



Opsys Programme User Committee – PUC 1

Meeting: 21/01/2016

1. Invited participants :

Dir	Unit	Member	Presence
DEVCO/A	A2	KELLY Ellen	✓
DEVCO/A	A2	MOLTENI Lino	
DEVCO/B	B5	COSTA Rui	✓
DEVCO/B	B6	STASINOPOULOU Myrto	✓
DEVCO/D+E	D3	BRUSA Luigi	✓
DEVCO/D+E	E3	BONTE Frederic	
DEVCO G	G1	MOLINA MUNOZ Sebastian	✓
DEVCO G	G3	MAIRESSE Sebastien	
DEVCO H	H3	TIMMERMAN Hilde	✓
DEVCO R	R3	ARAQUE de JUAN Luis	✓
DEVCO R	R3	GARCIA CARRENO Juan Jose	
DEVCO R	R1	TIELEMANS Yves	✓
DEVCO R	R1	VANDEN BOSSCHE Thierry	✓
DEVCO R	R6	RACHIK Dris	✓
FPI	FPI/5	DEPREZ Nona	✓
FPI	FPI/1	ROSA Joseph	
FPI	FPI/2	BANTI Matteo	
EEAS/BA/IBS	6/IS	DEBUCK Yves	✓
EEAS/BA/IBS	(GLOBAL/5)	HALTER Gerald	✓
ECHO/C	C3	SALVI Donatella	✓
ECHO/C	C2	BUCHER Michel	
NEAR/R	R2	NOVAK Judith	✓
NEAR/R	R3	RAHMI Farid	✓
NEAR/R		MOISE Dorin	✓
DEVCO/TF	06	ALFIERI Andrea	✓

DEVCO/TF	06	KORAKAS Christoforos	
DEVCO/TF	05	MATHISSE Thierry, chair	✓
DEVCO/TF	05	THIEULIN Denis	✓
DEVCO/TF	05	RIEMBAULT Paul	✓
DEVCO/TF	05	EFTHYMIADIS Emilios	✓
External	Support to 05	BUYSE Audrey	✓

2. Distributed documents :



OpSys PUC
20160122_v1.1.ppt

2.1. Opsys Powerpoint presentation :



Opsys - list of PUC
members 20012016.doc

2.2. Opsys members of the PUC :



Opsys - list of PSC
members 19012016.doc

2.3. Opsys members of the PSC :



Contract
management experts

2.4. CRIS ABAC list of experts in Contract Management :



Chair introduction
Opsys User committee

2.5. Introductory remarks:

3. Outcomes

- Introduction by the Chairman :
 - Opsys historic (Task Force, CRIS phase-out, New unit 05);
 - Stress on the key role of users (participation in PUC and Domain User Groups).

Points of discussion after Opsys presentation:

- Hermes will be fully integrated to Opsys (not Ares which presents limitations: restricted list of addressees, search is not user friendly).
- Information will be structured in the system (rather than free text or narratives) so that it can be processed and reused to avoid double input (eg results management).

- Audit is in the scope of Opsys and will be included in the Business Process Overview diagram. However existing local systems (Audit module, MIS) will be re-used as much as possible.
- External partners will be entitled to provide input information themselves into the system (e.g. e-reporting for contractors). Inputs will have to be validated by an internal actor.
- The "Operational entities" part of Release 1 deals with the creation of new and missing links between existing concepts particularly upstream (e.g. programming). It is actually a prerequisite in order to be able to report on Results.
- Reporting : Opsys will not build complex Business reporting (e.g. EAMR, IATI) but will provide necessary data that enables to easily build it (via Data Warehouse). The system will nevertheless enable to get basic Operational reporting and business intelligence, supporting the day-to-day activities. Worth to note that current EAMR HQ report addresses CRIS gaps and includes therefore data collection which will be included in Opsys.
- Opsys will not replace Optimus but should provide data needed by Optimus.
- Re-use of existing tools regarding Forecasting : BPC does not cover preparation whereas it exists in MIS (NEAR tool). To be further analysed, likely in the framework of project 3.
- Bandwidth/connectivity performance problems (especially in Delegations) are taken into account in the Opsys Non-functional requirements.
- User experience : Opsys will offer screens which are similar, no matter the system behind them. The idea is that a single log-in will be necessary for a seamless navigation from one screen to another.
- Procurement : re-use analysis of e-Procurement is ongoing, with DIGIT. Feedback in June 2016.

Points of discussion on How to work together:

PUC/PSC

- request from PUC members for some guidance in order to select the domain user groups meeting they should be involved in in order to get value for time (eg transparency).
- Role of PUC regarding the Business Requirements collected by the Domain User Groups: a synthesis will be presented to the PUC preferably in a joint meeting format (PUC + D-UG) in order to ensure each directorate buy in and give a no objection for the PSC which validates.
- Prioritisation of Business Requirements/Opsys projects implementation will be discussed at the PUC (eg in case of IT supplier constraints) but decision is taken by the Programme Steering Committee (PSC)/or IT SC.
- Why not to involve a HoD within the Steering Committee, even if already informed through the channel of the HoD bureau; proposal to be submitted to PSC
- Clarify the communication channels within PUC members (Confluence?, Capacity4Dev?) and create asap the intranet page (with a link to EEAS, FPI, NEAR intranet)
- Requests for the provision of documents one week before a PUC meeting so that they can be shared in the services for a more efficient collection of comments;
- request for a planning of meetings and key events for 6/12 months;

- suggestion from one participant for more frequent shorter meetings rather than longer one;

Domain user Groups:

- EU Delegation members should be also represented at Domain user Group level (planned)
- indication of workload for domain user groups: 1 or 2 meetings a week but with likely a pick at the beginning
- Domain User Groups (DUG) will gather Business Managers, experts, users, methodology specialists, member(s) from Delegation(s) of a specific domain, such as Results. Nevertheless, for efficiency reasons, the group will be limited to maximum 15 persons.
- The list of domain user groups for projects 3, 4 and 5 will be determined later on (when starting the work on concerned projects)
- FPI will provide suggestions for the CRIS-ABAC list for experts according to contracts modalities

2016 Activities:

- Milestones of the projects must be respected as much as possible;

4. Actions-Next steps

1. Domain user groups:
 - DEVCO 05 to provide additional clarification on what is understood by "operational entities"
 - PUC members to provide by 29/01 names of experts for "results management and operational entities" and "action management".
 - DEVCO 05 to indicate for which contract modality PUC members still need to propose names
 - FPI to send names for completing "contract management".
2. DEVCO 05: provide a communication channel to PUC members for access to documentation
3. DEVCO 05: provide a planning of meetings for Q1/Q2 2016
4. DEVCO 05: if appropriate submit to PSC the proposal to have one HoD representative at PSC
5. next meeting (PUC 2): 15/03