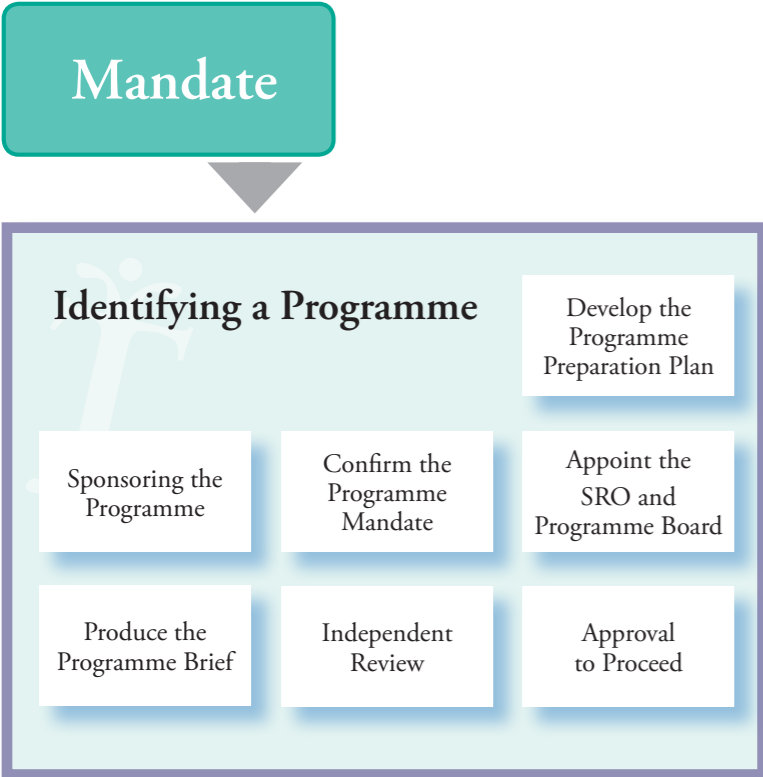
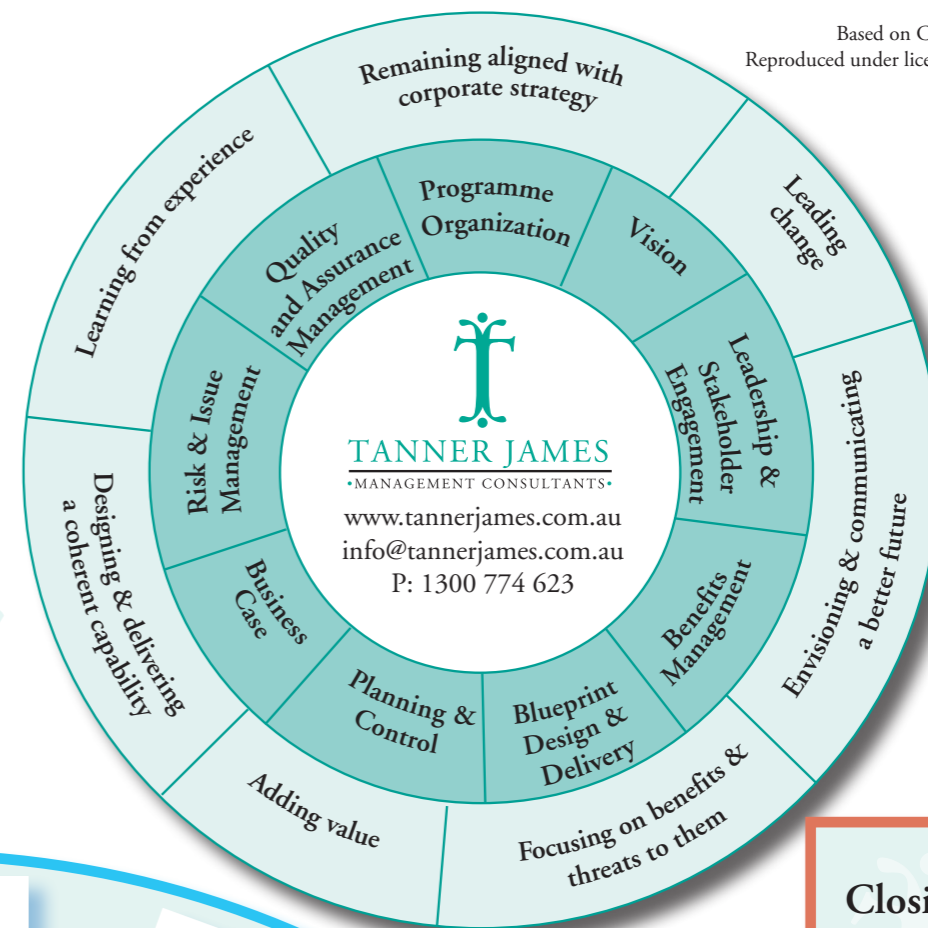




PROCESS MODEL

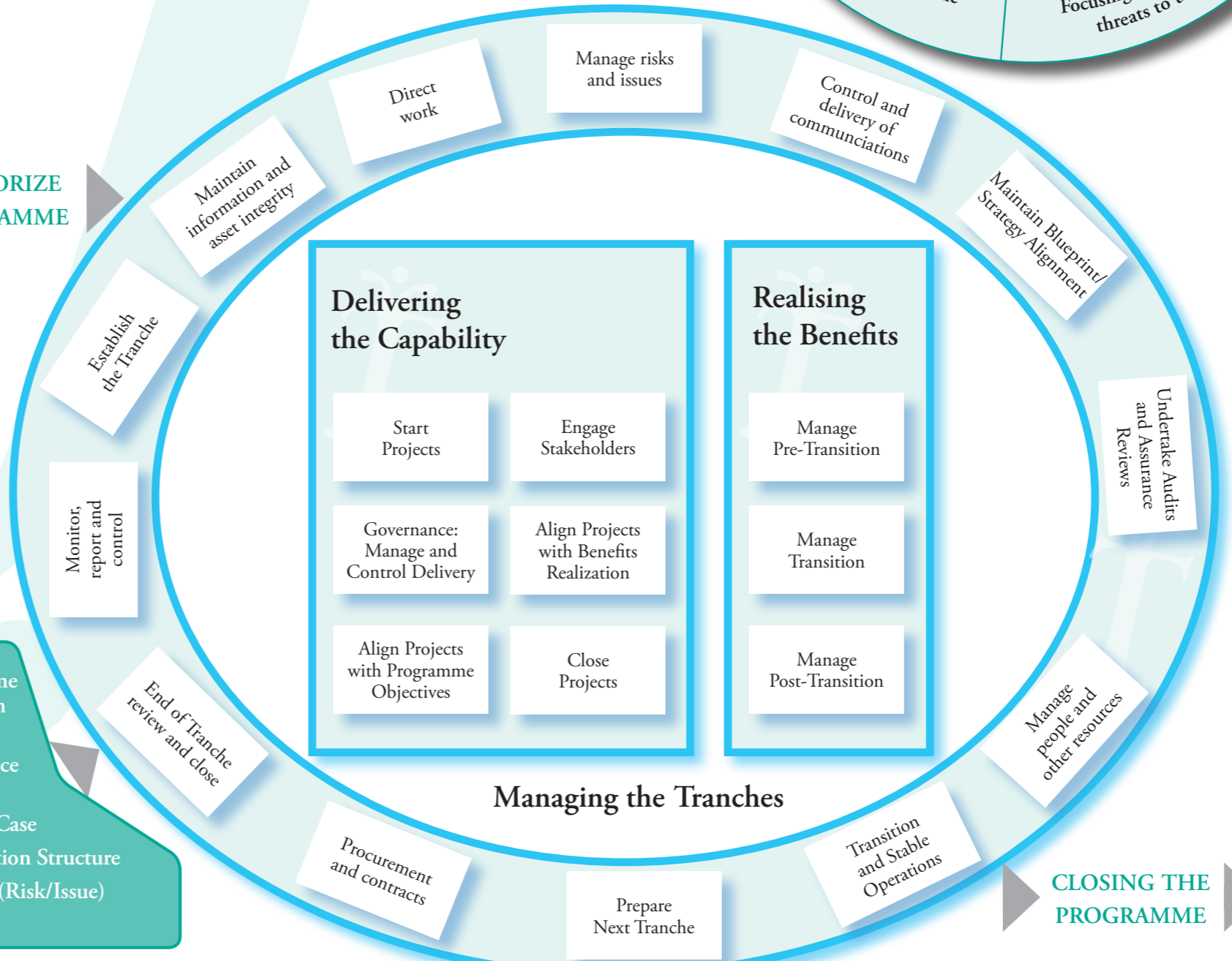


Programme Brief
Programme Preparation Plan

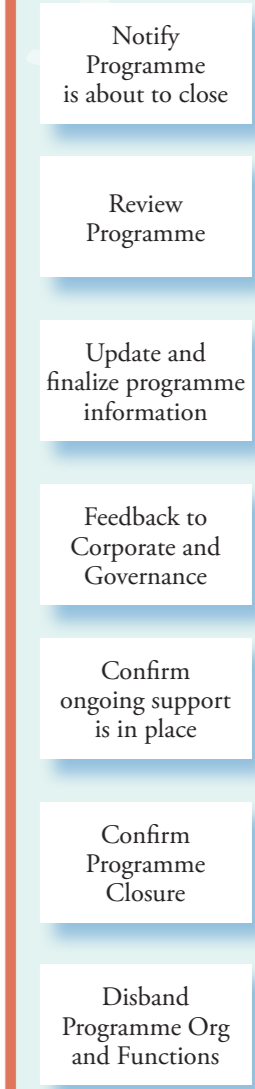


AUTHORIZE PROGRAMME

Programme Definition Doc
Governance Strategies
Business Case
Organization Structure
Registers (Risk/Issue)
Plans



Closing the Programme



CLOSING THE PROGRAMME

MSP® Documents

	Approve	Produce	Review	Identify	Define	Manage the Tranche Start	Manage the Tranche End	Deliver Capability	Realize Benefits	Close
Benefit Profiles: Used to define each benefit (and dis-benefit) and provide a detailed understanding of what will be involved and how the benefit will be realized.	SRO	BCM	PM		CR*		RU		IM	RU
Benefits Map: Illustrates the sequential relationship between benefits.	SRO	BCM	PM		CR*	IM	RU		RU	RU
Benefits Mgt Strategy: Defines the approach to realizing benefits and the framework within which benefits realization will be achieved.	SRO	PM	BCM		CR	IM	RU			RU
Benefits Realization Plan: Used to track realisation of benefits across the programme and set review controls.	SRO	PM	BCM		CR		RU		IM	RU
Blueprint: Used to maintain focus on delivering the required transformation and business change.	SRO	PM	BCM		CR	IM	RU			RU
Business Case: Used to validate the initiation of the programme and the ongoing viability of the programme.	SRO	PM	BCM		CR*		RU			RU
Information Mgt Strategy: Describes the measures, systems and techniques that will be used to maintain and control programme information.	SRO	PM	BCM		CR	IM	RU			RU
Information Mgt Plan: Sets out the timetable and arrangements for implementing and managing the Information Management Strategy.	SRO	PM	BCM		CR	IM	RU			RU
Issue Register: Used to capture and actively manage programme issues.	SRO	PM	BCM		CR*	RU	RU	RU	RU	RU
Issue Mgt Strategy: Used to describe the mechanisms and procedures for resolving issues.	SRO	PM	BCM		CR	IM	RU			RU
Monitoring and Control Strategy: Defines how the programme will apply internal controls to itself.	SRO	PM	BCM		CR	IM	RU			RU
Organization Structure: Description of the management roles, responsibilities and reporting lines in the programme.	SRO	PM	BCM		CR	IM	RU			RU
Programme Brief: Used to assess whether the programme is viable and achievable.	SG	SRO		CR						
Programme Communications Plan: Sets out the timetable and arrangements for implementing and managing the Stakeholder Engagement Strategy.	SRO	PM	BCM		CR	IM	RU	IM	IM	RU
Programme Definition Document: A document that is used to consolidate or summarize the information that was used to define the programme.	SRO	PM	BCM		CR		RU			RU
Programme Mandate: Used to describe the required outcomes from the programme, based on strategic or policy objectives.	SG			RU						
Programme Plan: Used to control and track the progress and delivery of the programme and resulting outcomes.	SRO	PM	BCM		CR	IM	RU			RU
Programme Preparation Plan: A plan that details how Defining a Programme will be undertaken.	SRO	PM	BCM	CR	IM					
Projects Dossier: Provides a list of projects required to deliver the Blueprint, with high-level information and estimates.	SRO	PM	BCM		CR	RU	RU	IM		RU
Quality and Assurance Strategy: Used to define and establish the activities for managing quality across the programme.	SRO	PM	BCM		CR	IM	RU			RU
Quality and Assurance Plan: Sets out the timetable and arrangements for carrying out the Quality and Assurance Strategy.	SRO	PM	BCM		CR	IM	RU			RU
Resource Mgt Strategy: Used to identify how the programme will acquire and manage the resources required to achieve the business change.	SRO	PM	BCM		CR	IM	RU			RU
Resource Mgt Plan: Arrangements for implementing the Resource Management Strategy.	SRO	PM	BCM		CR	IM	RU			RU
Risk Mgt Strategy: Defines the programme approach to risk management.	SRO	PM	BCM		CR	IM	RU			RU
Risk Register: Used to capture and actively manage the risks to the programme.	SRO	PM	BCM		CR*	RU	RU	RU	RU	RU
Stakeholder Profiles: Used to record stakeholders analysis information.	SRO	PM	BCM		CR	RU	RU	RU	RU	RU
Stakeholder Engagement strategy: Used to define the framework that will enable effective stakeholder engagement and communication.	SRO	PM	BCM		CR	IM	RU			RU
Vision Statement: Used to communicate the end goal of the programme; could be seen as providing an external 'artist's impression' of the desired future state.	SG	SRO	BCM		CR*					