PROJECT UPDATE – LEGACY PROGRAM DECOMMISSIONING

UPCOMING ACTIONS

SYSTEMATICALLY DISABLE REMAINING LEGACY PROGRAMS

The remaining legacy programs still available on SamMenu will incrementally disabled over the next several months.

PLAN

COMMUNICATION:

Functional areas will be notified and furnished each proposed list of legacy programs to be disabled prior to the action date. Escalation procedures will be shared with each area so that any necessary programs that are disable and prevent daily business activities may be temporarily reactivated.

PREPARATION:

- A new list of programs slated to be disabled will be prepared and presented to the ERP Plan group at each monthly meeting during the decommissioning process.
- Communication will be prepared and sent out to affected functional areas, two (2) weeks prior to each series of programs being disabled.
- The IT@Sam Service Desk will be prepared to escalate calls regarding disabled legacy programs to the appropriate Enterprise Services personnel to be temporarily reactivated.
- Enterprise Services Analysts will be prepared to work with those that request temporarily reactivation of programs to work towards moving program functionally to existing supported systems. In the small number of cases where there may not be an appropriate existing solution, Analysts will work with departments to document the requirement to solicit a new 3rd-party or custom written application.

HIGH-LEVEL TIMELINE

- Jun 1 - Disable next block of legacy programs
- Jul 6 - Disable next block
- Aug 3 - Disable next block
- Sep 7 - Disable next block
- Oct 5 - Disable next block
- Nov 2 - Disable next block
- Dec 7 - Disable next block
- Jan 4 - All programs that require a functional solution will be identified.
- Spring 2016 – Work to continue for any unhandled legacy functional needs.