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| logo_ec_17_colors_300dpi | EUROPEAN COMMISSION  Directorate-General for International Cooperation and Development  **DEVCO 05**  Operational Information Systems |

OpSys Track 1 - DUG meeting 1 |MINUTES

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| Meeting date|time 10/05/2017 14:00 Meeting location J-41 06/A128 |

Invited participant

| **DIR / Unit** | **Member** | **Presence** |
| --- | --- | --- |
| DEVCO 02 | WONG Chi Te | 🗹 |
| DEVCO 04 | KALYDY Zsombor |  |
| DEVCO 04 | KREJZA Michal | 🗹 |
| DEVCO 04 | MARASSI Valentina | 🗹 |
| DEVCO 04 | POINSOT Aurelie | 🗹 |
| DEVCO 05 | ALIOUI Farida | 🗹 |
| DEVCO 05 | BERGHMANS Arnaud | 🗹 |
| DEVCO 05 | FANE Daria |  |
| DEVCO 05 | LONNEUX Michel |  |
| DEVCO 05 | LUCHESCHI Guja | 🗹 |
| DEVCO 05 | MONTAROU Melissa | 🗹 |
| DEVCO 05 | NICULIU Radu | 🗹 |
| DEVCO 05 | PETITPIERRE Lucile | 🗹 |
| DEVCO 05 | RIEMBAULT Paul | 🗹 |
| DEVCO 05 | THIEULIN Denis |  |
| DEVCO 06 | ALFIERI Andrea | 🗹 |
| DEVCO 06 | PELLACANI Enrica | 🗹 |
| DEVCO A4 | VANDEN BROEKE Simon |  |
| DEVCO B2 | BARBOTTE Daphne | 🗹 |
| DEVCO B2 | LEBOUC Jérôme |  |
| DEVCO B2 | RIORDAN Liane |  |
| DEVCO B2 | TAFVELIN Katarina | 🗹 |
| DEVCO B2 | VERIGAKI Efterpi | 🗹 |
| DEVCO B7 | KOLEVA Petya | 🗹 |
| DEVCO B7 | PAPE Elisabeth | 🗹 |
| DEVCO C1 | KETTING Maria |  |
| DEVCO D2 | GIRIBALDI Irene |  |
| DEVCO D4 | VAN MEERBEECK Jonathan |  |
| DEVCO G3 | MAIRESSE Sébastien |  |
| DEVCO H2 | MURAILLE Berenice |  |
| DEVCO R1 | SCHUTZER-WEISSMANN Thomas |  |
| DIGIT B4 | DELANGE Jonas | 🗹 |
| DIGIT B4 | INFOSINO Carmelo | 🗹 |
| DIGIT B4 | PASTELEUR Eric | 🗹 |
| DIGIT B1 | KLIMATHIANAKIS Polivios | 🗹 |
| FPI.1 | FOURNIER Thierry | 🗹 |
| FPI.4 | VALICA Kamil | 🗹 |
| Gartner | METZGER Gaspard | 🗹 |
| Gartner | PEYRALBE Catherine | 🗹 |
| NEAR A3 | BUENO BARRIGA Maria del Carmen |  |
| NEAR A3 | COMO Odoardo | 🗹 |
| NEAR A5 | STUKA Martina |  |
| NEAR A5 | ZIMMER Lena |  |
| NEAR B1 | PALLOTTO Paola |  |
| NEAR B2 | JANSEN Talander | 🗹 |
| NEAR C | DE BRUYN Vanessa |  |
| SQ2M | ROSCIGLIONE Giuliano | 🗹 |

Documents available on C4dev: <http://capacity4dev.ec.europa.eu/opsys/event/opsysproject-1dug-meeting-1>

Agenda

1. New Opsys approach
2. Track 1: scope and milestones
3. Demo of working software "create a logframe" and feedback
4. Presentation and discussion on change management for October
5. Wrap-up and next milestones

Points of discussion

# New Opsys approach

Three elements of the new Opsys approach have been underlined: 1) the corporate approach: a maximum number of existing IT components will be re-used, for those to create from scratch it will be important to find a balance between the optimal requested outcomes and resources constraints; 2) the commitment of DIGIT to securing timely delivery; and 3) The management ownership gained with the simplification of the governance (only 3 tracks, and steering committees chaired by a Director from the External Action family, respectively: DEVCO H for Track 1, DEVCO R for Track 2 and NEAR C for Track 3) .

DIGIT emphasised that 3 years to have the system ready for the next programming phase is a short time span. It will be of paramount importance to enhance communication among all stakeholders involved (both IT and business), accept compromises when needed and take on board ideas from units/ teams which might not be represented at the DUG.

# Planning

Working solutions are based on the Programme Increments (PIs) while features are tested every two weeks. Everything will be done to make the DUG life as simple as possible. A DUG meeting will be organised at the end of each Programme Increment (10 weeks) to provide a demo of the latest developments and collect feedbacks. Nevertheless, stakeholders are invited to provide feedbacks/comments/suggestions at any moment to support the users’ needs analysis.

# Change management and migration

In the coming weeks, the OMs of Pilot EUDs and operational HQ units will be contacted in order to start 1) building their portfolio (i.e. create Operational Entities) and 2) quality check and migrate their logframes. The OMs to be involved are still to be identified, depending on their availability.

This exercise will allow, among others, the collection of feedbacks from the OMs and a rough estimation of the time needed for OMs to create their portfolios and migrate their logframes.

Three sets of workshops are foreseen with different locations and target stakeholders 1) one in Brussels in October 2017 with Pilot EUD and operational HQ units; for FPI this workshop is scheduled in November 2017, 2) following the roll out of Opsys-Results in February 2018, workshops will be conducted in 10 Hubs for more EUDs and 3) at HQ with remaining EUDs and HQ units.

# DEMO

The demo provided a full overview of the functionalities developed so far, both for My Workplace and for the Results module ("create a logframe"). Access to the test environment will be provided to process owners as soon as possible, most likely at the end of the month. In the meantime, the file with the screenshots with all the functionalities remains available on Cap4dev for comments.

# questions

The following questions were asked after the demo:

## Technical

*Q: Is it possible to delete intermediary targets?*

A: Yes.

*Q: How will be CRIS data migrated?*

A: CRIS data which is relevant for "Results" and that has been encoded in CRIS will be automatically retrieved in Opsys.

## Developments open for suggestions

*Q: What can policy units expect from Opsys? When will it make sense for them to start using it?*

A: As My Workplace will be the single entry point for all users, the idea is to adapt the page to the profile (HoU, Policy officer, etc.), displaying the information that it is useful. The way each homepage is to be customized for profile different than OMs has not yet been discussed; the relevant stakeholders will be consulted when the analysis will start. As for policy units interested in data aggregation, they will be able to extract data originating from the Results module (for results data) and/or via the corporate search (for Operational entities). It is possible to expect a fair amount of data to be available in the system by the end of 2018.

*Q: How will be SDGs integrated?*

A: While there's the certainty that SDGs will be integrated, it has not yet been decided how. It could be via a tag or a matching system.

## Procedural

Q: Will every OM have to encode/migrate all their logframes?

A: The use of the result module for all logframes will be done progressively. The aim is to focus first on the MFF 2014 and on pilot EUDs. The final target is to have a follow-up of all logframes in the system. The logframe configuration and update of result indicator values could be delegated to implementing partners (with a quality control mechanism)

## Suggestions

- Add DLE (End date of execution) in general info of the Operational Entity

- Add RAC and RAL, both figures and %.

- Possibility to flag fragile states and other well-defined categories.

## Relevant remarks

Participants suggested a way to manage the risk of fragmentation in the management of complex programmes with several Implementing Partners (IPs) and multiple logframes: Particular attention should be given to the terminology (e.g. Components vs Projects) and to the change management strategy, to ensure that the system reflects the users' needs and that users are able to fully use all functionalities.

DEVCO 06 will shortly launch the Results Reporting exercise for ongoing Programmes/Projects on the basis of excel tables, which will be injected into the System as soon as ready. For the Pilot Delegations which will be the first ones confronted to the System in October 2017, it is important to coordinate these 2 efforts (first report on ongoing programmes/projects, and subsequent tests on the system), so as to make these appear like a continuity in an integrated process.

Next steps

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| May and June 2017 | 1. Contact Pilot EUD and HQ operational units to start the change management exercise |
| July 2017 | 1. Provide access to working software to test functionalities 2. Feedback tool embedded in the system 3. DUG meeting |