

## York Region BizPaL Implementation Milestones

| Phase | Phase Description                                                                                      | Participants                                                                                                                                                                                    | Timeline                                            |
|-------|--------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|
| 1     | Commit to implementation timeline and select BizPaL champion for the jurisdiction                      | <ul style="list-style-type: none"> <li>• Economic Strategy Branch</li> <li>• Local municipalities</li> </ul>                                                                                    | Oct. 19, 2007<br>February 22, 2008<br>June 11, 2008 |
| 2     | Collect permit and licence information and send to ServiceOntario                                      | <ul style="list-style-type: none"> <li>• Economic Strategy Branch</li> <li>• Clerk's Office</li> </ul>                                                                                          | June 30, 2008                                       |
| 3     | Coordinate with BizPaL to fill in the configuration information during Business Process Mapping        | <ul style="list-style-type: none"> <li>• Economic Strategy Branch</li> <li>• Information Technology Department</li> <li>• Service Ontario</li> </ul>                                            | August 25, 2008<br>(TBC)                            |
| 4     | Test the uploaded information – final QA audit and validation using the URL provided by ServiceOntario | <ul style="list-style-type: none"> <li>• Information Technology Department</li> <li>• ServiceOntario</li> </ul>                                                                                 | September 8, 2008<br>(TBC)                          |
| 5     | Complete update of information to BizPaL                                                               | <ul style="list-style-type: none"> <li>• Economic Strategy Branch</li> </ul>                                                                                                                    | Q4-2008                                             |
| 6     | Perform the implementation of the BizPaL IFRAME (or customized set up) to relevant portal sites        | <ul style="list-style-type: none"> <li>• Information Technology Department</li> <li>• Service Ontario</li> </ul>                                                                                | Q4-2008                                             |
| 7     | Complete testing of the portal site implementation                                                     | <ul style="list-style-type: none"> <li>• Information Technology Department</li> <li>• ServiceOntario</li> </ul>                                                                                 | Q4-2008                                             |
| 8     | Soft Launch                                                                                            | <ul style="list-style-type: none"> <li>• Information Technology Department</li> <li>• ServiceOntario</li> </ul>                                                                                 | Q4-2008                                             |
| 9     | Hard Launch                                                                                            | <ul style="list-style-type: none"> <li>• Information Technology Department</li> <li>• ServiceOntario</li> </ul>                                                                                 | Q4-2008                                             |
| 10    | Press Release                                                                                          | <ul style="list-style-type: none"> <li>• Economic Strategy Branch</li> <li>• Communications Department</li> <li>• Government of Canada and/or Government of Ontario (ServiceOntario)</li> </ul> | Q4-2008                                             |