

Peer Review - Mandatory Review Stage Two Report

Selection of the appropriate Business System Option plus a check on the adequacy of detailed plans and associated Management Infrastructure.

(To be completed before any procurement is undertaken).

Project Title: Automated Fingerprint Identification System (AFIS)

Project Sponsor: An Garda Síochána

Sponsor Contact: Michael Kirrane (DoJELR)

**Project Team: Vera Dervan David O Callaghan
John O Sullivan Billy Noone**

Guide to completing Report:

This report should be completed in electronic form only. All questions should be answered by the review team by providing a tick in the appropriate box. In the event of a negative response the comments/suggestions of the review team should be included directly beneath that question. While the review teams comments/suggestions are also welcome in the event of a positive response it is not necessary for all questions covered.

For some questions, no answer boxes will be provided. In such instances the comments of the review team are essential. The review team is also asked to include any additional general comments/suggestions/recommendations etc. in the space provided.

1. Planning and Scheduling

1.1. Does the review team consider the project plan to be realistic and achievable?

[See comments at 1.10 below](#)

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1.2. Does the review team believe that there has been an adequate level of project team involvement in the project plan and schedule?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1.3. Does the review team believe that there has been an adequate level of stakeholder involvement in the project plan and schedule?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1.4. Are the review team satisfied with the adequacy and coherence of the project plans in terms of the stage 1 review statements?

Yes	No	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

1.5. Are the review team satisfied with the project timescale?

[See comments at 1.10 below](#)

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1.6. Does the review team consider the project timescale to be too long to plan at an acceptable level of accuracy?

Yes	No	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

1.7. Does the review team believe that the sponsoring organisation can have some level of confidence in the overall project estimate?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(The opinion of the review team on the likely level of certainty should be recorded here)

[See comments at 1.10](#)

1.8. Are the review team satisfied with the granularity of the planning milestones and whether this granularity is in line with the expected level of volatility for the project?

Yes	No	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

1.9. Are the review team satisfied that the project plan contains realistic and achievable deadlines with sufficient completion times?

Subject to comments at 1.10 below

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1.10. Is there any evidence in the project plan of excessive schedule pressure being applied or unrealistic timeframes being adopted?

The peer review process itself, together with the contract discussions, may impact on the ability of AGS to deliver phase 1 of the project within the proposed timescale. This would also have a 'knock-on' effect on later phases.

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. Project Management

2.1. Is the review team satisfied that all the critical paths have been identified for:

Decision making?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Populating data?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Building the required infrastructure?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2.2. Does the review team believe that all the priorities have been identified for each of these areas?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2.3. Is the review team satisfied with the approach being taken to benefits realisation and to checking that they have been achieved?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2.4. Is the review team satisfied that the proposed decision structure for a request for change/variation is adequate?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2.5. Is the review team satisfied that the arrangements are in place to ensure strong and responsive project tracking and problem reporting?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3. Solution Options

3.1. Have all solution options been fully considered?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3.2. Does the review team consider the solution proposed to be the clear **best option** ?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3.3. Does the solution being proposed cover:

All the business requirements?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

All the technical requirements?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

All the implementation requirements?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. Cost Control

4.1. Does the review team consider the scheduling and costs estimating in the project plan to be in line with industry/public service norms?

Yes	No	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The market exercise has already been conducted

4.2. Does the review team consider the forecasted project costs to be realistic?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5. Risk Management

5.1. Have the risks for each of the options identified been evaluated?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5.2. Have the risks for the preferred option been fully assessed?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5.3. Have the 'worst case' implications associated with these risks been assessed?

Yes	No	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

5.4. Are the costs and time implications of managing the risks included in the cost and time estimate?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5.5. Does the review team believe that the project should be broken down into a series of smaller more manageable components to reduce risk?

Yes	No	N/A
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

5.6. Does the review team believe that all the major risks have been identified, understood, financially evaluated and considered in determining the procurement strategy?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5.7. Have all the issues raised in the previous review stage been satisfactorily resolved?

Yes	No	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

6. Procurement Strategy

6.1. Is the review team satisfied that the business needs are clearly understood by the organisation and are likely to be understood by suppliers?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6.2. Is the review team satisfied that the project outputs/outcomes are accurately reflected in the requirement specification?

Yes	No	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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6.3. Is the approach being proposed in compliance with all national and EU procurement rules?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6.4. Is the review team satisfied that all options for the procurement route and the proposed procurement procedure have been fully evaluated?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6.5. Is the evaluation strategy properly explained in the RFT and compliant with all national and EU/WTO procurement rules?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7. Readiness for next stage

7.1. Is the review team satisfied that all the mechanisms and processes are in place to proceed to the next stage?

Yes	No	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

(Review teams comments required here)

[Market exercise has already been conducted.](#)

7.2. Is the review team satisfied that the organisation has drawn up its cost forecasts, project plan and project schedule at a sufficient level of detail to engender confidence?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(Review teams comments required here)

[An Garda Siochána have provided detailed Project Initiation Document and Project Management Plan.](#)

7.3. What is the opinion of the review team on piloting or prototyping aspects of the project before a major implementation is attempted?

(Review teams comments required here only)

[Not appropriate in this situation.](#)

General comments of Peer Review Team:

The Review Team is of the view that An Garda Síochána have taken a structured approach to this phase of the project.

Overall Findings of Peer Review Team:

The Review Team recommends that the project should now proceed to the next stage.