitsu Services will preserve the Horizon data until the earliest of either:</p> <ul style="list-style-type: none"> • The data being migrated to the Post Office Cloud or a replacement Audit Support Facility provided by the next supplier and the parties have agreed to delete the data in the Data Centres • The Data Centre Operations Service being terminated at Post Office's request • The Data Centre Operations Service expiring,

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		<ul style="list-style-type: none"> which is currently contracted until 31st March 2023 (though the parties are working towards extending). 	
Acceptance Criteria		Fujitsu Services will configure the audit system to delay the restart of purging until 30 th April 2024	
Acceptance Method		Solution Test	
Dependencies (e.g. Third Party or Technical):			
The CCN to extends the Data Centre Operations Service must be signed by 31 st March 2023 to enable Fujitsu Services to deliver this Project			
Post Office Responsibilities:			
Post Offce shall ensure that the CCN to extends the Data Centre Operations Service is signed by 31 st March 2023			
Other:			
There is a risk that the extension fails in development because of some unforeseen system limit, and so it will be necessary to modify the audit purger to overcome the system limit.			
The Eternus disks are end of service life, and so become increasingly likely to fail as time goes on.			

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

Task	Number of Man-Days	Man-Day Rate	Estimated Task Sub Total
Audit - Development, UT, CR & Tools (SSE)	2.5	£766.00	£1,915.00
INT Ansible (LSE)	1	£901.00	£901.00
INT Ansible (OS-SSE)	1	£395.00	£395.00
SCM (OS-SSE)	0.5	£395.00	£197.50
Test - LST or PRE-PROD (LSE)	1.5	£901.00	£1,351.50
Release Management (UL)	3.5	£1,014.00	£3,549.00
Release Management (SSE)	3	£766.00	£2,298.00
Estimated Sub-Total Value	13		£10,607.00

Resources

Task	Number of Man-Days	Man-Day Rate	Estimated Task Sub Total
Programme Office & BMF (SE)	2.5	£634.00	£1,585.00
Security Architect (C)	0.5	£1,165.00	£582.50
Infrastructure Design - Networks (SSE)	1	£766.00	£766.00
UNIX (LSE)	5	£901.00	£4,505.00
Security (SSE)	1	£766.00	£766.00
Project Management * (LSE)	5	£901.00	£4,505.00
Test - SV&I or INT * (SSE)	4	£766.00	£3,064.00

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Test - SV&I or INT * (LSE)	1	£901.00	£901.00
Estimated Sub-Total Value	20		£16,674.50

**Potential additional ASM resources*

Resource Estimated Value	33		£27,281.50
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Other Charges

Task or Materials	Quantity	Charges	Item Sub Total
Nil			£0.00
Other Charges Total			£0.00

Licenses

Description and Term	Quantity	Charges	Item Sub Total
Nil			£0.00
Total:			£0.00

Summary

Task or Materials	Quantity	Charges	Item Sub Total
Resource Estimated Value	1	£27,281.50	£27,281.50
Other Charges	0	£0.00	£0.00
Licences	0	£0.00	£0.00
Offset for ASM Development Capacity Resources	1	-£10,607.00	-£10,607.00
Charges Total: (excluding VAT)			£16,674.50

Indicative Run Charges

Description	Monthly / Quarterly / Annual	Charge	Item Sub Total
Nil			£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: This Project is likely to be either fully or partially delivered after 31st March 2023 and in which case the adjustment to the Charges provided for in Schedule I2 (Application Support and Maintenance) based on optimising development capacity resource shall not apply after 31st March 2023. Post Office shall ensure that there is sufficient Purchase Order cover to accommodate an increase in the Charges for any work completed after 31st March 2023 which would normally benefit from this optimisation.

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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 Fujitsu Services Limited:	
Name	Dan Walton
Title	Delivery Executive
Date of Signature	28 th February 2023

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	