

## **REPORT ON PROJECT PROGRESS OF SECOND HALF - 2015 AND PLAN FOR PROJECT IMPLEMENTATION OF 2016**

### **I. Main results:**

In the 2<sup>nd</sup> half of 2015, most of contracts and packages under FSMIMS Project are on progress. Mains results of the project implementation are as follows:

#### **A. SBV & CIC Components:**

- **CG1 Contract:** completed implementation phase and carried out golive of the system at DC from 31<sup>st</sup> December 2015.
- **SG1.1 Contract:** completed support for system tuning in test phase and golive of SG3.1 system.
- **SG3.1 Contract:** completed implementation phase and 1<sup>st</sup> phase golive of the system from 1<sup>st</sup> December 2015.
- **SG3.2 Contract:**
  - Document Management Component: finalized the Gap Analysis Report and the Detailed Technical Design on schedule; completed the development phase in December 2015 and moved to System Integration Test from 5<sup>th</sup> January 2016.
  - Human Resource Component: completed the Blueprint for 09 business modules and moved to Realization phase from November 2015.
- **SG4 Contract:** SBV fixed the number of changed and added template; based on the incremental work, the Supplier and SG4 implementation team discussed and agreed to adjust the contract plan; the 02 parties committed to closely cooperate to fulfill the Contract up to the Project's deadline.
- **ST7 Contract:** the consultant completed all tasks under the scope of the contract. Activities of ST7 consultant were highly appreciated by SBV Management and WB.
- **ST9 Contract:** the contract was signed on 18<sup>th</sup> September 2015 between SBV and IBM Vietnam. The consultant cooperated with PMU to finalize the bidding document of SG1.2 package and sent it for WB and SBV Management's approval.
- **Other packages:** are being implemented according to the plan and progress which is presented in the next part.

#### **B. DIV Component:**

- **DG1 Contract:** completed delivery and acceptance of goods; all modules of DG1 package have been implemented as expected progress.

➤ **Other contracts for consultant's services:** have been implemented as expected progress; the DT#4 package has been reviewed and edited as comments from WB on 6<sup>th</sup> January 2016.

## **II. Main risks/issue(s) and suggested solutions:**

### **1. CG1 Contract:**

- Issue: go-live of the new system run some arising issues on system tuning leading to the delay in the contract implementation.
- Proposed resolution: in order to accelerate the progress, the Supplier and SG4 Implementation supplemented specialists to address thoroughly existing issues. PMU proceeded with the procedures of extension of the contract deadline to 25th December 2015. The extension was approved by WB and SBV.

### **2. SG1.2 Package:**

- Issue: the package has facing a time constraint for bidding and contract implementation. The delay in bidding stage of ST9 package brought about the delay in finalization of SG1.2 bidding document. Due to the new Data Center equipment supply, installation and relocation with multiple complicated items and participation of many bidders, the SG1.2 contract implementation and completion up to the Project deadline is challenging.

- Proposed resolution: SBV and IBM Consultant cooperated closely and worked overtime to finalize the bidding document part by part and send it for WB review. After bidding stage, PMU will require IBM to enhance their support for supervision of SG1.2 implementation, review of implementation plan and scenarios to ensure time being feasible and all items implemented at the new DC being technically synchronous.

### **3. SG3.1 Contract:**

- Issues: the basic renovation of processing procedures, a large number of work and a great scope (76 SBV units/branches), time constraint (the contract closing date is June 2016) and human resource constraint put a high pressure on the on-time contract completion.

- Proposed resolution: the Supplier and SBV enhanced human resource and increases time of contract implementation, direct discussion to address arising issues and accelerate the contract progress.

### **4. SG3.2 Contract:**

- Risks in HR component's implementation: As expected, TechM could complete the contract before the contract closing time (June 2016). However, due to an objective cause (the foreign specialists had to take visa procedures for long-term working in Vietnam) and adjusted/added output report templates according to new regulation (Statute on evaluation of SBV personnel issued by SBV on 21

December 2015), the contract's milestones (Blueprint, SIT, UAT) must be adjusted.

- Proposed resolution: PMU have been cooperating with the Supplier to review the contract plan and the adjustment of the plan will be reflected in an appendix that will be submitted for WB and SBV approval.

- Risks in DM component's implementation: After the Supplier completed Gap analysis and Detailed technical design, some output report templates need to be updated/revised according new regulations (on document management issued by Vietnam agencies). As a result, the Supplier needs to update/adjust the deadlines of SIT/UAT and reflect update/adjustment in an appendix.

- Proposed resolution: PMU have been cooperating with the Supplier to review the contract plan and the adjustment of the plan will be reflected in an appendix that will be approved by WB and SBV.

### **5. SG4 Contract:**

- Risks: SBV's confirmation of changes in the input/output templates prolonging from September to December 2015 led to a delay in development phase and additional works to reanalyze and redesign changed/added templates.

- Proposed resolution: On 7th January 2016, SG4 Implementation team and the Supplier had a meeting to agree on the plan adjustment and solution for the progress acceleration. Accordingly, the Supplier would perform concurrently reanalysis and redesign of changed report templates and development of system. The plan was proposed to be adjusted, as follows:

- + Development phase: complete in April 2016;
- + System Integration Test: complete in June 2016 (shortened to 02 months);
- + User Acceptance Test: complete in October 2016;
- + Operational Acceptance Test: complete before 31th December 2016 (shortened to 02 months).

In order to support for SIT and OAT shortening, in the above meeting, SBV Departments committed to closely cooperate with the Supplier in the next stage and required the Supplier to prepare a detailed plan on which Departments based to be proactive in resource arrangement cooperating with the Supplier.

### **6. ST3 Contract:**

- Risks: As required in the contract, the consultant shall submit Report of implementation of SG3.1, SG3.2 and SG4 contract. Based on the original TOR and contract, to prepare the report, the consultant works offsite basing on provided documents such as work plans and progress report. However, because work plans of SG3.1, SG3.2 and SG4 contract was prepared from the contract signing and progress reports were prepared periodically, new risks, which will

expose during the contract implementation, may not be timely updated. The consultant supplemented more Vietnam specialists (covered by the consultant's funding) in order to increase time of offsite work in PMU's office to update the contract progress, access and update documents. However, the report was under 03 rounds of drafting but its quality did not have much contribution to PMU's contract management and evaluate timely risks of the project

- Proposed resolution: PMU and ST3 consultant find that the support for risk evaluation is not effective to the project. In order to maximize the support of ST3 consultant for the project and SBV, PMU and the consultant proposed to remove and replace the task "Oversee the full implementation of, through the coordination and collaboration among vendors, 3 main IT packages, namely G3.1, SG3.2 và SG4 through coordination and cooperation among supplier" with "Develop the State Bank of Vietnam IT Information Security Strategy 2016 – 2020". This adjustment will help PMU to utilize the consultant effectively as well as accelerate implementation progress of ST3 contract. The consultant sent PMU the proposal of the adjustment and the draft Strategy and committed that this adjustment have no impact on budget and deadline of the contract. PMU have been cooperating with the consultant to review the contract and the adjustment of the contract will be reflected in an Amendment which will be submitted for authorities (WB and SBV) approval.

### **7. ST9 Contract:**

- Risks: the contract has faced a risk of delay due to 02 main causes: (i) Delay in engagement of ST9 consultant; (ii) Delay in finalization of SG1.2 bidding document because technical requirements are complicated and related to a lot of items equipped for the new Data Center.

- Proposed resolution: (i) For SBV: PMU coordinate with the consultant and the contract implementation team to promote direct discussion and especially increase working time to discuss and agree on each contents for WB review and approval; (ii) For WB: support PMU by prioritizing quick review and approval for timely issuance of bidding document of SG1.2 package.

### **8. DG1 Contract:**

- Approved documents: Project Plan; Payment Plan; Training Plan; Equipment Receipt, Delivery and Acceptance Plan.

- Approved documents: (i) Architecture Design Document, (ii) Infrastructure Architecture Design, (iii) Data Migration Principle in August, 2015.

In detail, the results of each module implementation are as follows:

- Module Hardware- System Software (Module HW-SW): completed delivery, handover and installation of hardware, network and security equipments, Video Conference at Data Center, Data Recovery Center, Head office and 6 branches.

- Module Information Management (IM) completed: (i) User Requirement Document in June, 2015, (ii) Software Requirement Specification in November, 2015, (iii) Reporting List and Test case in December, 2015.
- Module Human Resource Management (Module HR) completed: (i) User Requirement Document in June, 2015; (ii) Architecture Solution Document in August, 2015; (iii) Data Migration Document in September, 2015; (iv) Testing Plan, Criteria and Scenarios Document in November, 2015; (v) User Acceptance Test in December, 2015.
- Module Enterprise Resource Planning (Module ERP) completed: (i) User Requirement Document in June, 2015; (ii) Architecture Solution Document in October, 2015; (iii) the Charter of Account Design Document in October, 2015; (iv) Data Migration Solution in September, 2015; (v) Application Design Document; (vi) Testing Plan, Criteria and Scenarios Document in November, 2015; và (vii) Reporting System Design Document in December, 2015.
- Module Reporting and Document Management (DCM) completed: (i) User Requirement Document in October, 2015; (ii) Data Migration Solution and Test case in December, 2015; (iii) User Acceptance Test in December, 2015; (iv) Configuration guide Omnidocs 12/2015.
- Module Finance and Resolution completed: (i) User Requirement Document in June, 2015; (ii) Software Requirement Specification in November, 2015; (iii) Reporting System in December, 2015.
- Module Risk Monitoring completed: (i) User Requirement Document in June, 2015; (ii) Software Requirement Specification in December, 2015.

### III. Disbursement status for the second half of 2015:

Contents	Q3/2015	Q4/2015	Disbursed
	(1)	(2)	(3)
<b>SBV &amp; CIC Component</b>	<b>2.015.449,07</b>	<b>2.061.418,51</b>	<b>4.076.867,58</b>
1. Consulting Services	146.525,44	517.000,85	663.526,29
2. Training and study tour	2.854,71	0,00	2.854,71
3. Goods	1.866.068,92	1.544.417,66	3.410.486,58
<b>DIV Component</b>	<b>3.144.125,79</b>	<b>119.234,52</b>	<b>3.263.360,31</b>
1. Consulting Services	71.871,53	0,00	71.871,53
2. Training and study tour	9.101,88	0,00	9.101,88
3. Goods	3.063.152,38	119.234,52	3.182.386,90
<b>Total</b>	<b>5.159.574,86</b>	<b>2.180.653,03</b>	<b>7.340.227,89</b>

#### IV. Plan for Project implementation in 2016

##### A. SBV and CIC Components

No.	Contract Name/Tasks	Completion by
1.	<b>SG1.1 Contract</b>	
	- System tuning according to requirement for supporting application software packages	31 August 2016
	- The system tuning (Overall Operational Acceptance)	31 December 2016
	- System warranty (every 2 months)	Periodic
2.	<b>SG1.2 Package</b>	
	- Issue bidding document	February 2016
	- Bid evaluation and completion of supplier selection	30 April 2016
	- Contract implementation	May to December 2016
3.	<b>SG1.3 Package</b>	
	- Issue bidding document	February 2016
	- Bid evaluation and completion of supplier selection	May 2016
	- Contract implementation	June to October 2016
4.	<b>SG3.1 Contract</b>	
	- 2nd stage SIT testing	April 2016
	- 2nd stage UAT testing	May 2016
	- 2nd stage go live	May 2016
	- Entire system integration	June 2016
5.	<b>SG3.2 Contract</b>	
	- <i>Document Management Component</i>	
	+ Report on system integration testing acceptance	28 February 2016
	+ Report on user acceptance testing	31 May 2016
	+ System operation	30 June 2016
	- <i>Human Resource Management Component</i>	
	+ Report on system integration testing acceptance	30 April 2016
	+ Report on user acceptance testing	31 May 2016
	+ System operation	30 June 2016
6.	<b>SG4 Contract</b>	
	- System development	30 April 2016
	- System Integration Test	30 June 2016
	- User Acceptance Test	30 October 2016
	- Operational Acceptance Test	31 December 2016
7.	<b>CG1 Contract</b>	
	- Contract closure	31 January 2016
8.	<b>ST1 Contract</b>	
	- 4th Half year report, last 6 months of 2015	28 February 2016
	- 5th half yearly report, first 6 months of 2016	15 August 2016
	- Draft project final assessment report	31 December 2016
	- Consultant assignment completion report	31 December 2016

<b>9.</b>	<b>ST3 Contract</b>	
	- Complete acceptance of outputs submitted after consultants' first visit	28 February 2016
	- Consultants pays the second visit to verify and validate ICT systems under SG3.1 and SG3.2 contracts	30 June 2016
<b>10.</b>	<b>ST6.2 Contract</b>	
	- Finish Auditing financial report for financial year ending on 31/12/2015	15 June 2016
<b>11.</b>	<b>ST7 Contract</b>	
	- Final report	31 January 2016
	- Contract closure	29 February 2016
	- Contract extension	To be confirmed
<b>12.</b>	<b>ST9 Contract</b>	
	- Draft bidding document	14 January 2016
	- IET and IPVT scenarios	29 February 2016
	- Recommended evaluation report on the strengths and weaknesses of bids	April 2016
	- Monthly implementation supervision report (24 and 25 every month)	from June 2016
	- Delivery checking acceptance reports	31 October 2016
	- IET and IPVT result reports	24 November 2016
	- Relocation supervision reports	14 December 2016
	- Completion report	27 December 2016

**B. DIV Component:**

No.	Contract Name/Tasks	Completion by
<b>1.</b>	<b>DG1 Contract</b>	
	- Module Reporting and Document Management (DCM) golve	31 January 2016
	- Module Human Resource (HR) golve	29 February 2016
	- Complete UAT for ERP, IM, FM, RL's systems	30 April 2016
	- Complete SIT and OAT for ERP, IM, FM, RL's systems	30 June 2016
	- Complete UAT for RM's system	30 September 2016
	- Complete SIT, OAT for RM's system	31 October 2016
<b>2.</b>	<b>DT1 Contract</b>	
	- A final completion report	31 December 2016
<b>3.</b>	<b>DT3 Contract</b>	
	- Independent reports on the proposed results of UAT, OAT, SIT of DCM module	31 January 2016
	- Independent reports on the proposed results of UAT, OAT, SIT of HR module	29 February 2016
	- Independent reports on the proposed results of UAT,	31 May 2016

	OAT, SIT of ERP, FM, RL, IM modules	
	- Independent reports on the proposed results of UAT, OAT, SIT of RM module	31 October 2016
<b>4.</b>	<b>DT4 Package</b>	
	- Complete bidding procedures and signing contract	30 April 2016
	- Contract implementation	31 May 2016
	- Capacity building Strategy	30 June 2016
	- Resource development Plan on short –term, mid – term and long – term.	31 August 2016
	- Manual for Capacity Building	30 September 2016
	- A DIV culture handbook	30 September 2016
	- Conduct training courses	August to October 2016

**C. Plan of disbursement for 2nd half of 2016:**

Contents	Q1/2016	Q2/2016	Sum of 2nd half of 2016
<b>SBV &amp; CIC Component</b>	<b>3,482,216.24</b>	<b>3,394,841.82</b>	<b>6,877,058.06</b>
1. Consulting Services	354,673.17	502,592.92	857,266.09
2. Training and study tour	0.00	0.00	0.00
3. Goods	3,127,543.07	2,892,248.90	6,019,791.97
<b>DIV Component</b>	<b>916,541.66</b>	<b>1,665,923.60</b>	<b>2,582,464.26</b>
1. Consulting Services	55,000.00	110,000.00	165,000.00
2. Training and study tour	-	10,539.60	10,539.60
3. Goods	861,540.66	1,545,384.00	2,406,924.66
<b>Total</b>	<b>4,398,756.90</b>	<b>5,060,765.42</b>	<b>9,459,522.32</b>