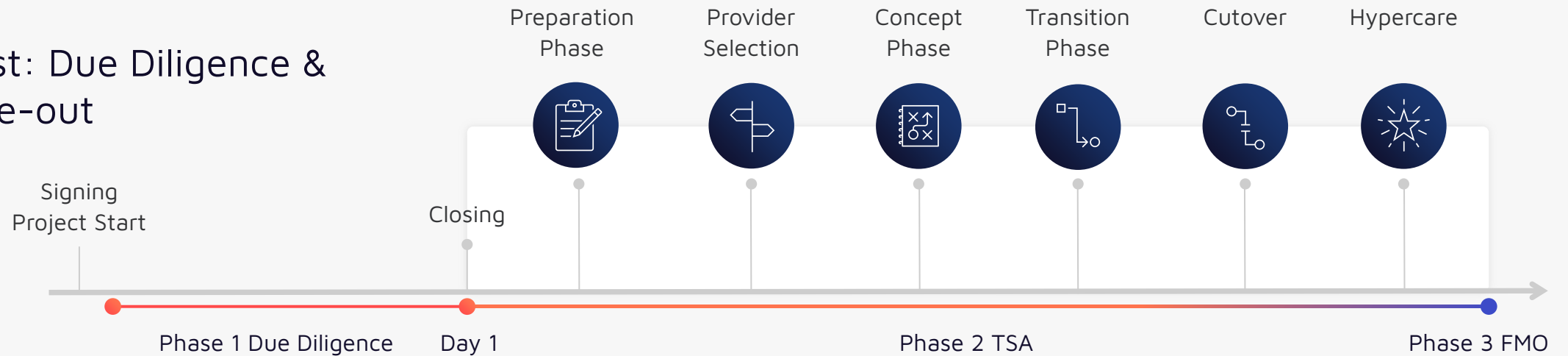


# Checklist: Due Diligence & IT-Carve-out



## Phase 1: Separation Preparation and Day 1 Readiness

- Prepare, monitor and ensure Day 1 Readiness
- Align on final TSA services and build-up of TSA controlling model
- Set up project program, workstreams and governance
- Assess current Mode of Operation and ensure scope of relevant IT services
- Analyze all services to grasp current delivery model and dependencies, identify IT-Carve-out induced need for action and potential options
- Derive standalone FMO and new IT delivery model
- Cluster services for delivery and sourcing
- Estimate cost implications
- Compile initial IT-Carve-out project plan and timeline

① Overall IT-Carve-out und TSA-Management

② Workstream: IT Infrastructure

③ Workstream: Applications

④ Workstream: Cyber Security

⑤ Workstream: ...

## Day One: Hypercare

~ 4-6 weeks

- Ensure continued operations and minimize business impact

## Phase 2: TSA Management

Continuous until end of TSA

- Set-up tools and process for quality and commercial TSA monitoring, handle KPI and claim management, establish and prepare management reporting

## Migration Plan

- Consolidate a high-level migration plan and technical approach per service
- Determine the sellers' duties of cooperation
- Execute the selection and contracting process following FMO and sourcing clusters

## Transition into FMO

- Implement complete project governance
- Execute IT-Carve-out workstreams as defined before
- Establish the new FMO governance and organization
- Manage all IT-Carve-out related issues and requirements

- Determine and agree on customer-specific requirements