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| Company Name |
| Monitoring and Control Strategy |
| [Type name of programme/project] |

Place your company logo here

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| Insert name of document authorSelect date |

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Table of Contents

[1. Programme/Project ID 7](#_Toc352322657)

[2. Standards, Definitions and Boundaries 7](#_Toc352322658)

[3. Programme/Project Monitoring and Control Process and Method 7](#_Toc352322659)

[4. Monitoring and Control Roles and Responsibilities 7](#_Toc352322660)

[5. Reporting 7](#_Toc352322661)

[6. Review and Assurance 7](#_Toc352322662)

[7. APPENDIX: Status/Highlight Report Template 7](#_Toc352322663)

[8. APPENDIX: Programme/Project Plan 7](#_Toc352322664)

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# Programme/Project ID

*Insert the unique identifier for this programme/project.*

# Standards, Definitions and Boundaries

*Describe how the programme/project will apply internal controls to itself, including project decision authorities, change activities and tolerance.*

# Programme/Project Monitoring and Control Process and Method

*Describe how the project will be started and monitored, what standards will be applied to controlling it and how the internal process effectiveness will be monitored. Define the criteria that will be used to measure efficiency and what information this will require.*

# Monitoring and Control Roles and Responsibilities

*Define the roles and responsibilities for managing the strategy.*

# Reporting

*Define how reporting will be managed and what form and frequency reports should take. See separate Status/Highlight Report template.*

# Review and Assurance

*Define how, when and by whom the strategy will be reviewed and the performance criteria used to provide assurance.*

# APPENDIX: Status/Highlight Report Template

# APPENDIX: Programme/Project Plan

*Include an extract from (or location of) the current Programme/Project Plan.*