

Tentative Schedule for the Fixed Penalty Information System (FPIS)

PROCESSES <u>BEFORE</u> THE PASSAGE OF THE NEW FIXED PENALTY LEGISLATION FOR SMOKING OFFENCE			
<i>Item</i>	<i>Milestone</i>	<i>Estimated Time (Months)</i>	<i>Major Deliverables</i>
A.	<p>Pre-development preparation Seeking agreement in principle from departments involves (Judiciary, Treasury, enforcement departments, etc.)</p> <p>User requirement study and system design</p> <ul style="list-style-type: none"> ▪ Meeting with involved departments (Judiciary, Treasury, Hong Kong Police Force) and third parties (e.g. PPS, Hong Kong Post Office, banks, ATM) to acquire their requirement ▪ Negotiate with the said third parties for the transaction fee involved ▪ Derive and design the related work flow and logistic (<i>an on-going process in relation to the revision of the legislation</i>) <p>Funding application</p> <ul style="list-style-type: none"> ▪ Funding application paper preparation and submission 	6	<ul style="list-style-type: none"> ▪ Come to agreement concerning the linking method and transaction fee ▪ System Design and Analysis Report ▪ Hardware and Software Procurement Plan ▪ Funding application paper ▪ Funding approval
B.	<p>Tendering process and contract award</p> <ul style="list-style-type: none"> ▪ Assignment Brief Preparation ▪ Tendering and contract award 	2	<ul style="list-style-type: none"> ▪ Assignment Brief Paper ▪ Contract awarded
PROCESSES <u>AFTER</u> THE FINALIZATION OF THE NEW SMOKING OFFENCE FIXED PENALTY LEGISLATION			
C.	<p>Program development, software and hardware installation</p> <ul style="list-style-type: none"> ▪ Develop the main program software ▪ Acquire the hardware ▪ Site acquisition and preparation ▪ Hardware and software installation ▪ Develop plans for system test, user acceptance test, security incident handling and disaster recovery ▪ Operation manual preparation 	7	<ul style="list-style-type: none"> ▪ Physical design document ▪ Program software ▪ Environment ready for testing and production ▪ Plans (User acceptance test, system maintenance, business continuity which includes a disaster recovery plan,

			security incident handling plan) <ul style="list-style-type: none"> ▪ Computer operation procedures manual and system manual
D.	System testing and fine tuning <ul style="list-style-type: none"> ▪ Conduct system test, user acceptance test and disaster recovery test ▪ Fine tune and modify the system according to the test report 	2	<ul style="list-style-type: none"> ▪ System test report ▪ User acceptance test result report ▪ Resilient test report
E.	Training <ul style="list-style-type: none"> ▪ Provide training and briefing session for departments involved 	1	<ul style="list-style-type: none"> ▪ Training manual ▪ Training course for users
<i>System roll-out (10 months after the passage of the new legislation)</i>			