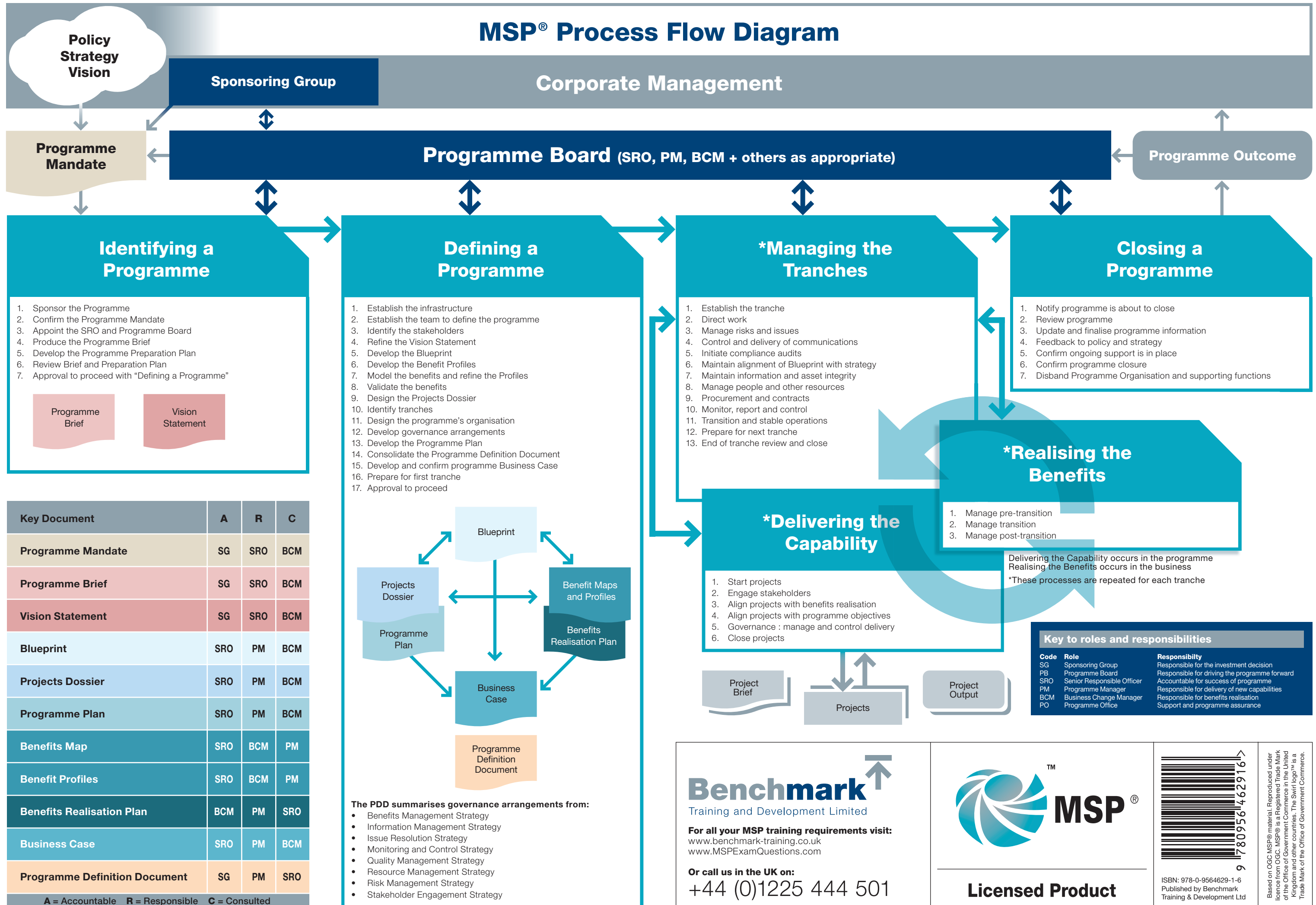


# MSP® Process Flow Diagram



Key Document	A	R	C
Programme Mandate	SG	SRO	BCM
Programme Brief	SG	SRO	BCM
Vision Statement	SG	SRO	BCM
Blueprint	SRO	PM	BCM
Projects Dossier	SRO	PM	BCM
Programme Plan	SRO	PM	BCM
Benefits Map	SRO	BCM	PM
Benefit Profiles	SRO	BCM	PM
Benefits Realisation Plan	BCM	PM	SRO
Business Case	SRO	PM	BCM
Programme Definition Document	SG	PM	SRO

**A = Accountable R = Responsible C = Consulted**

**The PDD summarises governance arrangements from:**

- Benefits Management Strategy
- Information Management Strategy
- Issue Resolution Strategy
- Monitoring and Control Strategy
- Quality Management Strategy
- Resource Management Strategy
- Risk Management Strategy
- Stakeholder Engagement Strategy

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ISBN: 978-0-9564629-1-6  
Published by Benchmark Training & Development Ltd

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## Principles

### Remaining aligned with corporate strategy

A programme should contribute to achieving corporate performance targets

### Leading change

Leading people and the organisation to a better future

### Envisioning and communicating a better future

The leaders must describe a clear vision of the future

### Focusing on benefits and threats to them

Satisfying strategic objectives by realising the end benefits

### Adding value

The programme itself must add value beyond the constituent projects

### Designing and delivering a coherent capability

The programme will deliver a consistent end to end capability

### Learning from experience

A programme is a learning organisation

## Governance Themes

**Governance is the control framework through which programmes deliver their change objectives and remain within corporate visibility and control**

### Vision

The Vision is a picture of a better future

### Organisation

Establishing a clear and effective organisation is critical to programme success

### Leadership & Stakeholder engagement

Leading change involves active engagement of stakeholders

### Benefits realisation management

Benefits are anticipated when a change is conceived

### Blueprint design and delivery

The Blueprint specifies "what capabilities we want"

### Planning and control

Defining how the capabilities will be delivered

### Business Case

The Business Case monitors the viability of the programme

### Risk management and issues resolution

Describing mechanisms for managing and tolerating uncertainty, complexity and ambiguity

### Quality management

Ensuring the stakeholders' expectations will be met

## Principles

## Governance Themes



## Flows

## Appendices

## Transformational Flows

Transformational Flow explains the activities and work of the programme lifecycle processes

### Identifying a Programme

Turns the concept into a tangible proposition

### Defining a Programme

Provides the basis for deciding whether to proceed or not

### Managing the Tranches

Implements the defined governance for the programme

### Delivering the Capability

Co-ordinates and manages project delivery according to the Programme Plan

### Realising the Benefits

Manages the benefits realisation in the business

### Closing a Programme

Recognises the new capabilities and assess the outcomes

## Appendices

### Programme information

- Information Baselines
- Document Management lifecycle
- Description of Documents
- Document relationships
- Programme information responsibilities

### Adopting MSP

Advice on embedding MSP in an organisation

### Programme Office

Roles, responsibilities and Programme Office structures

### Health Checks

Giving a snapshot of the status of a programme

### Further Information

### Glossary

### Index

**A programme:** is a group of related projects with a common **outcome**. These outcomes lead to **benefits**.  
**A project:** is a group of related tasks/products to deliver a specific **output**. These outputs build new **capabilities** and enable benefits.

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