

ICL PATHWAY CHANGE CONTROL NOTE (CCN) - SHEET 1		CCN NO: 910	
CCN TITLE: ICL Pathway to provide evidence in a Consignia prosecution case		CHANGE ADMINISTRATION USE ONLY. CR NO: R0214 CP NO: CP3167	
IMPLEMENTATION DATE OR RELEASE: N/A		EXPIRY DATE:	
CCN RAISED BY: Graham Hooper		DATE: 10/01/02	
EMERGENCY IMPLEMENTATION DATE:			
SUBMISSION DATE:			
APPROVALS REQUIRED:			
PATHWAY APPROVAL	DATE	POCL APPROVAL	DATE
<p>EXECUTIVE SUMMARY OF IMPACT ASSESSMENTS:</p> <p>This CCN is raised in response to CR R0214, which requests the provision of a Witness Statement describing in general terms the operation of Horizon, the production of exhibits including process maps showing the levels of data within the Horizon system and the obtaining of pertinent Horizon System Helpdesk information. Exhibits to be commented upon in the Witness Statement and supplied for use as un-used material. Any additional, reasonable supporting information required in support of this prosecution is to be paid for on a time and materials basis. Any Witness expenses (in the event of live evidence being required) will be reimbursed in accordance with the relevant Lord Chancellor's Department guidelines.</p> <p>ICL Pathway accepts this Change Request with the caveat that ICL Pathway would expect Court attendance time to be paid for on a T&M basis and expenses to be re-imbursed on the basis of actual reasonable costs incurred.</p> <p>Relevant data will be sourced centrally from the Audit Archive supported by HSH call records and Non-Polling reports. The work will be co-ordinated by ICL Pathway CS Security and ICL Pathway Audit with input from IPDU Audit and ISD Operations personnel. These are the only Units impacted by this change.</p> <p>In anticipation of this CR, some effort has already been expended by Audit and Security personnel and by IPDU personnel as part of Audit Support. This will be taken into account for billing purposes. It is anticipated that only Security and Audit staff will further contribute to this effort.</p>			
OVERALL IMPACT ASSESSMENT: HIGH / MEDIUM / LOW			
REASON FOR CHANGE: Consignia require the evidence in order to support a criminal prosecution case.			
DETAILS OF CHANGE:			
The changes that will be carried out are: -			

<ul style="list-style-type: none">• Review of Defence Counsel requirements as supplied.• Attendance at Defense Counsel meeting at Chambers.• Identification and loading of pertinent Legato archive tapes.• Undertaking 3 Requests For Information (RFIs) by extracting data from the Audit Archive in order to source data in respect of Horizon System Helpdesk calls, Non-polling outlet data and Tivoli Events logs for the period 11/10/00 to 5/3/01.• Provision of a witness statement detailing extraction activities and audit solution integrity.• Analysis of pertinent data from audit archive extraction.• Provision of a witness statement describing in general terms the operation of the Horizon system.• Provision of exhibits including process maps showing the level of data within the Horizon system, pertinent HSH call records and system event log files.
<p>PROPOSED REVISION TO WORDING OF CODIFIED AGREEMENT:</p> <p>None</p>
<p>ACCEPTANCE / IMPLEMENTATION TIMETABLE:</p> <p>Release Independent.</p>

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NOTE (CCN)		
SHEET 2		
CCN TITLE: ICL Pathway to provide evidence in a Consignia prosecution case		
COSTS TO POCL: <i>(Including non-recurring charges and new or amended charges)</i>		
Task	Man-days	£
CS Security Data Extraction from Audit Archive	5	@ £835 = £4,175.00
☐ RFI 74 in respect of Horizon Help-Desk Files. Create audit trail, mark selected files from 11/10/00 to 05/03/01. Identify required tapes and notify ISD Operations. Restore selected files.	(1.5[*])	
☐ RFI 75 in respect of Non-Polled reports. Create audit trail, mark selected files from 11/10/00 to 05/03/01. Identify required tapes and notify ISD Operations. Restore selected files.	(1.5[*])	
☐ RFI 77 in respect of Tivoli Event Files. Create audit trail, mark selected files from 11/10/00 to 05/03/01. Identify required tapes and notify ISD Operations. Restore selected files.	(1.5[*])	
☐ Provide Witness Statement in respect of RFI 74, 75 and 77 activities.	(0.5)	
☐ [*] RFIs normally take 1.5 mandays. This extra charge relates to the extra work to cater for the 5 month time span requested. This falls outside normal operating limits.		
IPDU Audit	2	@ £835 = £1,670.00
☐ Review of Defence Counsel requirements	(1.0)	
☐ Assistance with production of process map	(0.5)	
☐ Provide advice / guidance to Internal Audit.	(0.5)	
Internal Audit	7.5	@ £1337 = £10,027.50

☐ Review of Defense Counsel requirements and attendance at Defence Counsel meeting.	(1.5)	
☐ Preparation of Witness Statement relating to Horizon system operation and the results of the analysis of pertinent data.	(2)	
☐ Analysis of pertinent data for the period requested.	(4)	
Sub-total		£15,875.50 [*]
20% Contingency		£3,174.50 [*]
TOTAL: £19.047.00 [*]		
<i>IMPACT SUMMARY Impacts on Related Agreements and Services</i>		
Payment Plan/Terms of Payment: 100% on completion.		
Documentation:		
Codified Agreement Schedules Affected: None		
New Contract Controlled & Referenced Documents: None		
Documents Quality Reviewed: YES /NO		
Reference	Title	Version & Date
Reason for Document Update: N/A		
Affected Contract Controlled/Referenced Documents:		
Reference	Title	Version & Date
Other Affected Documents <i>(for information only)</i> :		
Reference	Title	Version & Date
Deliverables: N/A		
Personnel: N/A		
Existing Timetable: N/A		
Implementation Plans: N/A		
Security: N/A		
Risk: N/A		
System Support: N/A		
System Management: N/A		
Standards: N/A		
Accommodation/Location: N/A		

Charging Mechanism: Where cost estimates are included, these are quoted as a mid-point estimate of the work to be carried out by ICL Pathway. The eventual charge will be made on an 'actuals' Time and Materials basis using the same man-rates. A 20% contingency has been included in the CCN to allow for reasonable variation around the mid-point estimate. The estimate is set so that the ICL eventual charge is as likely to be lower as higher than the estimate excluding contingency. The contingency is included to provide allowable headroom for invoicing purposes against a purchase order. Above this level, ICL Pathway would have to apply for additional approval via a new CCN.
Service Delivery Criteria: N/A
Service Levels: N/A
POCL Responsibilities: N/A
Contractual Issues: N/A
Other: N/A

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