

CDX Company SplitOff Planner

Essential planning document for company and organizational unit split-offs within CDX

Welcome to the CDX Company SplitOff Planner

Splitting off your CDX companies is a significant step toward operational efficiency and organizational growth. At CDX, we understand that every company's situation is unique, and a smooth transition is crucial for ensuring business continuity, data integrity, and compliance with internal processes. This planner is designed to guide you through the initial stages of your CDX company split-off and to collect the essential information our team needs to support you effectively.

For additional details and guidance about the CDX company split-off process, please visit our information page:

<https://public.cdssystem.com/en/web/cdx/company-reorganization>

If you have any questions regarding administrative or technical matters, feel free to contact us at:

cdx-info@dxc.com.

Please complete the following form carefully. Once completed, simply email the filled-in CDX Company SplitOff Planner to cdx-info@dxc.com. Our CDX Company Reorganization support team will respond as soon as possible.

1. New company setup and existing company migration rules

[illegible]

2. Contact Person Source Company

Name	
Phone	
Email	
Country	

3. Contact Person Target Company

Name	
Phone	
Email	
Country	

4. Confirmation from affected companies/org units

All affected companies and organizational units mentioned in this planner have been informed and have agreed.

☐ Yes ☐ No

5. Correct Assignment of Users to Organizational Units

All users are correctly assigned to the organization unit(s) to split off.

☐ Yes ☐ No

6. Please select the analysis run mode

Mode 1: Includes all datasheets belonging to these organization unit(s)

Mode 2: Includes all items of the Mode 1 analysis as well as all datasheets created by users of the organization unit(s) to be split off that are not assigned to any of these organization unit(s)

☐ Mode 1 ☐ Mode 2

7. Please indicate a User ID of the Source Company as default User ID

The default user ID must be from a user assigned to an organization unit that is moving. It is used for ownership of all datasheets currently owned by a user that will not be moving.

Default User ID: _____

8. Reactivation of Source Org Unit ID (If Data Sheets Remain Untransferred)

If not all MDS can be transferred during the SplitOff procedure, do you wish a reactivation of the Source Org Unit ID after the SplitOff?

☐ Yes ☐ No

Please be aware that users assigned to non-transferable MDSs reside in the source company with their user ID plus an appended “a” after the SplitOff. In the target company they will maintain their existing user ID. For example, if gabcd001 owns a datasheet that cannot be moved, the user assigned to gabcd001 will have 2 user IDs after the SplitOff – gabcd001 in the target company and gabcd001a in the source company. It will be the responsibility of the company administrator of the source company to deactivate gabcd001a when access to the source company is no longer needed.

9. Please enter any comments

10. Signature & Date

By signing below, I confirm that I agree to the [CDX Company Reorganization Terms and Conditions](#) and that all information provided in this document is true and accurate.

Date and Signature