

SCHEDULE 3.3

TRANSITION PLAN

This Schedule 3.3 is an appendix to the AMSA, and contains the set of Key Transition milestones against which the Parties shall monitor and assess the conduct of the Transition. Each milestone and its respective description, Time Period and Responsible party(ies) are listed in the table below. Any capitalized terms not otherwise defined herein shall have the meaning set forth in the AMSA.

This Schedule 3.3 applies solely to events, acts and omissions occurring prior to the AMSA Commencement Date, and has no further effect with respect to events, acts and omissions following the AMSA Commencement Date.

Key Transition Milestone	Description	Transition Time Period	Responsible Party (Owner)
Transition Plan	ABSBC and BCH to finalize the Transition Plan (including Key Deliverables, Milestones and Target Completion Dates).	<i>March 7, 2003</i>	<i>BCH and ABSBC</i>
Transition Team	ABSBC and BCH to deliver Excel spreadsheet with Service Managers and team members within 10 days after the Effective Date. List shall contain the area of responsibility, member role, phone number, and email address.	<i>10 days after Effective Date</i>	<i>BCH and ABSBC</i>
Transition Project Oversight	<ul style="list-style-type: none"> • Establish the Program Office to oversee the Transition Project. • Implement Steering Committee and Governance Process. • Implement Processes and Procedures as necessary to support the management office. 	<i>10 days after Effective Date</i>	<i>BCH and ABSBC</i>
Service Delivery			
Service Delivery Management Organization	ABSBC to provide organization chart of the key management positions within the ABSBC's organization.	<i>10 days after Effective Date</i>	<i>ABSBC</i>
Service Delivery Interface	BCH to provide organization chart of the key management points of contact for ABSBC's organization	<i>On or prior to Service Commencement Date</i>	<i>BCH</i>
Service Level Reporting	Provide documentation supporting actual BCH performance during the 12-month period prior to the Effective Date.	<i>10 days after Effective Date</i>	<i>BCH</i>
Service Management	<ul style="list-style-type: none"> • Establish the service management function. • Implement the performance reporting processes and procedures. • Commence provision of monthly reports according to the agreed schedule within 	<i>30 days after Service Commencement Date</i>	<i>ABSBC</i>

Key Transition Milestone	Description	Transition Time Period	Responsible Party (Owner)
	<p>the Agreement.</p> <ul style="list-style-type: none"> Commence baselining of metrics identified within the Agreement and the Service Level Schedule. 		
Billing & Invoicing			
Interim Invoicing Procedures	Establish the Interim Billing and Invoicing procedures for BCH.	<i>10 days after Effective Date</i>	<i>ABSBC</i>
Invoicing Procedures	Implement the Billing and Invoicing procedures for BCH required under the Agreement.	<i>On or prior to Service Commencement Date</i>	<i>ABSBC</i>
True-Up Invoice	Complete a true up for the period of time that the interim Billing and Invoicing Procedures were followed.	<i>Within 30 days after implementation of the final Billing & Invoicing Procedures</i>	<i>ABSBC</i>
Physical Security			
Interim - Physical security plan	Document the interim physical security controls that will initially be utilized by ABSBC.	<i>10 days after Effective Date.</i>	
Physical security plan	Document physical security plan.	<i>10 days after Effective Date.</i>	<i>ABSBC</i>
Physical Security processes and procedures	Implement base physical security processes and procedures.	<i>Upon Service Commencement Date</i>	<i>ABSBC</i>
New IDs issued to Hired Employees	Provide new ABSBC identification badges to all Hired Employees.	<i>Upon Service Commencement Date</i>	<i>ABSBC</i>
Systems Security			
Interim - Information Security Controls	Document the interim system security controls that will initially be utilized by ABSBC.	<i>10 days after Effective Date.</i>	<i>ABSBC and BCH</i>
Information Security Controls Plan	Document the plan for information security controls for Transition.	<i>10 days after Effective Date.</i>	<i>ABSBC</i>
Information Security Controls	Implement the information system controls required to support ABSBC.	<i>Upon Service Commencement Date</i>	<i>ABSBC and BCH</i>
Applications and Infrastructure			
Interim - Shared Systems Plan	Document the initial application and infrastructure changes required for Transition.	<i>10 days after Effective Date.</i>	<i>ABSBC and BCH</i>
Applications and Infrastructure Plan	Document the plan for application and infrastructure changes required for Transition.	<i>10 days after Effective Date.</i>	<i>ABSBC and BCH</i>

Key Transition Milestone	Description	Transition Time Period	Responsible Party (Owner)
Applications and Infrastructure	Implement the base application and infrastructure required to support ABSBC's provision of the Services.	<i>Upon Service Commencement Date</i>	<i>ABSBC and BCH</i>
	Implement the end-state application and infrastructure required to support ABSBC's provision of the Services	<i>Within 180 days following the Service Commencement Date</i>	
Third Party Agreements			
Third Party Agreements Schedule	Transition of responsibility for all ABSBC - Managed Agreements to ABSBC or Newco.	<i>On or prior to the Service Commencement Date</i>	<i>ABSBC and BCH</i>