

# Application Decommissioning Made Easy

## Declutter your system landscape to lower costs and improve compliance

Legacy applications or legacy data in existing applications take up storage, licenses, servers, operation and support resources all related to usually high associated costs without creating additional value for the end users. Business and operational teams are challenged with just keeping systems »alive« so information needed for legal and compliance reasons or as input for essential business processes, can be consumed even though key contacts with technical or business knowledge of the application may not be around anymore. Our team of consultants can help guide you through the process to evaluate and define decommissioning and archiving strategies for your impacted systems and lead you through the necessary implementation and migration activities. With our end-to-end services we will make sure that your decommissioning initiative is pain-free and turns into a success, helping your business to lower operational cost while increasing compliance.

### Challenge

There can be a wide variety of legacy applications in place – »historical« applications not used for active content anymore but just existing for retrieval purposes; »duplicate« applications from mergers and acquisitions that need to be cleaned up and consolidated; »outdated« applications that are simply looked to be replaced with newer technologies. There might just be old unused or read-only information in existing active applications, that should be moved out to »make room« and free up expensive storage space. Compliance is an important factor in determining which information actually must be kept and what can be fully disposed of as there are laws and regulations that might apply. Different sectors dictate certain information must be kept securely, be producible in a short amount of time, and adhere to retention periods mandating a minimum time period for the availability of the information, which can be 30 years in some cases. In a lot of cases decommissioning activities might be valued more highly on the operational side of the business but might be perceived as an inconvenience for end users. Strong business involvement and communication throughout the process is important to have full business support for the new solution.

### Solution

Our global team of experienced ECM consultants will guide you from beginning to end through your decommissioning activities.

#### Source application and data analysis

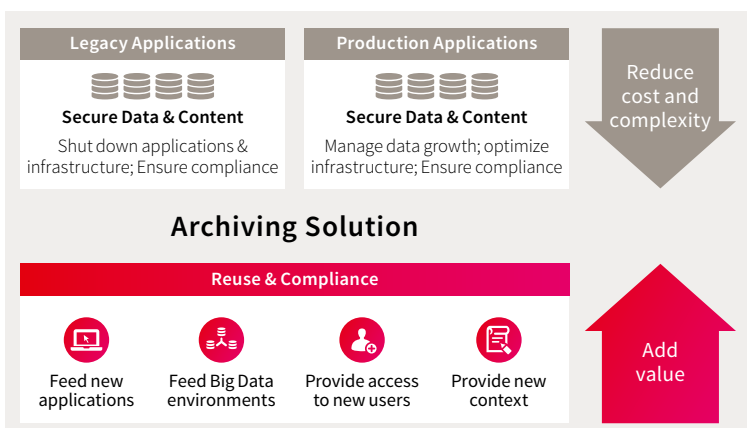
- Our team of Business Analysts will review your source systems and help you to understand the data you have in place and its quality.

#### Target application advisory services

- In case the target application is not decided yet, we help you identify the best-suited future home for your legacy data, taking into account any platform you already have available in your landscape. This can significantly lower your costs moving forward.

#### Target application design and implementation

- Our team of technical consultants will work with you to design and implement the target application – which can be a pure read-only archiving solution or a full business application.
- We make sure the application design covers special access, retrieval and retention needs.
- With a wide range of platform partnerships, we have trained professionals for different technologies, covering OpenText, Veeva and Generis applications, just to name a few examples.
- And in case you do not want to worry about setting up the application in your own infrastructure, we can host the target application e.g. in AWS or Azure.
- Once the application is in run-mode, our team helps with daily support, administration, and maintenance topics – our offshore team can support 24\*7 SLA coverage at an affordable price.



### **Data and content migration, archiving design, and execution**

- Depending on the decommissioning needs, whether inactive read-only or active data and documents are in scope, the best migration and archiving strategy will be developed. This can include all or only a subset of data and documents of the legacy application in scope.
- This can involve a big bang or a phased approach with multiple cutovers.
- Depending on the target system, fme's migration-center or other supporting toolsets will be used to automate the data and document transfer as much as possible.

### **Application integration design and implementation**

- Any data and content connection points of the legacy application to other applications in the enterprise landscape might need to be recreated for full business functionality.
- With our cloud-ready framework integration-center we can easily set up data and content exchange points to keep the impact to end users as low as possible.

### **Testing and Validation**

- Our team understands testing and validation needs in regulated industries. Throughout the project we support you, and put a special focus on testing plans, testing execution and summary report generation.

### **Change Management**

- System Adoption is a critical success factor for implementing a new system, especially when replacing legacy applications that are well established and used by the business areas for a long time. Our team assists you in setting goals, preparing, and sharing effective communication to the correct stakeholders to raise awareness and reduce concerns and resistance in your business team.

### **Training Services**

- To make sure the new application will be adopted by the users, training sessions for the different user roles are necessary. Our experienced technology services team provides you with training support to ensure your end-to-end solutions are properly understood and leveraged by the end users.

### **Program Management**

- Projects involving multiple workstreams and stakeholders within the organization can create a complex environment for system implementations. Our team will provide you with the tailored management of your application program from early initiation and planning, through implementation, to rollout and post-implementation support.

### **Benefit / Result**

- Lower risk and IT complexity
- Reduced infrastructure footprint
- Decreased server, license and storage cost
- Lower operational and maintenance cost
- Increased system reliability
- Improved compliance through guaranteed access to historical data and retention

## **Contact Our Global Expert Team**

Our team of global experts is ready to support you with your decommissioning needs – from early analysis, to implementation, to run support – we will help you declutter your system landscape! Contact us about your individual requirements. Our team is happy to connect with you to review your specific situation and define the best-fit approach to fulfill your needs. We look forward to hearing from you!