From: Transformation Delivery Team
Sent on: 22 May 2025 12:56:50
To: Winward, Karen
Subject: Upcoming Changes to Document Control Systems

Categories: Business

Web Version

International Transformation

This email has been sent to UK and Poland Document Controllers, plus their Line Managers (for information)

Upcoming Changes to Document Control Systems

Dear all,

The purpose of this email is to inform you of the planned activities relating to document control system changes, and to provide foresight of requests over the coming weeks.

Thank you for your patience while we awaited the outcome of several corporate-level decisions. With the majority of these now finalised, transition activities can now advance at an accelerated pace.

Document control systems are currently hosted on the Jacobs network and will transition to the Amentum network as part of the migration. However, not all tools will be moving. Details on how this may affect your specific area are outlined below. We appreciate there is a lot of information, but please take a few minutes to read it so you are prepared. We aim to give you as much warning as possible when we need your assistance, although occasionally emergent issues arise leading to short-notice requests.

ProjectWise

- Jacobs are preparing a hardware specification and Amentum UK will build infrastructure, conduct testing and collaborate with Jacobs for data migration.
- Existing projects utilising ProjectWise will migrate to Amentum in the coming months. ProjectWise licensing is being purchased globally alongside other Bentley products.
- Three UK-hosted data sources and a cloud instance will be migrated. Bentley will handle the cloud instance migration, while the UK instances require a review to separate relevant Amentum projects from Jacobs projects. A list of projects on the ATEN instance is being compiled for assessment.
- The South Africa cloud instance hosted by Bentley will be migrated into Amentum space by Bentley.
- Projects eligible for archiving should be flagged for direct migration to archives. See ‘Archiving’ section below for more information.

OSRNET

- A ProjectWise environment is under development within OSRNET for future use. Currently, OSRNET-held projects will remain in their existing environments.

JPI

- Legacy projects in JPI will remain with Jacobs.
- Certain JPI-held projects may still be live and require migration to Amentum. If you are aware of any such projects, please contact Mandy.Dixon@global.amentum.com to facilitate a smooth transition.

DMDC Convero

- Archivable projects will be listed separately for processing (see 'Archiving' section below).
- Live and recently-closed projects required for next-stage works will be migrated to a new UK-geolocated SharePoint/Power Apps tool, except for BEP and PEJ.
- The intent for BEP and PEJ is to migrate into ProjectWise, with archived content reviewed to minimise data transfer timelines. This intention has been discussed with Corporate and we are awaiting their decision on purchasing additional licensing.

Archiving

- Amentum's archiving tool, DRA, currently hosted in the US, will be copied, geolocated in the UK and adapted for local use. This tool will facilitate the electronic archiving of suitable documents (as mentioned above) during migration.
- Additional versions can be deployed for other countries, such as France, South Africa and Poland, if needed.
- This archive will be used exclusively for documentation on the open network.
- If feasible, an instance may be deployed for OSRNET in the future.

Next Steps

- We will be contacting some of you to discuss requirements for the SharePoint/Power Apps tool. We recognise that you will often be balancing our requests with your day-to-day commitments, so please keep in touch with your manager if you need support managing your workload.
- ProjectWise training is available from Bentley – quick start and detailed document control guides will be provided before deployment in Amentum. Training for the new SharePoint Power Apps tool will be conducted during deployment. Training in DRA will be available for Document Controllers and other authorised users.
- **In the meantime, employees should continue using existing document control systems and processes for project delivery. Any access limitations during migration will be communicated in advance to minimise disruption.**

We will confirm the agreed timeline once the hardware and licensing purchase orders are in progress. In the meantime, if you have any questions, please contact Mandy.Dixon@global.amentum.com.

Thank you again for your support.

Kind regards,

Mandy Dixon, Head of Profession for Document Management

From: Transformation Delivery Team
Sent on: 28 April 2025 21:25:36
To: Winward, Karen
Subject: Thank you for supporting our critical ERP integration activities

Categories: Business

Web Version

amentum International Transformation

This email has been sent to iCMS employees who fulfil a Project Manager or Project Controls role within Oracle R12 (our current ERP system), and their supervisors.

Thank you for supporting our critical ERP integration activities

Hello,

You're receiving this email because your support is critical to the success of our ERP transition from Oracle R12 to **Costpoint,** a system already used by legacy Amentum. Some of you have already been supporting this complex project, and we thank you for your help so far. Others will not yet have been called upon, but we are likely to need your support soon.

The purpose of this email is to provide foresight of requests over the coming weeks. We appreciate there is a lot of information, but please take a few minutes to read it so you are prepared. We aim to give you as much warning as possible when we need your assistance, although occasionally emergent issues arise leading to short-notice requests.

As planning for the transition continues, we'll share more information soon including details of upcoming training.

Context, Timescale & Support

By way of context, we have a **corporate deadline to transition off Oracle by the end of June,** to allow us to exit the Transitional Services Agreement (TSA) and be released from reliance on Jacobs. This is an extremely tight timescale for this incredibly complex project – multiple critical processes are reliant on these systems, and they also link to many supporting applications. The timescale we are operating to means that even a slight delay in completing a task will have a significant knock-on effect to the schedule, so we are incredibly grateful for your timely response when we ask for your help.

Integration-related time booking codes will be provided to you as and when a specific request for support is sent out, such as User Acceptance Testing (UAT) or assigned training for the ERP programme.

We recognise that you will often be balancing our requests with your day-to-day commitments, so please keep in touch with your manager if you need support managing your workload. **Please escalate any concerns via your relevant Change Agent to enable the ERP team to focus on migration.**

Pre-Transition Requests

Below are some of the short-term requests that we need your support with pre-transition:

Current Activities

- **Action close-out |** Please actively ensure that all actions you can complete before transition are completed in Oracle R12 i.e. close out of purchase orders, client invoicing and closure of redundant WBS / time-booking codes. This will help to ensure clear transition of data so please don't leave everything until the last minute.
- **Work orders** | Please close out your red and blue work orders (current contracting arrangements with Jacobs) and prepare your new subcontracts using this template.

We expect many of you are well underway with the activities above; please reach out if you have any concerns and continue to work as normal to ensure delivery to clients is maintained.

Note: All data that is currently available within Oracle R12 and supporting systems is being migrated into the new environment. This may be into Costpoint, a new interfacing system (please refer to table below), or a data repository.

Activities Coming Up

- **Contract & Project Management methodology |** The Costpoint methodology regarding contract and project management is different from Oracle R12. Costpoint is a Contract / Programme based system - our consultancy projects will be 'grouped' to support business operations. The business divisions will be asked to support agreement of this methodology prior to UAT; please engage with your division leaders through this process.
- **Validation of project details |** Once the methodology has been agreed, you will each be required to validate the project level details (WBS codes etc) that we will be loading into Costpoint. This is a significant data exercise for the organisation and will be managed by the ERP team. Please support these requests in a timely manner to ensure we adhere to the tight timescale.
- **User Acceptance Testing** | If requested, please provide your support to UAT (booking code will be provided). UAT will commence in mid-May and run for four weeks (right up to creation of the production environment). Training for those involved will be available prior to UAT.
- **Training** | Please attend and proactively participate in your allocated training slots (you will receive calendar invitations for sessions in May/June in due course).
- **Cutover Actions** | All ERP migrations require a detailed schedule of transition from one system to another. This schedule is currently under development and will include timescales by which you need to complete certain actions. More detailed communications will follow about this, with actions likely to commence mid-June.

Thank you again for your support.

Lucy Austin, E&E-I Integration Lead & Helen Dorney, ERP Programme Director

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Table 1: System Transitions

Note: This is an extract only and focuses on some of the key tools used by the PM and PC community. Additional information on application/ tool migration will be shared at a later date and guidance/ training will be provided where required. A MS Form will also be available to raise any issues relating to the transition.

Priority	Action	Process Area*	Current System	New System
1	Confirm As-Sold Baseline at Task Level	Project Controls	Pricing Tool AutoPAP / Manual PAP (Excel) Oracle IPCS	Pricing Tool -> New Pricing Tool PAP -> Project Setup Form Oracle -> Costpoint IPCS -> OnPoint
1	Complete Project Accounting Procedure (PAP)	Project Controls	AutoPAP / Manual PAP (Excel) Oracle	PAP -> Project Setup Form Oracle -> Costpoint
1	Create Projects in Project Controls Systems	Project Controls	IPCS	OnPoint
1	Obtain WWOA Approval (if Required)	Project Management	CDRS AutoPAP / Manual PAP (Excel) IPCS Oracle	CDRS -> new CDRS AutoPAP -> Project Setup Forms IPCS -> OnPoint Oracle -> Costpoint
1	Validate Project Risk Categorisation	Project Management	IPCS Polaris (PEP, risk register)	IPCS / Polaris -> OnPoint Risk Register -> Risk Register (no change)
2	Raise Requisition	Project Management / Project Controls	Oracle	Costpoint

2	Approve Supplier Invoices	Project Management	My Payables	OnBase
3	(For Revenue Recognition) Update Transaction Price and Estimate at Completion (EAC)	Project Management / Project Controls	IPCS and Polaris	Costpoint
3	Manage Operational Accounts Receivable	Project Management	Oracle IPCS Polaris	Oracle -> Costpoint / OnBase IPCS -> OnPoint Polaris -> OnPoint
3	Project Reporting	Project Management	Polaris	OnPoint
3	Conduct a Monthly Project Review or Check-in	Project Management	Polaris	OnPoint
4	Ongoing Change Management	Project Management	Pricing Tool AutoPAP / Manual PAP (Excel) IPCS Change Log Primavera P6	Pricing Tool -> New Pricing Tool AutoPAP -> Project Setup Forms Oracle -> Costpoint IPCS -> OnPoint Change Log -> Change Log (no change) Primavera P6 -> P6 (no change)
4	Ongoing Cost Management	Project Controls	Pricing Tool P6 IPCS Oracle Polaris	Pricing Tool -> new Pricing Tool P6 -> P6 IPCS -> OnPoint Oracle -> Costpoint Polaris -> OnPoint
5	Complete and Issue Project Completion Checklist	Project Management	Excel	Excel
5	Complete Project Close Out Activities	Project Management	Polaris Oracle MyPayables	Polaris -> OnPoint Oracle -> Costpoint MyPayables -> OnBase
6	Complete Project Initiation Checklist	Project Management	Excel	Excel

*Process Area as per Energy Security & Technology (Europe, Middle East and Africa) Delivery Workflow, JT-PB-PL-2000-TI-G-01

From: Transformation Delivery Team
Sent on: 29 May 2025 15:19:42
To: Winward, Karen
Subject: ERP Integration Update - Costpoint Overview

Categories: Business

Web Version

amentum UK & International Transformation

This email has been sent to iCMS employees who fulfil a Project Manager or Project Controls role within Oracle R12 (our current ERP system), and their supervisors.

ERP Integration Update - Costpoint Overview

Hello,

We greatly appreciate your continued feedback following our previous communication and subsequent live calls. To date, we have received over 150 questions from the business via our Change Agents. These have been reviewed, categorised and will be addressed through a series of communications. This email marks the first in that series, designed to keep you informed about upcoming changes to our project delivery approach as part of the ERP integration activities.

Introduction to Costpoint

"Deltek Costpoint, built on 40 years of industry expertise, is the leading ERP software for US government contractors of all sizes. As an all-in-one solution, it connects project data and processes, leveraging Deltek Dela™ to introduce time-saving automation and AI-driven capabilities that enhance the government contracting project lifecycle. With built-in functionality and a compliant framework, Costpoint supports complex government regulations, including cybersecurity compliance, through integrated cloud offerings—helping ensure projects are delivered on time and within budget."

Costpoint is already widely used within the legacy Amentum business. As part of this transition, legacy iCMS EMEA will be incorporated as a new entity (Company 13) within Costpoint. A slightly different arrangement will be implemented for APAC.

Key Points and Enhancements

- **Expanded Access:** Unlike Oracle R12, which had limited direct access and utilised data retrieval via Jacobs Analytics, Costpoint will provide broader view-only access to key stakeholders, including Project Controllers, Project Managers, Operations Managers and Wider Leadership. This will enable multiple users to access the same projects, ensuring continuity during team absences.
- **Superuser Access:** The current list of Costpoint Superusers will not be expanded immediately. However, we are working towards adding EMEA colleagues to this list in collaboration with Business

Divisions.

- **Role Profiles:** The role profiles in Costpoint differ from those in Oracle R12, as Project Accountants are referred to as Project Controllers in Costpoint. However, the responsibilities of PAs will be the same as they are in Oracle R12. In other words, the fundamental principles remain the same – Project Accountants will continue to act as "gatekeepers" for updating Costpoint. The Project Controls community will retain its current responsibilities but, as in Oracle R12, will not have a system-defined role within Costpoint.
- **Real-Time Data:** Users will have access to live information, which is an improvement when compared with the current Oracle R12 arrangement.
- **Approval Process:** Approvals for new work will take place within Costpoint. We are making sure that the appropriate individuals are set up as approvers in the system.
- **Change Management:** Similar to the current process, changes will be processed through Project Setup Form (replacing AutoPAP). These changes will then go through the approval process and will be loaded into the system by Project Accountants.
- **Period End Dates:** Costpoint follows a 4-4-5 accounting calendar, similar to Oracle R12, meaning there will be no changes to period-end dates.

ERP System Differences

- **Cost Methodology:** Transactions processed in Costpoint will include the same level of detail currently available in Oracle R12, such as invoice numbers, time bookings and other relevant information. However, unlike Oracle R12, raw cost information is not visible.
- **Currency:** Costpoint will operate in GBP only. This is different to Oracle R12, which is a multi-currency system. All non-GBP transactions will have foreign exchange rates applied. Business reporting will be available in all currencies that we operate in.
- **Historic Data:** Historical data will be accessible via the data lake. The go-live position in Costpoint will reflect costs to date, revenue to date, billing to date, open accounts receivable (AR), and open accounts payable (AP), ensuring alignment with the exit position from Oracle R12.

Boundary Applications and Interfaces

Multiple boundary applications integrate with Oracle R12. These interfaces have been reviewed and are being managed as part of the migration process. The extent of integration varies depending on the specific boundary applications and the information required. You can view the plan for some of the boundary applications in the latest global IMO update and the table we shared previously.

Updated Transition Timeline

The corporate deadline for transitioning off Oracle R12 has been extended from June to **the end of July 2025**. We are currently updating the ERP schedule and key dates were shared with the Wider Leadership Team last week. For your awareness:

- **UAT Testers** have been identified and UAT Training is set to commence shortly. If you have been selected as a tester, you will already have received communication confirming your participation.
- **Training sessions** will commence at the end June, with calendar invites to be issued accordingly. Time booking codes will be provided to you nearer the time.
- **Cutover activities** for Oracle R12 and its boundary applications will be communicated in due course.

Next Steps & Support

We have a variety of routes through which you can find out more information and ask any questions:

- **ERP-specific questions:** As mentioned in previous communications, please continue to raise any questions or concerns via your relevant Change Agent. This will allow the ERP team to focus on the migration process effectively.
- **Transformation resources:** Visit our Transformation Hub page to access the latest updates, including the Transformation Toolkit which provides an A-Z overview of popular topics. Look out for the Transformation Bulletin landing in your inbox each fortnight as well.
- **Live calls:** We are holding monthly calls with the Wider Leadership Team and we have a Manager All-Hands and Town Hall scheduled in June to provide more information about integrated-related training.
- **Manager touchpoints:** We are encouraging managers to hold regular touchpoints with their teams to cascade integration updates and respond to questions.
- **Leadership Connection Events:** A series of face-to-face sessions are underway and you can download an invitation to hear the latest business and transformation updates and raise any questions.

Thank you for your continued support. We recognise that we are entering a period of significant change and we are committed to doing everything we can to enable a smooth transition.

Helen Dorney, ERP Programme Director & Malwina Flick, IMO Project Delivery Integration Lead

From: Transformation Delivery Team
Sent on: 19 June 2025 19:18:28
To: Winward, Karen
Subject: Project Structure and Cost / Revenue Flow Changes

Web Version

amentum UK & International Transformation

This email has been sent to iCMS employees who fulfil a Project Manager or Project Controls role within Oracle R12 (our current ERP system), and their supervisors.

Project Structure and Cost / Revenue Flow Changes

Hello,

This is the next communication in our series, designed to keep you informed about upcoming changes to our project delivery approach as part of the ERP migration activities. Previous communications can be found here.

As we transition from Oracle R12 to Costpoint, there are significant structural changes to our finance system that will impact the flow of revenue and cost within our organisation. Below is a summary of these key changes however, it’s important to note that your role as a Project Manager or a Project Controller will remain unchanged. There will be no interruption to actual project delivery. It is therefore essential that we continue to provide the agreed services effectively and efficiently to our customers.

Project Structure in Oracle R12 versus Costpoint

Oracle R12

- Projects are managed to as-sold gross margin. Project margins follow the person.
- People and projects are grouped by Performance Units (PUs).
- Project revenue calculation is associated with the percentage of completion of the project.

Costpoint

- Projects will be managed to as-sold profit margin, which will be retained by the project. A guide on converting gross margin to profit margin will be provided in due course.
- Projects and people will be grouped in Business Divisions.
- Project revenue calculation will be based on standard system formulas, which will be allocated at migration. Any deltas associated with this change of approach will be dealt with as a central process, outside of the project.

Costpoint System Structure Overview

- Each Level 1 Costpoint programme has four alphanumeric characters.
  - All E&E-I Level 1 programmes will start with 5.

- Standalone programmes will fall within the 5000-series, while multi-customer programmes will have an '5M' prefix.
- New Level 1 programme numbers will be assigned centrally by approval of VPs and based on materiality to our business.

- Level 2 has two alphanumeric characters in Costpoint and is where the Oracle R12 project number has been mapped to.
  - New Level 2 numbers will be assigned centrally and based on Costpoint 'programme' rules. Separate communications will follow in due course.
  - Once this Level 2 code has been assigned, the 5XXX.XX number will be used where the Oracle R12 number was previously utilised (e.g. CDRS, Pricing Tool and Document Management).

- Level 3 will start at 00 and is for use when annual renewal of work is contracted (i.e. FY24, FY25 etc)
  - New Level 3 numbers will be assigned centrally.

- Level 4 is a single character representing the contract type:
  - C = Cost Plus
  - F = Firm Fixed Price
  - T = Time and Material
  - Contract type will also be determined at lower levels (5, 6 & 7) and therefore the 'dominant' type should be used at Level 4.

- Level 5 and below is where the work breakdown structure from Oracle R12 has been migrated to.

The above information is summarised in the table below.

	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6+	
	Programme	Project			Contract / Task / Work Order		
Characters	4	2	2	1	4 or 6		30 Total
	5000 series 5M00 series	R12 Project Number	00	T	Charge Level		

An example of how the new project numbers will look is provided below:

- Oracle R12 project number: 60DSTL.06.A.P3.DC.DCNB
- Costpoint project number: 5037.00.00.C.0000.00AP3DCDCNB

A search facility / mapping guide will be made available in due course, allowing employees to look up their Oracle R12 project number and the corresponding (new) Costpoint number.

Key Points to Clarify (following receipt of your questions)

- Each Level 1 programme will have a Level 1 Project Manager, agreed upon by your Business Division. Level 2 Project Managers have been mapped based on the Oracle R12 Project Managers.
- Once projects are created in Costpoint at a Level 2, these cannot be converted into a Level 1 programme. A new Level 1 programme would need to be created in Costpoint.

- A multi-customer programme is a single Level 1 programme for similar types of work, consistent with our current approach.
- Similar to Oracle R12, certain aspects of the task codes are editable, while others are fixed. The fixed elements are driven by the contract, such as the contract type. The rules from Level 5 and below are detailed and will be covered in comprehensive end-user training.
- Level 2 project codes are alphanumeric and two digits long. There are therefore approximately 1,300 available numbers before a Level 1 programme has no remaining capacity for additional projects. We do not anticipate this being an issue.
- The maximum number of characters you can use for a project number is 30.
- Normal project operations (including new projects or changes to existing ones) will continue in Oracle R12 until 21 July 2025. All Oracle R12 customer projects (whether active or pending closure) will be migrated to Costpoint. Further details will be provided in cutover communications, the first of which was our latest Transformation Bulletin which included a high-level timeline. Additional cutover information will follow soon.

Next Steps & Support

As mentioned in previous communications, please continue to raise any ERP-specific questions or concerns via your relevant Change Agent. This will allow the ERP team to focus on the migration process.

As always, thank you for your continued support. We recognise that we are entering a period of significant change and we are committed to doing everything we can to enable a smooth transition.

Kind regards,

Jacqui Waby, ERP Order to Cash Lead & Malwina Flick, IMO Project Delivery Lead

From: Transformation Delivery Team
Sent on: 03 July 2025 12:20:37
To: Winward, Karen
Subject: ERP Integration Update - Requisitions, Purchase Orders, Accruals and Invoices

Web Version

amentum UK & International Transformation

This email has been sent to iCMS employees in the following communities: Project Managers, Project Controllers, PO Requisitioners and the Finance team.

ERP Integration Update - Requisitions, Purchase Orders, Accruals and Invoices

Important: This email contains key actions and deadlines to support a smooth transition to our new systems. Please ensure you review it carefully – thank you for your support.

Hello,

This message is the next in a series of communications designed to keep you informed about upcoming changes to our project delivery approach as part of the Enterprise Resource Planning (ERP) migration activities. Previous communications can be found here.

As we transition from Oracle R12 to Costpoint, any open subcontracts and procurement contracts / purchase orders will be migrated across to the new system. While we are moving to a different platform, the core process of raising requisitions, creating purchase orders, and paying subcontractors and suppliers will, in principle, remain the same.

Key actions

As we prepare for the ERP migration, it's essential that all project teams prioritise key housekeeping activities. This isn't simply a matter of best practice – it's a vital step to help prevent avoidable issues, delays or rework once the new system is live.

Please review the key actions outlined below:

- You must make sure that your Goods Received Notes (GRNs) and accruals are up to date by **Thursday 17 July**.
- You must process and approve invoices in MyPayables by **Thursday 17 July.** This will allow Accounts Payable (AP) to pay invoices by **Friday 18 July**.
- You must approve requisitions in Oracle R12 by **Friday 18 July**. If a requisition has been raised but not approved in Oracle R12, it will not be converted to a Purchase Order (PO) and therefore the requisition will not migrate.

We appreciate that some of these actions may be in addition to your existing workload and we thank you for your support with these tasks. By acting now, we can minimise the risk of disruption post-migration and set ourselves up for a strong start in Costpoint.

For your awareness, the current dates (subject to change) are:

- Brand new requisitions and purchase orders can be raised in Costpoint from **30 July.**
- Variations to migrated POs, GRNs, accruals and AP will be available from **11 August.**

Available Data in Costpoint

Following the ERP migration, from 11 August (subject to change) the business will have access to the following information in Costpoint:

- Total PO costs to date
- Billing history

The following information will **not** be available in Costpoint:

- Work in Progress (WIP) reports
- Closed POs
- The attachments to requisitions and POs, currently available in Oracle R12
- Historic invoices

Alongside the Costpoint migration, the implementation team are also developing a Data Lake to house this information, along with an access tool to enable user retrieval. Further details around future availability will be shared in due course.

In light of the upcoming changes over the next few weeks, it would be good practice to take the time to consider having a suitable backup of documentation that is currently stored on Oracle R12 and MyPayables.

Key Points to Clarify (following receipt of your questions)

- To raise requisitions in Costpoint, you must be assigned the relevant role within the system. If you have raised requisitions in Oracle R12 within the past 18 months, this role will be assigned to you automatically. Similarly to Oracle R12, if you require a new role to be assigned, there will be a new process in place for this which will be shared in due course.
- The Project Ledger in Oracle R12 will close at the end of July. Until then, the standard accrual, invoice generation and journal processes will remain in place. The new process in Costpoint will be outlined during upcoming training sessions scheduled between 30 June and 18 July.
- MyPaybles will be replaced by OnBase. Comprehensive training on this new application will be delivered during the upcoming training sessions scheduled between 30 June and 18 July.
- If you anticipate the need for advance payments, particularly to support Small Medium Enterprises (SMEs) at risk of cash flow challenges, please initiate them as soon as possible. While emergency payments may be processed during the cutover period, these will require a clear and substantiated justification.

Next Steps & Support

As mentioned in previous communications, please continue to raise any ERP-specific questions or concerns via your relevant Change Agent. This will allow the ERP team to focus on the migration process.

As always, thank you for your continued support. We recognise that we are entering a period of significant change and we are committed to doing everything we can to enable a smooth transition.

Kind regards,

Jacqui Waby, ERP Order to Cash Lead & Malwina Flick, IMO Project Delivery Lead

From: Transformation Delivery Team
Sent on: 23 July 2025 17:09:12
To: Winward, Karen
Subject: ERP Integration Update - OnPoint Overview

Web Version

amentum UK & International Transformation

This email has been sent to iCMS employees who fulfil a Project Manager or Project Controls role within Oracle R12 (our current ERP system).

ERP Integration Update - OnPoint Overview

Important: The amount of training that iCMS employees will require in readiness for the changes at the end of July will depend on your role. For any live training sessions, you have been invited to the sessions you need to attend for your role. In addition, a Project Delivery Transformation Toolkit (designed specifically for Project Managers and Project Controllers) will be made available soon. This will provide access to recorded training sessions and supporting guidance, allowing you to revisit materials as needed.

Hello,

This message is the next in a series of communications designed to keep you informed about upcoming changes to our project delivery approach as part of the Enterprise Resource Planning (ERP) migration activities. Previous communications can be found here.

Introduction to OnPoint

As part of ERP migration, we will be transitioning from Polaris and IPCS to OnPoint – a proprietary application developed by Amentum, designed to enable the rapid creation of forms and workflows that support our evolving business processes. It's important to note that OnPoint has not been specifically developed to replace Polaris and IPCS. Polaris and IPCS were Jacobs-owned and deeply integrated across Jacobs-specific applications.

To meet ERP migration timescales, OnPoint will be launched as a Minimum Viable Product (MVP), with further enhancements to be launched after go-live. The MVP has been designed to support and maintain our compliance with SOX and ISO accreditation requirements.

Notably, OnPoint interfaces directly with Costpoint, paving the way for smoother integration and scalability moving forward.

Available Data / Features in OnPoint

- Project Setup – For more information, please see section below
- Budget / Change
- Actuals
- Forecast Module, including labour, non-labour and transaction price and gross margin
- Project Reviews – More information to follow in due course
- Execution Plan – Basic data only with a link to the location of plan

- Project Close Out
- Project Comments

Project Setup

A new Project Setup Form (PSF) will be completed by Project Controllers to enable Project Accountants to set up contracts in Costpoint. Once this has been done, Project Managers (PMs) and Project Controllers (PCs) will complete the OnPoint's project setup section to input E&E-I specific information, such as:

- CDRS Record Number/Name
- Enterprise Risk Category
- Research and Development Tax Credit
- Export Control
- Technology Control Plan
- Conflict of Interest
- Tax Information
- Social Value
- Sustainability

Approval Workflow:

1. Project Managers (PMs) will be required to access Costpoint in order to approve the project setup.
2. In OnPoint, PMs will select Designated Project Executives (DPEs) / Reviewers of Projects (RoPs) from a pre-approved list, enabling them to carry out the approval process.

Should the usual DPE/RoP be unavailable to approve the workflow, PMs will have the option in OnPoint to temporarily assign an alternative from the approved list to ensure the approval process can continue without delay.

Please note that the Project Delivery Transformation Toolkit (which will be issued in the next few days) will provide the above overview of the changes to Project Setup and links to the Costpoint Project Setup Form (PSF), a Costpoint Reference Guide and OnPoint recorded training.

Data / Features Not Available in OnPoint

- Revenue Recognition – Training session will be provided in due course
- Global Integrated Delivery (GID) position
- Level 6 (task code level) revenue information – Training session will be provided in due course

Cutover

Please be advised that full access to Polaris and IPCS will be withdrawn from Friday 25 July 2025. We are planning for read-only access for PMs, PCs and DPEs. There will be a temporary period without system availability while data is migrated and validated. An interim solution to support the Business Divisions during this time is being finalised in collaboration with your GDBO and will be communicated in due course.

Next Steps & Support

As mentioned in previous communications, please continue to raise any ERP-specific questions or concerns via your relevant Change Agent. Please also note that Hypercare is live and can be accessed via the UK & International Transformation Hub. This will allow the ERP team to focus on the migration process.

As always, thank you for your continued support. We recognise that we are entering a period of significant change and we are committed to doing everything we can to enable a smooth transition.

Kind regards,

Jacqui Waby, ERP Order to Cash Lead & Malwina Flick, IMO Project Delivery Lead

From: Transformation Delivery Team
Sent on: 29 July 2025 10:00:08
To: Winward, Karen
Subject: Upcoming Changes to How Project Reviews Are Captured in the System

Web Version

amentum UK & International Transformation

This email has been sent to iCMS PMs, PCs and DPEs

Upcoming Changes to How Project Reviews Are Captured in the System

As part of our transition from Polaris and IPCS to OnPoint, we will be making necessary updates to how Project Reviews are captured in the system. It is important to note that we are not changing the review process – you should continue to follow the existing procedure and timing of reviews as you do now.

Since OnPoint will launch as a Minimum Viable Product (MVP), the initial review functionality will be simplified. Specifically:

- Project Reviews will feature a single overall review level and will no longer include separate scores for individual sections within the system.
- **This score will no longer be automatically calculated by the system.**
- Project Managers will manually input the overall score, along with a justification for the rating, following the usual review discussion with their Designated Project Executive (DPE) / Reviewer of Projects (RoP) and other stakeholders.

To support consistency and aid decision-making, we've created the Project Review Level Matrix. This document draws directly from the calculation logic embedded in Polaris and is designed to offer clear guidance for assigning appropriate levels. The intention is to retain the existing leading indicators and tolerances in the short term. We will revisit areas such as this once we are ready to start harmonising and refining the processes. In other words, as we are transitioning from GM (Gross Margin) to EBITDA (Earnings Before Interest, Taxes, Depreciation and Amortisation) as a metric from 01 October 2025, the current Matrix should be considered a temporary measure rather than a permanent solution. Any concerns over assignment of a Project Review Level, please discuss with your Divisional GDBO.

The initial focus after the business starts using OnPoint will be reporting, with an emphasis on compliance reports in accordance with the needs of the business to ensure our ongoing compliance with SOX and ISO accreditations. For example, a report per Division outlining the assigned review levels at period end. We appreciate that, until this report is available, the escalation of reviews will have to be a manual workaround.

Please continue to apply the same rigour to your Project Reviews despite these changes and ensure that any escalations are agreed with your DPE and reported to your Group Director and GDBO at your monthly PARs for onward escalation where required. These reviews are a critical step in our businesses governance and ensuring that we have visibility of risk exposure allowing timely interventions and support.

Next Steps & Support
As mentioned in previous communications, please continue to raise any ERP-specific questions or concerns via your relevant Change Agent. Please also note that Hypercare is live and can be accessed via the UK & International Transformation Hub. This will allow the ERP team to focus on the migration process.

We have also provided a short high level overview of Project Delivery which can be found here Video >> & Slides >>. All Project Delivery training can be found here >>

As always, thank you for your continued support and collaboration as we are going through this period of significant change.

Should we reiterate the bit about raising any concerns with their Change Agent or via a different route? – Added

Kind regards,

Jacqui Waby, ERP Order to Cash Lead & Malwina Flick, IMO Project Delivery Lead

From: Transformation Delivery Team
Sent on: 29 July 2025 09:30:10
To: Jones, Sara
Subject: ERP Integration Update - CDRS Migration

Web Version

This email has been sent to iCMS employees who fulfil a Project Manager or Project Controls role within Oracle R12 (our current ERP system)

ERP Integration Update - CDRS Migration

Dear CDRS Users,

On **Monday 28 July 2025**, the production CDRS servers were migrated to the iCMS domain as part of a broader initiative to support our future international operations. This migration included several configuration updates to the software.

Following the migration:

- You are no longer able to log in using your Jacobs credentials
- Instead, you must use your **iCMS network credentials** (e.g. CMSUK\username) to access the system
- The system URL has changed to: https://cdrs.amentumcms.com
- You need to be connected to the Amentum network/VPN to access

Please ensure you update any bookmarks or saved links accordingly.

Note: An individual will only appear as an approver once they have logged in to the new CDRS platform at least once. If you are unable to locate a specific individual when attempting to assign them as an approver, kindly ask them to log in to the system. After their initial login, their profile will become available for selection.

If you encounter any other issues after the migration, kindly raise a ticket via **Amentum Service Now** so our support team can assist you promptly.

Additionally, we are currently working to finalise some workflow configurations. These changes do not require any code modifications and will be implemented over the coming week.

Thank you for your attention and cooperation

Best regards,

Jacqui Waby, ERP Order to Cash Lead

From: Transformation Delivery Team
Sent on: 01 August 2025 13:43:00
To: Jones, Sara
Subject: PM PC 8 - Estimate at Complete and Revenue Recognition Update

Web Version

amentum

UK & International Transformation

This email has been sent to iCMS EMEA Project Controllers and GDBOs plus Project Managers for awareness of limited access to Jacobs Analytics after today

Estimate at Complete and Revenue Recognition Update

The following process should be used for forecasting project Estimate at Complete (EAC) and Revenue Recognition (Rev Rec) during August. This is a similar process to the one you normally follow, except we will replace the Polaris and IPCS elements with a spreadsheet, until the On Point system is ready for use.

Please use the following steps by 1pm, Friday 15 August:

1. **Download project to date data** – there are 2 available options:
    - IPCS – Contact one of the Super Users or IPCS Support listed below to download the IPCS data for your project(s)
    - Jacobs Analytics – Access to this will be **limited after 31 July** so please download the transactions report (located in the Project management dashboard) as soon as possible (Reporting will transition to Amentum systems via Costpoint in due course)
2. **Update your forecast** with latest project to date data in your current cost report template
    - If you don't have a template, please reach out to a Super User, who can provide a standard template and explain how to use it
3. **Include budgets updates/new task codes** as required in your cost report template
    - The same rules apply to budget updates as they would have on Oracle i.e. once updated purchase order has been received from the client
    - We must continue to follow these rules to maintain compliance e.g. evidence supporting updates and headlines around rules for unprocessed change
4. **Save updated cost report** in central SharePoint site
    - This is required for audit and compliance purpose
5. **Update transaction price, budget and EAC values** to EAC/Rev Rec spreadsheet
    - The spreadsheet is in development and will be available shortly in central SharePoint site
    - This will follow the same format as Polaris entries, including unprocessed change, WWOA and variable considerations entries
6. **Complete all actions** by 1pm, Friday 15th August

Super Users:

Lauren Abbott	Ellie Keegan	Nicholas Ripley
Nicola Cornes	Chloe Turner	David Robson
Nicola Stockton	Jamie Mapplebeck	Mark Groves
Emma Leeson	Michael Thomas-Lloyd	Peter Weatherhead
Tayla Featherstone	Joanne Ryce	Craig Doyle

Additional IPCS Support:

Aidan Harper	Emma McCall
Robert Cooper	Lynda Carter

If you have any questions or require further guidance, please reach out to one of the super users listed above

Kind regards,

Jacqui Waby, ERP Order to Cash Lead & Malwina Flick, IMO Project Delivery Lead

From: Transformation Delivery Team
Sent on: 22 August 2025 13:50:05
To: Jones, Sara
Subject: August Month-End Activities: Interim Approach

Web Version

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UK & International Transformation

This email has been sent to iCMS EMEA Project Controllers, GDBOs, Project Managers & the Finance Team

August Month-End Activities: Interim Approach

Dear Project Managers and Project Controllers

As you are aware, we transitioned to Costpoint at the end of July. While data migration has been steady, certain data sets (e.g. timesheets and supplier invoices) are not fully available, impacting our ability to carry out a complete month-end procedure.

For August, month-end activities may need to be conducted outside of the systems. We appreciate that this is not ideal, but your support and diligence will be key to ensuring we maintain financial accuracy during this transitional period.

Please note the following interim guidance:

- **Estimate at Complete and Revenue Recognition:** The guidance detailed in email dated 31 July should have been followed find all communications here. The starting position for August should be based on the forecast associated with the July month end position.
- **Actuals:** Actuals must be established for all projects. Where hours are recorded correctly in Costpoint, notably Fixed Price and Cost Plus projects, this data should be the prime source for month end reporting. However, we recognise that for some projects data may be incomplete or missing. For Time & Materials (T&M) projects in particular actual booking / timesheet data are only available where a complete list of PLC codes has been published. For T&M projects without a full set of PLC codes, please use the most accurate source available to you (e.g. trackers). Please ensure that all assumptions are clearly documented and retained for reference.
- **Accruals:** These should be based on the variance between the actuals (either system based or trackers) and the August forecast position. Please use this form to record and submit your entries to your Project Accounts team in Poland and India. Where a delivery supporting schedule cannot be provided, please submit your EAC forecast.
- **Documentation:** Please ensure all variance commentary, calculations and underlying assumptions are clearly documented and retained for audit and reconciliation purposes.
- **Queries:** If you encounter any issues or require clarification, do not hesitate to reach out to one of our Superusers:

Super Users:

Lauren Abbott	Ellie Keegan	Nicholas Ripley
Nicola Cornes	Chloe Turner	David Robson
Nicola Stockton	Jamie Mapplebeck	Mark Groves
Emma Leeson	Michael Thomas-Lloyd	Peter Weatherhead
Tayla Featherstone	Joanne Ryce	Craig Doyle

We understand this adds an additional layer of complexity and we are working closely with various departments across Amentum to resolve the outstanding issues with Costpoint as swiftly as possible.

Thank you for your continued cooperation and commitment.

Jacqui Waby, ERP Order to Cash Lead & Malwina Flick, IMO Project Delivery Lead

From: Transformation Delivery Team
Sent on: 22 August 2025 18:06:52
To: Jones, Sara
Subject: Update - Intercompany working arrangements

Web Version

amentum UK & International Transformation

This email has been sent to iCMS EMEA Project Managers & GDBOs and will be forwarded to our Change Agents

Intercompany working arrangements

Thank you for your patience and support during this challenging time as we negotiate a period of significant change for our business.

The ERP team are aware of difficulties regarding intercompany working arrangements as within Costpoint these are very different from how intercompany working was managed in Oracle.

Intercompany working applies in the following circumstances

- Between Company 4 (legacy Amentum UK) and Company 13 (legacy iCMS)
- Within Company 13 between legal entities in different countries (eg UK–France, UK–Poland, UK–US etc), which are both in Costpoint
- From Company 13 to another part of the Amentum global business, which is not in Costpoint (e.g. Australia)

The ERP migration is very complex and the intercompany arrangements are one aspect of the complexity. We have a team working on identifying the solutions for the intercompany working arrangements. However, it may take some time to fully resolve so please continue to bear with us as we work through the problems.

Jacqui Waby, ERP Order to Cash Lead & Malwina Flick, IMO Project Delivery Lead

From: Transformation Delivery Team
Sent on: 12 September 2025 14:19:35
To: Winward, Karen
Subject: September Month-End Activities: Interim Approach

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UK & International Transformation

Dear Project Managers and Project Controllers

As you are aware, we transitioned to Costpoint at the end of July. While data migration has been steady, certain data sets (e.g. timesheets and supplier invoices) are still not fully available, impacting our ability to carry out a complete month-end procedure.

September month-end activities will still need to be conducted outside of the systems. We appreciate that this is not ideal, but your support and diligence will be key to ensuring we maintain financial accuracy during this transitional period.

It is important to note that forecasts and accruals are required against **ALL** projects, regardless of value, by Friday 19 September 2025.

Please note the following interim guidance below:

1.Data source:

a) Use Cognos to download relevant reports for August actuals, as captured in Costpoint:

i)These are some examples of reports you might find useful. Go to: Costpoint Finance -> Reports & Analytics -> Business Intelligence -> Open Menu -> Content -> Team Content -> All Reports -> "Projects" & "Time" -> "Project Loaded Cost" & "Project Status Export by Level with Performing Org & Hours" & "Time Collection Labor Data by Project or Org".

ii) When in the report select the Company ID (13 - Co 13 Amentum-ICMS-GBP), Fiscal Year (2025), Period (11), Sub Period (4), Rate Type (Target), Project (insert your project no. 5XXX.XX) and Project Level (6).

iii) Click 'Finish'.

2.Actuals:

a) The financial position to date must be established for all projects.

b) Where hours are recorded correctly in Costpoint, notably Fixed Price and Cost Plus projects, this data should be the prime source for month end reporting.

c) We recognise that for some projects data may be incomplete or missing. For Time & Materials (T&M) projects in particular actual booking / timesheet data are only available where a complete list of Project Labour Category (PLC) codes has been published. For T&M projects without a full set of PLC codes, please use the most accurate source available to you (e.g. trackers).

d) All assumptions must be clearly documented and retained for reference.

3.Forecast:

a) Period 12 (September) is a 6-week accounting period, ending on 03 October 2025.

b) Update your forecast templatewith data from **Oracle R12** (end of July position), **Costpoint** (August) and any **applicable documentation** kept at local level.

c) August accruals will be reversed and will need to be included in the Estimate at Completion (EAC) forecast in September.

4.Include budgets updates/new task codes as required in your cost report template.

a) The same rules apply to budget updates as they would have on Oracle R12 i.e. once updated purchase order has been received from the client it should be included in the budget.

b) We must continue to follow these rules to maintain compliance e.g. evidence supporting updates and headlines around rules for unprocessed change.

c)If you have any new projects not set up in Costpoint, please look out for further communication that will follow later this month.

5.Save the updated cost report in this SharePoint area. This is required for audit and compliance purpose.

6.Update transaction price, budget and EAC values to EAC / Revenue Recognition spreadsheet. Please note that contract value and funded value (current budget) are also required this month.

a) The spreadsheet is in development and will be available shortly in this SharePoint area. This will be collated centrally by individual Business Divisions, as per last month's process.

b) This will follow the same format as Polaris entries, including unprocessed change, Working Without Authorisation (WWOA) and variable considerations entries.

c) Update September project-to-date forecast (cost & revenue) column to allow Percentage of Complete (POC) calculation to run. **Remember** to add back August reversed accrual.

7.Documentation: Please ensure all variance commentary, calculations and underlying assumptions are clearly documented and retained for audit and reconciliation purposes.

8.Queries: If you encounter any issues or require clarification, do not hesitate to reach out to one of our Superusers below:

Lauren Abbott Nicola Cornes Nicola Stockton Emma Leeson Tayla Featherstone Claire Foster	Ellie Keegan Chloe Turner Jamie Mapplebeck Michael Thomas-Lloyd Joanne Ryce Jamilya Orndal	Nicholas Ripley David Robson Mark Groves Peter Weatherhead Craig Doyle Emma Richards

We understand this adds an additional layer of complexity and we are working closely with various departments across Amentum to resolve the outstanding issues with Costpoint as swiftly as possible.

Thank you for your continued cooperation and commitment.

Craig Doyle, Project Controls Manager & Malwina Flick, IMO Project Delivery Lead

From: [Transformation Delivery Team]
Sent on: 17 September 2025 08:34:35
To: [Jones, Sara]
Subject: September Month-End: New Project Cost Form and Accruals Guidance

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Dear Project Managers and Project Controllers

New L2 projects, not yet in Costpoint
Further to Friday's email, and in reference to point 4c, please find the link to the New Project Cost Form in SharePoint. This form should be used to capture financial details (including actuals, accruals and other relevant data) for any project awaiting set-up in Costpoint.

Please note: This applies exclusively to L2 projects.

For guidance, refer to the example provided within the form. Only the blue highlighted cells (as shown below) require completion. A separate tab has been provided for each Business Division.

September Month Only ETC (This will be used to calculate accruals)							Full Project EAC (Sept 25)											
Hours	Labour Cost	Non-Labour Cost	Total Cost	Labour Revenue	Non-Labour Revenue	Total Revenue	Contract Value	Funded Value (Current Revenue Budget)	EAC Hours	TPrice	Base	Variations (Fees, Pain Gain etc)	WWOA	Unprocessed Change (Client approved but not in system)	Cost EAC	GM	GM%	GM/h
			-			-				-						-		

If the L2 project has a pre-existing L1, please reference it.

You need to provide two forecasts:

1. ETC for the September period to include all work to date
2. The full project EAC for the main KPI's (Hours/Cost/Revenue)

For clarification:

- Transaction Price (TP) Breakdown = As normal, please breakdown the value of your TP (Working Without Authorisation (WWOA), Unprocessed Change, Pain/Gain, etc.)
- Contract Value = Actual Contract Value (includes changes not processed through Costpoint), Funded Value = Current / July month end Oracle R12 budget value.

Accruals
Accruals for all project forecast (covering both existing and new requirements) will be calculated centrally by the Financial Business Partners. This will be based on the August data (a combination of actuals in Costpoint and top-up accruals) and the September forecast. For clarity, please include within your September ETC & overall EAC any missing actuals from August & any accruals to hit within September.

If you encounter any issues or require further clarification, do not hesitate to reach out to one of our Superusers:

Lauren Abbott Nicola Cornes Nicola Stockton Emma Leeson Tayla Featherstone Claire Foster	Ellie Keegan Chloe Turner Jamie Mapplebeck Michael Thomas-Lloyd Joanne Ryce Jamilya Orndal	Nicholas Ripley David Robson Mark Groves Peter Weatherhead Craig Doyle Emma Richards

We understand this adds an additional layer of complexity and we are working closely with various departments across Amentum to resolve the outstanding issues with Costpoint as swiftly as possible.

Thank you for your continued cooperation and commitment.

Craig Doyle, Project Controls Manager & Malwina Flick, IMO Project Delivery Lead

From: Transformation Delivery Team
Sent on: 18 September 2025 16:00:31
To: Jones, Sara
Subject: Project Labour Categories - Guidance for Time & Material Projects

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Project Labour Categories - Guidance for Time & Material Projects

As part of our ongoing migration activities, we are progressively transitioning project setup actions to the wider business. This phased approach is designed to streamline operations and empower teams to take ownership of key processes as they become fully established.

Project Labour Codes (PLCs)
We are pleased to confirm that the process for assigning new Project Labour Codes (PLCs) and selling rates plus maintaining/updating assigned PLCs and selling rates is now fully complete and ready for broader adoption.

As part of the rollout, a training session was delivered to Project Controllers on Monday 15 September as part of Internal Project Controls Knowledge Share Session and the recording is available here: 01. Project Setup *(02a. REPLAY...)*. In the same location, you'll also find a comprehensive how-to guide *(starting 02a.)* and other supporting documents to help you get started and ensure consistency in execution.

Cost Plus to Time & Material (T&M)
Please note that a separate (targeted) communication will be issued regarding projects transitioning from Cost Plus to Time & Material (T&M), as this will involve additional steps that need to be followed.

Next Steps & Support
If you encounter any issues or require further clarification, do not hesitate to reach out to one of our Superusers:

Lauren Abbott Nicola Cornes Nicola Stockton Emma Leeson Tayla Featherstone Claire Foster	Ellie Keegan Chloe Turner Jamie Mapplebeck Michael Thomas-Lloyd Joanne Ryce Jamilya Orndal	Nicholas Ripley David Robson Mark Groves Peter Weatherhead Craig Doyle Emma Richards

As always, thank you for your continued support and collaboration as we are going through this period of significant change.

Jacqui Waby, ERP Order to Cash Lead & Malwina Flick, IMO Project Delivery Lead

From: Transformation Delivery Team
Sent on: 29 September 2025 16:00:27
To: Jones, Sara
Subject: Guidance for Creating New Level 6 Lines on Direct Projects

UK & International Transformation

Guidance for Creating New Level 6 Lines on Direct Projects

As part of our ongoing migration activities, we are progressively transitioning project setup actions to the wider business. This phased approach is designed to streamline operations and empower teams to take ownership of key processes as they become fully established.

Non-Billable Lines
We are pleased to confirm that the process for assigning new L6 non-billable lines on Direct Projects is now fully complete and ready for broader adoption.

A comprehensive how-to guide can be found here: 01. Project Setup. In the same location, you'll also find other supporting documents to help you get started and ensure consistency in execution.

Next Steps & Support
If you encounter any issues or require further clarification, do not hesitate to reach out to one of our Superusers:

Lauren Abbott Nicola Cornes Nicola Stockton Emma Leeson Tayla Featherstone Claire Foster	Ellie Keegan Chloe Turner Jamie Mapplebeck Michael Thomas-Lloyd Joanne Ryce Jamilya Orndal	Nicholas Ripley David Robson Mark Groves Peter Weatherhead Craig Doyle Emma Richards

As always, thank you for your continued support and collaboration as we are going through this period of significant change.

Jacqui Waby, ERP Order to Cash Lead & Malwina Flick, IMO Project Delivery Lead

From: Transformation Delivery Team
Sent on: 10 October 2025 12:34:30
To: Winward, Karen
Subject: Guidance for Creating New Level 5/6/7 Lines on Direct Projects, Updating Contract Registers and Updating Flags on L6/7 Tasks

Categories: Business

Web Version

amentum UK & International Transformation

Guidance for Creating New Level 5/6/7 Lines on Direct Projects, Updating Contract Registers and Updating Flags on L6/7 Tasks

Dear colleagues,

As part of our ongoing migration activities, we are continuing to transition project setup actions to the wider business. This phased approach is designed to streamline operations and empower teams to take ownership of key processes as they become fully established.

Updating Contract Registers and Creating New Lines on Existing Projects

Following on from the training and knowledge sharing session on 9 October, the process for creating new L5/6/7 lines on existing projects and updating contract registers is now ready to hand over as a business-as-usual activity to the project management and project controls community.

A comprehensive how-to guide can be found in the following folder along with a recording of the knowledge sharing session 01. Project Setup. In the same location, you'll also find other supporting documents to help you get started and ensure consistency in execution (items prefixed with the number **04**).

Next Steps & Support

If you encounter any issues or require further clarification, do not hesitate to reach out to one of our Superusers:

Lauren Abbott Nicola Cornes Nicola Stockton Emma Leeson Tayla Featherstone Claire Foster	Ellie Keegan Chloe Turner Jamie Mapplebeck Michael Thomas-Lloyd Joanne Ryce Jamilya Orndal	Nicholas Ripley David Robson Mark Groves Peter Weatherhead Craig Doyle Emma Richards

As always, thank you for your continued support and collaboration as we navigate this period of significant change.

Kind regards,

Jacqui Waby, ERP Order to Cash Lead & Malwina Flick, IMO Project Delivery Lead

From: Transformation Delivery Team
Sent on: 09 September 2025 10:27:31
To: Winward, Karen
Subject: Important Notice: Upcoming Bentley ProjectWise Migration

Follow up: Follow up
Start date: 09 September 2025 01:00:00
Due date: 09 September 2025 01:00:00

Web Version

September 9, 2025

For Legacy iCMS Bentley UK Projectwise Users

Important Notice: Upcoming Bentley ProjectWise Migration

As we progress in the integration journey to position the new Amentum for continued success, safeguarding and updating your data remains our utmost priority. We are reaching out to inform you that Bentley ProjectWise for UK will soon migrate to Amentum.

To ensure smooth application update process, please log out of the Bentley UK ProjectWise system no later than **15:00 UK time on Thursday, September 11, 2025.** We understand that some individuals may be on annual leave or unable to take action at this time. We will continue monitoring Amentum users to identify anyone still using Jacobs licenses, so we can support their migration as soon as possible after 16 September and minimise any disruption to functionality.

Please note that, at the time specified above, access to the current Bentley UK ProjectWise application will be disabled to ensure no work is taking place once migration activities have started.

We anticipate that the system will come back live by 09:00 UK time on Tuesday, September 16, 2025. We'll send you an email when the system goes live. Please rest assured that we are working hard to restore functionality as swiftly as possible.

What You Need to Know:

- **Release any files currently checked out of ProjectWise:** Before the time mentioned above, either free or check in any files you may currently be working on.
- **Review the attached instructions for Bentley UK ProjectWise application migration:** Please see the attached document for detailed steps on how to transition your Bentley application to the new system. This guide will help ensure a smooth migration process. If you have any questions, reach out to your tool steward.
- **To access the newly migrated app**: Please log into Bentley Connection Client using your email with the domain global.amentum.com. Specific steps on how to do this can be found here >>
- **General Computer Tip:** To ensure the latest updates are installed, please restart your computer at the end of each business day.
- **Knowledge Share**: Please share this information with other Bentley users on your team to ensure all impacted individuals are informed.
- **Stay informed:** You will continue to receive updates on relevant application changes, including detailed information on how these updates will impact your workflow, and what

steps to expect next. For up to date application changes, please visit and bookmark our Tools & Applications page and Projectwise Communications Folder.

What's Not Changing?

- No downloads or changes are required for your existing legacy Bentley version if it is already installed. You do not need to worry about any modification to your legacy Bentley installation.

Support Contacts

Should you have any urgent questions regarding Bentley UK ProjectWise, please reach out to your designated tool steward:

- **UK:** Derek Irvine (derek.irvine@global.amentum.com)
- **UK:** Victoria Bowen (victoria.bowen@global.amentum.com)
- **UK:** Mandy Dixon (mandy.dixon@global.amentum.com)

Thank you for your attention to this important transition. We are committed to ensuring that you have a seamless migration experience.

Amentum Information Technology Team