

## 4.2 Implementation Approach

### 4.2.1 Preliminary Activities

Prior to installing the AIDIS system for review and customization, the department should complete a series of preparatory activities. These activities are intended to establish an infrastructure which will reduce the risks of FMS project delays and cost overruns. In addition, the infrastructure will provide the guidelines and policies needed to ensure future administrative systems are controlled in terms of data administration and technical compatibility. Recommended preliminary activities are:

#### 1. Scope Overall Administrative System Needs

Volume II of this study identifies the entities which will be common to Pernet, FMS Inventory and Fixed Assets systems. This should be expanded to identify the volumes and user interface needs for remaining administrative systems and corporate module. This will allow the department to effectively determine its EDP resource needs and subsequently the most effective and efficient interfacing approach.

This activity should commence and be finished in September of 1985.

#### 2. FMS Cost Benefit Analysis

In order to obtain Treasury Board program and funding approval, a cost benefit analysis should be prepared and submitted for approval. This should be done during September and October of 1985 and should assess the costs and benefits of three approaches. These are:

1. Purchase equipment and operate in-house.
2. Service bureau arrangement.
3. Facilities management arrangement.