

22 April 2015

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Our Ref RO34/2015

Dear Responsible Officer

## **Developing a replacement to RITS**

As you may know, we are planning to replace our regulatory IT system (RITS) with a new system in 2016.

We have already started to discuss our plans with the Transition Advisory Group (TAG), which includes representatives from a range of stakeholders that use and/or rely on RITS. These include other regulators, government departments, funding agencies, as well as awarding organisations and their representative bodies.

We are now establishing a number of smaller groups of users that will report to TAG. These sub-groups will help us to capture the functional and technical requirements for the new system – what it should be able to do and how. They will also help to test prototypes of the new system, and to advise us on how we can minimise burden and negative impacts on users of the system when we introduce these changes. The outputs from the groups will be fed back to TAG and ultimately to our internal programme board to inform the design, development, testing and roll-out of the new system.

For awarding organisations we will run two sub-groups. One group will consist of the five largest awarding organisations that we regulate (AQA, City and Guilds, OCR, Pearson and WJEC). The other group will consist of a range of ten other awarding organisations. We expect that these two groups will have a differing set of requirements and priorities to each other, reflecting the differences in the scale and complexity of their operations.

Initially we expect the groups will meet at least monthly. Meetings will be held at our offices in Coventry and last about three hours at a time. Each member organisation will need to send a representative that has an understanding of strategic policy issues as well as a working knowledge of RITS.

We will provide regular progress updates from these groups to all awarding organisations to keep you up to date on how the work is progressing.

## Next steps

The first meeting of the AO user sub-group is scheduled for 29 May 2015 from 10am to 1pm.

If you are interested in joining our AO user sub-group, and your organisation is a member of the Federation of Awarding Bodies (FAB), then you should contact FAB directly to express an interest. We have agreed with FAB that it will select a representative sample of seven organisations from its membership to sit on the user group.

If your organisation is not a member of FAB, then you should contact us directly at [regulatory.relationships@ofqual.gov.uk](mailto:regulatory.relationships@ofqual.gov.uk) to express an interest in taking part. If you are interested please let us know by 30 April. We will then select three organisations at random from the list of those that have contacted us to sit on the user group.

If you express an interest but don't get selected to sit on the group, there will be further opportunities to get involved in this work. Once we start developing the replacement system, we would like AOs to help test aspects of the new system in prototype form before it goes live. We will be in touch later in the year to invite AOs to help us with testing.

As ever, if you have any questions about this letter do please get in touch at [regulatory.relationships@ofqual.gov.uk](mailto:regulatory.relationships@ofqual.gov.uk).

We look forward to hearing from you.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Emyr George', written in a cursive style.

**Emyr George**

Associate Director, Regulatory Implementation