



Next steps table as at 04 July 2010

Ser	Date	Action	Lead	Remarks
1	June 22	Issue national expert profiles to NOs for programme staffing and technical work	MB	Complete; followed up by call and letter
2	June 25	All NOs respond with priority/resource allocation	NOs	Informal process; ongoing; 14 replies received at 02 July
3	July 02	Written procedure Gate 2 (approval) of Field 2 Architecture project	MB, Project manager (Vanaeken)	Complete
4	TBD	Complete resourcing of PSO	OHIM	OHIM internal finance person appointed 1 July. National expert candidates received.
5	July 18	Update inc. timeline to SG members	Programme Manager	
6	July 18	Confirm contents of packet of projects expected at October MB	NOs	1. PSO is working with individual Project managers and offices to assist 2. Preparation for Gate 2 (Approval)

7	By Aug 30	Establishment of Time and Cost baseline estimates for all fields.	PSO	Refining estimates at the Field level based on MB decisions and further study
8	Sep. 18	Update inc. timeline	Programme Manager	To include update on Gate 2 for October and on further calls to NOs.
9	Sept. 30	Intended target date for first group of projects to Gate 2.	OHIM	Internal review period
10	Oct 18	SG meeting; Gate 2 for first group of projects	Steering Group and MB	Expected to be a range of projects from all fields, plus approval to launch tendering process for Field 2 software package
11	TBC	Conclusion of bilateral agreements with national offices covering CF project delivery	OHIM/NOs	Defining the legal and financial requirements and conditions for the CF projects
12	22-24 Nov	ABBC meetings Alicante	OHIM	Essential to build common understanding in advance.
13	June 2013	Completion except for Field 2		
14	June 2014	Software package rollout begins	Project manager (Eguidazu)	
15	Oct 2015	Current est. target for completion	Programme Manager	