System Separation, TIBCO Upgrade and Webforms Replacement

Cutover Workshop

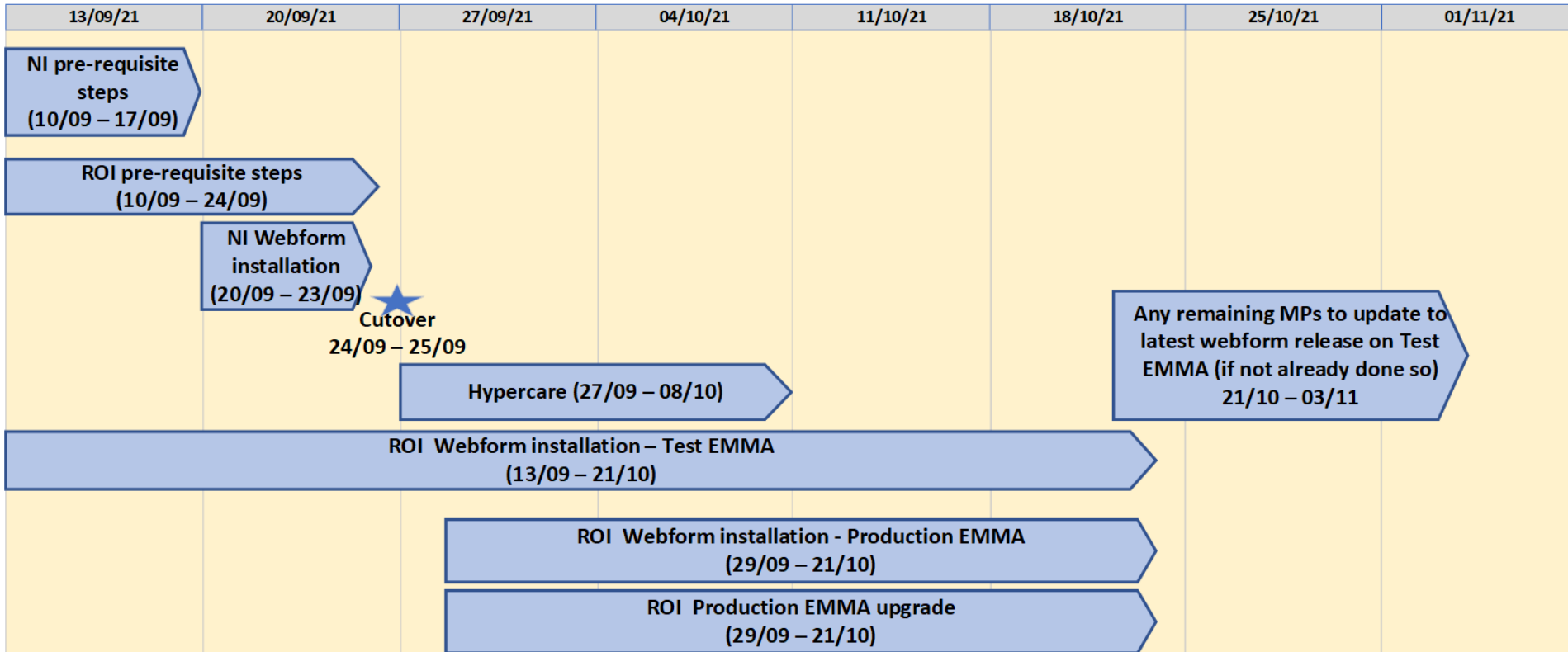**15th September 2021**

Agenda

Ref	Item	Responsible	Time (mins)
1.0	Cutover Overview and Context	Gemma McHale, NIEN	10
2.0	Cutover:		
2.1	Pre-cutover Activities	Meyrick Owsley, Atos	10
2.2	Cutover Weekend	Meyrick Owsley, Atos	10
2.3	ROI Test & Production EMMA Activities	Meyrick Owsley, Atos	10
3.0	Hypercare Approach		5
4.0	Webforms:		
4.1	Pre-requisite Activities	Ramya Krishna, Atos	20
4.2	Installation	Ramya Krishna, Atos	40
5.0	Key Contacts		5
6.0	Questions		10

Cutover overview

Week commencing

13/09/21	20/09/21	27/09/21	04/10/21	11/10/21	18/10/21	25/10/21	01/11/21

NI pre-requisite steps
(10/09 – 17/09)

ROI pre-requisite steps
(10/09 – 24/09)

NI Webform installation
(20/09 – 23/09)

Cutover
24/09 – 25/09

Any remaining MPs to update to latest webform release on Test EMMA (if not already done so)
21/10 – 03/11

Hypercare (27/09 – 08/10)

ROI Webform installation – Test EMMA
(13/09 – 21/10)

ROI Webform installation - Production EMMA
(29/09 – 21/10)

ROI Production EMMA upgrade
(29/09 – 21/10)

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Cutover

Pre-cutover Activities

Key Market Task	Start	Finish	Responsible
ReMCoDS to provide a link to the latest Webforms software release and latest Webforms installation instructions.	17/09/2021	17/09/2021	ReMCoDS
NI MPs to download and install New Webforms on NI Production EMMAs. NI MPs will need to engage with Atos to set up Webforms User Accounts. (Please note that ROI MPs will complete this task after the cutover weekend).	20/09/2021	23/09/2021	NI MPs
MPs to complete Market Message (MM) reconciliation on a daily basis up to cutover.	20/09/2021	24/09/2021	All MPs
Reminders sent to all MPs to stop sending MMs at 18:00 on Friday 24th September. Please ensure EMMA is left in normal operational mode for the weekend.	23/09/2021	24/09/2021	ReMCoDS

- MPs should ensure Webforms Pre-requisite steps are complete before starting Webforms installation.

- Latest Webforms software release will be available for download from 17th September onwards. Do not use software release downloaded before this date.

- When MPs have completed Webforms installation they will need to engage with Atos to set up Webforms user accounts.

- All timings are indicative.

Cutover Weekend

Key Market Task	Start	Finish	Responsible
MPs to stop sending MMs from this point. No further MMs until confirmation of resumption of services (Milestone 2). MPs may continue to receive messages from ESBN/NIEN until 20:00.	24/09/2021 18:00	24/09/2021 18:00	All MPs
Tibco Hub Upgrade & Separation preparation activities.	24/09/2021 18:00	25/09/2021 08:00	Atos
602MM issued to MPs up to the point of Hub Shutdown for post cutover reconciliation purposes.	24/09/2021 19:30	24/09/2021 20:00	Atos
Hub Upgrade & Separation starts.	25/09/2021 08:00	25/09/2021 08:00	Atos
Hub Upgrade & Separation complete.	25/09/2021 14:00	25/09/2021 14:00	Atos
Milestone 1: Notification Email: Upgrade & Separation complete.	25/09/2021 14:00	25/09/2021 14:00	ReMCoDS
Network Operator Testing starts.	25/09/2021 14:00	25/09/2021 14:00	Atos
Milestone 2: Notification Email: Network Operator Testing Complete (Point of no Return). Cutover is complete. Resumption of normal services. Dual Suppliers are advised, from this time, to point their back-end systems to the correct jurisdiction's EMMA.	25/09/2021 18:00	25/09/2021 18:00	ReMCoDS

- 602 message will be issued on Friday 24th September for action post cutover.
- All timings are indicative.

ROI Test & Production EMMA Activities

ROI Test EMMAs

Key Market Task	Start	Finish	Responsible
ReMCoDS will advise ROI MPs of Test EMMA Webforms installation schedule, including Prerequisites, for any ROI Test EMMAs that have not yet had Webforms installed.	08/09/2021	08/09/2021	ReMCoDS
ROI Test EMMA Webforms installation window	13/09/2021	21/10/2021	ROI MPs

ROI Production EMMAs

Key Market Task	Start	Finish	Responsible
ROI MPs are provided with a time slot for their Production EMMA TIBCO Upgrade & Webforms Installation.	17/09/2021	17/09/2021	ReMCoDS
ROI MPs confirm their availability for the proposed timeslot for their Production EMMA TIBCO Upgrade & Webforms Installation.	24/09/2021	24/09/2021	ROI MPs
Atos will execute the TIBCO Upgrade for each ROI Production EMMA as per agreed schedule. Atos will contact each ROI MP directly on the day of their scheduled upgrade. Webforms installation Prerequisite steps must have been complete by 24th September.	29/09/2021	21/10/2021	Atos
ROI MPs to download and install Webforms on ROI Production EMMA in alignment with their scheduled Production EMMA TIBCO Upgrade. ROI MPs will need to engage with Atos to set up Webforms User Accounts.	29/09/2021	21/10/2021	ROI MPs
ReMCoDS send a notification to the Market once all ROI Production EMMA TIBCO Upgrades & Webforms Installations have completed.	21/10/2021	21/10/2021	ReMCoDS

Hypercare Approach

As per Market Plan the Hypercare Approach is:

- Hypercare:

    - 18:00 25th September until 17:00 8th October

    - Additional support resource will be in place during the Hypercare window

- Checkpoint conference call:

    - Will be scheduled for 27th September at 15:00

    - To cover generic systems health check post cutover

    - Subsequent calls will be scheduled as required and advised through ReMCoDS

- MPs to contact ReMCoDS if they encounter TIBCO related issues.

Webforms

Webform Installation – Pre-requisites

- The pre-requisite document was issued by ReMCoDS on 10th September

- MPs need to complete the pre-requisite steps before they can install the .Net Webforms

- If not progressed, this will delay the Webforms installation for MPs

- Administrators or Users with administration rights should be able to complete the pre-requisite steps

- Prerequisite steps need to be completed by:

  - NI EMMAs – 17th September

  - ROI EMMAs – 24th September

- Latest copy is available from SFTP site or by contacting Atos

Installation

Key Contacts

Contact	Organisation	Phone	E-mail
Patrick Moran	ReMCoDS	(+353) 87 7142332	remcods@esb.ie

Questions

- **Any Questions?**