

Work Stream	Project	January	February	March	April	
Digital Platform	System Review	● 21/01/2020 SGB sign off Fund engagement for procurement	15/02/2020 ● Functional spec sign off	Procurement exercise		
	i-connect	● 09/01/2020 Contract signed	31/01/2020 Comms to employers / VPN connection UAT testing	● 01/03/2020 Payroll extract built SCC payroll testing On-board SCC/ESCC payroll	● Proposed Go Live	
	Altair developments	Immediate payments: Discovery phase	Implementation and UAT testing	● 01/03/2020 Go Live	Admin to Pay discovery & design	
	Server Migration		10/02/2020 Altair server domain migration	12/02/2020 Altair 10.1 in test	26/02/2020 Altair 10.1 in live	
Data Excellence	Legacy A	JLT continue with backlog processing				
		Contract Manager Appointment ●	● Monthly Review Meeting with JLT	● Monthly Review Meeting with JLT	● Monthly Review Meeting with JLT	
	Legacy C	ITM analysis	31/01/2020 ITM proposal of works	15/02/2020 Options paper to funds	15/03/2020 Decision from funds	Robotics processes and development ITM backlog processing
	GMP	HMRC reconciliation and providing the final cut of data. Timeline TBC due to HMRC delays				
Address trace		Full trace carried out by ITM				
		24/01/2020 ● Fund decisions	Update member address in Altair Optional: ITM to write to members			
Operational Efficiency	RPA	31/01/2020 ● Sign off on Dippy / Chewie	● RPA/Process Project Kick Off Interviews for RPA role	RPA development / robotic processing		
	Reporting & dashboards	KPI Dashboards in use.	● 15/02/2020 Agreement on KPIs			

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