

KEY RESULT AREA PLAN

| Name | Position | Team | Period From | Period To | Date |
|------|-----------------|------------------------|-------------|-----------|------|
| | Program Manager | Information Technology | | | |

| Key Result Area | Key Objective: To establish best practice project management methodologies to enable Company X's IT projects to be successful. | | | | | Importance 3 – Critical 2 – Important 1 – Necessary | |
|---|--|------------------------|--------------------|----|----|--|-------------------|
| STRATEGIC INITIATIVES | | | | | | | |
| Actions Required To Achieve Objective | Key Result Indicators (Measurements) | Actioned By (Initials) | Actioned By (Date) | | | | Importance Rating |
| | | | Q1 | Q2 | Q3 | Q4 | |
| Develop and plan the necessary tasks to achieve the successful delivery of IT projects across Company X. | Develop and agree Project Management processes and methodologies; identify and mandate a tailored and consistent project management methodology and a standard suite of Project Management templates for all IT projects across Company X. This will include the introduction of Prince II principles. | | | X | | | 3 |
| Establish Project Management Office (PMO). | Develop guiding principles and charter for PMO. | | | X | | | 3 |
| Communicate with, and conduct presentations as necessary to colleagues, management, and business units on requirements, problems, project status, risks and issues. | Development of project status reporting; required project data communicated to team members and management; Stakeholders reporting; risks are communicated and managed; issues are identified and managed. | | X | X | X | X | 3 |
| Contribute at all times to the overall success of the Project. | A strong sense of forward motion is achieved across all project teams and stakeholders. | | X | X | X | X | 2 |
| Quarterly / Half Yearly Update: | | | | | | | |
| Comments: | | | | | | | |

| Name | Position | Team | Period From | Period To | Date |
|------|-----------------|------------------------|-------------|-----------|------|
| | Program Manager | Information Technology | | | |

| Key Result Area | Key Objective: To apply best practice project management methodologies to ensure that Company X's IT projects to be successful. | | | | | Importance 3 – Critical 2 – Important 1 – Necessary | |
|--|--|------------------------|--------------------|----|----|--|-------------------|
| OPERATIONAL & SUPPORT | | | | | | | |
| Actions Required To Achieve Objective | Key Result Indicators (Measurements) | Actioned By (Initials) | Actioned By (Date) | | | | Importance Rating |
| | | | Q1 | Q2 | Q3 | Q4 | |
| Implement Project Management methodologies and reporting. | Develop and manage a consistent project start-up regime that ensures all projects align with strategic objectives and deliver best value to the organization; conduct regular risk reviews on all Company X IT projects; conduct internal audits and checkpoint reviews on projects; manage the sign off of key project deliverables; regularly and accurately report project status; ensure all team members adhere to the <i>Company X Project Office Handbook</i> and company policies. | | | X | X | X | 3 |
| Projects on time, on budget. | Ensure that all Company X IT projects remain on time and on budget. | | X | X | X | X | 3 |
| Vendor management | Work with the Vendor Project Teams to ensure provision of all deliverables according to schedule, quality requirements and legal obligations. | | | X | X | X | 3 |
| Provide Project Management services for all Company X IT projects. | Source, recruit, engage and manage Project Management resources for all IT projects. | | X | X | X | X | 3 |
| Quarterly / Half Yearly Update: | | | | | | | |
| Comments: | | | | | | | |